



# The Corporation of the Town of Milton

---

Report To: Council

From: Jill Hogan, Commissioner, Development Services

Date: May 11, 2026

Report No: DS-031-26

Subject: Public Meeting and Initial Report: Official Plan Amendment and Zoning By-law Amendment by HW Transportation Group, applicable to lands known municipally as 7265 No. 5 Side Road, Town of Milton (Town File: LOPA-03-26 and Z-02-26)

**Recommendation: THAT Development Services Report DS-0031-26 BE RECEIVED FOR INFORMATION**

## EXECUTIVE SUMMARY

Council previously considered and approved a Zoning By-law Amendment for the subject lands through Development Services Report DS-010-25, adopted by Council in February 2026, to permit a Commercial Truck Dealership in addition to the existing Motor Vehicle Rental Agency.

The owner has since submitted a new application to further amend the Town of Milton Official Plan and Zoning By-law 016-2014, as amended, to permit a Transportation Terminal as an additional use on the subject lands. While the Town's Zoning By-law is being considered concurrently, the proposed Transportation Terminal is not currently permitted by the Official Plan, and therefore an Official Plan Amendment is required as part of the current application.

The application has been deemed complete pursuant to the requirements of the Planning Act and is being processed accordingly. Upon completion of the consultation and review process, a subsequent Technical Report, including staff recommendations, will be brought forward for Council's consideration. The Technical Report will address matters raised through the public consultation and agency review process.

## REPORT

### Background

#### Owners:

HW Transportation Group, 7265 No. 5 Side Road, Milton, ON. L9T 2X7



## Background

### Applicant:

W.E. Oughtred & Associates Inc., 2140 Winston Park Drive, Oakville, ON. L6H 5VT

### Location/Description:

The subject lands are located in Ward 1, at the northwest corner of James Snow Parkway and No 5 Side Road within the Milton 401 Industrial/Business Park Secondary Plan. Surrounding land uses include employment uses to the south and west, existing residential uses to the north and an environmental feature to the east. A Location Map is included as Figure 1 to this report.

### Proposal:

Council previously approved a Zoning By-law Amendment for the subject lands through Development Services Report DS-010-25, adopted by Council in February 2026, to permit a Commercial Truck Dealership in addition to the existing Motor Vehicle Rental Agency.

The owner has submitted a new application to amend the Town of Milton Official Plan and Zoning By-law 016-2014, as amended, to permit a Transportation Terminal as an additional use on the subject lands. The proposed Transportation Terminal is not currently permitted by the Official Plan, and accordingly, an Official Plan Amendment is required. A concurrent Zoning By-law Amendment is also proposed to implement the additional permission.

The application does not propose any changes to the existing building, site layout, or access configuration, and the site is intended to continue to function within the established employment area. Any potential changes are limited to signage modifications only.

The purpose of this report is to present the application to Council and the public and to identify planning matters to be addressed through the review process. No conclusions or recommendations regarding the appropriateness of the proposed Official Plan Amendment or Zoning By-law Amendment are provided at this time.

Figures 2 and 3 illustrate the approved site plan and the existing elevations of the existing Motor Vehicle Rental Agency. As no physical changes are proposed to the site, outside of a potential change in signage, the site will remain as exists. There is currently an access provided from No. 5 Side Road, with an existing 1224 square metre building and associated surface parking.

The following reports have been submitted in support of this application:

- Planning Justification Report, prepared by W.E. Oughtred & Associates Inc., dated February 23, 2026
- Functional Servicing and Stormwater Management Report, prepared by MGM Consulting Inc., dated January 26, 2026
- Acoustic Assessment Report, prepared by Vintec Acoustics Inc., dated February 17, 2026
- Scoped Transportation Impact Study, February 17, 2026



## Background

- Site Plan, prepared by Chamberlain Architect Services Limited, dated March 8, 2022
- Application Form
- Draft Official Plan Amendment and Draft Zoning By-law Amendment

## Discussion

### Planning Policy

The subject lands are located within the Milton 401 Industrial/Business Park Secondary Plan and are designated Business Park Area and Industrial Area, as shown on Schedule C.2.B - Milton 401 Industrial/Business Park Secondary Plan Land Use Plan. The Business Park Area designation, which almost the entirety of the subject lands are shown is an employment designation which applies to areas where the full range of light industrial and office uses are permitted. The current Official Plan does not specifically permit a truck terminal, and an Official Plan Amendment is required to accommodate the proposed use.

A Draft Official Plan Amendment is attached as Appendix 1.

### Zoning By-law 016-2014, as amended

The subject lands are currently zoned Business Park (M1\*362) under the Town's Zoning By-law 016-2014, as amended. In addition to the uses permitted within the parent M1 zone, the site-specific M1\*362 zoning includes a definition for a Commercial Truck Dealership, which restricts the sale, rent or lease of vehicles to new or used truck tractors and permits accessory service and repair of truck tractors as an accessory use. This site-specific permission was approved through Development Services Report DS-010-25 and represents an additional permitted use to those otherwise allowed in the M1 zone.

The applicant is now seeking a further amendment to the Zoning By-law to rezone the subject lands to a General Industrial (M2) zone to facilitate the proposed Transportation Terminal use. The M2 zone permits a broader range of industrial and transportation-related uses and is intended to accommodate more intensive employment activities of this nature.

A Draft Zoning By-law Amendment is attached as Appendix 2 to this report.

### Site Plan Control

As there are no proposed physical changes to the site from the existing built form, Site Plan control will not be required.

### Public Consultation and Review Process

Notice for the statutory public meeting was provided pursuant to the requirements of the Planning Act on April 21, 2026.



## Discussion

With regard to this proposal, staff has identified the following matters to be addressed through the review process:

- Conformity with the Provincial Planning Statement (2024)
- Potential Traffic Impacts and Noise Impacts

## Financial Impact

None arising from this report.

