



TOWN OF MINTO

DATE: July 13, 2017

REPORT TO: Mayor and Council

FROM: Bill White C.A.O. Clerk

SUBJECT: Minto Secondary Plans

STRATEGIC PLAN:

Ensure growth and development in Clifford, Palmerston and Harriston makes cost effective and efficient use of municipal services, and development in rural and urban areas is well planned, reflects community interests, is attractive in design and layout, and is consistent with applicable County and Provincial Policies.

Maintain and enhance infrastructure to protect public health and safety, prevent property damage, maintain high quality of life, and effectively manage financial resources to ensure Minto is an attractive and viable community for family living and business investment.

BACKGROUND:

Over the last few years Minto staff and Council have contemplated future growth options in all three urban areas as various issues came forward. In March 2016 County growth forecast information was presented to Council as information. This forecast formed the basis of major changes to Provincial planning legislation that took effect July 1, 2017. A County staff report on the new policy and legislative changes is attached.

The growth forecast from 2016 includes population and household forecasts for 2031, 2036 and 2041. County population is projected to increase nearly 45,000 people living within 15,780 new households over 25 years. 62% of people will live in urban areas up from 51% in 2016.

**Wellington County
Projected Growth in Wellington County to 2041**

	2016	2031	2036	2041
<i>Total Population¹</i>	95,805	122,000	132,000	140,000
<i>% of Population in Urban Centres</i>	51	59	61	62
<i>Households</i>	32,960	42,290	45,750	48,740
<i>Total Employment²</i>	40,070	54,000	57,000	61,000

**Town of Minto
Projected Growth in Wellington County to 2041**

	2016	2036	2041
<i>Total Population¹</i>	9,065	12,380	12,810
<i>Households</i>	3,280	4,435	4,610
<i>Total Employment²</i>	3,830	4,900	5,130

Minto is shown to be growing by 3,745 people living within 1330 new homes. This is a housing unit creation rate of 53 per year, a figure that may be met in 2017 but is well above historic levels of about 30 homes per year.

Using the rural urban breakdown, it is expected 25 to 32 homes per year will be located in Minto's urban areas. Accommodating this kind of growth will require infrastructure improvements and new areas to be opened for development. For example another 635 homes in Palmerston over 25 years requires on-going improvement to inflow and infiltration at the waste water plant, upgrades to increase plant capacity, and boundary adjustments to add land to the urban area. As the industrial park continues to develop the need for the Minto Street pumping station becomes more immediate. The size of the station built will depend on the area of land it is services.

There may be sufficient land within the urban boundaries to accommodate 165 more homes in Clifford and 400 in Harriston, but some secondary plan work would identify road patterns and link key infrastructure investments to future development lands. In Harriston a Class EA to expand the industrial park should be completed this year. In Clifford reconstruction of Elora Street from Park to West Heritage will open up new areas for development. Secondary planning the northwest part of Clifford should start this year before reconstruction begins.

	2016	2036	2041
CLIFFORD			
<i>Total Population¹</i>	875	1,270	1,350
<i>Households</i>	355	490	520
HARRISTON			
<i>Total Population¹</i>	2,095	3,260	3,240
<i>Households</i>	795	1,195	1,195
PALMERSTON			
<i>Total Population¹</i>	2,875	4,310	4,660
<i>Households</i>	1,080	1,590	1,715
OUTSIDE URBAN CENTRES			
<i>Total Population¹</i>	3,220	3,530	3,560
<i>Households</i>	1,050	1,160	1,180

