

**COUNTY OF WELLINGTON**

**OFFICIAL PLAN AMENDMENT APPLICATION FORM  
(SCHEDULE TO BY-LAW No. 4241-98)**

<b>OFFICE USE ONLY</b>	County File Number: <u>OP-2020-09</u>
File Name: <u>SETTLEMENT BOUNDARY ADJUSTMENT</u>	Local File Number:
Date Received: <u>October 28, 2020</u>	Amount Paid:
Date Deemed Complete: <u>November 5, 2020</u>	Date Fee Received:
Processed by: <u>D. Turchet</u>	Signature: <u>D. Turchet</u>

1. TYPE OF AMENDMENT: County Oriented [ ] Locally Oriented [X]  
 (affects 2 or more local municipalities) (affects one local municipality)

2. WHAT IS THE PURPOSE OF AND REASONS FOR THE PROPOSED AMENDMENT(S)?

To amend the County Official plan to expand the Palmerston Urban Boundary 81.5ha by reducing the urban boundaries in Harriston and <sup>CLIFFORD</sup> Palmerston by a total of 75 ha, with the balance of 6.5ha being lands within the original Town of Palmerston Plan. To establish residential, industrial and future development designations and policies respecting setbacks from an abandoned landfill, and other policies regarding future studies and secondary planning.

3. APPLICANT INFORMATION

a) Registered Owner's Names(s): Corporation of the Town of Minto  
 Address: 5941 Highway 89  
Harriston ON N0G 1Z0  
 Phone No.: (519) 338-2511 Email: terry@town.minto.on.ca

b) Applicant (Agent) Names(s): Bill White, Triton Engineering  
 Address: The Old Post – 39 Elora Street South  
Harriston Ontario N0G 1Z0  
 Phone No.: (519) 938-6863 Email: bwhite@tritoneng.on.ca

c) Name, address, Phone of all persons having any mortgage charge or encumbrance on property:  
not applicable

d) Send Correspondence to: Owner [X] Agent [ ] Other [ ] \_\_\_\_\_

e) When did the current owner acquire the subject land? Applies to mostly privately owned lots

**4. WHAT AREA DOES THE AMENDMENT COVER?**       the "entire" property (some full properties)

a "portion" of the property (some part lots)

(This information should be illustrated on the required drawing under question #27 of this application.)

**5. PROVIDE A DESCRIPTION OF THE "ENTIRE" PROPERTY:**

Municipal Address: Palmerston Urban Boundary Expansion Corner Main Street/CR 123 and Hwy 23  
Harriston Boundary Reductions: North west of John St & Hutchison St.; Clifford Boundary Reductions:  
South of Park St. West of Elora, South of WR 2, E of Elora, east of James St at unopened Taylor St  
Concession: (Palmerston expansion) 1 Lot: most of Lots 22, 23, 24, 25 Registered Plan No. Lett St. Area  
Area: (Palmerston expansion) 81.5 hectares      Depth: varies metres      Frontage (width): varies metres  
(Clifford & Harriston Reductions) 75 hectares      Depth: varies metres      Frontage (width): varies metres

**6. PROVIDE A DESCRIPTION OF THE AREA TO BE AMENDED  
IF ONLY A "PORTION" OF THE PROPERTY:**

Area: (Palmerston expansion) 81.5 hectares      Depth: varies metres      Frontage (width): varies metres  
(Clifford & Harriston Reductions) 75 hectares      Depth: varies metres      Frontage (width): varies metres

**7. PROVINCIAL POLICY STATEMENT (PPS)**

Describe how this proposal is consistent with policy statement issued under subsection 3(1) of the Planning Act, and provide information addressing PPS conformity. Indicate the report/study title, as well as page numbers for each PPS issue applicable to this application.

See Minto Policy Review Summary, Triton Engineering Report September 30, 2020 Bill White Senior Planner, Presentation Town of Minto Urban Boundary Rationalization September 30, 2020, draft Official Plan Amendment all attached and included with this application.

