



**PLANNING REPORT  
for the TOWN OF MINTO**

Prepared by the County of Wellington Planning and Development  
Department

**COUNCIL DATE:** December 17<sup>th</sup>, 2024  
**TO:** Annilene McRobb, Clerk  
Town of Minto  
**FROM:** Zach Prince, Senior Planner  
County of Wellington  
**SUBJECT:** **Recommendation Report - OPA  
Part Lot 61, Concession D, 41 Park St, Clifford  
OP-2024-03**  
**SCHEDULES:** 1 – Draft Official Plan Amendment Wording

**Planning Opinion**

The purpose of this Official Plan amendment is to redesignate the subject lands from Future Development (FD) and Prime Agricultural to Residential to facilitate the proposed development of 117 Single Detached Dwellings and 72 Street townhouse units. Future reports to council are expected regarding the proposed subdivision and zoning by-law applications.

Planning staff have no concerns with the Official Plan as presented and are of the opinion that the application is consistent with Provincial Policy and conforms with the County of Wellington Official Plan.

If Council is in support of the County Official Plan amendment, a resolution of support should be passed by Council and forwarded to the County of Wellington. A recommendation report will be brought to council regarding the proposed draft plan of subdivision and zoning by-law amendment applications at a later date once the review of these applications are complete.

**INTRODUCTION**

The property subject to the proposed amendment is described Part of Lot 61, Concession D and municipality know as 41 Park Street W, Clifford, Town of Minto. The subject property has a total area of 10.65 ha (26.3 ac) in size and is currently in agricultural production. The location of the property is shown on Figure 1.

An official plan amendment has been filed with the County of Wellington to redesignate the subject lands from Prime Agricultural and Future Development to Residential in the County of Wellington Official Plan. A copy of the proposed official plan amendment wording and mapping is provided in Schedule 1. On October 31, 2024, County Council adopted OPA 123 which redesignates the subject lands as Residential.

This amendment was undertaken as part of the County’s Official Plan Review and serves to ensure that sufficient land is available for residential development in urban centres including Clifford. This amendment has been submitted to the Province for final approval.

The timing of the Province’s approval of the amendment is unknown at this time. If OPA 123 is approved by the Province (as adopted by the County in respect to the subject lands) the proposed official plan amendment application filed by the applicant would not be necessary.