Respectfully submitted,

Jill Hogan  
Commissioner, Development Services

For questions, please contact: Jill Hogan

Phone: Ext. 2304

## Attachments

Figure 1 – Location Map

Figure 2 – Concept Plan

Figure 3 – Existing Architectural Elevations

Appendix 1 – Draft Official Plan Amendment

Appendix 2 – Draft Zoning By-law Amendment

Approved by CAO  
Andrew M. Siltala  
Chief Administrative Officer

## Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for



# The Corporation of the Town of Milton

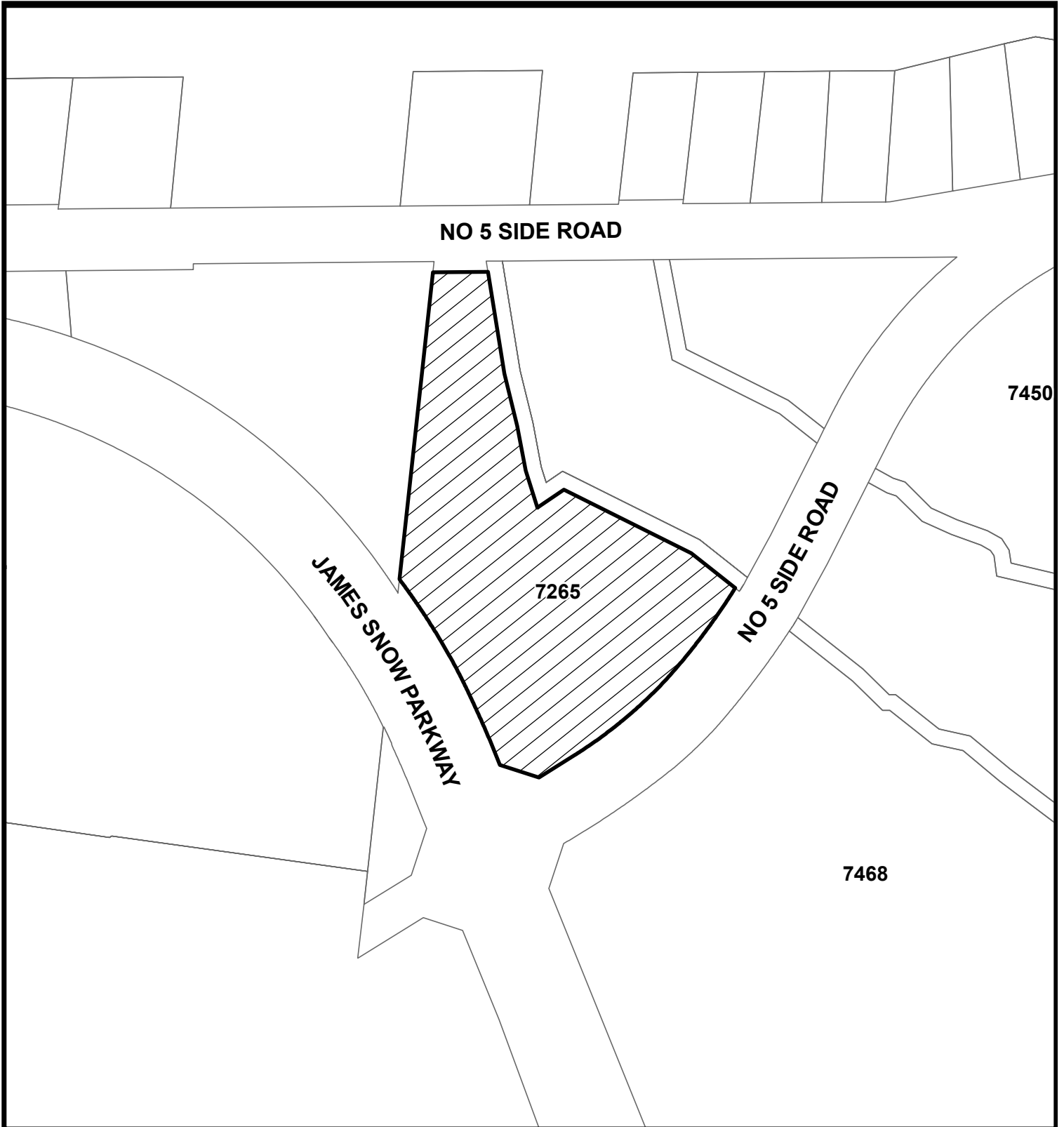
Report #:  
DS-031-26  
Page 5 of 5


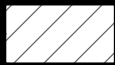
---

the water, food and resources. We stand as allies with the First Nations as stewards of these lands.



