

PLANNING JUSTIFICATION REPORT

420 South Service Road East

Town of Oakville, Region of Halton

February
2024

Date:
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Prepared for:
Rose Acquisition Corporation

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1.0 Introduction

MacNaughton Hermsen Britton Clarkson Planning Limited (“MHBC”) has been retained by Rose Acquisition Corporation (“Rose”) to assist with the planning approvals for a Temporary Use Zoning By-law Amendment (“ZBA”) for the lands located at 420 South Service Road East (the “Subject Lands”) in the Town of Oakville. This Planning Rationale has been prepared to facilitate the temporary use of the Subject Lands for the outdoor storage of shipping containers to be utilized for storage purposes, trailers, and motor vehicles.

1.1 Purpose of the Application

The proposed application will permit the temporary use of a portion of the Subject Lands for the storage of shipping containers to be utilized for storage purposes, trailers, and motor vehicles. No new permanent structures are being proposed for the site. Appropriate buffering and landscaped areas will be incorporated into the site design of the temporary use to maintain compatibility with surrounding uses and to provide screening from South Service Road East and the Queen Elizabeth Way (“QEW”). The existing remnant building located at the north end of the site will remain in place and will not be impacted by the proposed temporary use.

The intent of the proposed use is to increase the utility and aesthetics of the Subject Lands in the interim while the Town of Oakville and Region of Halton work to complete an Official Plan Amendment (OPA) for Midtown Oakville. The ultimate use of these lands are intended to support the Midtown OPA once it comes into force and effect. The temporary use will not preclude the future development of the Subject Lands and has been chosen due to the flexibility of the use that can be easily modified as the need for the space evolves.

This Planning Rationale also assesses the proposed application in the context of the applicable planning framework and includes the following:

- An introduction and general description of the Subject Lands, existing uses, surrounding uses, and existing physical conditions to provide an understanding of the locational context;
- An overview of the proposed temporary use including a description of the overall layout;
- A description of the proposed Draft Temporary Use ZBAs;
- A summary of the technical reports prepared in support of the proposal;
- A review of the existing policy and regulatory framework in relation to the proposal;
- A summary of key conclusions related to the proposed Temporary Use ZBA.

A pre-consultation meeting for the proposed application was held on September 27, 2023. A copy of the Pre-consultation Comment Report is included as **Appendix 1** to this Report.

1.2 Subject Lands

The Subject Lands are located immediately south of South Service Road East, between Trafalgar Road to the west and Chartwell Road to the east, as seen in **Figure 1** below. The Subject Lands are rectangular in shape and have an overall site area of approximately 11.08 hectares (27.39 acres), with approximately 379 m of frontage along South Service Road East. Access to the site is currently provided by one entrance from Davis Road and multiple access points along South Service Road East.

The majority of the Subject Lands are currently vacant, containing paved asphalt or concrete areas that are presumed to be the areas where former buildings and driveways were located. There are two vegetated areas on the site, located at the southeast and southwest corner of the Subject Lands. Scattered vegetation is also located along the perimeter of the site. The remnant Lamp Plant Office Building remaining from the original use by General Electric Canada ("GE") is located at the north end of the site, along South Service Road East. The GE Lamp Plant Office Building is a designated heritage property under Part IV of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18, through the Town of Oakville by-law 2011-096. There is no intention for the GE Lamp Plant Office Building to be affected or altered by the temporary use request proposal.



Figure 1- Location Map

The applicable designations and zoning for the Subject Lands, based on the current in-force planning framework, are as follows:

- **Livable Oakville Official Plan:**
 - 'Growth Area' as per Schedule G, South East Land Use Plan;
 - 'Office Employment' as per Schedule L1, Midtown Oakville Land Use.
- **Town of Oakville Zoning By-law (1984-063):**
 - The southwest corner of the Subject Lands is zoned as 'General Employment (E2)';
 - The majority of the Subject Lands are zoned as 'Light Employment (E1)';
 - Special Provision 732 and 837 applies to the entire Subject Lands.
- **Town of Oakville Zoning By-law (2014-014)- Under Appeal:**
 - 'Midtown Transitional Employment (MTE)'.

It is noted that the Town is currently undertaking an update to the Midtown Oakville planning policy regime.

1.3 Area Context

Figure 2 below illustrates the land uses surrounding the Subject Lands. The uses, designations, and zoning of the lands surrounding the Subject Lands are described in **Table 1** as follows.

TABLE 1: USES, DESIGNATIONS, AND ZONING OF SURROUNDING LAND			
Direction	Use	Designation as per the Livable Oakville Plan	Zoning as per Town of Oakville Zoning By-law 2014-014
North	QEW, followed by a variety of commercial and industrial uses.	Business Employment.	Utility (U); Business Employment (E2).
East	Industrial and office uses.	Office Employment; Natural Area.	Midtown Transitional Employment (MTE)*
South	Hydro corridor, railway followed by commercial uses and Cornwall Road Park.	Utility; Railway.	Community Commercial (C2); Park (O1).
West	Commercial and industrial uses.	Office Employment.	Midtown Transitional Employment (MTE)*

*Part 7 of Zoning By-law 2014-014, which includes the permitted uses and regulations of the 'MTE' zone, is currently under appeal.