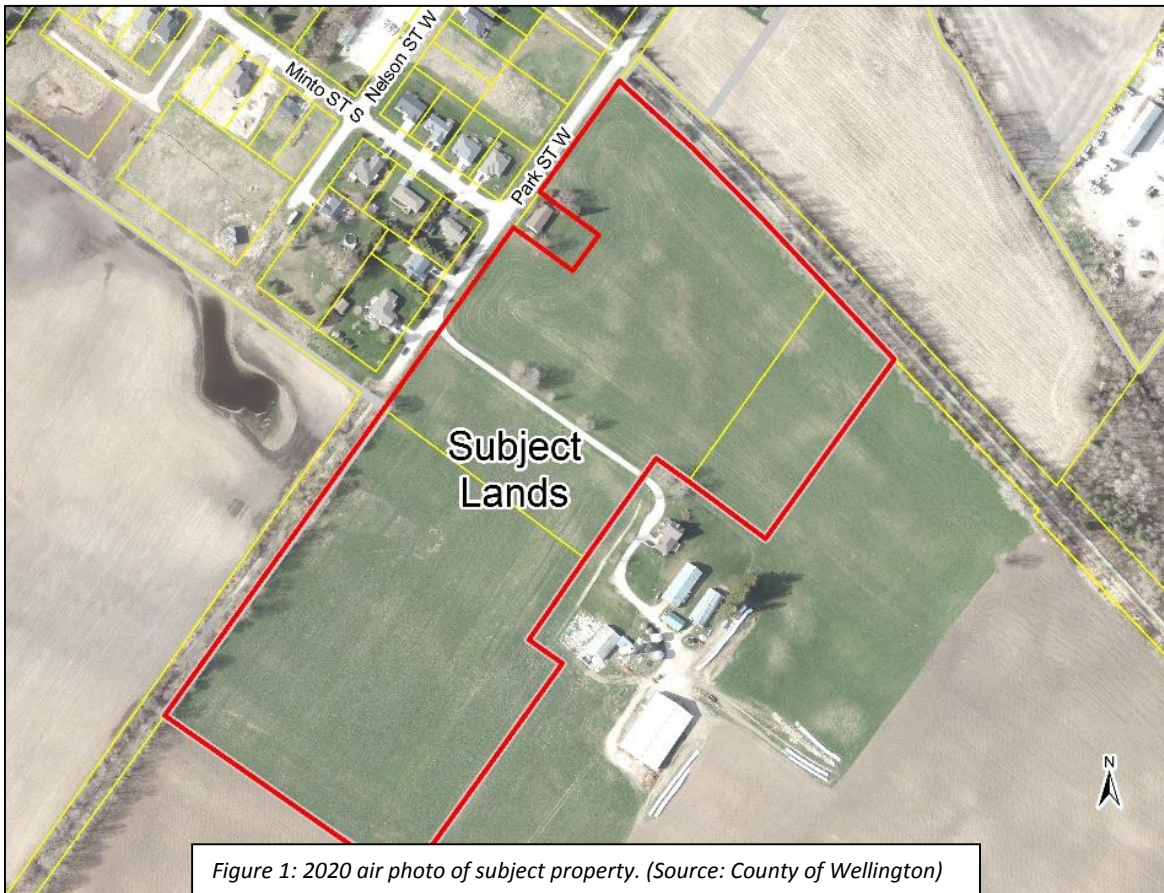


Figure 1: 2020 air photo of subject property. (Source: County of Wellington)

**PUBLIC MEETING**

A public meeting for the application was held on November 19, 2024. No members of the public spoke or provided comments at the public meeting. Comments were received from council regarding parking, and setbacks which will be addressed a future recommendations report(s) for the proposed draft plan of subdivision and zoning by-law amendment.

**AGENCY COMMENTS**

The application was circulated to commenting agencies in accordance with the Planning Act. No objections or concerns were received.

## **PLANNING COMMENTS**

A summary and review of applicable provincial and local planning policies was provided as part of the earlier public meeting report dated November 8<sup>th</sup>, 2024.

An official plan amendment has been filed with the County of Wellington to redesignate lands from Prime Agricultural and Future Development to Residential to align with the boundaries of Clifford. Planning Staff have prepared draft wording for a site-specific County of Wellington Official Plan amendment which would apply to this property. The complete draft official plan amendment will be provided to County Council for consideration.

The proposed residential designation directly corresponds with the designation for the lands as adopted by County Council and submitted to the Province for approval.

## **NEXT STEPS**

Planning Staff will continue to consider any comments received and will prepare a final recommendation report(s) which will ultimately:

1. Seek Town Council approval in principle of the proposed zoning by-law amendment (final amending by-law to be considered by Council later once official plan amendment is in force and effect); and,
2. Seek Town Council endorsement of the draft plan of subdivision (endorsement to be forwarded to County of Wellington). Proposed draft plan conditions to be included in report for Council's consideration.

## **CONCLUSION**

Planning Staff is of the opinion that the proposed applications are consistent with the Provincial Planning Statement and maintain the intent and purpose of the County Official Plan. If Council is in support of the Official Plan amendment, a resolution of support should be passed by Council and forwarded to Wellington County.

Respectfully submitted,

County of Wellington Planning and Development Department



Zach Prince, MCIP RPP  
Senior Planner

**Schedule 1:**

**Draft OPA Wording**

**Draft County of Wellington Official Plan Amendment (Excerpt)**

**DETAILS OF THE AMENDMENT**

The Official Plan of the County of Wellington is hereby amended as follows:

1. THAT Land Use Schedule B5-1 (Clifford) be amended to change the designation as shown on Schedule "A" from Future Development and Prime Agricultural to Residential.

**Schedule A**

