

**RE: Retaining Wall at 311303 Highway 6, Mount Forest**

From [REDACTED]

Date Thu 11/13/2025 3:07 PM

To [REDACTED]

Cc Victoria Mance <vmance@southgate.ca>

Good day Greg,

MTO has completed its review of the site plan dated 10/10/2025 for property located at 311306 Highway 6. The plan been considered in accordance with the Public Transportation and Highway Improvement Act (PTHIA), MTO's Highway Corridor Management Manual (HCMM) and all related guidelines and policies. The following outlines our comments:

The subject property is adjacent to Highway 6, is within MTO's Permit Control Area (PCA), and as such, MTO permits are required before any demolition, grading, construction or alteration to the site commences.

Highway 6 at this location is classified as a 2B Arterial Highway in MTO's Access Management Classification System. As such, all requirements, guidelines and best practices in accordance with this classification shall apply.

**Building and Land Use Permit**

A MTO Building and Land Use Permit will be required for the proposed work, as a condition of MTO permit:

- The Proponent shall submit an acceptable Site Plan and Grading Plan for MTO review and approval. These plans shall clearly identify all structures/works and parking (existing and proposed).
- MTO requires that all buildings, structures, and site features—including landscaping, fire lanes, parking areas, and stormwater management facilities—be located a minimum of 14 metres from the highway property limit. It has been noted that the rock retaining wall (RRW) was constructed within this 14-metre setback without prior review or approval by MTO. As such, MTO will require the removal of the RRW. If removal of the RRW is determined to be not feasible, MTO will require the property owners to sign a Letter of Indemnification to address concerns.
- The letter of indemnification be attached to any future MTO permits for said property, and MTO will require that it be deposited or registered against title of the subject lands.

**Entrance Permit.**

A MTO Entrance permit will be required to recognize their entitlement to retain the existing access connection, and to clearly state the permitted use of the existing entrance onto Highway 6

**Signs**

Any/all signage visible from Highway 6, including temporary development signs, must be identified on the plans, must conform to MTO policies and guidelines, and will require a valid MTO Sign Permit before installation.

**General comments**

MTO looks forward to the advancement of this development. A drafted Letter of Indemnification will be provided for your review and signature shortly.

Please feel free to contact me directly should you have any questions or concerns.

**O'Neil Nembhard**

Corridor Management Planner | Operation West | Operations Division  
Ministry of Transportation Ontario | Ontario Public Service

[REDACTED]



*Taking pride in strengthening Ontario, its places and its people*

**Please note the Ministry no longer accepts Land Development review requests through its email system.** All Land Development Review requests to the Ministry must be submitted to the Ministry of Transportation through the Highway Corridor Management Online portal at: <https://www.hcms.mto.gov.on.ca/landdev/en/land-development>

The Land Development Review module is designed to better serve stakeholders through streamlining all land development planning approvals by the Ministry.

**From:** Greg Ford <greg@wilsonford.ca>  
**Sent:** Friday, November 7, 2025 1:39 PM  
**To:** Nembhard, O'Neil (MTO) <O'neil.Nembhard@ontario.ca>  
**Subject:** Re: Retaining Wall at 311303 Highway 6, Mount Forest

**CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.**

Thank you O'Neil for the quick reply - Greg

Greg Ford, OLS, P. Eng. (civil) (he/him)  
**Wilson-Ford Surveying & Engineering**  
Mount Forest/Port Elgin On

[REDACTED]

On Fri, 7 Nov 2025 at 13:17, Nembhard, O'Neil (MTO) [REDACTED] > wrote:

Hi Greg,  
MTO comments will be provide by EOD November 12, 2025.

Thank you

**O'Neil Nembhard**