



TOWN OF MINTO

MEETING DATE: December 3rd, 2024
REPORT TO: Mayor Turton and Members of Council
SERVICE AREA: Building Department
SUBJECT: PLN 2024-038– B102/24 – JEM Freight Inc. c/o John Martens (Severance urban residential)
310 York St, Palmerston

RECOMMENDATION

THAT the Council of the Town of Minto hereby recommends to the County of Wellington Land Division Committee that they approve Consent Application B102/24 – JEM Freight Inc. c/o John Martens, for land legally described as PART LOT 8, with a municipal address of 310 York St, Palmerston, 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;
- 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; 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 obtains a Municipal Servicing Permit for the newly created lot from the Town of Minto and pay the associated fees; 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 zoning compliance be achieved 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.

BACKGROUND

Consent application B102/24 is being considered by the County of Wellington Land Division Committee for the proposed severance of approximately 840m² (+/- 9045.57 ft²) of existing vacant rear yard with +/- 18.2m (+/- 59.71 ft) of frontage on residential land within the urban boundary in Palmerston. The retained parcel is approximately 1050m² (+/- 11,321.09 ft²) with 41m (+/- 134.51 ft) of frontage on Raglan St, and currently has a detached dwelling.



Figure 1 – Aerial Photo

Source: County of Wellington GIS (2020)

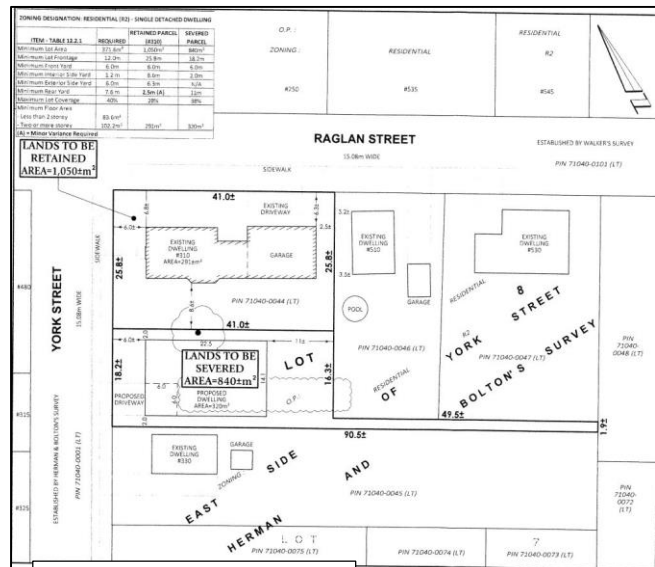


Figure 2 – Survey Sketch

Source: Van Harten (2024)

County of Wellington Official Plan	
Designation(s):	Residential
Policy Section:	<p>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, 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>

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.

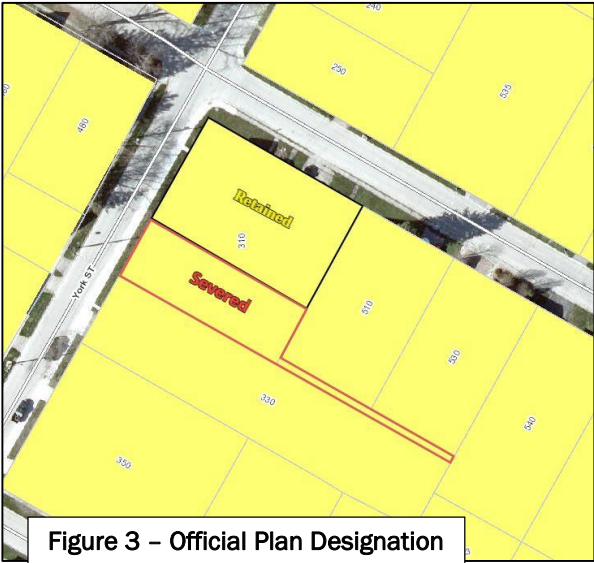


Figure 3 – Official Plan Designation

Source: County of Wellington GIS (2020)

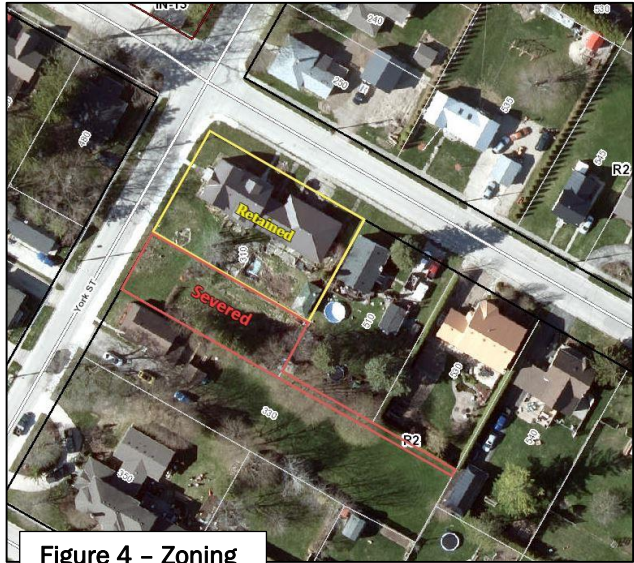


Figure 4 – Zoning

Source: County of Wellington GIS (2020)

COMMENTS

This property previously had a pool located in the rear yard of the existing building, approximately 10 years ago. As part of the requirements for issuing a building permit for severed lot, the pool is required to be properly filled.

Town staff are satisfied that the proposed severed parcel meet the zoning requirements, such as lot area and frontage, based on the severance sketch provided for review, However the retained lot had a n rear yard setback deficiency caused by this consent application.

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

Department	Condition(s)
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.
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, including the forementioned zoning relief. The owner submits a Grading, Drainage & Servicing Plan to the satisfaction of the Town as a Condition of approval of the consent application.
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. The applicant is required to obtain a Municipal Servicing Permit from the Town of Minto for the newly created lot and pay the associated fees, as a condition of severance.

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 (CAO)