



TOWN OF MINTO

MEETING DATE: August 13th, 2024
REPORT TO: Mayor Turton and Members of Council
SERVICE AREA: Building Department
SUBJECT: PLN 2024-028– B56/24 – B57-24 - Finlayson Consent
(Severance urban residential)
PT PARK LOT 19
585 Raglan St, Palmerston

RECOMMENDATION

THAT the Council of the Town of Minto receives report PLN 2024-028 – B56/24 – B57-24 Finalyson Consent, prepared by the Planning Coordinator, for information purposes;

AND FURTHER THAT the Council of the Town of Minto recommends the County of Wellington Land Division Committee approve Consent Application B56/24 – B57/24 – Marilyn Finlayson, for land legally described as PT PARK LOT 19, with a municipal address of 585 Raglan St, in the Town of Minto, and that the following conditions be considered:

1. **THAT** the owner/applicant satisfies all the requirements of the Town of Minto of the following:
 - Financial and otherwise, which the Town of Minto may deem 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 ensuring that all accounts are in good standing;
 - Parkland dedication as provided for in the Planning Act, R.S.O. 1990, including, where applicable, paying cash-in-lieu of parkland in the amount of \$500 per lot or as specified in the applicable policy of the Town;
 - That frontage fees, where applicable and as required by the Town, have been paid to the satisfaction of the Town; 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 they are aware of the following:
 - That development costs of the parcel(s) are solely the responsibility of the Developer;
 - That servicing and right-of-way works required for any future development of the parcels must be completed in conformance with The Town of Minto Procurement By law and in accordance with the Town’s Service Extension & Connection Policy and Municipal Servicing & Design Standards;

- That there is satisfactory access for both the severed and retained parcels, an Entrance Permit can be obtained from the road authority with jurisdiction, 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** a satisfactory Grading, Drainage & Servicing Plan, in accordance with the Town’s Building By-law, is submitted and approved by the Town; 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

Consent application B56/24 – B57/24 is being considered by the County of Wellington Land Division Committee to sever approximately 0.14 acres (562 m²) of existing vacant right-side yard with a 12.5 m frontage and approximately 0.106 acres (428 m²) of existing vacant left side yard with a 12.1 m frontage for proposed urban residential use. The retained parcel is approximately 0.243 acres (985 m²) of residential land with an existing detached dwelling on the property.

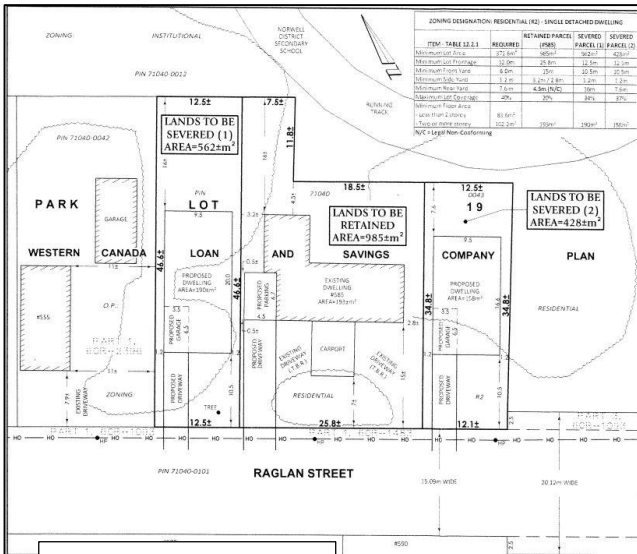


Figure 1 – Aerial Photo

Source: Van Harten Surveying (2024)



Figure 2 – Survey Sketch

Source: County of Wellington GIS (2020)

County of Wellington Official Plan	
Designation(s):	Residential
Policy Section:	Section 10.1.3 outlines general policies for the creation of new lots. It emphasizes that new lots must adhere to both Official Plan and Zoning regulations. Additionally, considerations include ensuring adequate servicing, proper stormwater management, drainage, fire protection,

	<p>roads, utilities, and solid waste disposal, all meeting municipal standards. Moreover, all lots must have safe driveway access to a publicly maintained road throughout the year, and proposed lots and their intended uses must harmonize with the surrounding area.</p> <p>Section 10.6.2 of the Official Plan states that lots may be created within Urban Centres provided that the lands are appropriately zoned.</p>
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Town of Minto Zoning By-law	
Zone(s):	Medium Density Residential (R2)
Permitted Use(s):	A variety of residential dwelling types (single detached, semi-detached, 3-to-4-unit street townhomes) are permitted with the existing zoning on the properties, provided zoning provisions can be met.



Figure 4 - Official Plan Designation

Source: County of Wellington GIS (2020)



Figure 5 - Zoning

Source: County of Wellington GIS (2020)

COMMENTS

Town staff are satisfied that the proposed parcels meet the zoning requirements, such as lot area and frontage, based on the severance sketch provided for review.

Town staff have recommended the following conditions be applied to the approval.

Department	Condition(s)
Building	<ul style="list-style-type: none"> The owner obtains a written statement confirming the proposed lots and associated land uses, buildings and structures comply with all applicable requirements in the Town.

	<ul style="list-style-type: none"> The owner submits a Grading, Drainage & Servicing Plan to the satisfaction of the Town as a Condition of approval of the consent application.
Clerks & Treasury	<ul style="list-style-type: none"> The owner satisfies all requirements of the Town, financial and otherwise, including the payment of any monies owed, and that all accounts are in good standing.
Public Works	<ul style="list-style-type: none"> Due to the extent of the work required within the Town's Right-of-Way to provide access and servicing for both the retained and severed parcels, Public Works requires that all the servicing and right-of-way restoration works be done as one job, designed, and built in accordance with Town standards and procedures, with construction in conformance with The Town of Minto Procurement Bylaw. This is to ensure this works can be completed under one road closure to minimize impacts to the community. Frontage fees will be applied to both severed parcels and are to be paid as a condition of severance. The applicant verifies that the existing services reside solely on the retained parcel and relocate them if required at their sole expense.

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

STRATEGIC PLAN
Goal 1:

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

PREPARED BY: Sama Haghighi, Planning Coordinator

RECOMMENDED BY: Gregg Furtney, Chief Administrative Officer