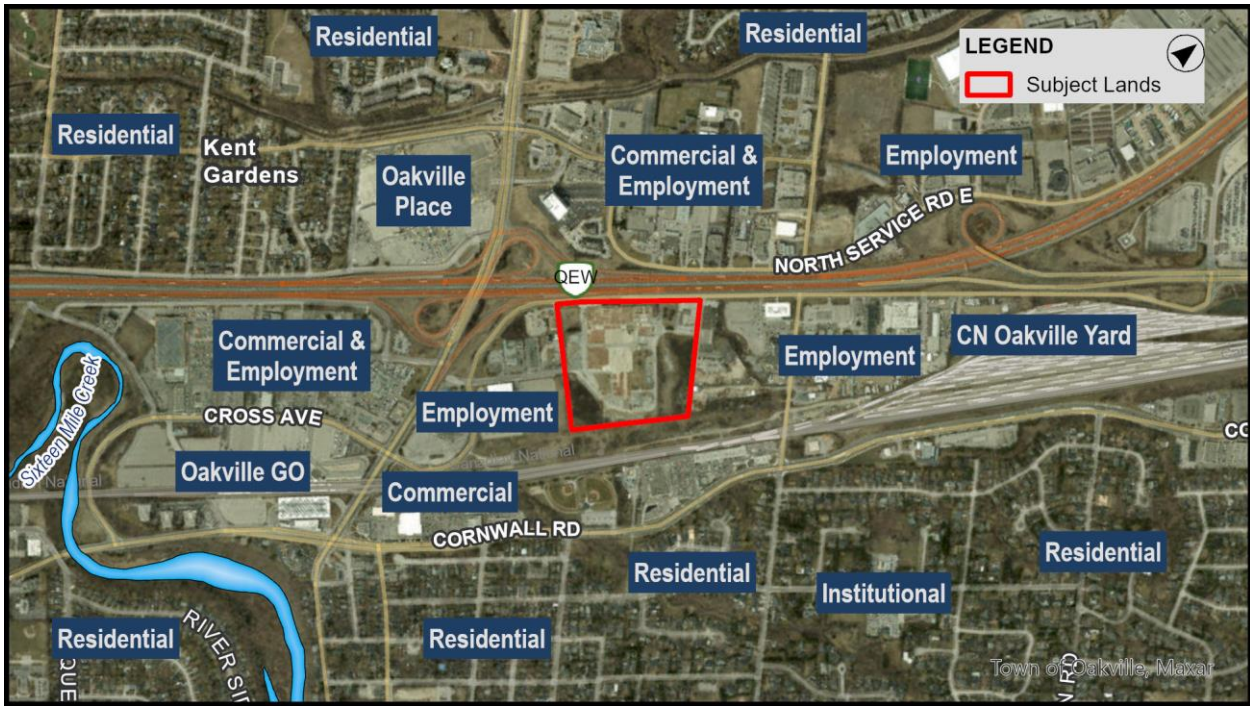


Figure 2- Surrounding Context & Uses

2.0 Proposal

2.1 Proposal

The proposal is to utilize the existing site for the storage of motor vehicles, trailers, and storage within shipping containers, for an interim period prior to the future redevelopment of the Subject Lands for a higher density, mixed-use community. The proposed concept plan for the temporary use will utilize existing disturbed areas of the property for the storage use, as shown in **Appendix 2**. Areas at the southwest and southeast are not intended to be utilized. A description of the intended use and size of each of the use areas, as well as the approximate number of storage areas / spaces, is provided in **Table 2** below.

TABLE 2: PROPOSED SITE STATISTICS			
Area	Area (acres)	Intended Use	Number of Spaces
1	4.012 acres	Shipping Containers	486
2	5.189 acres	Large Vehicle /Trailer Parking	312
3	2.025 acres	Small Vehicle Parking	308
4	1.135 acres	General Storage Area	-
5	0.143	Customer Parking Area	12

Each of the proposed temporary storage areas may be easily removed and/or adjusted as the need for the space fluctuates. No new permanent structures are being added to the site through this proposal, and no new water or wastewater servicing is required to support the proposed temporary use.

The site design will incorporate adequate buffering and screening to improve the aesthetic of the site and maintain compatibility with surrounding uses. The natural visual barriers to the east, south, and west of the site will be maintained. Landscape buffers will be incorporated along the perimeter of the site, as shown in the Landscape Plan prepared by MHBC. As can be seen, appropriate buffers have been provided from the vegetative areas and an upgraded landscape planting strip and 1.8 m high printed hoarding panels are provided along the South Service Road East frontage, to provide a visual screen to the outdoor storage proposed. The existing building along the northern border of the site will be maintained and the proposed use will be setback from the building.

Due to the static nature of the use, the proposal will attract minimal traffic, thereby limiting any impacts to the existing road network as outlined in the Operational Study prepared by Rose. Vehicle Manoeuvring Diagrams have been completed by BA Group (**Appendix 6**) that demonstrates how vehicles can access and efficiently navigate the site. The majority of the movement throughout the site will occur when the shipping containers, motor vehicles, and trailers are initially placed on the site. Storage within the shipping containers may be visited occasionally by those storing goods and materials in said containers. Appropriate customer

parking has been provided at the north end of the site to support the occasional visitors. Access to the site will be facilitated through three driveways: two along South Service Road East, and one Emergency Access driveway at the east end of Davis Road. Security gates will be installed at the entrances along South Service Road East, as well as appropriate lighting, to improve the security of the proposed use. The site will be accessible 24 hours a day through the gated access points.

No significant sound, light, or odour will be generated from the proposed use, and no additional water/sewage or hydro services are required to support the temporary use.

The intent of the proposal is to utilize the Subject Lands while the Town finalizes the updates to the Midtown Oakville policy regime and the landowner obtains approval for a redevelopment concept that responds to, and aligns with, the vision for Midtown Oakville. In addition, remediation of the site is required. Given this is anticipated to be a multi-year process, the temporary use of the lands as requested is appropriate and reasonable. Further, the temporary use will not preclude the future development of the Subject Lands rather, the proposal is intended to act as an interim use that improves the aesthetic and functionality of the space while a future redevelopment concept is being approved.

2.2 Draft Temporary Use Zoning By-law Amendment (ZBA)

As there is a dormant site-specific appeal (OMB Case No. PL140317) to Part 7 of Zoning By-law 2014-014 that outlines the permitted uses and regulations for lands zoned as 'Midtown Transitional Employment (MTE)', a Draft Temporary Use ZBA has been created for both the under-appeal Zoning By-law 2014-14, and the in-force Zoning By-law 1984-63.

The proposed Draft Temporary Use ZBA seeks to amend the mapping and text of the Town of Oakville Zoning By-law 2014-014 and Zoning By-law 1984-63 through applying a 'Temporary Zone' that will permit the use of the Subject Lands for the temporary outdoor storage of shipping containers to be utilized for storage purposes, trailers, and motor vehicles for a period of three years.

A Draft Temporary Use ZBA to the in-force Zoning By-law 1984-63 has been prepared to facilitate the proposed use, and is included in **Appendix 3** of this report. A Draft Temporary Use ZBA to Zoning By-law 2014-14 which, is under appeal, has also been prepared to facilitate the proposed use, and is included in **Appendix 4** of this report.

2.3 Summary of Technical Reports

2.3.1 *Arborist Report and Tree Inventory and Protection Plan*

An Arborist Report was prepared by GLN Farm & Forest Research Co. LTD. in support of the proposed temporary use. An Arborist was required due to the proposed clearing of prior dumping refuse on the site, as well as the potential placement of aggregate where required across the paved areas and open lawn areas of the site. The Arborist was also retained to conduct a brief species assessment of the two treed areas on the site, specifically noting any species at risk that were present (none were discovered), as well as any invasive species (buckhorn) that were present. The Arborist Report included a detailed inventory of trees, the identification of trees to be removed, and the required compensation as per the Town of Oakville. As the proposed use is outside of the treed areas, no actual impact to the trees being preserved is expected to occur, so long as hoarding protection is provided and the use of heavy equipment in the Minimum Tree Protection Zone area is avoided.

2.3.2 *Natural Heritage Assessment*

Stantec Consulting Ltd. was retained by Rose to prepare a Natural Heritage Assessment for the Subject Lands. The intent of the Assessment was to identify potential natural heritage features that may be a constraint to the development. There are no provincially designated natural features on the Subject Lands, and the treed areas on the Subject Lands do not qualify as a 'woodland' or 'significant woodland' as per the Town of Oakville or Halton Region. The Report notes that the treed areas, as well as the open areas on the site, do have the potential to support species. The primary natural heritage constraint for the Subject Lands, is Lower Morrison Creek which, is located approximately 60 m from the Subject Lands. However, Lower Morrison Creek is not expected to pose a constraint to development on the Subject Lands as the Creek is contained within an urbanized environment, and separated from the Subject Lands by existing development.

