



TOWN OF MINTO

MEETING DATE: March 19th, 2024
REPORT TO: Mayor Turton and Members of Council
SERVICE AREA: Building Department
SUBJECT: PLN 2024-013 – Part Lot Control
PLC 2024-01: Daniel Charles Sinclair
255 - 315 Henry Street South, Palmerston

RECOMMENDATION:

THAT Council of the Town of Minto receives report PLN 2024-013 regarding PLC 2024-01 – Daniel Charles Sinclair, for lands being Part Lots 15 & 16 North Side of Victoria Street, Grain’s Survey Palmerston Part 3, Plan 61R21781; Town of Minto and Part Lot 16 North Side of Victoria Street, Grain’s Survey Palmerston Part 4, Plan 61R21781; Town of Minto, in the former Town of Palmerston, Town of Minto, County of Wellington, with a municipal address of 255 to 315 Henry Street South; and considers passing a By-law at a subsequent Council Meeting.

BACKGROUND

The subject lands are legally described as Part Lots 15 & 16 North Side of Victoria Street, Grain’s Survey Palmerston Part 3, Plan 61R21781; Town of Minto and Part Lot 16 North Side of Victoria Street, Grain’s Survey Palmerston Part 4, Plan 61R21781; Town of Minto, in the former Town of Palmerston, with a municipal address of 255 - 315 Henry Street South. The subject properties currently contain one 3 unit Street Townhouse and one 4 unit Street Townhouse. These buildings are proposed to be subdivided into a total of 7 units with distinct and separate ownership through this Part Lot Control application. Figure 1 illustrates the proposed lot configuration.

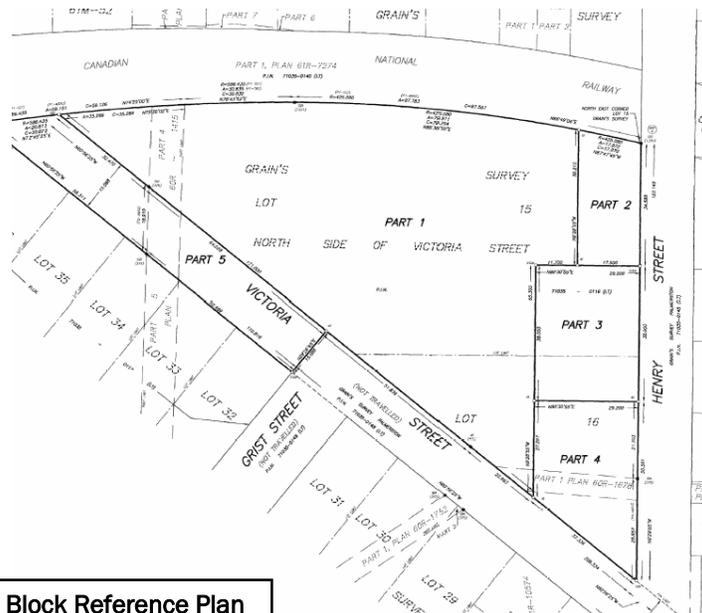


Figure 1 – Block Reference Plan

Council may recall this property previously coming before them in 2019 for a Rezoning application to rezone these parcels to an R3-51 and a Site Servicing Agreement to permit both a Street and Cluster Townhouse development as well as for the construction of Henry Street South and the infrastructure contained within it. Since the completion of the street construction was completed, these 3 and 4 unit Street Townhouses have been constructed and occupied since 2021.

