



TOWN OF MINTO

MEETING DATE: March 1st, 2022

REPORT TO: Mayor Bridge and Members of Council

SERVICE AREA: Building Department

SUBJECT: PLN 2022-016 – B17/22: Trustees of the Congregation of Knox Church (C/O Melinda Heidinga & Warren McEachern)
305 & 315 Main Street West, Palmerston

RECOMMENDATION

THAT the Council of the Town of Minto recommends the County of Wellington Land Division Committee approve the Consent Application for B17/22 – Trustees of the Congregation of Knox Church, for land legally described as Part Lots 65, 66 & 71, Borthwick's Survey, in the former Town of Palmerston, Town of Minto, County of Wellington, and that the following conditions be considered:

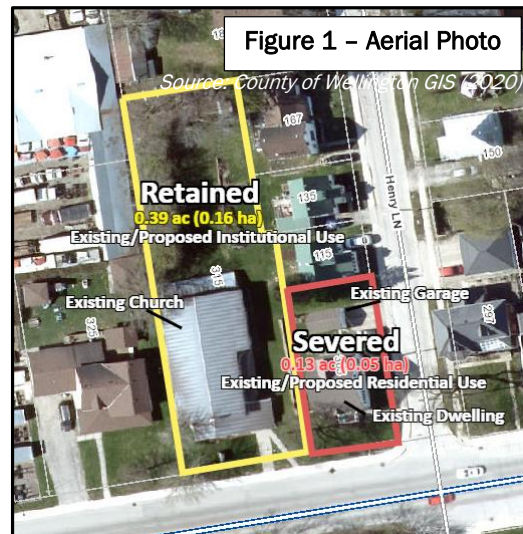
1. **THAT** the owner/applicant satisfies all the requirements of the Town of Minto, financial and otherwise, which the Town of Minto may deem to be necessary for the proper and orderly development of the subject lands, including but not limited to, the payment of any monies owed to the Town of Minto, and that all accounts are in good standing; and further that the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
2. **THAT** the owner/applicant confirms there is satisfactory access for both the severed and retained parcels from the road authority with jurisdiction and to the satisfaction of the Town of Minto; and further that the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
3. **THAT** the owner/applicant obtains confirmation that servicing on the retained and severed parcel can currently be accommodated to the satisfaction of the Town of Minto; and further that the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
4. **THAT** the owner/applicant satisfy the Town of Minto that individual municipal services for both the severed and retained lot are provided; and further that the Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
5. **THAT** the owner/applicant obtains a written statement from the Town of Minto confirming the proposed lots and associated land uses, buildings and structures comply with all applicable requirements in the Town of Minto; and further that the

Town of Minto file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

BACKGROUND

The subject property is located at 305 and 315 Main Street West in Palmerston and is locally known for Knox Presbyterian Church and the adjacent single-detached dwelling (manse). The property currently appears on County mapping to be two separate parcels and are assigned two separate roll numbers by MPAC, however, the applicant's lawyer has confirmed with a title search that the parcel is legally not two separate properties. The intent of the application is to legally split the parcel into two.

Consent application B17/22 is being considered before the County of Wellington Land Division Committee to sever ± 0.13 ac (± 0.05 ha) with an existing and proposed urban residential use (existing dwelling and detached garage), and to retain ± 0.39 ac (± 0.16 ha) with an existing and proposed institutional use (existing church).