The Report concludes that if the proposed temporary development avoids the existing building, large diameter trees, and treed areas, and implements a 10 m buffer to the treed areas, impacts to Species at Risk (SAR) and candidate Significant Wildlife Habitat (SWH) are not anticipated. The Report also considers the presence of invasive species on the Subject Lands, notably European Reed (Invasive Phragmites), which will require a management plan to remove and prevent the spread of during development.

2.3.3 *Environmental Impact Report Waiving Assessment Tool (Region of Halton)*

Stantec Consulting Ltd. completed Halton Region's Environmental Waiving Assessment Tool to determine the potential impacts, if any, that the proposed use may have on the Region's Natural Heritage System. Based on the evaluation criteria of the waiving tool, the proposed use has a 'very low risk' of impacting the Region's Natural Heritage System.

The treed areas on the Site may qualify as Significant Wildlife Habitat (SWH) if breeding occurrences of Eastern Wood-pewee are present. As the proposed use will avoid the treed area through a 10 m setback, impacts to the candidate SWH are not anticipated. Work undertaken to support the proposed use, such as clearing, grading, and the implementation of storage vehicles, will begin outside of the migratory breeding bird period to avoid any breeding birds and their nests. The existing building and large diameter trees (> 10 cm DBH) on the Subject Lands which, have the potential to support endangered bats, will not be removed and impacts to bat habitat are not anticipated. The proposed use will avoid areas with invasive Phragmites to prevent its spread to new areas through equipment transfer.

2.3.4 Transportation Study (including Turning Movement Plans)

BA Group was retained by the Applicant to provide a Transportation Study. Based upon a review of the component elements of the temporary outdoor storage uses, including an area for the outdoor storage containers, an area that would accommodate the outdoor storage of passenger-sized vehicles, and an area that would accommodate the outdoor storage of larger vehicles such as Recreational Vehicles (RV's), single unit trucks, personal trailers such as boats trailers or general-purpose trailers, BA Group concluded the following:

The forecast vehicular traffic associated with the temporary land uses will generate a negligible amount of vehicular traffic during the key peak periods of the weekday and weekend conditions. This will result in a negligible impact on the area public street network;

The Temporary Use Site Plan will provide more than sufficient parking for anticipated demand of customer activity and will provide the parking in a manner that will appropriately accommodate the comings and goings of customer activity;

The access and circulation associated with the Temporary Use Site Plan is configured in a manner that will afford all anticipated design vehicles appropriate access and egress manoeuvring conditions when using the area for the outdoor storage containers, the area that would accommodate the outdoor storage of passenger-sized vehicles, and the area that would accommodate the outdoor storage of larger vehicles such as Recreational Vehicles (RV's), single unit trucks, personal trailers such as boats trailers or general-purpose trailers (See Appendix 6); and,

Emergency vehicle access to and throughout the Subject Site has also been incorporated into the Interim Use Site Plan.

In summary, the proposed Interim Use Site Plan and associated operations can be appropriately accommodated by the existing public street system. The proposed access driveways – which reuse existing access driveways associated with the Site – will appropriately accommodate the entry and exit of forecast Site related Traffic. Finally, the internal vehicular parking and circulation conditions will appropriately accommodate the planned design vehicles and Emergency Vehicle access and egress (see Appendix 7).

2.3.5 Operational Study

The Applicant has prepared an Operational Study to explain how the site will function around the proposed temporary use. Since the proposed use is not complex and the work is minimal, the Applicant has drafted this study as a consolidation of operational data from the Transportation Study, the Planning Rationale and details from the service provider who will be managing the proposed outdoor storage area.

See included Operational Study dated February 16th 2024 for further details.

3.0 Policy Framework

The proposed application is being made under Section 39 of the Planning Act to provide for a temporary use by-law to permit the temporary storage use for three years. The application is subject to the following planning framework: the Provincial Policy Statement (2020), the Growth Plan for the Greater Golden Horseshoe (2019), the Halton Region Official Plan, the Livable Oakville Official Plan, the Town of Oakville Zoning By-law 1984-63, and the Town of Oakville Zoning By-law 2014-014 (under appeal). The follow is a brief analysis of how the proposed temporary use by-law meets the governing planning framework.

3.1 Provincial Policy Statement

The Provincial Policy Statement (2020) (the "PPS") is issued under Section 3 of the *Planning Act* and was updated on May 1, 2020. The PPS establishes the policy foundation for guiding the development and use of land in Ontario and provides policy direction on matters of provincial interest related to land use planning and development. The PPS strongly encourages development that will provide long term prosperity, environmental health, and social well-being.

Land use planning decisions, including applications for Temporary Use ZBA's, must be consistent with the PPS. The proposal allows for the efficient use of an underutilized parcel of land and resources that will support the local economy, while maintaining compatibility with surrounding uses and will not preclude the long term redevelopment of the Subject Lands The proposed temporary use by-law is consistent with the PPS.

3.2 Growth Plan for the Greater Golden Horseshoe

The Growth Plan for the Greater Golden Horseshoe was approved by the Province of Ontario on June 16, 2006 and amended on July 1, 2017 and May 16, 2019 ("Growth Plan"). The Growth Plan outlines policies that manage growth in the Greater Golden Horseshoe to achieve compact and complete communities that protect cultural heritage resources and the natural environment. The Plan directs growth and intensification to the built-up areas to make efficient use of existing transportation and servicing infrastructure.

The proposal supports the goals of the Growth Plan through directing growth and investment to the delineated built-up area, to support the achievement of complete communities that incorporate a range and mix of uses. The Subject Lands are located within the Midtown Oakville Urban Growth Centre ("UGC") which is intended to accommodate significant population and employment growth. The proposed use is intended to act as an interim use in support of local industries, and will not undermine or preclude the long term redevelopment potential which is being planned by the Town. The proposal is in conformity with the Growth Plan.

3.3 Region of Halton Official Plan

The Region of Halton Regional Official Plan ("ROP") serves as Halton's guiding document for land use planning and is intended to allocate growth across the Region's four municipalities. Regional Official Plan Amendment 49 (ROPA 49) is the most recent update to the ROP, and was adopted by Regional Council on June 15, 2022 as part of the Municipal Comprehensive Review and was later approved by the Ministry of Municipal Affairs and Housing with modifications on November 4, 2022 and further modified and approved on December 6, 2023. ROPA 49 helps define how and where the Region will grow and builds on the Regional Urban Structure that was defined by ROPA 48.