As required by the Provincial Policy Statement (PPS), planning Authorities "shall be consistent with" the PPS in making decisions on all applications.

**8. IN ADDITION TO THE PROVINCIAL GROWTH PLAN, IS THE SUBJECT LAND WITHIN AN AREA OF LAND DESIGNATED UNDER THE GREENBELT PLAN? PROVIDE EXPLANATION OF HOW THE APPLICATION CONFORMS OR DOES NOT CONFLICT WITH THE PROVINCIAL PLAN OR PLANS.**

Not located within Greenbelt Plan, for explanation of compliance see studies referenced in 7. above

**9. WHAT IS THE CURRENT COUNTY OFFICIAL PLAN DESIGNATION OF THE SUBJECT PROPERTY?**

(Palmerston expansion) Prime Agriculture; (Harriston Reduction) Industrial (Clifford reduction) Future Development, Industrial, Some Core Greenlands

**10. LIST LAND USES THAT ARE PERMITTED BY CURRENT COUNTY OFFICIAL PLAN DESIGNATION:**

Prime Ag: agricultural, Future Development: existing uses (ag); Industrial: manufacturing, process etc.

If the application is to alter any part of the boundary of an area of settlement or to establish a new area of settlement, provide details of the current official plan policies, if any, dealing with the alteration or establishment of an area of settlement

See Minto Policy Review Summary, draft Official Plan Amendment and other documents for policy info

If the application is to remove land from an area of employment, provide details of the current official plan policies, if any, dealing with the removal of land from an area of employment

See Minto Policy Review Summary, draft Official Plan Amendment and other documents for policy info

**11. WHAT IS THE CURRENT ZONING OF THE SUBJECT PROPERTY?**

(Palmerston expansion) A-1, A-113, A113(H); (Harriston Reduction) FD (Clifford reduction) FD-25, FD, NE

**12. WHAT IS THE "EXISTING" USE(S) OF THE SUBJECT LAND?**

(Palmerston expansion) mainly farmland (Harriston Reduction) lagoons, farmland (Clifford reduction) farmland, vacant

**13. HOW LONG HAS THE "EXISTING" USE(S) CONTINUED ON THE SUBJECT LAND?**

100 years plus

**14. WHAT IS THE "PROPOSED" USE OF THE SUBJECT LAND?**

(Palmerston expansion) industrial, residential and future mixed use urban community as per future secondary plan (Harriston Reduction) same as existing (Clifford reduction) same as existing

**15. PROVIDE THE FOLLOWING DETAILS FOR ALL BUILDINGS OR STRUCTURES**

**ON THE SUBJECT LAND: (Please use a separate page if necessary.)**

	Existing	Proposed
Type of Building(s) or Structure(s)		
Date of Construction		
Building Height	(m) (ft)	(m) (ft)
Number of Floors		
Total Floor Area	(sq.m) (sq.ft)	(sq.m) (sq.ft)
Ground Floor Area (exclude basement)	(sq.m) (sq.ft)	(sq.m) (sq.ft)
Distance from Building/structure to:		
Front lot line	(m) (ft)	<b>Not Applicable</b>
Side lot line	(m) (ft)	
Side lot line	(m) (ft)	
Rear lot line	(m) (ft)	
% Lot Coverage		
# of Parking Spaces		
# of Loading Spaces		

**16. WHAT IS THE ACCESS TO THE SUBJECT PROPERTY?**

Provincial Highway  Continually maintained municipal road  Right-of-way   
 County Road  Seasonally maintained municipal road  Water access

