



DEVELOPMENT SERVICES *Staff Report*

REPORT NO: DS-2025-12

TO: Council on November 24, 2025

SUBMITTED BY: Andrew Martin, MCIP RPP
Acting Director of Development Services

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Acting Director of Development Services

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Senior Development Planner

REVIEWED BY: Jeff Willmer, Chief Administrative Officer

DATE: November 12, 2025

SUBJECT: Zone Change Application 04/25, 2305324 Ontario Inc., 1300 Bridge Street, New Dundee

RECOMMENDATION:

THAT Council approve Zone Change Application 04/25 by 2305324 Ontario Inc. to rezone a portion of 1300 Bridge Street, New Dundee, from Zone 8a (Commercial) to Zone 2 (Residential) and Zone 11 (Open Space); and

THAT Council endorse in principle, the acceptance of the extension of Kathreen Street, subject to future Committee of Adjustment approval and conditions of consent as noted in report DS 2025-12; and

THAT Council consider By-law 2025-71 being a by-law to amend By-law 83-38 for the purpose of amending the zoning for 1300 Bridge Street, New Dundee.

SUMMARY:

The application proposes to change the zoning of the west portion of the subject property from Zone 8a (Commercial) to Zone 2 (Residential) and Zone 11 (Open Space) to match the existing underlying Settlement Residential designation and to provide a buffer surrounding a wetland on the subject property.

Rezoning of the subject property would facilitate future consent (severance) applications to create two new residential lots each proposed to be developed with a single detached dwelling, while retaining the current commercial operation at 1300 Bridge Street. This report outlines the comments received and materials submitted in support of the application, and ultimately recommends approval.

BACKGROUND:

Notice of a Public Meeting was given to property owners within 120 metres of the subject lands on October 10, 2025. The following is a summary of comments received prior to the Public Meeting.

Public: none

Agencies:

Region of Waterloo – no objections

Six Nations of the Grand River Elected Council (SNGREC) – supportive of the proposed buffer and open space zoning of the wetland

GRCA – no concerns provided the wetland and buffer is zoned Zone 11 (Open Space)

Enova – no concerns

REPORT:

The property is zoned Zone 8 (Commercial) and is designated as Dry Industrial/Commercial and Settlement Residential in the Township Official Plan.

As part of the rationalization exercise that occurred in support of the Township Official Plan update (approved by the Region of Waterloo in 2019), the Township completed a parcel-by-parcel review of development potential in light of environmental, servicing, and other constraints. This process involved the exchange of designations between properties within New Dundee Settlement Area and throughout the urban and rural settlement areas of the Township.

At that time, and at the request of the owners of 1300 Bridge Street, a portion of the Dry Industrial/Commercial designation surplus to the needs of their business was removed and added to 1257-1277 Bridge Street (New Dundee Business Park) to allow for a minor boundary expansion to recognize existing operations.

The former industrial/commercial lands were then designated as residential to facilitate the future minor extension of Kathreen Street to include a proper turnaround facility and residential lots. The lands subject to this application have since been designated in the Official Plan for residential use since 2019. This application is the next step in implementing the changes that occurred in 2019 by rezoning the lands for residential use.

Since 2019, numerous studies and drawings were submitted and reviewed in advance of the formal zone change and consent applications.

Archaeological Assessment

A stage 1 and 2 archaeological assessment was completed, which did not require any further assessment. An acknowledgment letter was then received from the Ministry of Heritage, Sport, Tourism and Culture.

Hydrogeological Study & Geotechnical Investigation

A hydrogeological study was required to assess any potential impacts of new septic systems on ground water. The study was accepted by the Region of Waterloo having adequately demonstrated that there would be no impacts. The proposed lot configurations and areas were supported by the results of the study.

Scoped Environmental Impact Study

An EIS was completed to determine the limits of wetland features on the subject property. The study determined that the proposed severance and development would not result in any significant long-term negative impacts to the existing natural areas.

Stationary Noise Study

A noise study analyzed the noise impacts of the nearby commercial uses. The study was peer reviewed ultimately resulting in a determination that no mitigation measures were required based on the proximity of the new houses to the existing commercial use and Regional road.

Civil Engineering

Preliminary engineering drawings were completed, including site grading and servicing plans for the proposed development of the street extension and two residential lots. The drawings were reviewed and accepted by the Township, GRCA, and Region.

The Township circulated various agencies as part of the zone change application including the GRCA and SNGREC. In response to their comments, and further to the findings of the EIS, the wetland area and an associated 15-metre buffer is proposed to be zoned Zone 11 (Open Space). This category prohibits development, in recognition of the restrictions imposed by the wetland.

Should Council approve the zone change application, the Township's Committee of Adjustment will consider consent applications to ultimately create two residential lots as contemplated by this application and the prior amendments to the official plan. The lots would be serviced by municipal water supply and private individual septic systems as contemplated by the accepted hydrogeological study.

Kathreen Street does not presently provide turnaround facilities where it terminates at the boundary of the subject property. Through the consent application, the applicant will be required to enter into an agreement with the Township with respect to the construction of an extension of Kathreen Street to provide street frontage to the residential lots and to provide a turning facility to accommodate municipal maintenance and emergency service vehicles.