The Subject Lands are designated as 'Urban Area' in the Halton Region Official Plan Map 1h–Regional Structure and are located within a combined Strategic Growth Area that includes both the 'Midtown Oakville Major Transit Station Area' ("MTSA") and the Urban Growth Centre ("UGC") (**Figure 3**). Map 6a- Midtown Oakville GO MTSA/UGC further delineates the boundaries of the MTSA and the UGC (**Figure 4**). As noted by Halton Region in the Pre-Consultation Comment Report, the Subject Lands do not contain any Regional Natural Heritage System (RNHS) Features, but are located in proximity to an unmapped RNHS feature. The proposed use has been assessed by Stantec through Halton Region's Environmental Impact Report Waving Assessment Tool which concluded that the proposed use has a 'very low risk' of impacting the RNHS. Further the proposed temporary uses are located outside of these vegetative areas.

As per the ROP, 'Strategic Growth Areas', located within the 'Urban Area', are the focus for population and employment growth and intensification including, higher-density compact mixed-used development. The proposed temporary storage use supports the Region's goals by supporting area businesses and by providing a temporary use that does not preclude the development, or success of, future growth. The temporary use does not require any Regional transportation or servicing infrastructure and has no impact on existing infrastructure. The proposal conforms to the ROP.

3.4 Livable Oakville Official Plan (LOP)

The Livable Oakville Plan (2009 Town of Oakville Official Plan) applies to all lands within the Town of Oakville except North Oakville East and West Secondary Plan Areas. The Livable Oakville Plan ("LOP") outlines Council's direction on the Town's urban structure, how lands should be used, and how growth should be managed over the long term. The Town is undergoing a review of the Midtown Oakville Growth Area which, is intended to transform the underdeveloped area into a livable and connected, mixed-use community.

Schedule A1 – Urban Structure of the LOP identifies the Subject Lands as being within the 'Nodes and Corridors' (**Figure 5**). Schedule G, South East Land Use Plan, of the LOP designates the Subject Lands as a 'Growth Area' (**Figure 6**). The LOP further designates that lands through

Schedule L1- Midtown Oakville Land Use as 'Office Employment', with several 'Future Roads' throughout the site (**Figure 7**).

As outlined in the Section F28.7 of the LOP, the Town may, through a Temporary Use ZBA, allow for the temporary use of land, buildings, or structure for any purpose that is otherwise prohibited by the Zoning By-law. Several criteria must be met when enacting a Temporary Use By-law. The following is an analysis of how the proposed use meets each of the criteria for the Temporary Use ZBA under Section F28.7 of the LOP:

"In considering the enactment of a temporary use by-law, the Town shall be satisfied that the proposed temporary use:

a) is in general conformity with the intent and policies of this Plan;

The Subject Lands are located within Midtown Oakville which is an 'Urban Growth Centre (UGC)' intended to accommodate population and employment growth to stimulate a vibrant, transit-supportive, mixed use urban community. As per Schedule L1- Midtown Oakville Land Use, the Subject Lands are designated as 'Office Employment' within the 'Chartwell District'. In accordance with Section 14.3 of the LOP, lands designated as 'Office Employment' within the 'Chartwell District' are intended to provide for primarily major office uses in a transit-supportive and pedestrian-oriented setting.

Policy 14.3.2 of Section 14.3 further states that the permitted uses in the Office Employment designation shall be within enclosed buildings, and outside storage is not permitted. This restriction on outside storage is implied as a policy requirement for permanent uses, rather than a restriction for temporary uses, such as the proposed temporary storage facility. Policy 20.5.2, Land Use Policies of the Midtown Oakville, states that new automobile sales and automobile related uses, including automobile services stations, are not permitted within Midtown Oakville. Similar to Policy 14.3.2, the intent of the policy is to restrict automobile sales and related uses from being permanent uses, whereas the proposed use is temporary and should therefore not be subject to the restriction.

Policy 20.4.1e, Transportation, of the LOP, states that development must not preclude the new multi-purpose arterial road (the North-south Cross), across the QEW to link to the extension of Cross Avenue, east of Trafalgar Road and Station Road. The proposed temporary use will not preclude the future development of the transportation network throughout Midtown. Policy 20.4.1j, further states that where surface parking is provided within Midtown, the visual impact shall be mitigated through setbacks and significant landscaping. As shown in the supporting Plans and Studies, the proposal incorporates appropriate setbacks and landscaping to screen the proposed temporary use from surrounding uses.

While outdoor storage uses are not generally contemplated by the Official Plan, the intent of the proposed use is to provide for a temporary, interim use while the Town of Oakville finalizes the future vision for Midtown Oakville and our client works with the Town on a mixed use

redevelopment for the Subject Lands. The temporary use is being requested as an interim use for a period of three years on the Subject Lands and is not intended to be a permanent use or require any permanent structures or infrastructure being built on the lands. As the proposal is temporary, and can be easily removed, it does not preclude the future redevelopment of the Subject Lands with uses that align with, and support the objectives of, the future Midtown Oakville. The proposal does not preclude the future transportation network proposed for the area and is in general conformity with Livable Oakville Plan.

b) is compatible with adjacent land uses;

Multiple sites along South Service Road East have visible outdoor storage uses absent of permanent structures including, the CN Oakville Railyard located approximately 500 m from the Subject Lands. The CN Oakville Railyard is visible from local roads, Highway 403, and highway on-ramps. The proposed temporary storage use is less visible than the CN Railway, and incorporates several measures that are intended to enhance compatibility with surrounding uses including: the maintenance of existing natural barriers along the east, south, and west of the site; installing of hoarding panels along the north side of the Subject Lands, along South Service Road East; and, incorporating appropriate buffers, landscaping, and screening throughout the site. There are no adverse impacts related to the temporary use. The proposal is compatible with adjacent land uses.

c) is temporary in nature, appropriate for a limited time span and can be terminated when the authorizing by-law expires;

The proposed use is temporary and will only persist so long as the Temporary Use ZBA is in place (three years). No new permanent structures are proposed on the site, and the proposed storage use can be conveniently removed and/or adjusted.

d) has sufficient services such as water, sewage disposal and roads; and

No additional water, sewage or stormwater services will be required to support the temporary use. Circulation throughout the site will be facilitated through a series of driveways that connect to the existing local road, as shown in the Vehicle Manoeuvring Diagrams (**Appendix 6**).

e) does not adversely impact traffic or transportation facilities in the area and provides for adequate on-site parking facilities.

The proposed use will attract minimal traffic, as most of the vehicular movement throughout the site will occur when the shipping containers, motor vehicles, and trailers are initially placed on the Subject Lands, thereby limiting any impacts to the existing road network. The shipping containers may be occasionally visited by those storing goods and materials in said containers. Sufficient customer parking has been provided to support these visitors, as shown on the Concept Plan (**Appendix 2**) and described in the Transportation Study prepared by BA Consulting Group.

Vehicle Manoeuvring Diagrams have also been included as part of the Transportation Study, which shows how vehicles can access and move throughout the site (**Appendix 6**).

