

## Attachment D – Agency Comments

From: Matthew Colley

Sent: June 2, 2023 7:40 AM

To:

Cc: 'Trevor Heywood'

Subject: Notice of Complete Application/Comments Required - Regional Official Plan Amendment Application - 63 Benjamin St (WIL)

Hello,

The subject lands at 63 Benjamin Street previously underwent a pre-submission application, facilitated by the Township (2021) for a proposed Zoning and severance applications to redevelop the subject lands with five lots for residential dwellings on municipal water and private septic. The Zoning was required to rezone from Industrial to Residential and the consents to create the lots.

Through the pre-submission process a Scoped Hydrogeological Study was submitted to demonstrate conformity with Regional Official Plan Policy 5.B.7 which notes the following:

- *“Prior to the approval of any development applications proposing the use of individual wastewater treatment systems, studies prepared in accordance with the provisions of the Regional Implementation Guideline for Source Water Protection Studies and approved by the Region, must have demonstrated that such system(s) can operate satisfactorily on the site and will not have a negative impact on groundwater resources.”*

The submitted study was unable to demonstrate conformity with the applicable policy and furthermore the proposed use of tertiary systems as an alternative treatment system was not supported as Policy 5.B.8 notes the following:

- *“Development applications proposing alternative individual wastewater treatment systems will only be permitted where the proposed lot size would accommodate a conventional individual wastewater treatment system.”*

Therefore, upon substantial discussions between the applicant, Regional and Township Staff it was proposed to potentially assess whether the subject development could be facilitated through a Regional Official Plan Amendment application. This would address a site specific amendment to permit the redevelopment of the lands with a reduced lot size and the use of an alternative treatment system (i.e. tertiary) that would seek relief from the existing Policy 5.B.8.

The proposed ROPA has been deemed complete and is now being circulated for formal comments. Please review and provide comments no later than **Friday, June 23**.

**Matthew Colley, MCIP, RPP**

Senior Planner

Planning, Development and Legislative Services

Regional Municipality of Waterloo

T: 519-575-4757 ext. 3210

C : 519-577-6241

F: 519-575-4449

[Mcolley@regionofwaterloo.ca](mailto:Mcolley@regionofwaterloo.ca)

**From:** Knieriem, Michelle (MMAH) [REDACTED]  
**Sent:** August 23, 2023 8:22 AM  
**To:** Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
**Cc:** Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>; Alyssa Bridge <[ABridge@regionofwaterloo.ca](mailto:ABridge@regionofwaterloo.ca)>  
**Subject:** RE: Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Thanks!

**Michelle Knieriem, RPP, MCIP**  
Team Lead, Planning  
Ministry of Municipal Affairs and Housing  
Municipal Services Office - Western  
659 Exeter Road, 2nd Floor  
London, ON N6E 1L3  
[REDACTED]  
[REDACTED]

**From:** Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
**Sent:** August 22, 2023 1:54 PM  
**To:** Knieriem, Michelle (MMAH) [REDACTED]  
**Cc:** Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>; Alyssa Bridge <[ABridge@regionofwaterloo.ca](mailto:ABridge@regionofwaterloo.ca)>  
**Subject:** Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

**CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.**

Hi Michelle,

I have attached the new notice of public meeting now scheduled for September 12<sup>th</sup>.

Thank you.

**Matthew Colley, MCIP, RPP**  
Senior Planner  
Planning, Development and Legislative Services  
Regional Municipality of Waterloo  
T: 519-575-4757 ext. 3210  
C : 519-577-6241  
F: 519-575-4449  
[Mcolley@regionofwaterloo.ca](mailto:Mcolley@regionofwaterloo.ca)

**From:** Knieriem, Michelle (MMAH) [REDACTED]  
**Sent:** August 16, 2023 1:40 PM  
**To:** Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
**Cc:** Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>

**Subject:** RE: Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Hi Matthew,

Thank you very much for providing this so quickly.