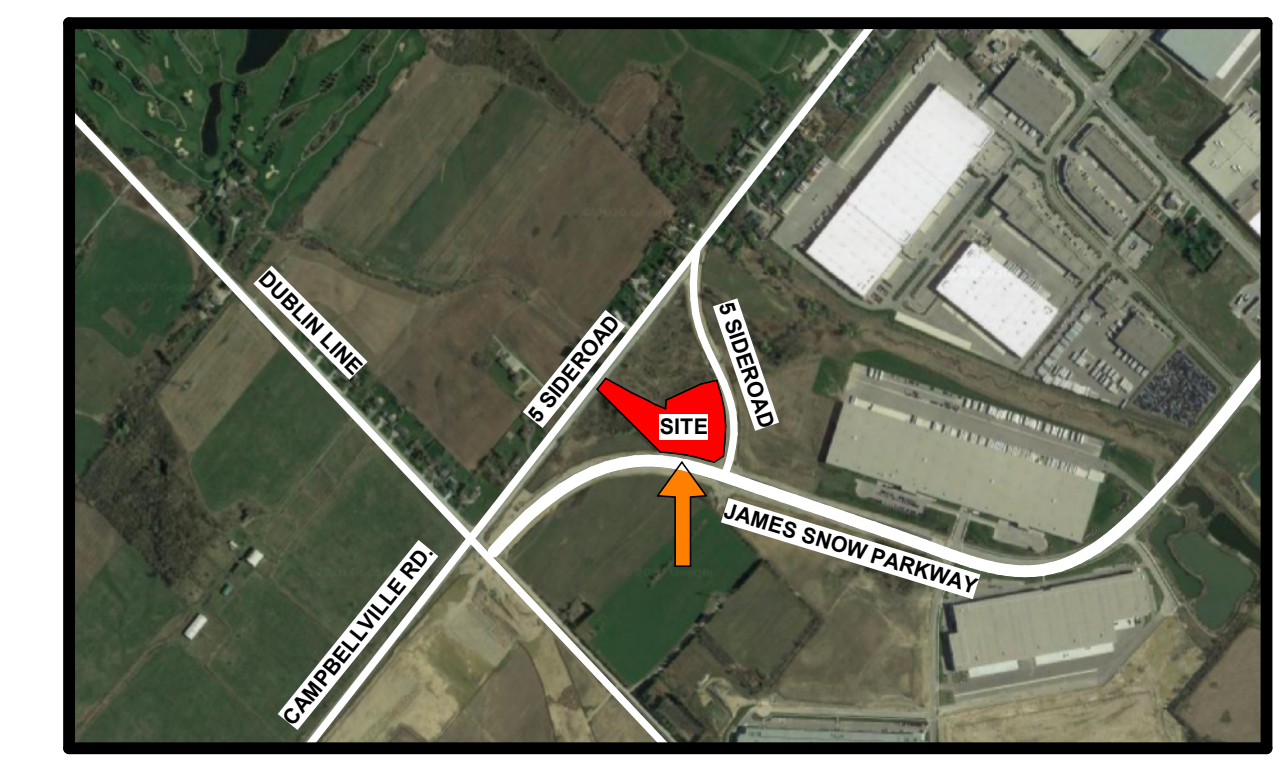
# FIGURE 1 LOCATION MAP



<p>Council Meeting Date: May 11, 2026</p>	<p>Scale: 1: 3,333</p>	<p>Files: LOPA 03/26 &amp; Z-02/26</p>	<p>Development Services Department</p>
	 Subject Property		<p>Copyright 2024: Town of Milton, Teranet Inc.</p>

NO.	ISSUED	DATE
1	BUILDING PERMIT & TENDER	AUG. 23, 2021
2	TENDER	SEPT. 30, 2021
3	FOR CONSTRUCTION	JAN. 17, 2022
4	SITE INSTRUCTION No. 4	MAR. 8, 2022

**KEY PLAN**



**O.B.C. CLASSIFICATION**

OFFICE: GROUP D, DIVISION 1, UP TO 2 STOREYS, SPRINKLERED	O.B.C. 3.2.2.56
WAREHOUSE & SERVICE AREA GROUP F, DIVISION 2, UP TO 2 STOREYS, SPRINKLERED	O.B.C. 3.2.2.72

**LEGAL LAND DESCRIPTION**

PART 1  
PLAN OF BLOCK 6  
REGISTERED PLAN 20M-1119  
TOWN OF MILTON  
REGIONAL MUNICIPALITY OF HALTON

LOT AREA: EXISTING LOT AREA = 1.88 ha  
LANDS DEDICATED TO TOWN FOR ROAD WIDENINGS = 0.10 ha  
NEW LOT AREA = 1.78 ha

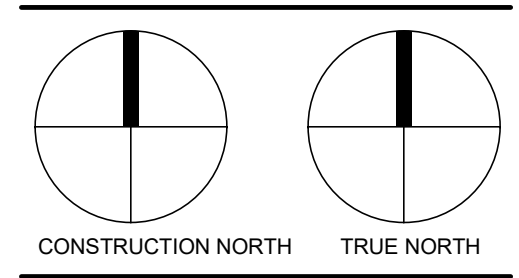
**ZONING REQUIREMENTS**  
ZONE M1 - EMPLOYMENT ZONE, BUSINESS PARK

	REQUIRED	PROVIDED	%
MINIMUM LOT AREA:	0.8 ha	1.77 ha	
MINIMUM LOT FRONTAGE:	40 m	96.9 m	
BUILDING AREA:	-	1215.0 sm	6.9%
LANDSCAPED OPEN AREA:	10 % MIN.	3451.0 sm	19.5%
CURB/WALKWAYS:	-	269.6 sm	1.5%
ASPHALT AREA:	-	12764.4 sm	72.1%
GROSS FLOOR BUILDING AREA:	-	1865.0 sm	
BUILDING HEIGHT:	15 m MAX.	10 m	
MINIMUM BUILDING SETBACK FRONT YARD:	9 m	36.5 m	
MINIMUM BUILDING SETBACK INTERIOR SIDE:	3 m	-	
MINIMUM BUILDING SETBACK EXTERIOR SIDE:	9 m	38.8 m	
MINIMUM BUILDING SETBACK REAR YARD:	12 m	19.0 m	
MINIMUM LANDSCAPE BUFFER (ABUTTING STREET):	4.5 m	4.5 m	
MINIMUM LANDSCAPE BUFFER (ABUTTING JSP):	0 m	1.5 m	

THIS SITE PLAN IS BASED UPON AND MUST BE READ IN CONJUNCTION WITH THE REGISTERED PLAN CHAMBERLAIN ARCHITECT SERVICES LIMITED ACCEPTS NO RESPONSIBILITY FOR THE ACCURACY, OR COMPLETENESS OF THE DATA SUPPLIED AND SUCH DATA IS NOT INCLUDED UNDER SEALS OF CERTIFICATION IF ANY.

DO NOT SCALE DRAWINGS. USE ONLY DRAWINGS MARKED "ISSUED FOR CONSTRUCTION". VERIFY CONFIGURATIONS AND DIMENSIONS ON SITE BEFORE BEGINNING WORK. NOTIFY ARCHITECT IMMEDIATELY OF ANY ERRORS, OMISSIONS OR DISCREPANCIES.