3.5 Town of Oakville Zoning By-law 1984-63 & 2014-014

In February of 2014, the Town of Oakville Council adopted OPA 4 that proposed minor changes to the Midtown Oakville policies to align with the new Comprehensive Zoning By-law 2014-014. As per the Town of Oakville Zoning By-law 2014-014, the Subject lands are zoned as 'Midtown Transitional Employment (MTE)' which permits a range of retail, commercial, office, and community uses. In the sidebar text for the MTE Zone, the Town notes that building envelopes should be frozen to those legally existing on February 25, 2014. On March 21st, 2014 the owner of the Subject Lands submitted a site-specific appeal to Part 7 of Zoning By-law 2014-014 which, includes the permitted uses and regulations of the MTE Zone (OMB Case No. PL140317). The appeal remains active today.

As there is an outstanding appeal to Zoning By-law 2014-014 that affects the Subject Lands, the proposed Temporary Use ZBA must be compliant with both Zoning By-law 2014-014 and Zoning by law 1984-63.

3.5.1 Zoning Bylaw 1984-63

As per the Town of Oakville Zoning By-law 1984-63, the southwest corner of the Subject Lands is zoned as 'General Employment (E2)', while the majority of the Subject Lands are zoned as 'Light Employment (E1)'. Special provisions 732 and 837 apply to the entirety of the Subject Lands. Mapping and applicable zoning are included in this report as **Figure 8**. The E1 and E2 zones permit a variety of employment uses including office uses, financial institutions, light industrial operations, parking-heavy vehicles service, vehicle dealerships and vehicle repair shops, as shown in **Table 3** below. Lands zoned E2 also permit vehicle storage compounds and outdoor storage. Special Provision 732 includes additional regulations for the Subject Lands including minimum yard setbacks and buffer strips, as well as allowances for screened outside storage so long as the lands continue to be used for light bulb manufacturing. Special Provision 837 applies to the whole of Midtown Oakville and Uptown Core, and prohibits drive-through facilities.

The proposed use will include '*Parking Areas- Heavy Vehicles*' which, is a permitted use in the E1 and E2 zone. However, a Zoning By-law Amendment (Temporary Use By-law) is required to permit the temporary use of the Subject Lands for the '*Outside Storage*' of '*Vehicles*', '*Trailers*', and / or Shipping Containers to be utilized for storage purposes.

As per Zoning By-law 1984-63, Section 2, '*Outside Storage*' is defined as:

"the occasional or continuous keeping of goods, inventory, materials or machinery or equipment outside, but does not include damaged, impounded or inoperable vehicles"

While the E1 Zone does not permit '*Vehicle Storage Compounds*' or '*Outside Storage*', it does permit '*Parking- Heavy Vehicles*', '*Vehicle Repair Dealerships*', and '*Vehicle Repair Facilities*' which, are similar in nature to the proposed temporary use. Thus, the Temporary Use ZBA allows for the use of the Subject Lands with uses that are permitted in the E2 zone, and that have similar qualities and defining attributes to uses permitted in the E1 zone. As the Zoning By-law does not include a definition for Shipping Containers, a relevant definition for Shipping Containers has been added to the Draft Temporary Use ZBA enclosed in **Appendix 3**.

The proposed uses on the lands is subject to the footnotes of the permitted uses of the Employment Zone, as outlined in **Table 3** as well as the zone standards for the E1 and E2 Zone, as shown on **Table 4** including, the regulations outlined in Special Provision 732.

In an effort to implement the most recent parking regulations, the proposed use will conform to the parking rate requirements of Zoning By-law 2014-014. As there are no new buildings or structures proposed on the site, the required parking has been calculated using the "cumulative floor area" of the proposed shipping containers. As the shipping containers are being used for storage purposes, the parking rate for '*Commercial Self Storage Facilities*' has been used to calculate the required parking due to the similar function of these facilities. The required parking rate for '*Commercial Self Storage Facilities*' as per Zoning By-law 2014-014, is 1 space per 100.0 m² net floor area, to a maximum minimum requirement of 8 parking spaces. 486 shipping containers are proposed, and each container has an approximate area of 15.25 m² which, results in a "cumulative floor area" of 7411.5 m². Therefore, 8 parking spaces are required. A total of 12 visitor parking spaces are provided which, exceeds the requirement for the proposed use. The visitor parking will conform to the general provisions for parking provided in the By-law, and shown in **Table 5** below.

TABLE 3: PERMITTED USES IN THE 'EMPLOYMENT (E1 & E2) ZONE'			
Permitted Use	E1 Zone	E2 Zone	Footnotes
General Industrial Operations		X	19
Nightclub		X	8
Outside Processing		X	10-12,16,19
Outside Storage		X	11,15,16,19
Railway Siding		X	11-13
Transportation Terminal		X	15-17
Vehicle Storage Compound		X	12,16
Waste Processing Station		X	7
Waste Transfer Station		X	7

Administrative Office	X	X	
Adult Entertainment Establishments	X	X	8, 14c, 20
Athletic Facility	X	X	6
Business and Professional Office	X	X	
Daycare	X	X	21
Drive-Through Facility	X	X	1
Financial Institution	X	X	
Hotel	X	X	4
Light Industrial Operations	X	X	
Medical Offices	X	X	
Parking - Heavy Vehicles	X	X	9
Place of Amusement - Employment	X	X	3,14a
Place of Worship	X	X	
Public Hall	X	X	1
Restaurant	X	X	5
Service Establishment - Employment	X	X	
Vehicle Dealership	X	X	2, 18, 14d
Vehicle Repair Facility	X	X	1, 14b, 1 8
Vocational School	X	X	1
Commercial School			
Limited Retail			6
Private School			21
Service Establishment - Commercial			
EMPLOYMENT ZONE PERMITTED USES AND PARKING FOOTNOTES			
Footnote	Required as per Zoning By-law 1984-063 'E1' & 'E2' Zone		Provided
Yard Requirements			
9	In an E1 zone, the parking of heavy trucks accessory to a permitted use may only occupy 40% of the total lot area, and in a T1 zone may only occupy 10% of the total lot area.		The large vehicle and trailer parking area occupies less than 20% of the total lot area.
11	Not permitted in any required front yard.		No outside storage is proposed in the required front yard.
Rail Line and Highway Corridor			

15	Where the parking area or parking area in combination with outside storage exceeds 40% of the total lot area, such use will only be permitted on lots abutting or within 100 m of the CN rail line.	The lot abuts the CN rail line.
Outside Storage/Processing		
16	Must be screened from public view along all roads abutting the lot by a minimum 1.8 m high solid wooden fence or masonry wall.	1.8 m high printed hoarding panels are located along South Service Road East.
19	Notwithstanding anything else herein to the contrary, outside operations and outside storage are permitted in any yard for the manufacture of vehicles on lots larger than 100 ha without screening.	NA.