Thanks,  
Michelle

**Michelle Knieriem, RPP, MCIP**  
Team Lead, Planning  
Ministry of Municipal Affairs and Housing  
Municipal Services Office - Western  
659 Exeter Road, 2nd Floor  
London, ON N6E 1L3

**From:** Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>

**Sent:** August 16, 2023 12:18 PM

**To:** Knieriem, Michelle (MMAH)

**Cc:** Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>

**Subject:** RE: Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

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Hi Michelle,

Of course. See attached.

**Matthew Colley, MCIP, RPP**  
Senior Planner  
Planning, Development and Legislative Services  
Regional Municipality of Waterloo  
T: 519-575-4757 ext. 3210  
C : 519-577-6241  
F: 519-575-4449  
[Mcolley@regionofwaterloo.ca](mailto:Mcolley@regionofwaterloo.ca)

**From:** Knieriem, Michelle (MMAH)

**Sent:** August 16, 2023 10:37 AM

**To:** Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>

**Cc:** Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>

**Subject:** RE: Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Hi Matthew,

I was wondering if you would be able to provide us with a copy of the below document:  
Hydrogeological Study and Site Servicing Report, prepared by MTE, Jan 8, 2021

Thanks,  
Michelle

**Michelle Knieriem, RPP, MCIP**  
Team Lead, Planning  
Ministry of Municipal Affairs and Housing  
Municipal Services Office - Western  
659 Exeter Road, 2nd Floor  
London, ON N6E 1L3

From: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>

Sent: August 10, 2023 11:07 AM

To: Knieriem, Michelle (MMAH)

Cc: Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>

Subject: RE: Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

**CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.**

Hi Michelle,

My apologies for delayed response. Please see the below information. Based on the below the intention would be for the statutory public meeting to now be held on September 12<sup>th</sup> with the intention of bringing it to Regional Council for a decision on September 27<sup>th</sup>, if appropriate. I have also provided a FTP link below with the documents as requested.

[https://fxp.regionofwaterloo.ca:443/AHT/AHT\\_UI/public/#/password?package=4zGYkBE1jurcHmHHby9ygHjT%2bdW%2bgcQbDlMgUQJxoZm10FbC5KHHr%2flc0yGGfsVukxflZVoAR4kJ1PQyeHgYkRxm8GAp8%2fUboHF2bJqchzs%3d](https://fxp.regionofwaterloo.ca:443/AHT/AHT_UI/public/#/password?package=4zGYkBE1jurcHmHHby9ygHjT%2bdW%2bgcQbDlMgUQJxoZm10FbC5KHHr%2flc0yGGfsVukxflZVoAR4kJ1PQyeHgYkRxm8GAp8%2fUboHF2bJqchzs%3d)

Hello,

See below information on rescheduling of this statutory public meeting:

**Proposed Site Specific Amendment to the Regional Official Plan**

**63 Benjamin Street, New Dundee (Township of Wilmot)**

The Region of Waterloo had originally scheduled a statutory public meeting to receive comments from the community on a proposed site-specific amendment to the Regional Official

Plan (ROP) at 63 Benjamin Street, New Dundee within the Township of Wilmot to be held on Tuesday, August 15<sup>th</sup>, 2023. The statutory public meeting is required to be held pursuant to Section 17 of the Planning Act, R.S.O. 1990, c.P.13, as amended. The Region of Waterloo is advising that the public meeting is being rescheduled from August 15<sup>th</sup>, 2023 to September 12<sup>th</sup>, 2023. A new notice will be issued advising of the new date and time. If you have any comments or questions please reach out to Matthew Colley, Senior Planner at 519-577-6241 or [MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)

Thank you.

**Matthew Colley, MCIP, RPP**  
Senior Planner  
Planning, Development and Legislative Services  
Regional Municipality of Waterloo  
T: 519-575-4757 ext. 3210  
C : 519-577-6241  
F: 519-575-4449  
[Mcolley@regionofwaterloo.ca](mailto:Mcolley@regionofwaterloo.ca)

**From:** Knieriem, Michelle (MMAH) [REDACTED]  
**Sent:** August 8, 2023 2:14 PM  
**To:** Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
**Subject:** RE: Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Hi Matthew,

Could you please send me the supporting materials for this application?

