



## PLANNING REPORT for the TOWN OF MINTO

Prepared by the County of Wellington Planning and Development Department

**DATE:** March 7<sup>th</sup>, 2024  
**TO:** Annilene McRobb, Clerk  
Town of Minto  
**FROM:** Jessica Rahim, Senior Planner  
County of Wellington  
**SUBJECT:** **Thiessen Recommendation Report**  
**Concession D, Part Park Lot 2**  
**24 Minto Street North, Clifford**  
**Zoning By-law Amendment ZBA 09/23**

### SUMMARY

The purpose of this report is to provide the Town with recommendations regarding the above-noted application to permit the construction of a 16 unit street townhouse development.

Planning Staff are of the opinion that the zoning by-law amendment to medium density residential development with a holding on the property is consistent with Provincial Policy and conforms with the County of Wellington Official Plan.

Planning Staff have also prepared a draft zoning by-law amendment for Council's consideration. A copy of the draft by-law is attached as Schedule 1 to this report.

### INTRODUCTION

The property subject to the proposed amendment is described as Concession D, Part Park Lot 2 RP;61R7235 Part 1 and municipally known as 24 Minto Street N, Clifford, Town of Minto. The subject property is approximately 0.40 ha (0.98 ac) in size and is currently vacant. The location of the property is shown on Figure 1.



Figure 1: Airphoto of subject lands (Source: County of Wellington, 2020)

## **PROPOSAL**

The purpose of this zoning amendment is to rezone the subject lands from Low Density Residential (R1B) to site specific Medium Density Residential with a Holding Provision(R2-xx(H)) to facilitate the proposed development of 16 street townhouse units on 4 lots. A reduced lot area and an increased lot coverage is also being proposed for the townhouse units.

## **SUPPORTING STUDIES**

The applicant has completed the following technical reports and studies in support of the proposed application:

- A Planning Justification Report prepared by Triton Engineering Services Limited

## **Review of Planning Policy**

A review of applicable planning policy including the PPS, Growth Plan and County of Wellington Official Plan was provided in the public meeting report.

## **PUBLIC MEETING COMMENTS**

A public meeting was held on February 6<sup>th</sup>, 2024. There were neighbouring residents that spoke at the public meeting and raised concerns about density, parking, drainage, lot coverage and future infrastructure needs.

## **MEDIUM DENSITY DEVELOPMENT**

Planning Staff note that the proposed 16 unit townhouse development has an overall density of 40 units per hectare (16 units per acre). Planning Staff note that the lot is appropriate in size and shape to accommodate the development while maintaining the required setbacks in the R2 zone. Planning Staff is of the opinion that the proposed townhouse development is consistent with the criteria of Section 8.3.5 of the Official Plan – Medium Density Development which establishes criteria that must be satisfactorily met for new medium residential developments.

## **DRAFT ZONING BY-LAW AMENDMENT**

A draft zoning by-law amendment has been prepared for public review and Council's consideration and attached to this report as **Schedule 1**.

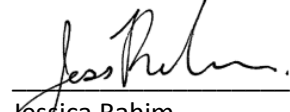
Planning staff note that the applicant has indicated that the proposed townhouses are to be constructed as bungalows (with possible lofts) and 1 storey in height. Planning Staff are proposing that the standard maximum height of 10.5 m (34.5 ft) for townhouses (in the R2) zone be retained to provide flexibility in design. Planning Staff however are proposing that the requested increased lot coverage of 60% be permitted for bungalow (with loft) 1 storey units. Taller townhouse units would still be limited to a maximum lot coverage of 45% to ensure that they are appropriately sized on the lots. Planning Staff have also clarified in the draft by-law that the reduced lot area is for a street townhouse development only. All other uses permitted in the R2 zone would be required to meet the standard regulations for that use as outlined in the zoning by-law.

## **PLANNING OPINION**

Planning Staff is of the opinion that the proposed 16-unit street townhouse development is consistent with Provincial Policy, including the PPS and the Growth Plan (A Place to Grow). The introduction of a medium density development is consistent with the policies of the County Official Plan which support residential development and intensification that is compatible with existing neighborhoods.

I trust that these comments will be of assistance to Council in their consideration of this matter.

Respectfully submitted  
County of Wellington Planning and Development Department



---

Jessica Rahim  
Senior Planner

THE CORPORATION OF THE TOWN OF MINTO

BY-LAW NUMBER \_\_\_\_\_.

BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 01-86  
BEING THE ZONING BY-LAW FOR THE TOWN OF MINTO

WHEREAS, the Council of the Corporation of the Town of Minto deems it necessary to amend By-law Number 01-86; as amended pursuant to Section 34 & 36 of the Planning Act, R.S.O. 1990, as amended

NOW THEREFORE the Council of the Corporation of the Town of Minto enacts as follows:

1. THAT Schedule 'A' Map 2 to By-law 01-86 is amended by changing the zoning on the lands described as Concession D, Part Lot 2 and Municipally known as 24 Minto Street North, Clifford, as shown on Schedule "A" attached to and forming part of this By-law from **Low Density Residential (R1B)** to **Medium Density Residential Site Specific with a Holding (R2-4(H))**.
2. THAT Section 34, Clifford Village exception zone, is hereby amended by adding the following new exceptions:

<b>34-4</b> 24 Minto Street N	<b>R2-4 (H)</b>	<p>Notwithstanding any other section of the by-law to the contrary, for the lands zone R2-4 the following regulations shall apply for street townhouses only:</p> <p>i) Minimum lot area per dwelling unit of 240 m<sup>2</sup> (2,583.4 ft<sup>2</sup>); and</p> <p>ii) Maximum lot coverage of 60% for bungalow/1 storey units. For further clarity the bungalow/1 storey units may also contain a loft.</p> <p><u>Holding (H) Provision</u></p> <p>Notwithstanding any other provisions of this by-law, permitted uses and buildings are limited to those legally existing as of the date of the passing of this amendment until the Holding (H) Provision is removed by Council. The Holding provision may be removed when Council is satisfied that the following matters have been addressed:</p> <p>i. Municipal water and sewage servicing is or will be made available to the land;</p> <p>ii. Stormwater management has been adequately addressed.</p>
-------------------------------------	-----------------	--

3. That except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 01-86, as amended.
4. THAT this By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST AND SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024

READ A THIRD TIME AND PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024

---

MAYOR

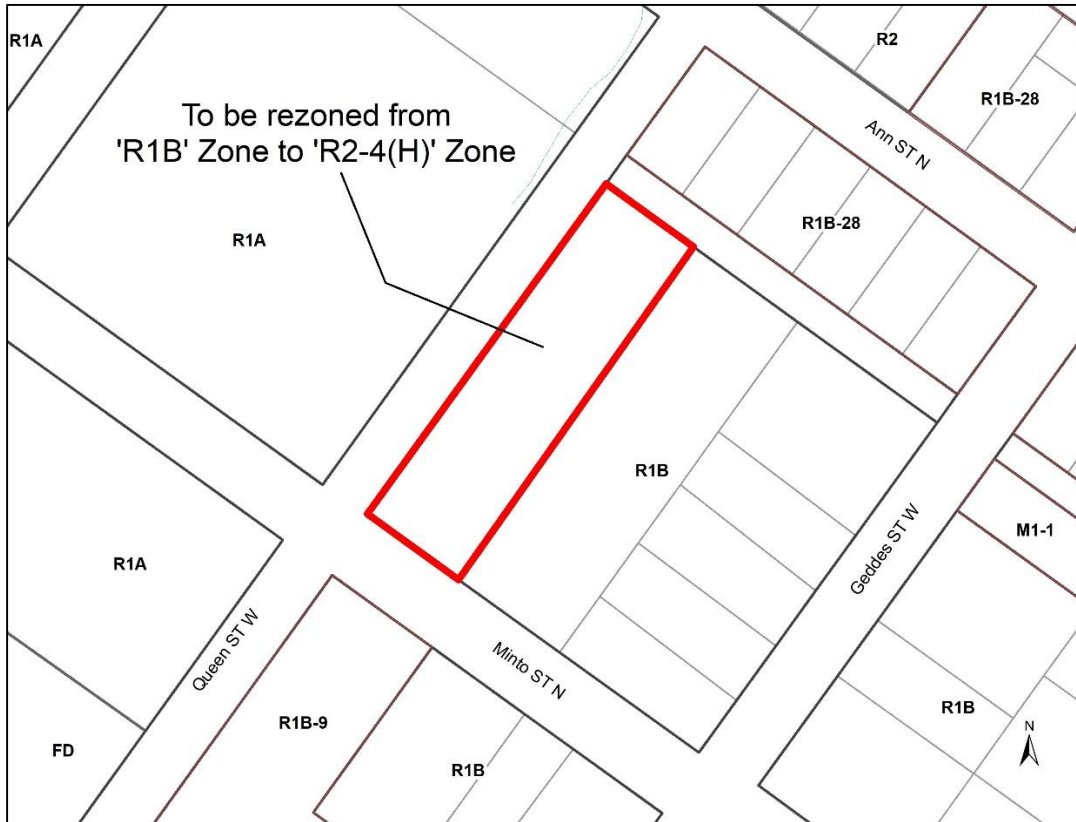
---

CLERK

THE TOWN OF MINTO

BY-LAW NO. \_\_\_\_\_

Schedule "A"



This is Schedule "A" to By-law \_\_\_\_\_.

Passed this \_\_\_\_ day of \_\_\_\_\_ 2024

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

## EXPLANATORY NOTE

BY-LAW NUMBER \_\_\_\_\_.

**THE LOCATION OF THE SUBJECT LANDS** is legally described as Concession D, Part Park Lot 2 RP;61R7235 Part 1 and municipally known as 24 Minto Street N, Clifford, Town of Minto. The subject property is approximately 0.40 ha (0.98 ac) in size and is currently zoned Residential (R1B).

**THE PURPOSE AND EFFECT** of the proposed amendment is to rezone the subject lands from Low Density Residential (R1B) to site specific Medium Density Residential with a Holding Provision(R2-xx(H)) to facilitate the proposed development of 16 street townhouse units on 4 lots. A reduced lot area and an increased lot coverage is also being proposed for the townhouse units.