TABLE 4: REGULATIONS IN THE 'EMPLOYMENT (E1 & E2) ZONE'			
Provision	Required as per By-law 1984-63 for 'E1' & 'E2' Zone, subject to Special Provision (SP) 732.	Footnotes	Provided
Minimum Lot Area (ha)	0.2 ha		11.08 ha
Minimum Lot Frontage (m)	30 m		379.4 m
Minimum Front Yard (SP 732)	0 m	1,2,3,7	6.36 m
Minimum Side Yard	3 m	1,2,3,7	113.6 m
Minimum Rear Yard abutting a railway	15 m	1,2,3,7	306.7 m
Minimum Buffer Strip, Yards Abutting a Road	3.0 m	5	6.2 m
Minimum Buffer Strip Abutting a Highway Corridor (SP 732)	0 m		6.2 m
Landscaped Area (minimum % of lot area)	10%	6	33.3%
Accessory Uses			
Total floor area (maximum)	15% of the unit		NA.
Floor area per accessory use	200 m ²		NA.
Separate direct exterior access	prohibited		NA.
EMPLOYMENT ZONE REGULATIONS FOOTNOTES			
Footnote	Required as per Zoning By-law 1984-063 for 'E1' & 'E2' Zone	Provided	
1	Any permanent structure or excavation will be setback a minimum of 10 metres from the limits of a high pressure natural gas pipeline right-of way.	NA.	
2	Every required yard shall be open and unobstructed from the ground to the sky by any structure, except that a gatehouse may be permitted.	All required yards are open and unobstructed.	

3	Where a parking area or drive is in a yard that abuts any residential zone, a solid board fence, masonry wall or vegetative screening of not less than 1.8 m in height must be placed between the parking area or facility and the lot line, and the remaining land between the screening and the lot line must be landscaped, the whole to be maintained in a healthy condition.	NA.
4	Maximum building height on all lots within the E1, E2 and T1 zones located north of the north side of the North Service Road between Third Line and Dorval Drive and between Trafalgar Road and Ninth Line, and south of the south side of Sherwood Heights Drive and South Sheridan Way between Ford Drive and Winston Churchill Blvd. - 30 metres.	NA.
5	The buffer strip is to be located along the lot line, excluding across driveways.	A minimum 3.0 m buffer strip has been provided along the lot line of the entire site.
6	The landscaped area will be provided on the lot, and is in addition to the buffer strip, except where the lot abuts a highway corridor; the buffer strip is included in the landscaped area.	The 33.3% landscaped area is provided in addition to the buffer strip along the perimeter of the property.
7	Minimum setbacks for existing structures on properties abutting the Highway Corridor are the required setbacks existing for those structures as of the date of the passing of By-Law 2001-007. Any new or replacement structures and any additions, however, shall comply with the setback requirements of this by-law.	NA.

TABLE 5: GENERAL PARKING REGULATIONS AS PER ZONING BY-LAW 1984-63		
Provision	Required as per Part I, Section 15, Parking, of Zoning By-law 1984-63	Provided
Section 15.1- General Parking Regulations Applying to all Uses		
b) Location	i) All required parking areas shall be located on the same lot as the main use;	Required parking areas are provided on the same lot as the main use.
	ii) Notwithstanding i), access lanes may be shared provided the rights-of-way are registered on title.	Private access lanes are provided.
c) Design	i) Parking area lighting shall be deflected from adjacent residential uses;	There are no adjacent residential uses.
	ii) Except for detached, semi-detached, and duplex dwellings, and structures with a maximum of four dwellings units, parking areas and driveways shall be treated with a permanent, durable, and dustless surface of asphalt or concrete;	Parking areas will be treated with hard surface material.
	iii) Except for parking area access, aisles, and driveways, the perimeter of surface parking areas shall be curbed with continuous curbing that is 150 mm tall by 150 mm wide;	NA.
	iv) Where entry to a vehicle is limited on a side by a structure, the minimum width of the parking space shall be unobstructed throughout.	The minimum width of all parking spaces are unobstructed.

d) Access and Aisles	i) Parking area access shall be provided by at least one entrance lane and one exit lane. If separate, each access lane shall be a minimum width of 3 m. If combined, the access lane shall be a minimum width of 5.5 m;	A minimum width of 9 m is provided for access lanes.
	ii) Except in the case of detached, semi-detached and multiple attached dwellings, where tandem parking is permitted, parking areas shall be arranged so that each parking space has unobstructed access to and from a public street or lane. Any vehicle accessing the parking area shall be able to do so in a forward motion;	No tandem parking is proposed.
	iii) Parking area aisles shall be no less than 6 m wide throughout;	The minimum parking area aisle is 7 m.
Section 15.3- Parking Regulations Applying to Non-Residential Uses		
General Regulations	b) Where more than one parking area is provided for a use, access shall be provided between parking areas for vehicular and pedestrian traffic;	Access is provided between parking areas.
	c) The parking of inoperative vehicles is permitted only in conjunction with these specified uses: automobile service stations, automobile dealerships, and auto related uses;	All of the vehicle being stored on the site are operable.
	d) A shelter of not more than 3 m in height and not more than 4.5 m ² in area may be erected in the parking area for the use of the attendants;	No shelters are proposed.
	f) Notwithstanding Section 15. 1) c) ii), parking areas located in a side yard or rear yard, for general industrial uses, transportation terminals, vehicle storage compounds, waste processing, and transfer stations in an E2 Zone, can be maintained with a stable dustless surface such as crushed stone, slag, gravel or cinders having an asphalt or portland cement binder, or any permanent type of sealcoat and wearing surface, subject to the engineering specifications of the Town.	Parking areas will be treated with hard surface material.
Part I, Section 2-Parking Space Dimensions		
Parking Space Dimensions	a rectangular space with a minimum total area of 16.2 m ² and with a minimum width of 2.7 m and a minimum depth of 5.5 m.	The minimum dimensions of required parking spaces is 2.7 m in width and 5.7 m in depth.

A draft Temporary Use ZBA to Oakville Zoning By-law 1984-63 is included as **Appendix 3**.

3.5.2 Zoning By-law 2014-014

As per the Town of Oakville Zoning By-law 2014-014, the Subject Lands are zoned as 'Midtown Transitional Employment (MTE)'. Mapping and applicable zoning are included in this report as **Figure 9**. The permitted uses for lands zoned as MTE include a variety of retail, service commercial office, employment, and community uses.

A Zoning By-law Amendment (Temporary Use By-law) is required to permit the temporary use of the Subject Lands for a 'Motor Vehicle Storage Compound', 'Parking Area, Heavy Vehicles' and 'Outside Storage' of 'Shipping Containers' to be utilized for storage purposes and / or 'Trailers' not associated with a primary use.

As per Zoning By-law 2014-014, Part 3-17, 'Motor Vehicle Storage Compound' is defined as:

"an area of land with or without buildings or structures used for the temporary outside storage of motor vehicles".