I note the public meeting is on August 15. Is there a date for when this will be considered by Regional Council for a decision?

Thanks,  
Michelle

**Michelle Knieriem, RPP, MCIP**  
Team Lead, Planning  
Ministry of Municipal Affairs and Housing  
Municipal Services Office - Western  
659 Exeter Road, 2nd Floor  
London, ON N6E 1L3  
[REDACTED]  
[REDACTED]

**From:** Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
**Sent:** July 25, 2023 12:40 PM  
**To:** Boyd, Erick (MMAH) [REDACTED]  
**Cc:** Alyssa Bridge <[ABridge@regionofwaterloo.ca](mailto:ABridge@regionofwaterloo.ca)>; Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>;

Regional Clerk <[RegionalClerk@regionofwaterloo.ca](mailto:RegionalClerk@regionofwaterloo.ca)>

**Subject:** Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

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Hello,

Please find attached Notice of Public Meeting for the above-stated application scheduled for August 15, 2023.

Thank you.

**Matthew Colley, MCIP, RPP**

Senior Planner

Planning, Development and Legislative Services

Regional Municipality of Waterloo

T: 519-575-4757 ext. 3210

C : 519-577-6241

F: 519-575-4449

[Mcolley@regionofwaterloo.ca](mailto:Mcolley@regionofwaterloo.ca)

From: Telus Utility Markups [REDACTED]

Sent: June 5, 2023 8:24 AM

To: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>

Subject: RE: Notice of Complete Application/Comments Required - Regional Official Plan Amendment Application - 63 Benjamin St (WIL) Telus 2023 - 3514

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Hello,

TELUS has no underground infrastructure in the area of your proposed work

Thank you,

**Meghna Patel**

*Permit Coordinator*

*Coordinateur de permis*

[REDACTED]

7777 Weston Road, Vaughan, ON L4L 0G9





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**From:** MAZEY, Neil [REDACTED]  
**Sent:** June 7, 2023 6:29 PM  
**To:** Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
**Subject:** RE: Notice of Complete Application/Comments Required - Regional Official Plan Amendment Application - 63 Benjamin St (WIL)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Hi Matthew,

This development falls within the PO Box boundary of the town of New Dundee, therefore mail delivery for this development will be via PO Box at the New Dundee Post Office. Residents should be advised to contact the New Dundee Post Office to establish delivery. They can be contacted at:

NEW DUNDEE POST OFFICE – 64 NORTH ST, NEW DUNDEE, ON N0B 2E0 – 519-696-3201

NEIL MAZEY | DELIVERY PLANNING | CANADA POST | 955 Highbury Ave N, London ON N5Y 1A3 [REDACTED]

From: ARABIA Gabriel [REDACTED]  
Sent: June 8, 2023 11:10 AM  
To: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
Subject: Region of Waterloo - 63 Benjamin St