CHAMBERLAIN ARCHITECT SERVICES LIMITED HAS COPYRIGHT. CONSTRUCTION OF A SUBSTANTIALLY SIMILAR BUILDING WITHOUT PERMISSION MAY INFRINGE THE COPYRIGHT OWNERS RIGHTS. MAKING MINOR CHANGES TO PLANS DOES NOT NECESSARILY AVOID COPYRIGHT INFRINGEMENT. INACCURATE REPRODUCTION IS NOT A DEFENSE TO COPYRIGHT INFRINGEMENT. ©



**TRUCK RENTAL AGENCY**

SITE PLAN FILE # SP 21/20

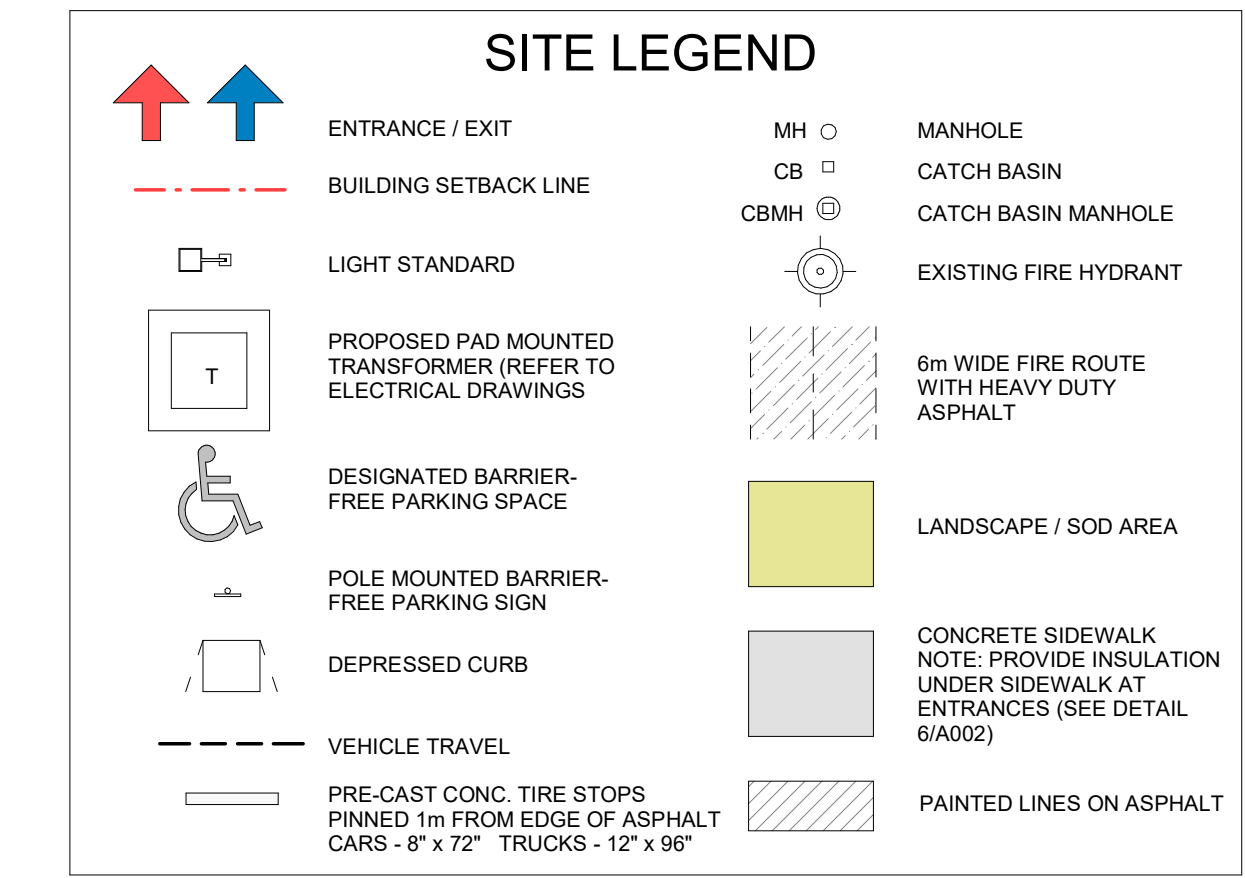
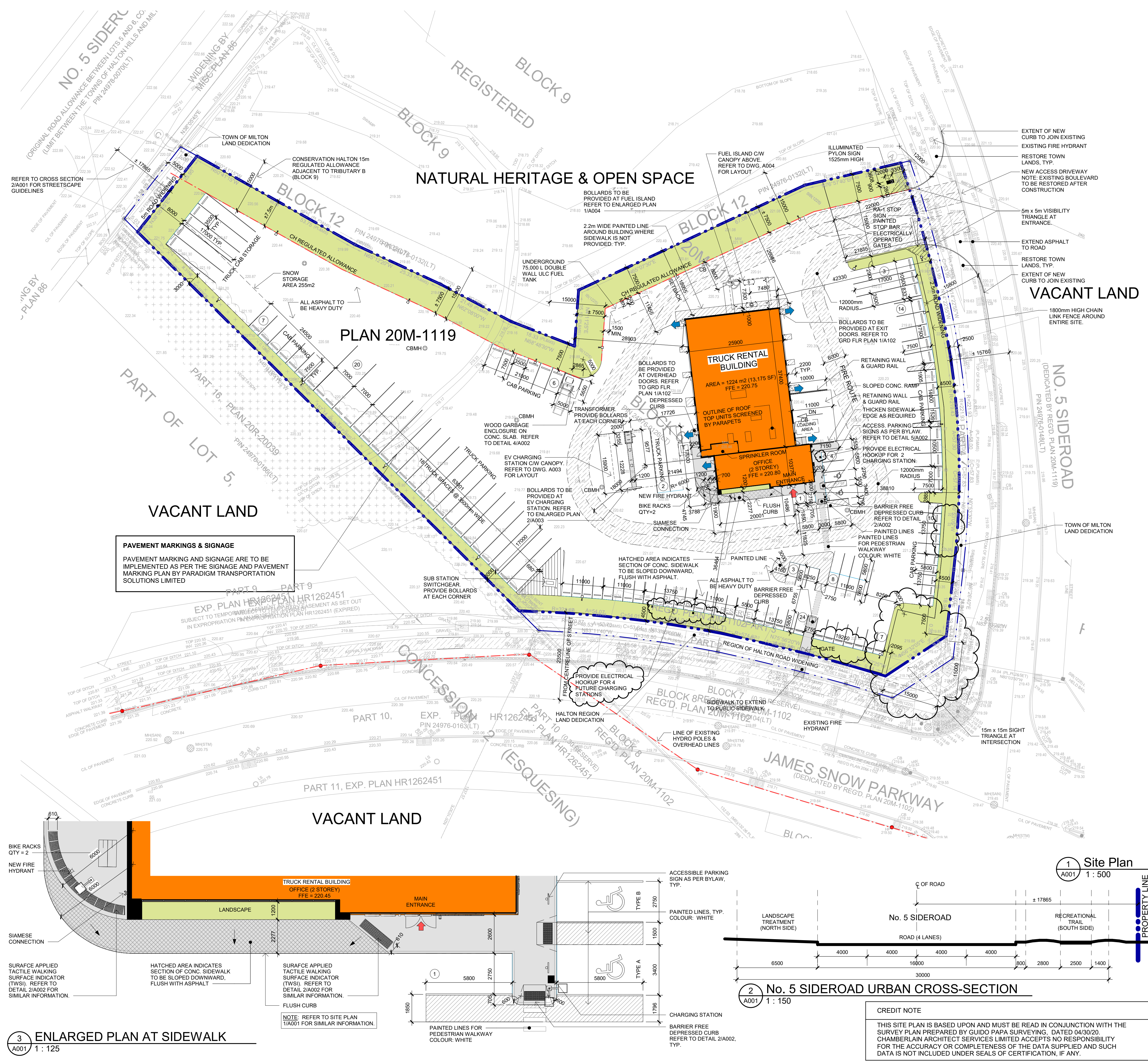
7265 No. 5 SIDE ROAD  
MILTON, ON