As per Zoning By-law 2014-014, Part 3-18, 'Outside Storage' is defined as:

"an outdoor area that may contain a building or structure used for the accessory keeping of goods, inventory, materials, machinery, or equipment outside including shipping containers in association with the primary use of the lot".

As per Zoning By-law 2014-014, Part 3-18, 'Parking Area, Heavy Vehicle' is defined as:

"an area on a lot for the accessory parking for trucks, tractors and commercial vehicles exceeding a gross weight of 4,500.0 kilograms, as licensed by the Ministry of Transportation, in association with the primary use of the lot."

While the MTE zone does not permit, 'Motor Vehicle Storage Compound', 'Outside Storage', or 'Parking Area- Heavy Vehicle', the proposed use is similar to, and maintains compatibility with, surrounding uses and improves the utility of the Subject Lands. Notwithstanding Section 4.2.2. of Zoning By-law 2014-014, as no buildings or other primary uses are on the lot, the permission would be to allow 'Outside Storage' and 'Parking Area-Heavy Vehicle' without being associated with a primary use. As the function of the shipping containers proposed on site, differ from the definition used in the Town of Oakville Zoning By-law 2014-014, a new definition for 'Shipping Containers' has been drafted as part of the draft Temporary Use ZBA included in **Appendix 4**.

The proposed use will be subject to the general requirements and restrictions of the MTE zone outlined in Section 7.3 of Zoning By-law 2014-014. Section 7.3 states that the regulations in the MTE Zone shall be as legally existing as of the effective date of the By-law. Given that the regulations of the MTE Zone provides for legally existing regulations as of the effective date of By-law, and that the operations on the Subject Lands have long ceased and the lands are vacant, there are no specific provisions that apply to the Subject Lands. Further discussions with staff are needed to determine the draft temporary use zoning regulations that may be required, if any, given the unique nature of the zoning for the site.

As no new buildings or structures are proposed, the required parking has been determined using the "cumulative floor area" of the proposed shipping containers. As the proposed shipping containers are being utilized for storage, the required parking rate for 'Commercial Self-Storage Facilities' outlined in Zoning By-law 2014-014 is being used, as this use is similar in function to the proposed use. The parking rate requirement for 'Commercial Self Storage Facilities' is 1 space per 100.0 m² net floor area, to a maximum minimum requirement of 8 parking spaces. 486 shipping containers are proposed, and each container has an approximate area of 15.25 m² which, results in a "cumulative floor area" of 7411.5 m². Therefore, 8 parking spaces are required. A total of 12 visitor parking spaces are provided which, exceeds the requirement for the proposed use. The customer parking proposed conforms to the general provisions for parking as outlined in the Zoning By-law 2014-01, as shown in **Table 6** below.

TABLE 6: GENERAL PARKING REGULATIONS AS PER ZONING BY-LAW 2014-014

Provision	Required as per Section 5, Parking, Loading & Stacking Lane Provisions of By-law 2014-014	Provided
Section 5.1- General Provisions		
Section 5.1.1- Applicability		
<p>b) Additional parking spaces, barrier-free parking spaces, bicycle parking spaces, or stacking spaces shall be provided in accordance with the provisions of this By-law for all uses and all additional net floor area on a lot in the following circumstances: (PL140317)</p> <p>i) Where a new building is erected or additional net floor area is added to a legal or legal non-conforming building existing on the effective date of this By-law.</p> <p>ii) Where a change in use occurs that has the effect of requiring the additional spaces identified in subsection (b) above.</p>	-	As the proposal includes a change of use, the parking provisions of Zoning By-law 2014-014 are applicable.
Section 5.1.2- Exclusive Use		
Any minimum parking space, barrier-free parking space, bicycle parking space, stacking space, and loading space required by this By-law and any driveway or aisle leading to those spaces shall be unobstructed, available, and exclusively used for that purpose at all times, unless otherwise specified by this By-law.	-	All parking spaces, driveways and aisles are unobstructed and are used for the intended purposes.
Section 5.1.4- Location of Required Parking		
a) Any parking space, barrier-free parking space, bicycle parking space, and loading space required by this By-law shall be located on the same lot on which the use is located.	-	All required parking areas are provided on the same lot.
Section 5.1.8- Hardscape Surface Treatment		
All parking areas, loading spaces, and stacking spaces in any Zone other than an Environmental Zone or Other Zone shall be surface treated with asphalt, concrete, interlocking brick, similar hardscaped surface, or other material sufficient to provide stability, prevent erosion, be usable in all seasons, and allow infiltration of surface water.	-	Parking areas will be treated with hard surface material.
Section 5.2- Motor Vehicle Parking Spaces		
Section 5.2.1- Motor Vehicle Parking Spaces		
Ratio of Minimum Number of Parking Spaces for 'Commercial Self Storage Facilities'	1.0 per 100.0 m ² net floor area, to a maximum minimum requirement of 8 parking spaces.	<p>Each storage container unit has a "cumulative floor area" of approximately 15.25 m².</p> <p>486 containers are proposed which, provides a total "cumulative floor area" of 7,411.5 m².</p>

		Therefore, a minimum of 8 parking spaces are required. 12 parking spaces are provided, which exceeds the required number of parking spaces.
Section 5.2.3- Motor Vehicle Space Dimensions		
a) minimum dimensions of a parking space not located in a private garage	2.7 metres in width and 5.7 metres in length.	The minimum dimensions of required parking spaces is 2.7 m in width and 5.7 m in depth.
c) minimum dimensions of a parking space provided with the length parallel to the aisle or driveway	2.7 metres in width and 7.0 metres in length.	NA.
d) Where a wall, column, or other obstruction is located abutting or within any parking space, the minimum width of the parking space shall be	increased by 0.3 metres for each side that is obstructed. Obstructions within 1.15 metres of either stall end do not require an increase in parking space width, provided the obstruction projects no more than 0.15 metres into the parking space.	NA.
e) Minimum cumulative dimensions of two parking spaces provided in tandem	Shall be 2.7 metres in width and 11.7 metres in length.	NA.
Section 5.7- Aisle Widths and Access Driveways		
a) Minimum width of an aisle providing access to a parking space within a parking area	6.0 metres	7.0 metres
b) Notwithstanding Subsection (a) above, the minimum width of an aisle providing one way travel access to a parking space within a parking area	5.5 metres where the angle of access to the parking space is greater than or equal to 60 degrees.	NA.
c) Notwithstanding Subsection (a) above, the minimum width of an aisle providing one way travel access to a parking space within a parking area	4.0 metres where the angle of access to the parking space is less than 60 degrees.	NA.
d) Parking area access shall be provided by at least one entrance driveway and one exit driveway. If separate, each driveway providing access to the parking area shall have a minimum width of	3.0 metres. If combined, the cumulative width of the driveway providing access to the parking area shall be a minimum of 5.5 metres.	Minimum driveway width of 9.0 m.