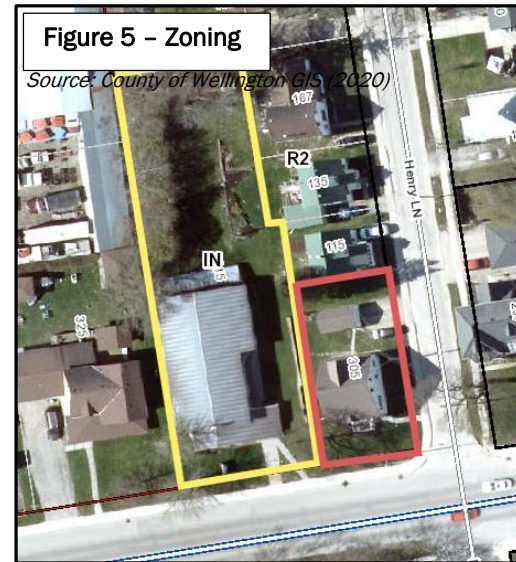
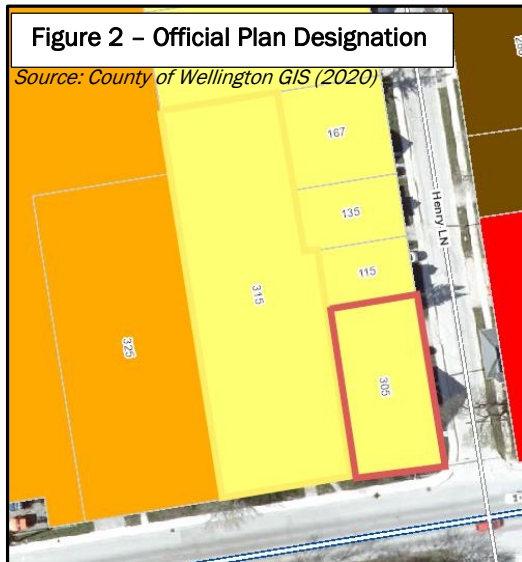
County of Wellington Official Plan

The subject property is currently designated by the County of Wellington Official Plan as Residential within the Urban Centre of Palmerston. Section 10.6.2 of the Official Plan states that lots may be created within Urban Centres provided that the lands are appropriately zoned. Additionally, Section 10.1.3 states that matters to be considered include that new lots must be consistent with Official Plan and Zoning regulations, that the lot can be adequately serviced, that it will have adequate stormwater management, drainage, fire protection, roads, utilities and solid waste disposal to accepted municipal standards, that all lots have a safe driveway access to an all-season maintained public road, and that the proposed lots and uses are compatible with the surrounding use. The Town is satisfied that these requirements are/will be addressed with the recommended conditions.

Town of Minto Zoning By-law

The proposed severed portion of the subject property is currently zoned as Residential (R2) which permits for the existing single-detached dwelling and garage.

The proposed retained portion of the subject property is currently zoned as Institutional (IN) which permits for places of worship, including the existing church. Town staff note that the existing church does not meet the current parking requirements, but that the construction and operation of the church pre-dates the implementation of by-laws in the Town of Minto and the former Town of Palmerston, meaning it is a legal non-conforming use.



COMMENTS

Town staff were circulated the application for review and the following comments were received.

Clerks

Standard financial conditions are recommended, including the payment of any monies owed to the Town of Minto, and that all accounts are in good standing.

Public Works

A standard condition pertaining to satisfactory access arrangements apply. In this case, the retained parcel has existing pedestrian access off Main St W, which is under the jurisdiction of the County of Wellington. The severed parcel has existing access off of Henry Lane, which is under the jurisdiction of the Town. Additionally, Town records currently indicate that both the severed and retained lot share a municipal water service, and staff are working to confirm if this is the case for sanitary as well. As a result, the Town has included a condition of the approval that individual municipal services be provided for both the severed and retained lot to the satisfaction of the Town.

The above comments will be addressed through the Town of Minto's recommended conditions.

STRATEGIC PLAN

Ensure growth and development in Clifford, Palmerston and Harriston makes cost effective and efficient use of municipal services, and development in rural and urban areas is well planned, reflects community interests, is attractive in design and layout, and is consistent with applicable County and Provincial Policies.

PREPARED BY: Ashley Sawyer, Planning Technician/Administrative Assistant
RECOMMENDED BY: Derrick Thomson, Chief Administrative Officer