SHEET NAME

**SITE PLAN**

START DATE	APRIL 2020
DRAWN BY	TP
CHECKED BY	TP
SCALE	As indicated
PROJECT NO.	120026
DRAWING	A001

**A001**



**CREDIT NOTE**

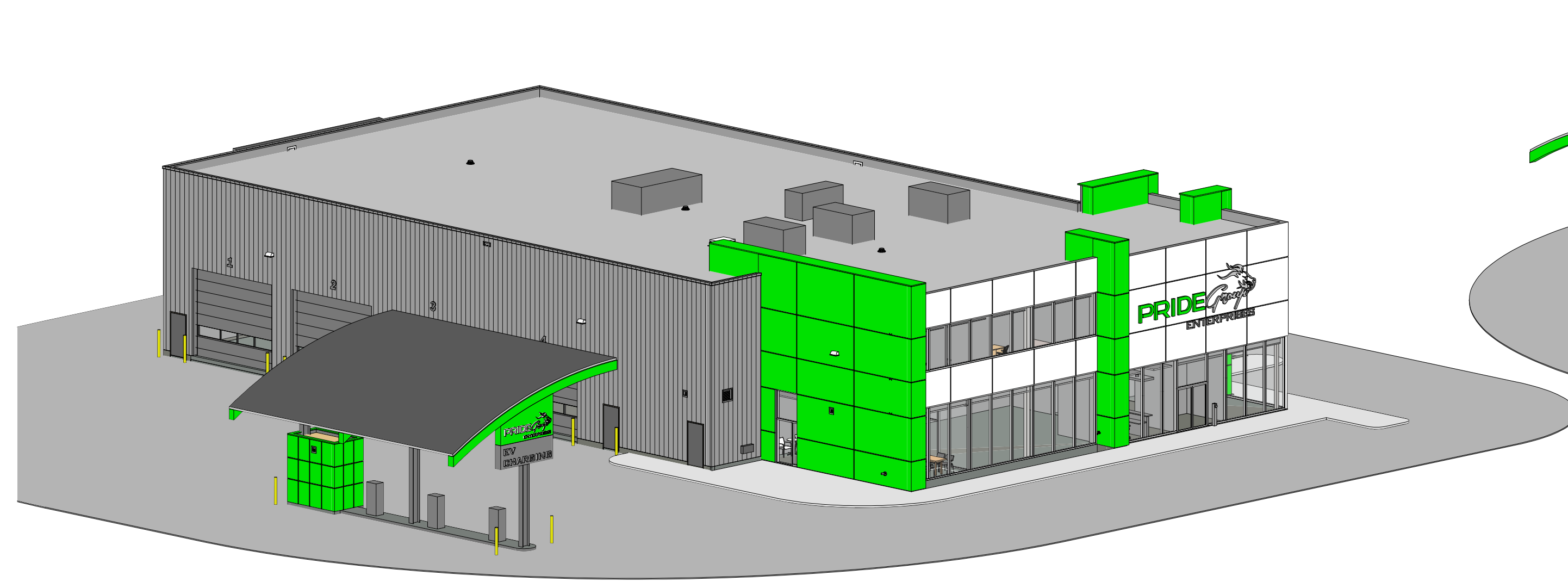
THIS SITE PLAN IS BASED UPON AND MUST BE READ IN CONJUNCTION WITH THE SURVEY PLAN PREPARED BY GUIDO PAPA SURVEYING, DATED 04/30/20. CHAMBERLAIN ARCHITECT SERVICES LIMITED ACCEPTS NO RESPONSIBILITY FOR THE ACCURACY OR COMPLETENESS OF THE DATA SUPPLIED AND SUCH DATA IS NOT INCLUDED UNDER SEALS OF CERTIFICATION, IF ANY.

