



TOWN OF MINTO

MEETING DATE: June 17th, 2025
REPORT TO: Mayor Turton and Members of Council
SERVICE AREA: Building Department
SUBJECT: PLN 2025-009 – B15/25: Frontiers Design Inc.
Industrial Severance

MINTO CON D PT LOT 114 RP;61R20310 PART 3

RECOMMENDATION

THAT the Council of the Town of Minto recommends that the County of Wellington Land Division Committee approve Consent Application B15/25 (Frontiers Design Inc.), legally described as MINTO CON D PT LOT 114, RP 61R20310 PART 3, 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, financial and otherwise, which the Town of Minto may deem to be 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 that all accounts are in good standing; 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 the owner shall be responsible for all costs associated with any required modifications to Municipal Drains resulting from the proposed development on the subject lots;
 - That Site Plan Control is required for the development of both the Land To Be Severed and to be Retained prior to the issuance of a Building Permit;
 - 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** 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 AND PURPOSE

The subject property, legally described as MINTO CON D PT LOT 114, RP 61R20310 PART 3, is located in the Town of Minto, within the Hamlet area of Teviotdale and is approximately 1.06 ha in size and currently is vacant and under cultivation without any access to Wellington Rd 109.

Consent Application B15/25 is being considered by the County of Wellington Land Division Committee to sever approximately 0.52 ha (1.29 acres) with 30.4 m (99.7 feet) of frontage from a parcel of vacant agricultural land for proposed industrial use. The retained parcel will be approximately 0.53 ha (1.31 acres) with 30.4 m (99.7 feet) of frontage and is also vacant agricultural land intended for proposed industrial use.

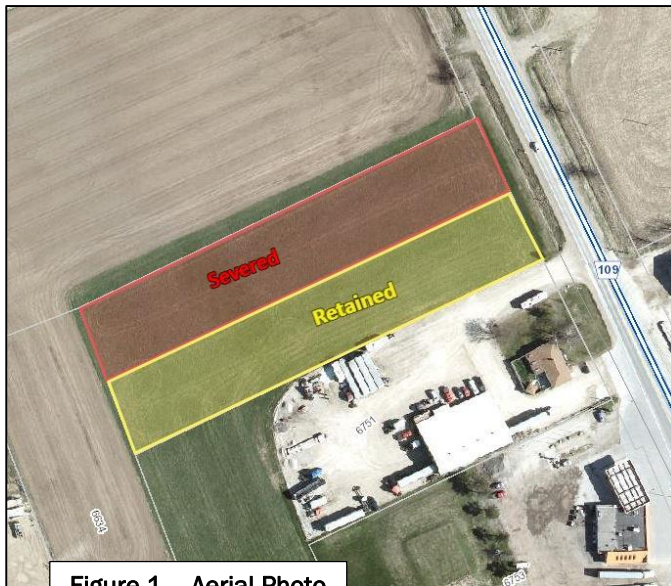


Figure 1 – Aerial Photo

Source: County of Wellington GIS (2020)

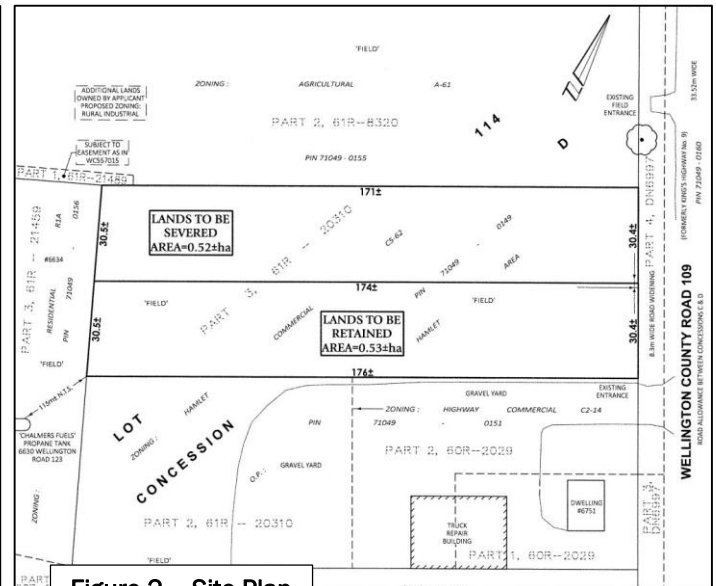


Figure 2 – Site Plan

Source: Van Harten (2025)

Provincial Policy

It is of the opinion of Town staff that the application is consistent with Provincial policy. Provincial policy notes that healthy, livable and safe communities are sustained by accommodating employment (including industrial and commercial). Settlement areas shall be the focus of growth and development. Surrounding land uses must be compatible.