The agreement will include standard requirements including, but not limited to the following:

- That detailed construction drawings be reviewed and accepted by the Township
- That the road be constructed to the standards and specifications approved by the Township
- That the road construction be subject to securities posted to guarantee completion of the road, final engineering certification, and maintenance provisions to the satisfaction of the Township;
- That, prior to the final severance of the residential properties, the road be transferred to the Township and opened as a municipal street; and
- That all costs assisted with the preparation and registration of the agreement as well as costs associated with the works specified by the agreement will be borne by the applicant.

Final approval of lot grading, drainage and servicing plans for the severed lots, including associated easements for overland drainage and water servicing would be implemented as standard conditions of consent.

In summary, the proposed rezoning is consistent with the underlying Settlement Residential Designation in the Official Plan and is supported by the technical studies and agency comments received. Staff are of the opinion that the application represents a logical extension of the existing residential neighbourhood, while utilizing lands within the New Dundee Settlement Area.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

Prosperous Businesses & Balanced Growth

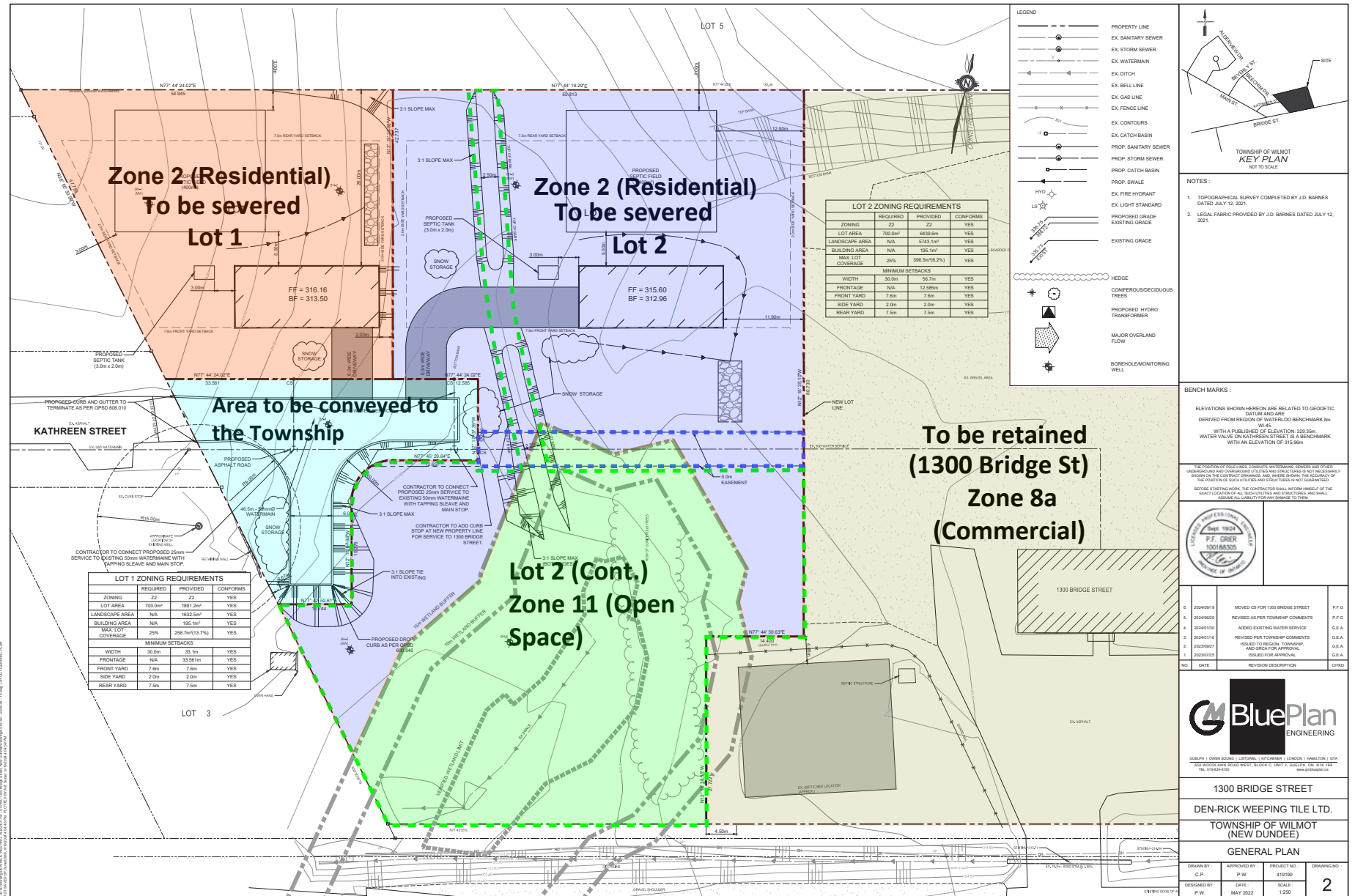
FINANCIAL CONSIDERATIONS:

The application fees, established by the Township of Wilmot Fees and Charges By-law, were collected at the time of application. All costs related to the construction and opening of the extension of Kathreen Street as a municipal street will be borne by the applicant.

ATTACHMENTS:

Attachment A Proposed development sketch

Zone Change 04/25
Consent Application B-06 & B-07/25
1300 Bridge Street, New Dundee



5.0m wide easement for existing water service to 1300 Bridge St

Easement for overland drainage