**3 ENLARGED PLAN AT SIDEWALK**  
A001 1:125

**2 No. 5 SIDEROAD URBAN CROSS-SECTION**  
A001 1:150

C:\Users\jchamberlain\OneDrive - Chamberlain Group of Companies\Documents\120026\Drawings\Truck Rental Agency - Site Plan - Current - 2022-03-01 - Working Drawings - Insepp2021.rvt

NO.	ISSUED	DATE
1	BUILDING PERMIT & TENDER	AUG. 23, 2021
2	TENDER	SEPT. 30, 2021
3	FOR CONSTRUCTION	JAN. 17, 2022



2 SOUTH-WEST VIEW  
A202



1 SOUTH-EAST VIEW  
A202



DO NOT SCALE DRAWINGS. USE ONLY DRAWINGS MARKED "ISSUED FOR CONSTRUCTION". VERIFY CONFIGURATIONS AND DIMENSIONS ON SITE BEFORE BEGINNING WORK. NOTIFY ARCHITECT IMMEDIATELY OF ANY ERRORS, OMISSIONS OR DISCREPANCIES.  
CHAMBERLAIN ARCHITECT SERVICES LIMITED AND CHAMBERLAIN CONSTRUCTION SERVICES LIMITED HAVE SIMILAR OWNERSHIP.  
CHAMBERLAIN ARCHITECT SERVICES LIMITED HAS COPYRIGHT. CONSTRUCTING A SUBSTANTIALLY SIMILAR BUILDING WITHOUT PERMISSION MAY INFRINGE THE COPYRIGHT OWNERS RIGHTS. MAKING MINOR CHANGES TO PLANS DOES NOT NECESSARILY AVOID COPYRIGHT INFRINGEMENT. INCIDENT INFRINGEMENT IS NOT A DEFENSE TO COPYRIGHT INFRINGEMENT. ©



**TRUCK RENTAL AGENCY**

SITE PLAN FILE # SP 21/20

7265 No. 5 SIDE ROAD  
MILTON, ON

SHEET NAME

**COLOURED RENDERING**

START DATE	Issue Date
DRAWN BY	TP
CHECKED BY	TP
SCALE	
PROJECT NO.	120026

DRAWING  
**A202**

C:\Users\jgibber\OneDrive - Chamberlain Group of Companies\Documents\120026\Prds Truck.Mil.on - Building - Current - 2021-09-23\_12:00:04.rvt

THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NUMBER XXX-2026

A BY-LAW TO ADOPT AN AMENDMENT TO THE TOWN OF MILTON OFFICIAL PLAN  
PERSUANT TO SECTIONS 17 AND 21 OF THE PLANNING ACT IN RESPECT OF THE LANDS  
MUNICIPALLY IDENTIFIED AS 7265 NUMBER 5 SIDEROAD AND LEGALLY DESCRIBED AS  
PART OF BLOCK 6, REGISTERED PLAN 20M-1119, TOWN OF MILTON, REGIONAL  
MUCIPALITY OF HALTON. FILE: LOPA0 XX/24.

THE Council of the Corporation of the Town of Milton, in accordance with the provisions of  
Sections 17 and 21 of the Planning Act R. S. O. 1990, c.P.13, as amended, herby enacts as  
follows:

1. Amendment No. XX to the Official Plan of the Town of Milton, to amend Policy 4.11.3  
and Schedule I1 of the Town of Milton Official Plan to permit a “Transportation  
Terminal” on the lands located at 7265 Number 5 Side Road and legally described  
as Block 6, Plan 20M-1119, Town of Milton, Regional Municipality of Halton.
2. Pursuant to Subsection 1(27) of the Planning Act, R.S.O. 190.c.P.13, as amended,  
this Official Plan Amendment comes into effect the day after the last day for filing a  
notice of appeal, if no appeal is filed pursuant to Subsections 17 (24) and (25).  
Where one or more appeals have been filed under Subsection 17 (24) or (25) of the  
said Act, as amended, this Official Plan Amendment comes into effect when all  
such appeals have been withdrawn or finally disposed of in accordance with the  
direction of the Ontario Land Tribunal.
3. In the event that the Regional Municipality of Halton, being the Approval Authority,  
has declared this Official Plan Amendment to not be exempt, the Clerk is hereby  
authorized and direct to make application to the Approval Authority for approval of  
the aforementioned Amendment No. XX to the Official Plan of the Town of Milton.

PASSED IN OPEN COUNCIL ON (DATE)

Mayor

Town Clerk

AMENDMENT NUMBER XX

TO THE OFFICIAL PLAN OF THE TOWN OF MILTON

PART 1 THE PREAMBLE, does not constitute part of this Amendment

PART 2 THE AMENDMENT, consisting of the following text constitutes Amendment No. XX  
to the Official Plan of the Town of Milton.

## PART 1: THE PREAMBLE

### THE TITLE

This amendment, being an amendment to the Official Plan of the Town of Milton shall be known as:

Amendment No. XX

To the Official Plan of the Town of Milton

7265 Number 5 Side Road

Block 6, Plan 20M-1119, Town of Milton, Regional Municipality of Halton

(File: LOPA XX/26)

### PURPOSE OF THE AMENDMENT

The purpose of this amendment is to add a Specific Policy Area No. XX to the lands at 7265 Number 5 Side Road.

### LOCATION OF THE AMENDMENT

The subject property is located at the northwest corner of James Snow Parkway and Number 5 Side Road and is approximately 1.77 hectares in size. The lands are legally described as Block 6, Plan 20M-1119, Town of Milton, Regional Municipality of Halton

### BASIS OF THE AMENDMENT

The proposed amendment is to permit a “Transportation Terminal” in addition to the uses listed in Section 3.8 of the Official Plan on the lands located at 7265 Number 5 Side Road.

Official Plan Amendment No. 31 brought the Town’s Official Plan into conformity with Provincial and Regional growth and intensification policies, including those for the Urban Growth Centre and is deemed to be consistent with the Regional Official Plan.

## PART 2: THE AMENDMENT

All of this document, entitled Part 2, THE AMENDMENT consisting of the following text constitutes Amendment No. XX to the Town of Milton Official Plan.

