



## STAFF REPORT

**To:** Mayor and Members of Council  
**From:** Mark H. Kluge, Manager of Planning  
**Meeting Date:** May 13, 2025  
**Report Number:** 2025-077  
**Subject:** Monthly Planning Update Report – May 2025

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### Recommendation

**THAT** Council receives Report PLN 2025-77 – Monthly Planning Update Report - May 2025, dated May 13, 2025, for information purposes.

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### Executive Summary

#### Purpose

To provide an update to Council on the activities within Planning.

#### Financial Implications

No financial implication

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### Report

#### Background

To provide an update to Council on the activities within Planning.

## Discussion

### New Applications:

- No new applications.

### Current File Status:

#### Condominium:

- CDM01-2022 Hamilton Lane – Clearing Conditions

#### Consent:

- No current applications

#### Official Plan:

- No current applications

#### Part Lot Control:

- No current applications

#### Site Plan:

- SPA01-2025 50 Emma Street South 5-storey infill multi-unit residential building **Processing**
- SPA01-2022 10 Watson Road Roll #106585 – Property is for sale; Site Plan Agreement has NOT been finalized (signed or secured).
- SPA01-2018 ORICA – Future Council Report.

#### Subdivision:

- **22T-202401 Hill Town Drive Subdivision (Monticello)** – Local Improvement Charges By-law  
UNIT COUNT: 21 Singles on private services
  - Tentative Public Meeting June 10, 2025
- **22T-202301 River's Edge by Thomasfield** – Processing  
UNIT COUNT: 175 single, 14 semi, 78 towns, 63 apartments
- **22T-202201 Grand Valley Business Park (Thomasfield)** – Clearing Draft Plan Conditions  
**Draft Plan Approved: September 27, 2022 – Expires: Sep 27, 2025**
- **22T-202101 152 Main Street INFILL** – 5 to 25 Rainey Drive, Plan 7M-83  
UNIT COUNT: 12 on-street townhomes  
Building Permit for 5 Rainey Drive received  
Holding Removal (H) lifted Nov 14/23 and Part Lot Control By-law passed Nov 28/23
- **22T-201801 Scott Street INFILL** – Clearing Draft Plan Conditions  
UNIT COUNT: 3 on-street singles, 8 condo singles and 13 condo townhomes  
**Draft Plan Approved: Oct 13, 2020 – Expires: Oct 13, 2026**

- **22T-201601 Cor Seed Subdivision** – Clearing Draft Plan Conditions  
UNIT COUNT: 73 singles, 25 on-street towns, 1 mixed used block, 1 commercial block  
**Draft Plan Approved: May 25, 2021 – Expires: May 25, 2027**
  - On going Engineering meetings between Cor Seed, the Town (Burnside and Planning) and Dufferin County Engineering.

**Update on Tree Removal:**

Planning brought forward [Report No. PLN16-2024](#), dated June 25, 2024, to Council regarding Cor Seed's request for Amendment to Draft Plan Condition 36 - Cor Seed Subdivision - Tree Removal.

On June 25, 2024, Council passed the following Resolution:

**Resolution 2024-06-43**

Moved by: P. Rentsch

Seconded by: P. Latam

**BE IT RESOLVED THAT** Report No. PLN16-2024, dated June 25, 2024, be received;

**AND FURTHER THAT** Council accept Burnside's letter dated April 12, 2024, and listed in **Appendix 3: Town (Burnside) Response** of Report PLN16-2024.

**AND FURTHER THAT** Council defers the amendment to Draft Plan Condition 36 (h), to allow tree removal along the southern property line of the Cor Seed Subdivision.

**AND FURTHER THAT** Council approves the recommended compensation and location in accordance with the following general requirements and proposes the following changes:

- Compensation can be provided by re-planting elsewhere instead of a cash-in-lieu payment to the Town;
- A landscape plan to the satisfaction of the Town shall be provided that provides a greater 40 mm variety of sizes and species in the planting plan;
- Re-planting can occur within the Moco or Cor Seed developments to enhance the environmental blocks or at other locations as approved by the Town;
- The Developer will construct a fence on the southern boundary to the satisfaction of the Town.

**CARRIED.**

The Resolution was forwarded to Cor Seed on July 2, 2024.

At the April 22, 2025, Council meeting, Council requested an update on this matter.