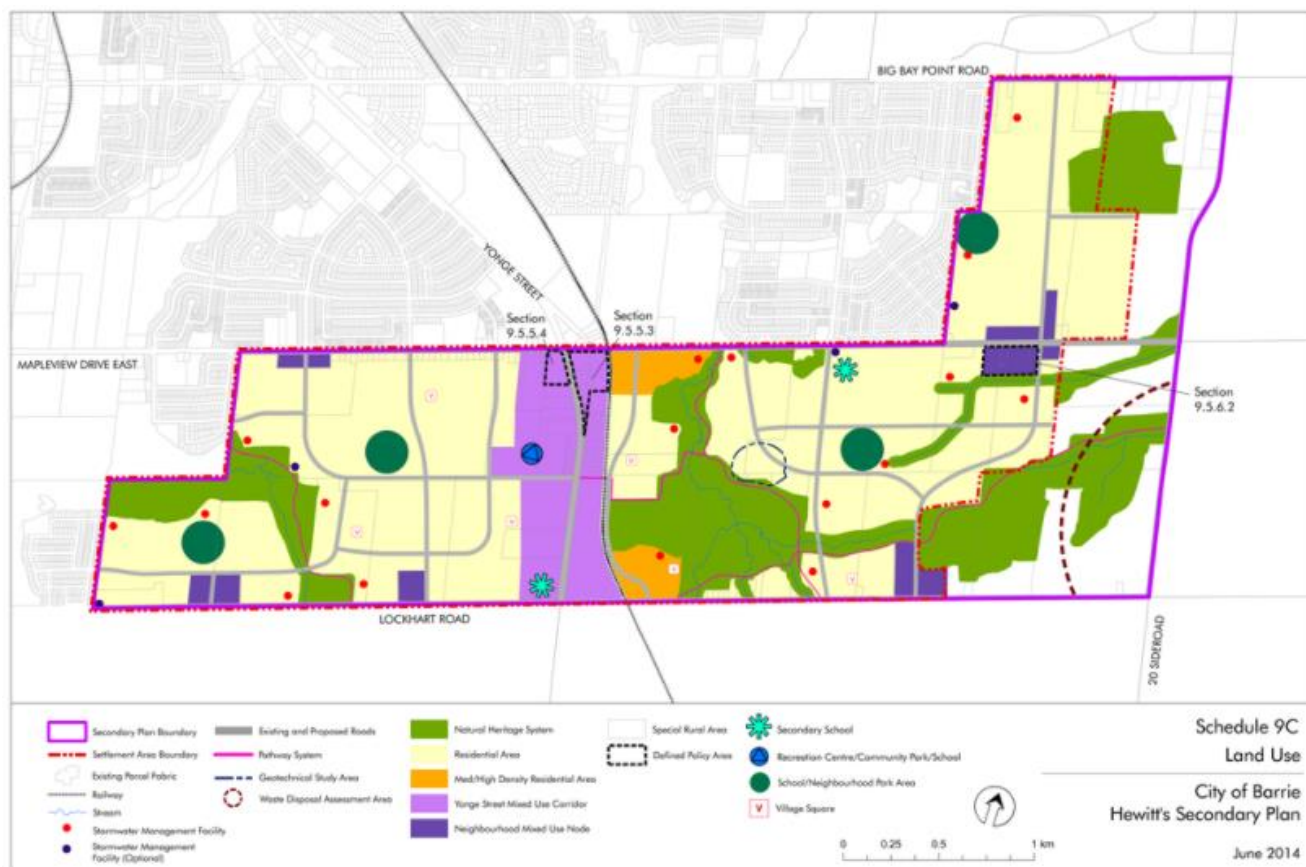
Secondary Plan Purpose

The purpose of this report is to set the stage for Minto to commence more detailed planning in key parts of the municipality. One approach to this is to prepare a secondary plan. A secondary plan establishes "local development policies to guide growth and development in defined areas of a municipality where major physical changes are expected and desired" A Secondary Plan:

- adapts and implements the objectives, policies, land use designations and overall planning approach of the Official Plan to fit with local area.
- establishes local development policies unique to an area that will guide growth and change in that area.
- promotes a desired type and form of physical development in a specific area.
- guides public and private investment.

The secondary planning process differs from a Class EA, which is a legislated tool in place to evaluate the potential impacts of constructing new municipal road extensions to service lands planned for future development primarily on public lands. Secondary planning and the draft plan of subdivision process when applied to private lands typically replace the need for a Class EA. The intent in Minto's case is to prepare secondary plans for key parts of the Town for inclusion in the County Official Plan during their next five year review in 2019.

Below is a sample secondary plan map from another municipality. It shows road patterns, land use, greenbelt areas and other details that guide future development.



COMMENTS:

Department Heads have discussed land availability and development needs for several months as more and more offers came in for industrial property in Palmerston and as lots continued to sell on Town lands in Clifford. Council has looked at options for buying land to maintain an industrial inventory, but no specific parcels are being acquired at this time. The issue is the cost to acquire and service land against what it might sell for in the future.

Staff met with the County Manager of Planning & Environment and the Manager of Policy Planning to look at secondary planning options in northwest Clifford and west Palmerston. One challenge presented by the Provincial Plan changes is that the boundary adjustments are no longer possible except part of a five year review of an official plan. Before July 1 a landowner could apply to change an urban boundary by completing a “comprehensive review” which looked at the need, servicing, environmental hazards and other matters before a boundary adjustment might be approved. This is the process Barry Heinmiller went through before he could submit his draft plan of subdivision east of Minto Road, Palmerston.

In addition to limiting boundary adjustments to a five year review of an official plan, the new legislation requires the County initiate these changes by completing a number of very

specific reports that look at the expansion in the community measured against available lands throughout the County. This means boundary adjustments in Minto will depend to a degree on available land, servicing and other land use factors in other urban areas across Wellington County. The County can begin to deal with expansion requests during their five year review beginning in 2019. Until then County staff supports Minto starting a secondary planning process to identify where boundary expansions in Minto may be most effective. This will provide some information needed for the County's 2019 comprehensive review.

The map shows (in red) the secondary plan area in northwest *Clifford* where major servicing work will occur on Elora Street. Some road and trail ideas are shown to illustrate some concepts to be discussed in the area.