### DETAILS OF THE AMENDMENT

The Town of Milton Official Plan is hereby amended by Official Plan Amendment No. XX pursuant to Section 17 and 21 of the Planning Act, as amended, as follows:

#### 1.0 Map Change

1.1 Amending Schedule I1- “Urban Area Specific Policy Areas” by adding Special Policy Area No. XX to the lands at 7265 Number 5 Side Road, known legally as Parcel 6, Plan 20M-1119, Town of Milton, Region of Halton.

#### 2.0 Text Change







2.1 Adding the following text to Section 4.11 “Specific Policy Area”;

4.11.3.XX The Land identified as Special Polity Area No XX on Schedule I1 of this Plan, being the lands at 7265 Number 5 Side Road are permitted to allow a Transportation Terminal in addition to the uses listed in Section 3.8.

# TOWN OF MILTON OFFICIAL PLAN

Schedule I1

URBAN AREA  
SPECIFIC POLICY AREAS  
(Refer to section 4.11)

-  Rail
-  Urban Area Specific Policy Area
-  Milton Boundary
-  Urban Area
-  Established Urban Area
-  HUSP Area

File name:  
LOPA 03/26 & Z-02/26

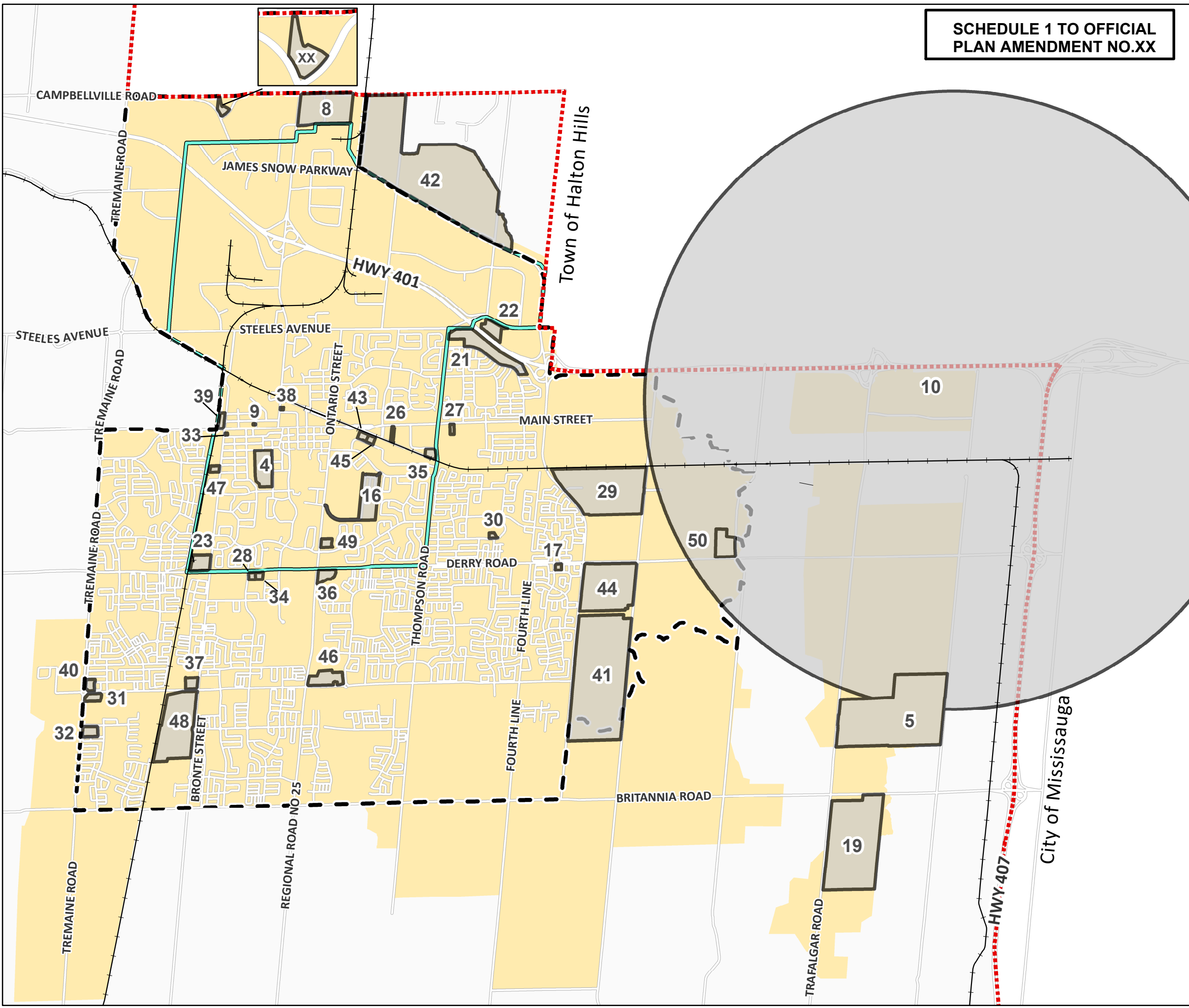


0 0.75 1.5 3 Km

This schedule forms part of the Official Plan  
and should be read in conjunction with the text.

Copyright 2024: Town of Milton

October, 2024



THE CORPORATION OF THE TOWN OF MILTON

BY-LAW NUMBER XXX-2024

A BY-LAW TO AMEND THE TOWN OF MILTON COMPREHENSIVE ZONING BY-LAW 016-2014, AS AMENDED, PERSUANT TO SECTIONS 17 AND 21 OF THE PLANNING ACT IN RESPECT OF THE LANDS MUNICIPALLY IDENTIFIED AS 7265 NUMBER 5 SIDEROAD AND LEGALLY DESCRIBED AS PART OF BLOCK 6, REGISTERED PLAN 20M-1119, TOWN OF MILTON, REGIONAL MUNICIPALITY OF HALTON. FILE: LOPA0XX/24.