Staff consulted with the Town's engineers regarding the tree removal and can advise that neither Planning nor Engineering (Burnside) have received any update from Cor Seed. Burnside has advised that they will not approve the plans for the subdivision agreement until that compensation is solidified and shown on plans.

Cor Seed did not cut the trees down before March 31<sup>st</sup>, so they won't be able to do anything there now until at least Autumn 2025.

- **22T-201502 MOCO Farms Subdivision** – Clearing Draft Plan Conditions  
UNIT COUNT: 96 singles, 68 on-street towns, 18 Live-Work units, 1 commercial block  
**Draft Plan Approved: November 21, 2017 – Expires: Sep 22, 2025**
  - On going Engineering meetings between Moco, the Town (Burnside and Planning) and Dufferin County Engineering.
- **22T-201501 Thomasfield Phase 3B** – Subdivision Agreement registered  
UNIT COUNT: 159 singles, 57 townhomes  
Phase 3B-170 singles – under construction Registered 7M-85  
Phase 3B-249 singles, 57 townhomes  
Phase 3B-340 singles
- **22T-201501 Thomasfield Phase 3A-1** (Plan 7M-76) - constructed  
UNIT COUNT: 41 singles, 17 Townhomes
- **22T-201501 Thomasfield Phase 3A-2** (Plan 7M-78) – constructed (1 vacant lot)  
UNIT COUNT: 56 Singles
  - Request to start maintenance period has been received and is under review by Town Engineering.

#### **Zoning:**

- Z01-2025 50 Emma Street South - **Processing**
- Z03-2024 034541 Concession Road 8-9 – **Processing**
- Z05-2023 40, 50, 60 Emma Street – **On hold**
- Z07-2023 River's Edge by Thomasfield – **Processing**

#### **Municipal Approvals:**

- MA11-2025 Rural Demolition
- MA12-2025 Rural Dwelling rebuild
- MA13-2025 Rural Accessory Building
- MA14-2025 New Urban Dwelling
- MA15-2025 New Urban Dwelling
- MA16-2025 Rural Accessory Building
- MA17-2025 Rural Pool Enclosure
- MA18-2025 Urban Accessory Building

- MA19-2025 Rural Demo and Rebuild of Office and Accessory Apartment (Summer Place)
- MA20-2025 Rural Dwelling and Septic System (former Keldon Church site on Hwy 89)
- MA21-2025 Rural Hot Tub installation
- MA22-2025 Rural Pool Enclosure

**Property Information Reports (Planning & Office Co-ordinator):**

- PIR-04-2025 – Roll #124800
- PIR-05-2025 – Roll #119600
- PIR-06-2025 – Roll #120300

**Provincial Update:**

- Nothing to report

**Dufferin County:**

- A one-day Planning and Economic Development Summit lead by Watson & Associates to be held on June 12, 2025. The Agenda is still being developed, and Planning's attendance is still in question.
- Watson to meet virtually with all Local and County Planning Staff on May 26, 2025, attendance is mandatory, as per County Planning.

**Planners of Dufferin (POD):**

Summary of April 24, 2025, Meeting items:

- 1) Town and Township Updates
- 2) Mississaugas of the Credit First Nation Presentation
- 3) Planning Intake Manual – Update
- 4) Municipal Official Plan Conformity Exercises
- 5) OPA #5

**Municipal Comprehensive Reviews:**

- County Official Plan Amendment (OPA) 4 is still with the MMAH, for approval.
- County Staff are working on the RFQ for a Consultant to undertake OPA 5 which is the Ministry of Finance (MOF) population numbers for the Province, with 10% difference than the approved OPA 2 numbers. This is in response to OPA 4, which is to be modified as a result.
- The local municipalities are all at various stages in their conformity exercises.

**Other Planning Matters:**

**Official Plan and Zoning Update Project:**

- **ON AGENDA**

**Planning Fee Study:**

- Work on hold pending Finance review of Fees

**Grand River Conservation Authority (GRCA):**

- Nothing to report

**Sarah Properties Amaranth:**

- Subdivision (Rail Trail) – nothing to report

**Financial Impact**

No financial impacts.

**Consultations**

R.J. Burnside Engineers and Environmental Consultants–22T-201601 Cor Seed Subdivision – Tree Removal Update.

**This report was submitted by:**

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**This report was approved by:**

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