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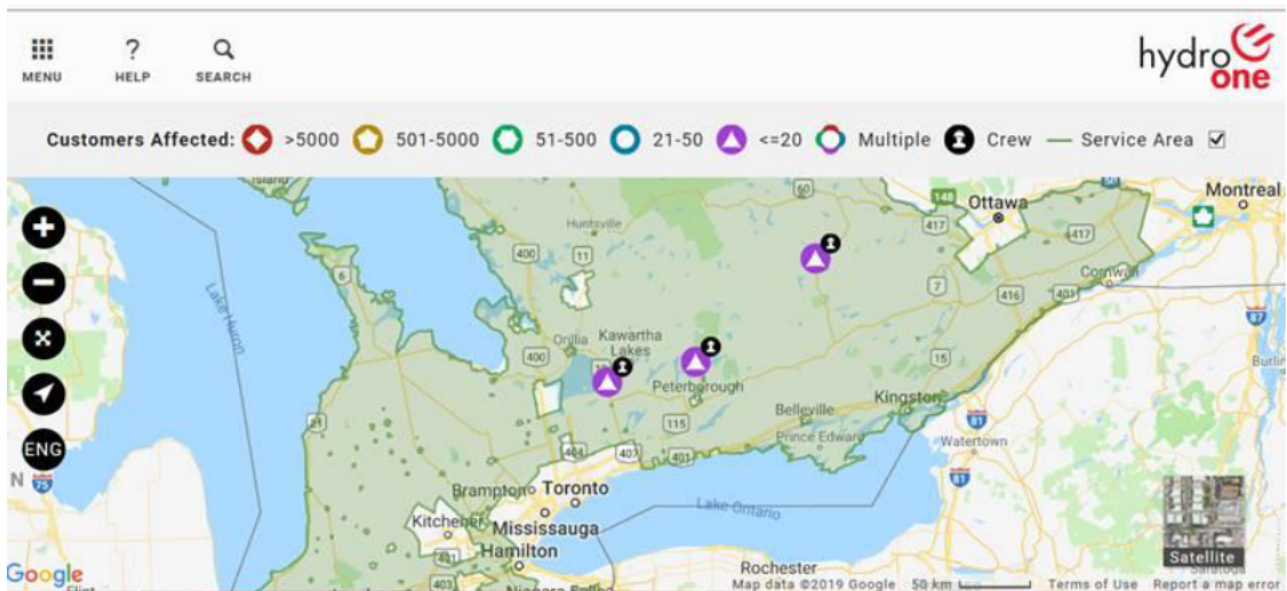
Hello,

We are in receipt of your Application for Consent, 63 Benjamin St dated June 2nd, 2023. We have reviewed the documents concerning the noted Application and have no comments or concerns at this time. Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.

For proposals affecting 'Low Voltage Distribution Facilities' please consult your local area Distribution Supplier.

To confirm if Hydro One is your local distributor please follow the following link:  
<http://www.hydroone.com/StormCenter3/>

Please select " Search" and locate address in question by entering the address or by zooming in and out of the map



If Hydro One is your local area Distribution Supplier, please contact Customer Service at 1-888-664-9376 or e-mail [CustomerCommunications@HydroOne.com](mailto:CustomerCommunications@HydroOne.com) to be connected to your Local Operations Centre

Please let me know if you have any questions or concerns.

Thank you,

## **Dennis De Rango**

Specialized Services Team Lead, Real Estate Department

Hydro One Networks Inc.

Tel: (905)946-6237



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From: Andrew Martin [REDACTED]  
Sent: June 20, 2023 12:16 PM  
To: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
Subject: RE: Notice of Complete Application/Comments Required - Regional Official Plan Amendment Application - 63 Benjamin St (WIL)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Hi Matthew,  
I can confirm that the Township has no concerns with the proposed ROPA. The attached report, summarizing the same, was endorsed by Council on June 12.



Andrew Martin, MCIP RPP  
Manager of Planning and Economic Development  
Development Services | Township of Wilmot | [REDACTED]

[Wilmot.ca](http://Wilmot.ca) | [Twitter](#) | [Facebook](#) | [LinkedIn](#) | [YouTube](#)

From: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
Sent: Wednesday, June 21, 2023 9:33 AM  
To: Andrew Martin [REDACTED]  
Cc: Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>  
Subject: RE: Notice of Complete Application/Comments Required - Regional Official Plan Amendment Application - 63 Benjamin St (WIL)

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Hi Andrew,

Thanks for this. If I recall from our discussions with the Township CBO prior to proceeding this route was there was going to be some review and discussion on the brief provided for tertiary systems and whether there could be some agreement registered on title to regulate the systems.

I understand implementation of this falls outside the ROPA but it would help inform how this proceeds.

Thanks.