WHEREAS The Council of the Corporation of the Town of Milton, deems it appropriate to amend Comprehensive Zoning By-law 016-2014, as amended;

AND WHEREAS the Town of Milton Official Plan and the Milton 401 Industrial/ Business Park Secondary Plan provides for the lands to be zoned as set forth in this By-law;

NOW THEREFORE the Council of the Corporation of the Town of Milton hereby ENACTS AS FOLLOWS:

1. That the Town of Milton By-law Number 016-2014, as amended, be and it is hereby further amended by:

- a) Rezoning the lands shown as “Subject Lands” on Schedule “1” attached hereto from M1 362 Business Park Zone to M2 , in the manner shown on the said Schedule “1”
- b) Adding the following Paragraph to Section 14 “SPECIAL PROVISIONS, HOLDING PROVISIONS, TEMPORARY USE ZONES, AND INTERIM CONTROL ZONES”:

“13.1.1.XXX The following provisions shall apply to the lands shown as “Subject Lands” on Schedule “2” :

- i) Additional permitted uses
  - a. Motor Vehicle Dealership
  - b. Motor Vehicle Repair Garage
- ii) Special Definition
  - a. For the purpose of this section a motor vehicle dealership shall be defined as “a premises where new or used oversized motor vehicles are displayed and/or offered for sale, rent or lease and in conjunction with which there may be a motor vehicle repair garage and/or a motor vehicle body shop;

2. Schedule “1” shall be and hereby form part of this By-law.

READ A FIRST, SECOND AND THIRD time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Mayor

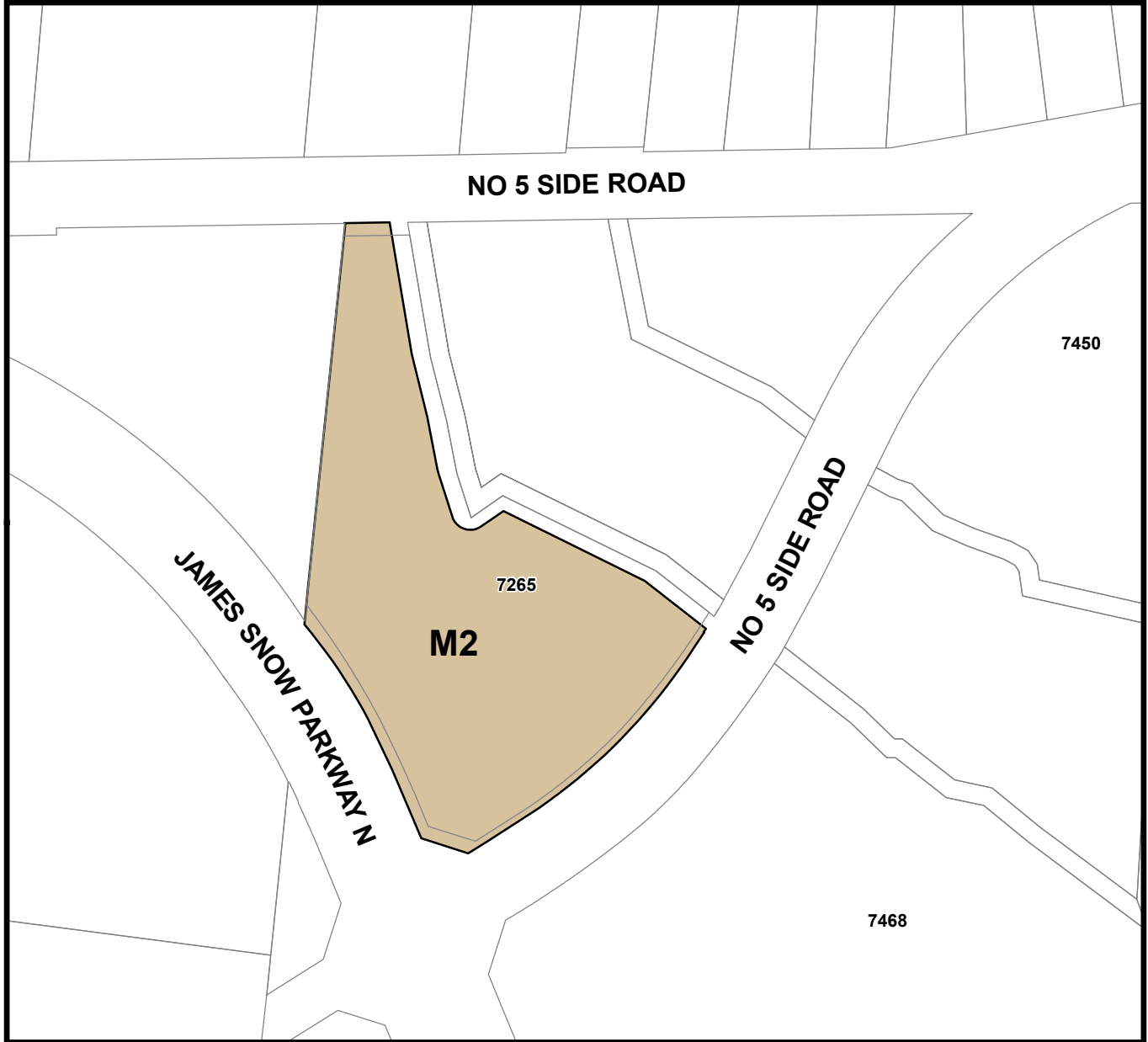
Town Clerk

SCHEDULE A  
TO BY-LAW No. -2026

TOWN OF MILTON

7265 NO 5 SIDE ROAD  
PART OF LOT 5, CONCESSION II, South Milton, New Survey

*Town of Milton*



THIS IS SCHEDULE A  
TO BY-LAW NO. \_\_\_\_\_  
PASSED THIS \_\_\_\_ DAY OF  
\_\_\_\_\_, 2026.



M1\*362 to be rezoned to M2

\_\_\_\_\_  
MAYOR - Gordon A. Krantz

\_\_\_\_\_  
CLERK- Meaghen Reid