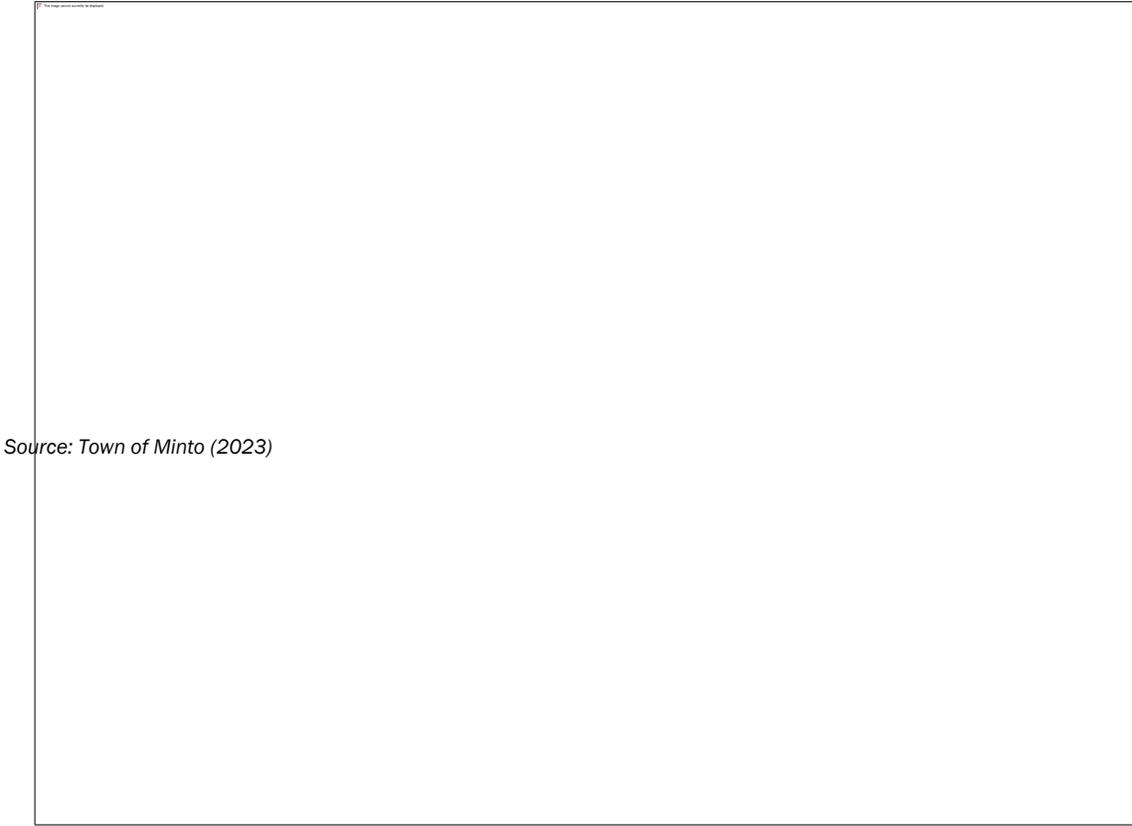


Figure 2 – Site Photo

PURPOSE

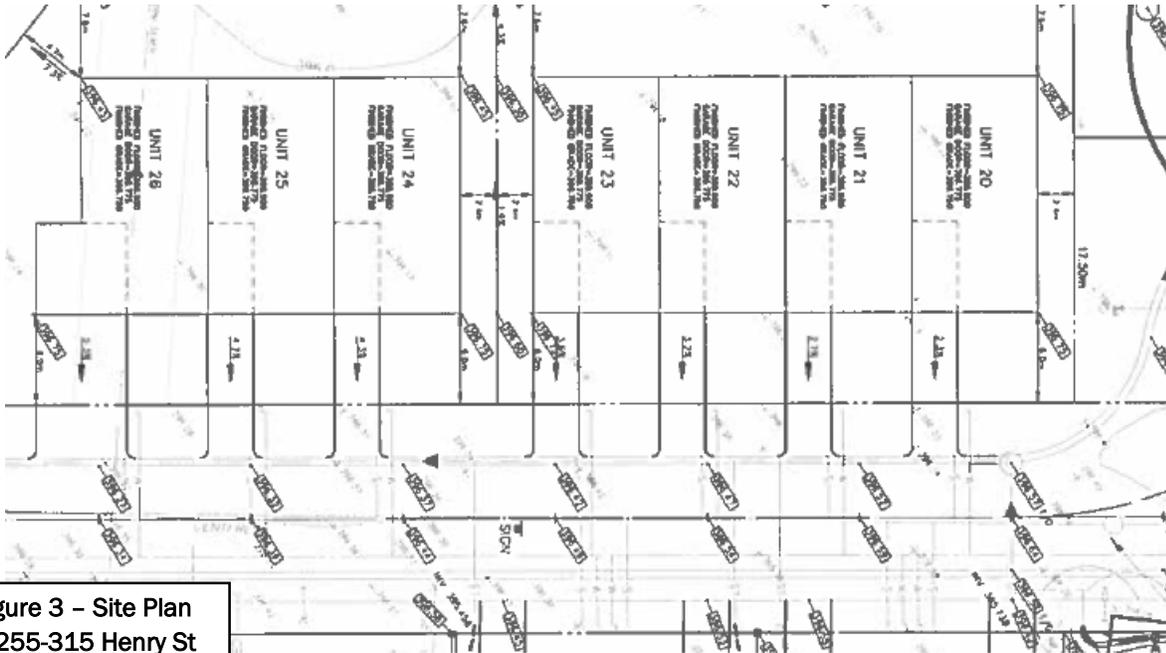
A Part Lot Control exemption is required to allow for the division of the original lots to legally split the parcel into 7 separate properties with distinct and separate ownership.

This Part Lot Control Exemption By-law is proposed to give the developer three years to complete the registration, however, the registration is not anticipated to require the full three years. Expiry dates are known to vary based on the scale of the development they apply to, and generally range in the 2-to-3-year timeframe.

COMMENTS

Town staff have reviewed the application and prior to submitting the By-law to Wellington County’s Planning Department for final approval, the following items are required to be completed prior to the passing of the By-law:

- Each unit are to be serviced with individual water, sanitary and storm services to the satisfaction of the Public Works Department;
- Verification that any sanitary/storm cross connections have been removed, to the satisfaction of the Public Works Department;
- A registered Reference Plan identifying the individual parcels is to be submitted to the Town;
- Zoning compliance for the individual parcels is to be verified to the satisfaction of the Director of Building and Planning Services; and,
- The registered Reference Plan is to contain access easements to the interior units, to the satisfaction of the Director of Building and Planning Services.



**Figure 3 – Site Plan
– 255-315 Henry St**

This Part Lot Report does vary from previous applications that Council has experienced in the past, as it contains Conditions prior to the By-Law being presented to Council for Approval, as the developer requested this method to gauge Council’s input prior incurring the costs to address the Conditions.

Following the passing of the By-law at a future date, the Planning Coordinator will send the Part Lot Control package to the County, including the application, Reference Plan, Town report, original signed by-law, 2 certified copies of the original by-law, and the Wellington County cheque, for their Director of Planning and Developer’s authorization. The package will then be forwarded to the applicant’s lawyer for the registration of the parcels to complete the process.

STRATEGIC PLAN

Goal 1: Manage Our Infrastructure

Maintain, renew, and expand our municipally owned infrastructure to enhance healthy growth and our environment.

PREPARED BY: Terry Kuipers, Director of Building and Planning Services

RECOMMENDED BY: Chris Harrow, Interim Chief Administrative Officer
Mark Potter, Interim Chief Administrative Officer