County of Wellington Official Plan	
Designation(s):	HAMLET
Policy Section(s):	<p>Section 6.11.1 Development will be relatively small in scale, given the rural context and the level of service available in Hamlets. Other uses—such as local commercial, small-scale industrial, institutional, and parks and open space—may also be permitted where they are compatible and where adequate levels of service can be provided.</p> <p>Section 10.1.3 The General Policies for Creating New Lots state that the following matters must be considered: new lots must be consistent with the Official Plan and Zoning regulations; the lot must be capable of being adequately serviced; it must provide sufficient stormwater management, drainage, fire protection, road access, utilities, and solid waste disposal in accordance with accepted municipal standards; all lots must have safe driveway access to an all-season, municipally maintained public road; and the proposed lots and uses must be compatible with surrounding land uses.</p> <p>Section 10.5.1 New lots may be created in Secondary Urban Centres and Hamlets, provided that the land is appropriately zoned.</p>

Town of Minto Zoning By-law	
Zone(s):	HAMLET COMMERCIAL ZONE - SITE-SPECIFIC (C5-62)
Permitted Use(s):	<p>The C5 zone permits a variety of commercial uses. The site-specific C5-62 zoning also permits a motor vehicle inspection station, regulated by the Ministry of Transportation and subject to the provisions of Sections 6 and 20.2. Limited agricultural uses and a truck repair shop are also permitted.</p> <p>Section 20.2 The proposed retained and severed parcels comply with the minimum lot area and frontage requirements of the C5 zone.</p>



Figure 3 – Official Plan Designation

Source: County of Wellington GIS (2020)

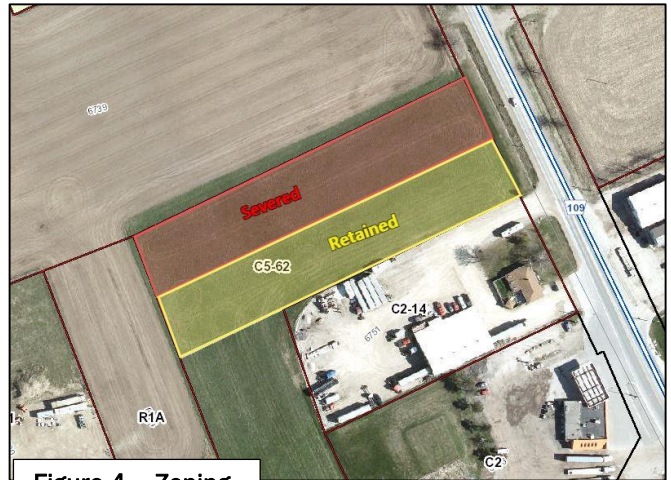


Figure 4 – Zoning

Source: County of Wellington GIS (2020)

COMMENTS

Town staff were circulated the application for review and the following comments were received.

Department	Condition(s)
Building	<ul style="list-style-type: none"> • Zoning compliance be achieved to the satisfaction of the Town of Minto. • That Site Plan Control is required for the development of both the Land to Be Severed and to be Retained prior to the issuance of a Building Permit. • the owner shall be responsible for all costs associated with any required modifications to Municipal Drains resulting from the proposed development on the subject lots.
Clerks & Treasury	<ul style="list-style-type: none"> • The owner satisfies all the 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"> • Satisfactory access for both parcels is/can be provided.

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

STRATEGIC PLAN

N/A

PREPARED BY: Sama Haghighi, Planning Coordinator

RECOMMENDED BY: Gregg Furtney, Chief Administrative Officer