**17. WHAT IS THE ROAD AUTHORITY FOR ROAD(S) THAT PROVIDES ACCESS TO THE SUBJECT PROPERTY?**

Province, County, Town of Minto

**18. IF ACCESS IS BY WATER ONLY, PLEASE DESCRIBE THE PARKING AND DOCKING FACILITIES USED OR TO BE USED AND THE APPROXIMATE DISTANCE OF THESE FACILITIES FROM SUBJECT LAND TO THE NEAREST PUBLIC ROAD. THIS INFORMATION IS TO BE ILLUSTRATED ON THE REQUIRED DRAWING UNDER ITEM H OF THIS APPLICATION.**

**19. INDICATE THE APPLICABLE WATER SUPPLY AND SEWAGE DISPOSAL:**

	Municipal Water	Communal Water	Private Well	Other Water Supply	Municipal Sewers	Communal Sewers	Private Septic	Other Sewage
Existing	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Proposed	<input checked="" type="checkbox"/>							

**19.1** If the requested amendment would permit development on a privately owned and operated individual or communal septic system would more than 4,500 litres of effluent be produced per day as a result of the development being completed?

YES  NO

If YES, the following reports must be submitted with the application?

Servicing Options Report Included: YES  NO

Hydrogeological Report Included: YES  NO

**20. HOW IS STORM DRAINAGE PROVIDED?**

Storm Sewers  Ditches  Swales  Other means

**21. SOURCE WATER PROTECTION PLAN**

Is the subject land within a Wellhead Protection Area, Issue Contributing Area, or Intake Protection Zone of an approved Source Protection Plan in effect?

YES  NO

If yes, please complete the Source Water Protection form and submit with your application.

**22. DOES THE PROPOSED OFFICIAL PLAN AMENDMENT DO THE FOLLOWING?**

Change a policy in the Official Plan YES  NO

Replace a policy in the Official Plan YES  NO

Delete a policy in the Official Plan YES  NO   
 Add a policy in the Official Plan YES  NO   
 Add or Change a designation in the Official Plan YES  NO

**23. Provide a draft Amendment document explaining purpose of the amendment and following information as applicable: (attached)**

- a) Explanation of the changes required
- b) Text of the proposed new policy
- c) New designation or revisions to designations
- d) Map of proposed new Schedule attached on a separate page?
- e) Land uses that would be permitted by the proposed amendment

**24. HAS THE CURRENT OWNER (OR ANY PREVIOUS OWNER) MADE APPLICATION FOR ANY OF THE FOLLOWING, EITHER ON OR WITHIN 120 METRES OF THE SUBJECT LAND?**

Local Official Plan Amendment	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Heinmiller Subdivision
Zoning By-law Amendment	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
Minor Variance	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Plan of Subdivision	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Heinmiller Subdivision
Consent (severance)	YES <input type="checkbox"/> NO <input type="checkbox"/>	
Site Plan Control	YES <input type="checkbox"/> NO <input type="checkbox"/>	

**25. IF THE ANSWER TO QUESTION 24 IS YES, PLEASE PROVIDE THE FOLLOWING INFORMATION**

File No. and Date of Application: 2011  
 Approval Authority: Wellington County  
 Lands Subject to Application: Part of Lot 23, Concession I  
 Purpose of Application: Residential Subdivision  
 Status of Application: Phase 1 draft approved  
 Effect on the Current Application for Amendment: Residential Designation for Phase 2

**26. PLEASE LIST THE TITLES OF REQUIRED AND OTHER SUPPORTING DOCUMENTS:**

(e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report, etc.)

Minto Policy Review Summary, Triton Engineering Report September 30, 2020 Bill White Senior Planner, Presentation Town of Minto Urban Boundary Rationalization September 30, 2020, draft Official Plan Amendment all attached and included with this application.

