



## County of Wellington

# PLAN WELL Employment Area Conversion Submission Guide

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The County of Wellington is undergoing a Municipal Comprehensive Review (MCR) to fulfil the requirements of the Provincial Growth Plan for the Greater Golden Horseshoe, 2019. As part of the MCR, the County will consider if any Employment Areas warrant conversion to a non – employment use. While the County will consider Employment Area conversions, the overall intent is to protect these areas for employment uses over the long term.

Lands eligible for consideration of an Employment Area conversion include lands within the Urban Industrial designation. Interested parties should review the applicable Official Plan land use schedules to see if their property is within an eligible Employment Area designation. Both the Town of Erin and Township of Centre Wellington have Local Official Plans that are applicable to their urban centres.

### **Policies and Criteria for Conversion**

The Growth Plan provides a policy framework that protects Employment Areas and ensures that there is an adequate supply of land within them to accommodate growth and economic prosperity in the Greater Golden Horseshoe. Therefore, the policies of the Growth Plan only permit conversions of Employment Lands to non-employment uses through an MCR. Employment Area conversion requests will be assessed using Growth Plan and localized criteria outlined in the table below.

### **Submission Requirements**

Submissions for Employment Area conversions will follow the format outlined in this document to ensure a fair and consistent review of each conversion request the County receives. Please file Employment Area conversion requests by **May 3<sup>rd</sup>, 2021 at 4:00 pm**. These requests will be submitted electronically to [planwell@wellington.ca](mailto:planwell@wellington.ca) or by mail to the attention of the County of Wellington Planning Department at 74 Woolwich Street Guelph ON, N1H3T9, 3<sup>rd</sup> Floor, Planning.

All submissions for Employment Area conversions will provide a justification report which contains the following information:

- Property owner name and contact information including e-mail and phone number
- Property address and/or legal description
- A map of the property showing which lands are being requested for conversion
- Existing Official Plan designation
- Existing Zoning for the property
- Size of property in hectares and acres and frontage
- Description of the proposed non-employment use for the site
- Proximity of site to major goods moving facilities (as defined by the Growth Plan)
- The servicing status of the property (indicate if municipal water and/or sanitary sewer is available)
- Details of how the conversion request addresses each of the applicable Growth Plan and localized County criteria detailed in the table below
- Concluding statements which summarize the merits of the application

## **Next Steps**

The information outlined under the submission requirements will provide County Staff with suitable information to begin reviewing the merits of specific conversion requests. Staff will review all requests and provide a report to Planning Committee on the results of our analysis.

Please note that the County is continuing work on other components of the MCR, including an Employment Strategy and Land Needs Assessment. Information from these studies is required prior to any decisions being made on Employment Area conversions. Any recommended conversions will form part of an Official Plan amendment that will be brought forward at the conclusion of the MCR process.

## **Additional Information**

For additional guidance in the preparation of an Employment Area conversion request applicants should review Planning Committee report PD2021-06 for additional details about Employment Area conversions in the context of Wellington County. This information can be found at [www.wellington.ca/planwell](http://www.wellington.ca/planwell).

The County of Wellington cannot guarantee the privacy and confidentiality of the contents of a conversion proposal since any or all materials may form part of a report to Planning Committee and Council.

## **County of Wellington Contacts**

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## County of Wellington Employment Area Conversion Criteria

Criteria #	Description
<b>Growth Plan Employment Area Conversion Criteria:</b> Request must pass each Growth Plan Criteria in order to proceed to the additional County of Wellington localized criteria.	
<b>1</b>	There is a need for the conversion
<b>2</b>	The lands are not required over the horizon of the Plan (2051) for employment purposes for which they are designated
<b>3</b>	The municipality will maintain sufficient employment lands to accommodate forecasted growth to the horizon of the Growth Plan
<b>4</b>	The proposed use would not adversely affect the overall viability of the employment area.
<b>5</b>	The achievement of the minimum intensification and density targets in the Growth Plan, as well as the other policies of the Growth Plan
<b>6</b>	There are existing or planned infrastructure and public service facilities to accommodate the proposed use(s).
<b>County of Wellington Localized Employment Area Conversion Criteria</b>	
<b>7</b>	The proposed conversion to non-employment uses is compatible within surrounding land uses and/or could be mitigated from potential land use conflict.  The conversion has considered the Ministry of Environment and Climate Change Land Use Planning guidelines (D-series guidelines) which provides direction with respect to identifying sensitive uses, appropriate buffers and minimum separation standards within both the rural and urban setting.
<b>8</b>	The site should not be adjacent to or in proximity to major transportation corridors (e.g. highways, goods movement network, cross jurisdictional connections) and goods movement infrastructure (e.g. Airports, intermodal yards, and rail).
<b>9</b>	The site should be located outside or on the fringe of an assembly of Employment Areas.
<b>10</b>	The site offers limited market supply potential for employment area development due to size, configuration, access, physical conditions, servicing constraints etc.
<b>11</b>	Newly designated or developing Employment Areas are generally not considered for conversion requests because they are still establishing their marketability, viability and/or presence.
<b>12</b>	The conversion of the proposed site to non-employment uses would not compromise the County's overall supply of large employment sites.
<b>13</b>	The conversion request is supporting the long-term prosperity of the County through the redevelopment of a brownfield site that is no longer viable for Employment Area purposes but viable for other uses. This site will retain the employment and job potential of the Employment Area or has characteristics of a Strategic Growth Area, including proximity to public service facilities, location along a major arterial and the opportunity to support a range of housing options.
<b>14</b>	The conversion request to a non-employment use would better serve the desires of the community and not conflict with County and/or municipal interests and is supported by member municipal council.
<b>15</b>	The conversion of the site would not present negative cross-jurisdictional impacts that could not be overcome.
<b>16</b>	Conversion of the site to a commercial use will not compromise the planned commercial structure and is adjacent to a highway commercial use.
<b>17</b>	The conversion request demonstrates total job yield of the site can be maintained or improved.