**Matthew Colley, MCIP, RPP**  
Senior Planner  
Planning, Development and Legislative Services  
Regional Municipality of Waterloo  
T: 519-575-4757 ext. 3210  
C : 519-577-6241  
F: 519-575-4449  
[Mcolley@regionofwaterloo.ca](mailto:Mcolley@regionofwaterloo.ca)

From: Andrew Martin [REDACTED]  
Sent: June 22, 2023 4:28 PM  
To: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
Cc: Amanda Kutler <[AKutler@regionofwaterloo.ca](mailto:AKutler@regionofwaterloo.ca)>  
Subject: RE: Notice of Complete Application/Comments Required - Regional Official Plan Amendment Application - 63 Benjamin St (WIL)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

The Township has no concerns with the servicing brief and the explanation related to future replacement of systems on the property.

There would potentially be an opportunity to register an agreement on the properties advising of the type of system on the property, requirements for annual maintenance and potentially additional testing requirements if the Region feels such a requirement is necessary. Notwithstanding some concerns with the administrative requirements related to ongoing annual maintenance reporting for these systems, they are permitted by the OBC. Even if the lots were large enough to facilitate the installation of a traditional septic system, there would be nothing preventing the installation of a tertiary treatment system (which we see broadly occurring on smaller unserviced properties throughout the Township).

Initial comments from the Region's water services staff on the hydro-g study would suggest that there aren't concerns with the use of tertiary systems in this location. That said, the Township is willing to work with the Region to secure a development agreement if deemed necessary by the Region.

If you need anything further from me, please advise.

Andrew

From: Planning [REDACTED]  
Sent: June 22, 2023 4:10 PM  
To: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
Cc: [Planning@Wilmot.ca](mailto:Planning@Wilmot.ca)  
Subject: RE: Notice of Complete Application/Comments Required - Regional Official Plan Amendment Application - 63 Benjamin St (WIL)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Good Afternoon Matthew,

The Waterloo Catholic District School Board has reviewed the subject application and has no further comment beyond what as submitted for the pre-submission application (attached).

If you require any further information, please contact me by e-mail at [REDACTED]

Thank you,  
**Jordan Neale**  
Planning Technician, WCDSB  
480 Dutton Dr, Waterloo, ON N2L 4C6  
[REDACTED]

From: Planning [REDACTED]  
Sent: April 12, 2023 4:02 PM  
To: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
Cc: [Planning@Wilmot.ca](mailto:Planning@Wilmot.ca)  
Subject: RE: Comments Required - Regional Official Plan Amendment Application Pre-Sub - 63 Benjamin St (WIL)

Good Afternoon Matthew,

The Waterloo Catholic District School Board has reviewed the subject application and based on our development circulation criteria have the following comment(s)/condition(s):

A) That any Education Development Charges shall be collected prior to the issuance of a building permit(s).

If you require any further information, please contact me by e-mail at [REDACTED]

Thank you,  
**Jordan Neale**  
Planning Technician, WCDSB  
480 Dutton Dr, Waterloo, ON N2L 4C6  
[REDACTED]

From: Trevor Heywood [REDACTED]  
Sent: July 25, 2023 2:50 PM  
To: Matthew Colley <[MColley@regionofwaterloo.ca](mailto:MColley@regionofwaterloo.ca)>  
Subject: RE: Notice of Public Meeting - Site Specific Regional Official Plan Amendment Application - 63 Benjamin St (Township of Wilmot)

**\*\*EXTERNAL ALERT\*\*** This email originated from outside the Region of Waterloo.

Hey Matthew,

I confirmed that the new septic should be directed away from the floodplain as much as possible, but that we would permit it within.

Regards,

**Trevor Heywood B.Sc.(Env.)**  
Resource Planner  
Grand River Conservation Authority

400 Clyde Road, PO Box 729  
Cambridge, ON N1R 5W6

[REDACTED]  
[REDACTED]

[www.grandriver.ca](http://www.grandriver.ca) | [Connect with us on social media](#)

**Matthew Colley, MCIP, RPP**  
Senior Planner  
Planning, Development and Legislative Services  
Regional Municipality of Waterloo  
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F: 519-575-4449  
[Mcolley@regionofwaterloo.ca](mailto:Mcolley@regionofwaterloo.ca)