**27. PLEASE PROVIDE AN ACCURATE DRAWING OF THE PROPOSAL, PREPARED BY A QUALIFIED PROFESSIONAL. IN SOME CASES IT MAY BE MORE APPROPRIATE TO SUBMIT ADDITIONAL DRAWINGS AT VARYING SCALES TO BETTER ILLUSTRATE THE PROPOSAL. THE DRAWING MUST INCLUDE THE FOLLOWING INFORMATION:**

- owner's/applicant's name;
- legal description of property;
- boundaries and dimensions of the subject property and its current land use;
- dimensions of area of amendment (if not, the entire property);
- the size and use of all abutting land;
- all existing and proposed parking and loading areas, driveways and lanes;
- the nature of any easements or restrictive covenants on the property
- the location of any municipal drains or award drains;
- woodlots, forested areas, ANSI's, ESA's, wetlands, floodplain, and all natural watercourses (rivers, stream banks, etc.);
- the dimensions of all existing and proposed buildings and structures on the subject land and their distance to all lot lines;
- the name, location and width of each abutting public or private road, unopened road allowance or right-of-way;
- if access to the subject land is by water only, provide the location of the parking and docking facilities to be used; and
- other features both on site or nearby that in the opinion of the applicant will have an effect on the application (such as bridges, railways, airports, wells, septic systems, springs, slopes, gravel pits).

**THE DRAWING SHOULD ALSO INCLUDE THE SCALE, NORTH ARROW AND DATE WHEN THE DRAWING WAS PREPARED.**

**FOR FURTHER INFORMATION CONTACT:**

County of Wellington  
Planning and Development Department  
74 Woolwich Street  
Guelph, Ontario, N1H 3T9  
Telephone: 519-837-2600, ext. 2160  
Fax: 519-823-1694  
[www.wellington.ca](http://www.wellington.ca)

**AUTHORIZATION FOR AGENT/SOLICITOR TO ACT FOR OWNER:**

The Owner must complete the following to authorize applicant, agent or solicitor to act on their behalf.

**NOTE:** If more than one owner is listed in item #2 of this application, then all owners must sign this authorization section of the application form or by a letter of authorization duly signed.  
If the Owner is a corporation, the authorization must be by an officer of the corporation who has authority to bind the corporation.

I, (we), \_\_\_\_\_ the Registered Owners of  
\_\_\_\_\_ Of the \_\_\_\_\_ in the  
County/Region of \_\_\_\_\_ severally and jointly, solemnly declare that

\_\_\_\_\_ is authorized to submit an application for consent on my (our) behalf.

\_\_\_\_\_  
Signature(s) of Registered Owner(s) or Corporation's Officer

**APPLICANT'S DECLARATION**

This must be completed by the Applicant for the proposed amendment

I, (we) George Bridge of the  
Town of Minto in the County/Region of  
Wellington Solemnly declare that all

the statements contained in this application for (property description) urban boundary  
adjustment for the Town of Minto

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

DECLARED before me at the

Town Of \_\_\_\_\_

Minto In the \_\_\_\_\_

County/Region of Wellington

This 22<sup>nd</sup> day of October 2020

\_\_\_\_\_  
(Owner or Applicant)

\_\_\_\_\_  
(Owner or Applicant)

Ann J. McRoss

Commissioner of Oaths

Annilene McRobb

Printed Commissioner's, etc. Name

**APPLICANT'S CONSENT (FREEDOM OF INFORMATION):**

In accordance with the provisions of the Planning Act Section 1.0.1, it is the policy of the County Planning and Development Department to provide public access to all development applications and supporting documentation. In submitting this development application and supporting documentation, I, George Bridge the applicant, hereby acknowledge the above and provide my consent in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act that the information on this application and any supporting documentation provided by myself, my agents, solicitors, and consultants will be part of the public record and will also be available to the general public.



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Signature of Owner(s) or Authorized Agent

October 22, 2020

Date

**THIS APPLICATION PACKAGE IS TO BE SUBMITTED TO:**

Director of Planning and Development  
Planning and Development Department  
County of Wellington  
74 Woodwich Street  
Guelph, Ontario  
N1H 3T9

Phone: (519) 837-2600 Ext. 2160