This secondary plan will identify future road patterns and trunk servicing issues that will help prepare the final design for the 2018 construction, but a formal comprehensive review during the County Official Plan update in 2019 is not needed because the lands are inside the urban boundary.

There are other lands on the edge of the built up area of Clifford that should be assessed as to servicing capability. These are potential development lands inside the urban boundary that have had no recent pre-planning work completed. The secondary planning process for Clifford should account for these lands.

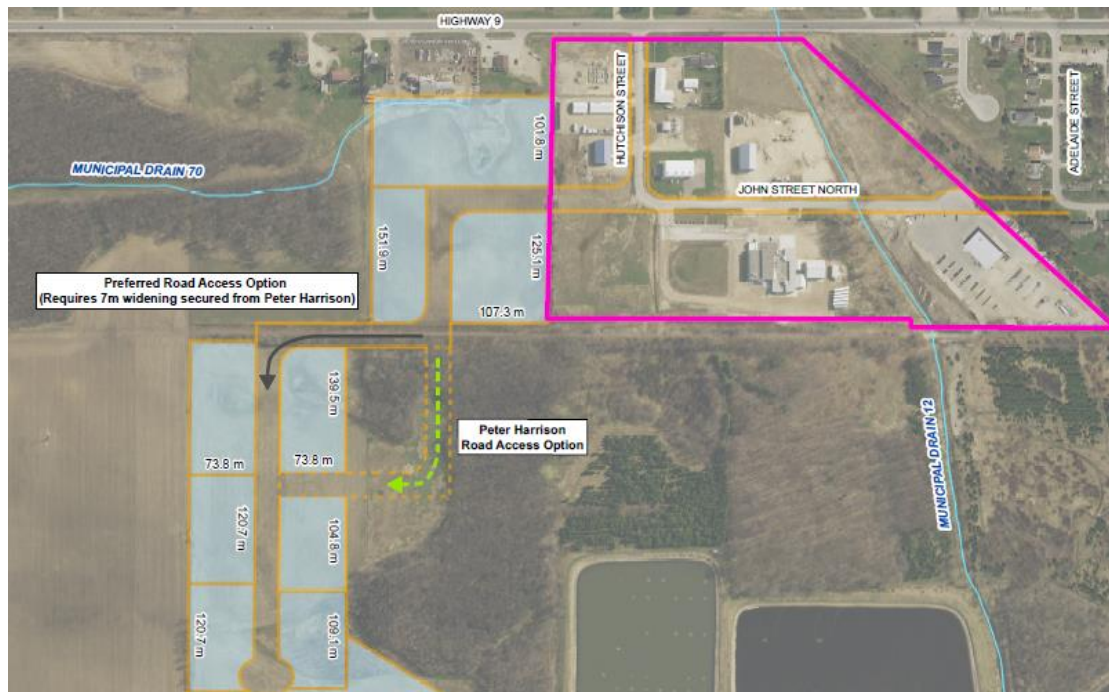
This map below shows a potential expansion area in *Palmerston* (in red) relative to the Heinmiller Subdivision and the future Minto Street Pumping Station. This area does require



a comprehensive review because much of it is outside the urban boundary and will require a boundary adjustment. The Heinmiller Subdivision has a pre-approved official plan amendment on appeal to the Ontario Municipal Board that provides additional development phases by virtue of a comprehensive review done a few years ago. It appears these added lands can be serviced with sanitary sewer from the future pumping station on Minto Road.

The secondary planning process will help Triton Engineering size the pumping station for the Town so that the design allows for capacity to be added as future development occurs. There are other lands on the edges of the built up area inside the urban boundary of Palmerston that should be assessed as to servicing capability (in orange above). These are potential development lands that have had no recent pre-planning work completed. The secondary planning process for Palmerston should take into account these lands.

In *Harriston* the main secondary planning work is in the Harriston Industrial Park. The Class EA for this work will be brought forward to Council for approval this fall. Decisions made on the Class EA directly affect future servicing work needed in Harriston.



Staff will need to confirm with County Planning Staff whether the secondary planning work will eliminate the need for a Class EA process for Palmerston and Clifford. It may be that the comprehensive review under the County Official Plan would eliminate the need for an EA. Either way secondary planning helps make future servicing decisions as it allows for a rational look at how communities can develop. Public and agency input will be sought throughout the process to assist with staff recommendations and decisions by Council

FINANCIAL CONSIDERATIONS:

It is proposed to initiate the secondary planning process in Palmerston and Clifford “in-house” with support from Triton Engineering and County Planning Staff

RECOMMENDATION:

That Council receive the C.A.O. Clerk’s July 13, 2017 report Minto Secondary Plans, and directs staff to start a secondary planning process in northwest Clifford and west Palmerston.

Bill White C.A.O. Clerk