



**TRITON
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Consulting Engineers

Memorandum

DATE:	September 30, 2020
TO:	Town of Minto
FROM:	Bill White, Senior Planner
RE:	Palmerston Urban Boundary Expansion
FILE:	A3177

TOWN 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.

9.1 Establish and maintain streamlined planning approval processes that use innovative and cost-effective tools to protect Town and public interest and ensure development proceeds quickly and affordably.

BACKGROUND:

In 2017 the Town began secondary planning work in Clifford and Palmerston to prepare for the County's 2020 five-year official plan review. Secondary plans looked at future growth areas as required by Provincial Policy and proposed strategies to guide Minto's infrastructure investment on Elora Street Clifford in 2018. The secondary plans also informed design of the proposed sewage lift station on Minto Road in the Palmerston Industrial Park to service Town owned industrial lots for sale as well as surrounding lands that were not within the urban boundary at the time.

The North Clifford Secondary Plan went to Council and the public during Elora Street Reconstruction in November 2017 and updated at Council in April 2018. The secondary plan identifies enough land in North Clifford to meet the 165-unit residential County growth allocation to 2041. The secondary plan details policies for future roadways, trails, land use and servicing in North Clifford. It also identifies 55 hectares of land in the south end of Clifford inside the urban boundary that is not developable for some time due to servicing and other constraints. Early in 2020 the County issued notice to amend its official plan to implement the North Clifford secondary plan in part, but the process was delayed due to COVID 19.

The West Palmerston Secondary Plan went to Council in April 2018 with an informal public consultation that September. It proposed Palmerston urban boundary expansion to ensure enough serviceable land to meet the County's 635-household growth projection, and addressed availability of serviced industrial land which was in high demand at the time. The Secondary Plan proposes policies on future roads, trails, land use, servicing and reducing the 500-meter setback from old closed landfill east of the planning area.

The Town and County discussed the secondary plans and urban boundary expansion into 2019; that May the Province changed the Growth Plan for the Greater Golden Horseshoe to allow small urban boundary expansions outside formal 5-year official plan reviews. This meant the Palmerston urban boundary could grow without waiting several years while the County reviewed its entire official plan. The Town and County worked to find a way to apply the new Provincial policies.

At the October 15, 2019 meeting Council proposed to reduce the Clifford urban boundary to support expansion in Palmerston, and requested an engineering study to address the 500-meter setback from the closed landfill. Early 2020 staff met with Clifford landowners for feedback on boundary changes, while lands for trade-off were examined such as un-serviced Town owned industrial property in Harriston.

The County supports an 81.5-hectare (202 acre) Palmerston urban boundary expansion only with a 75-hectare (185 acre) urban area decrease elsewhere. This resulted in the County proposing a draft official

plan amendment to reduce urban lands in Clifford and Harriston to increase the urban boundary in Palmerston. The Town received engineering analysis from Terraprobe supporting reducing the landfill setback from 500 to 30 meters. The County had the study peer reviewed by second engineering firm

COMMENTS

The County has prepared three documents for Council to consider moving forward including a draft official plan amendment to implement the urban boundary expansion, a Long-Term Land Supply/Demand Analysis and Policy Review Summary. The following summarize these documents:

Land Supply/Demand Report

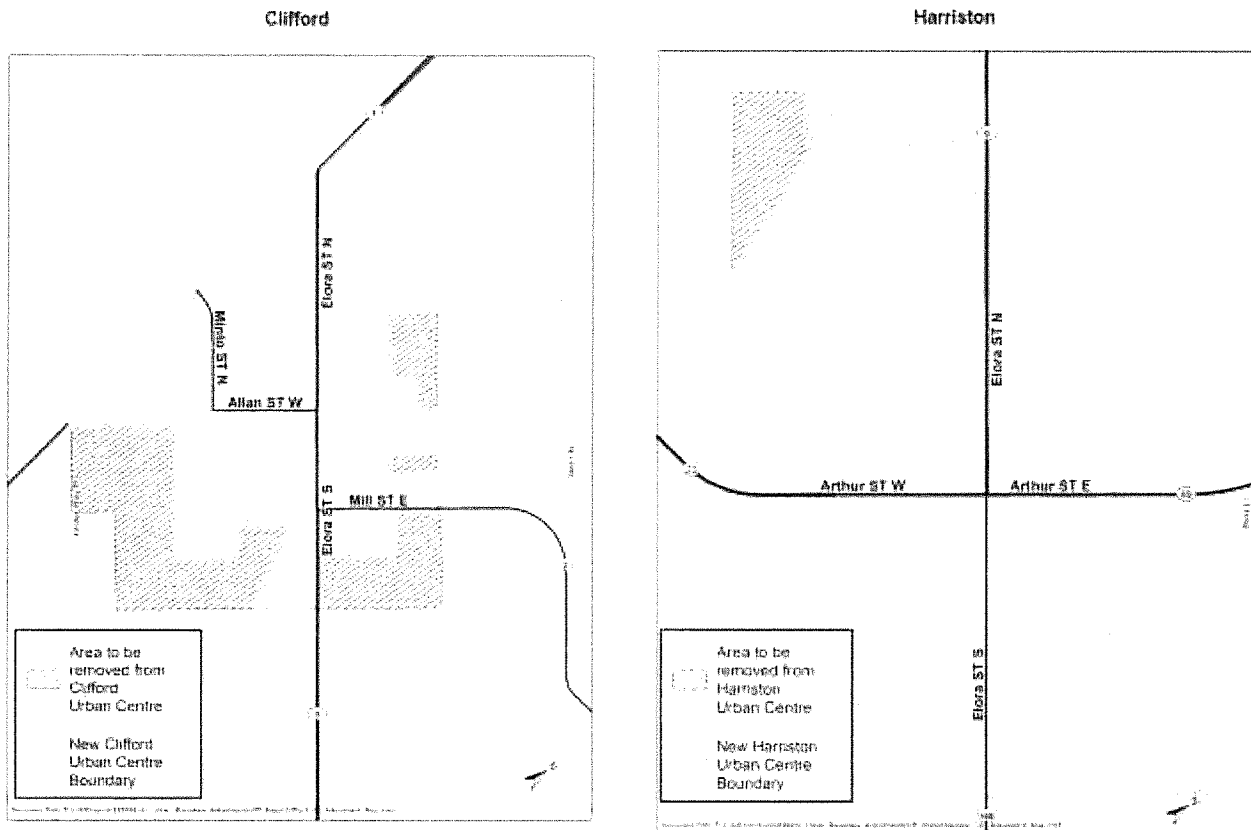
- County projections are close to those provided to the Town in secondary plans – County estimate 56 units per year in Minto to meet demand (versus 53 units per year identified by Town in 2017)
- Palmerston has about half of the lands its needs to meet projected residential demand
- Clifford is over supplied; Harriston adequately supplied with lands needed to meet future residential growth targets
- County employment land calculation states there is a 28-acre oversupply in commercial and 94-acre oversupply in industrial land in Minto

Policy Review Summary

- Appropriate policies are identified. Triton assisted filling out parts of the policy table. There is more than adequate policy support for the amendment as drafted

Amendment

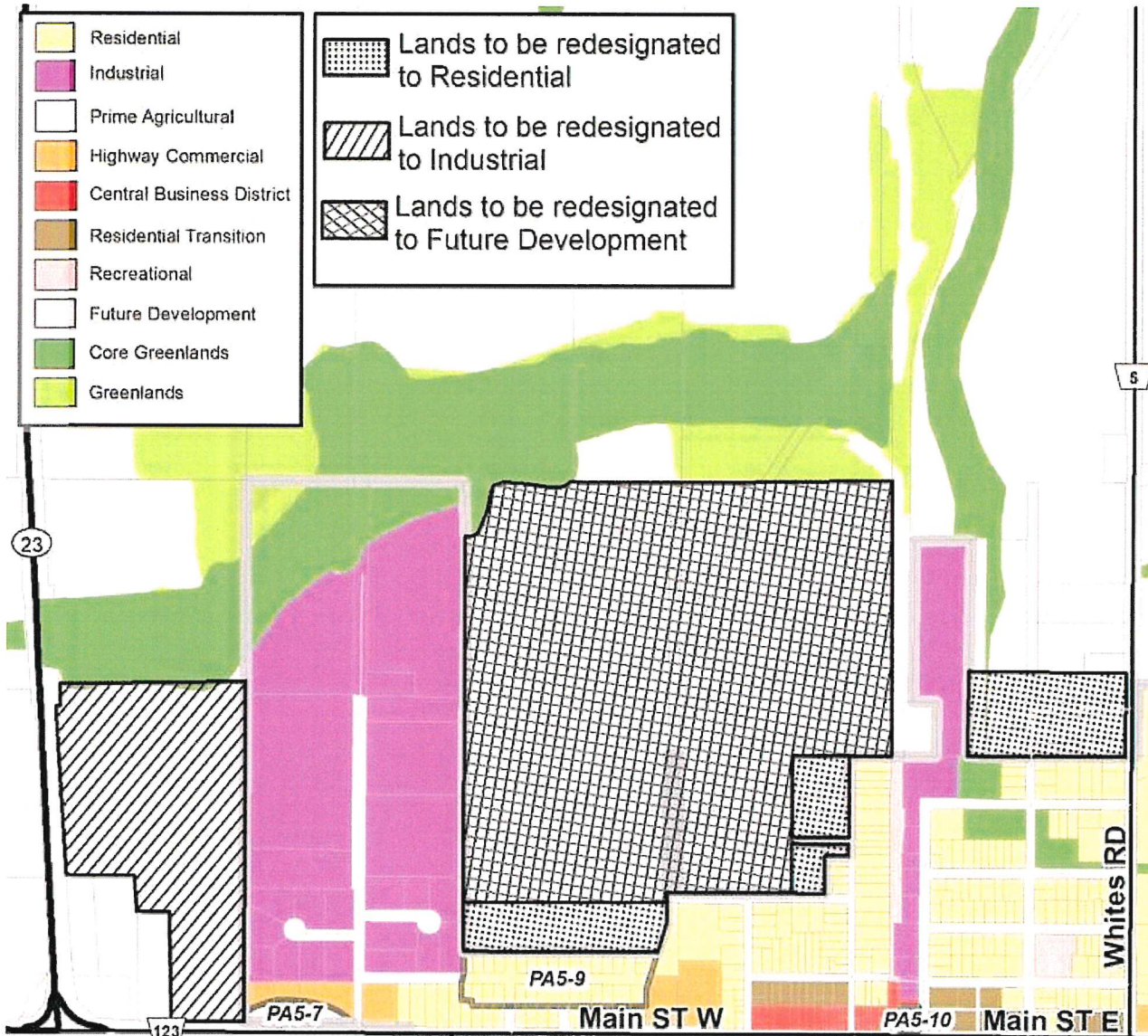
- Boundary adjustment increase is 81.5-hectare (202 acre), more or less as planned by the Town; there is a 75 hectare (185 acre) offset reduction in Clifford and Harriston (Town industrial lands) urban areas as illustrated by the following two County maps:



- New requirement under 1.1.3.8 of PPS 2020 states the level of detail of a “comprehensive review”

should correspond with the “complexity and scale of the settlement boundary expansion or development proposal.” - The County lists a number of studies that are needed, and the amendment acknowledges the work already done and recognizes the scale of the studies can be reduced to help limit cost of supporting studies needed to make a complete Planning Act application

- The policy on the landfill reflects the Terraprobe study which does not require any restrictions on a 30-meter setback; study was peer reviewed and the County is allowing for the Town to require additional information for development in the area of the landfill
- The following is the land use schedule provided in the amendment:
 - Land west of Industrial Park will allow expansion of industrial uses
 - Heinmiller Subdivision Phase 1 and 2 designated residential (eliminates old OMB appeal)
 - Jane Street and Lett Street lands also designated residential (part of old Town plan)
 - Balance of land is Future development requiring secondary plan and support studies before designation in a separate official plan amendment proceeds (developer expense)



The amendment allows the boundary expansion to proceed which will allow the Town to plan, with developers, future infrastructure investments such as the lift station needed at the end of Minto Road, the lift station needed south of Lett Street to remove 19 homes off private sewage pumps, upgrades to the Wastewater Treatment Plant, and other reconstructions where servicing can be upgraded (Main Street Palmerston). Triton recommends Council proceed with the amendment as provided by the County.

Triton has amalgamated the North Clifford Secondary Plan, West Palmerston Secondary Plan, and Harriston Land Needs analysis into a Minto Boundary Rationalization Study. This consolidates the work done since 2017 into a single document the Town can use for future planning.

The Minto Boundary Rationalization Study recommends infrastructure projects the Town may undertake to support future development such as Wastewater Treatment Plant upgrades, Minto Road and Brunswick Street lift stations in Palmerston, a water supply well, John Street reconstruction and watermain loop to Adelaide Street in Harriston, and service upgrades in each urban area identified in water and sewer service modelling completed by Triton. The modelling helps the Town's long-term capital infrastructure planning. The Study provides a path to follow to meet County household growth targets and Town employment land needs, and to guide Council's decisions on future land use and infrastructure needs. It is recommended this study be presented to Council at a later date so that it is available for landowners, Town and County staff to guide future development.

RECOMMENDATION:

That Minto Council receives the draft Official Plan Amendment, Policy Review and Land needs prepared by Wellington County regarding the Palmerston Urban Boundary Expansion, and that an application for Official Plan amendment be filed with the County based on the format received including the September 30, 2020 presentation and report from Triton Engineering as well as other support documentation.

Bill White Senior Planner
Triton Engineering