A draft Temporary Use ZBA to Zoning By-law 2014-014 is included as **Appendix 4**.

4.0 Conclusion

As outlined in this report, together with the supporting technical reports, the proposed temporary use and associated Temporary Use ZBA represent an appropriate interim use for the Subject Lands.

Based on the existing physical context and surrounding uses, a technical assessment of the proposed temporary use and an analysis of the proposal within the current policy framework and regulatory context of the Province, Region, and Town this report concludes the following:

1. The proposed temporary use is consistent with the Provincial Policy Statement and conforms to the Growth Plan for the Greater Golden Horseshoe;
2. The proposal supports the Region of Halton's goals for the 'Urban Area' through providing a use that utilizes the Subject Lands without the need for any servicing or infrastructure and does not preclude future growth. The proposed use conforms to the Region of Halton Official Plan.
3. The proposal is intended to be an interim use while the OPA for Midtown is completed, and a subsequent development concept that aligns with the evolving vision for Midtown Oakville is prepared.
4. The proposed use meets the policies and criteria of the Town of Oakville Livable Oakville Plan to permit a Temporary Use ZBA.
5. Appropriate fencing, buffering, and landscaped areas, have been implemented into the site design to maintain compatibility with the surrounding uses.
6. The proposed use is temporary in nature and will only persist so long as the Temporary Use ZBA is in place. The proposed storage use will not impact any future development, and can be easily removed.
7. The proposed use has been assessed through Halton Region's Environmental Impact Report Waving Assessment Tool which concluded that the proposed use has a 'very low risk' of impacting the Regional Natural Heritage System.
8. The proposed Temporary Use ZBA to the in-force Zoning By-law 1984-63 and the under-appeal Zoning By-law 2014-014, is intended to allow for an appropriate interim use while a development concept that supports the objectives of Midtown Oakville is prepared.

Overall, the proposed Temporary Use ZBA represents good planning and is in the public interest.

We certify that is report was prepared jointly by the identified authors and under the supervision of a Registered Professional Planner (RPP) within the meaning of the Ontario Professional Planners Institute Act, 1994.

Respectfully submitted,

MHBC



David A. McKay, MSc, MCIP, RPP
Vice President & Partner



Madison Vernoooy, B. Kin, M.PI.
Planner

Appendix 1: Pre-Consultation Comment Report

Pre-Consultation Comments Report

Date:	September 27, 2023	
To: cc:	David McKay, MHBC Planning	dmckay@mhbcplan.com
From:	Leigh Musson, Manager, Planning Services	
Contact Info:	T: 905-845-6601 ext. 3371 E: leigh.musson@oakville.ca	
Application: Address: Description: Meeting Date:	Temporary Use Zoning By-law 420 South Service Road To temporarily use the lands to store shipping containers, trailers and/or vehicles. No Structures are proposed. September 27, 2023	

NOTE: 2023 Planning application fees come into effect on March 1, 2023.

Applicants should review the Terms of Reference for supporting studies and Guidance documents prior to submitting the application.

Terms of References/Guidelines can be found: <https://www.oakville.ca/business/terms-of-reference.html>

Applications will be deemed complete when the following items have been provided to the Town:

- a completed application form,
- cover letter,
- comment response matrix that addresses pre-consultation comments,
- all information and materials prescribed by statute,
- an executed Pre-consultation Agreement,
- all supporting information and materials required to be provided with the initial submission pursuant to the Pre-consultation agreement in a digital format (PDF),
- the prescribed application fee(s).

General Information:

Revised and coordinated plans and documents which fully address the attached comments must be submitted according to the process outlined in the [Step by Step Digital Submissions Guide](#) on the Town of Oakville Website.

Other Applications:

Additional applications to other public agencies and governments, including, Provincial, Regional, Conservation Authority, and/or other Town Departments, may be necessary depending on the nature of the application.

File Naming:

Digital materials must be named in an organized and descriptive manner according to format outlined in Planning's [Digital Submission Naming Conventions](#) document.

Submission materials must be named according to the following format:

- **FileNumber_CondensedName_VersionNumber_Date (with no spaces)**

For example, your set of files should look like the following list:

- 00_CoverLetter_v1_2022-10-18
- 01_CRM_v1_2022-10-24
- 02_Aerial_v1_2022-03-05
- 03_Survey_v1_2021-02-23
- 04_SitePlan_v1_2022-10-15
- 05_SitePlanDetails_v1_2022-10-15
- Etc.

Requirements:

- NO spaces in the file name.
- NO special characters within the file name (e.g. @, #, \$, %, &, *, /, \, |)
- ONLY Letters, Numbers, Dashes, Underscores and Periods are permitted in the file name.

Furthermore, all reports, documents and drawings submitted must:

- be presented in metric measure that can be accurately scaled
- be prepared, stamped and signed by a qualified professional architect (for site plan and architectural drawings), engineer (for site plan and engineering drawings/reports), or landscape architect (for landscape and tree protection drawings/reports)
- All submission of plans and/or studies must be clearly labelled and in a larger font size in the title block as the next submission by number, corresponding to the version number and date in the file name

Circulation Comments:

NOTE: The comments below are **preliminary** and additional comments may be provided once a formal application is submitted.

Oakville Departments

1 Planning Services
Leigh Musson, leigh.musson@oakville.ca

Pre-Consultation

The pre-consultation form is valid for 6 months, any extension request must be received BEFORE the approval lapses with the appropriate fee.

As part of your application, please include the pre-consultation form (executed by yourself and your client if relevant).

Please ensure all reports/plans follow the Town's [Terms of reference/guidelines](#). Additionally, you can obtain information about the submission process on our website [here](#).

Also consider the pre-submission review process which would allow staff to review your proposal in advance of the formal application. The pre-submission review fee will be credited toward the formal application fee if the application is submitted within 2-years of the start of the pre-submission review.

Submission without a pre-submission review:

Several issues were identified as part of the pre-consultation meeting. It is important to address these issues before submission, as there will not be an opportunity to resubmit the proposal to address issues. Planning staff will determine within 90 days of submitting a complete application if we will recommend to Council support or denial of the ZBA application as submitted.

Additional Comments:

- Stockpiles were confirmed during the pre-consultation. The documentation on these stockpiles should be provided as part of the application. We defer to the Region's Environmental Screening Assessment process.
- There may be unmapped natural heritage features on-site in the vegetated areas. As discussed during the pre-consultation, the applicant should provide the environmental studies completed and approved. We will work with the Region to determine if any additional information needs to be provided to ensure no impacts to the NHS.
- Staff are prepared to waive the PIM for the Temporary Use

2 Planning Services, Urban Design

Philip Wiersma, philip.wiersma@oakville.ca

Pre-Consultation

The submitted materials indicate that there will be fencing along the North side of the South Service Road for visual screening. However, to properly assess the application, we need more information about the proposed gate/fencing height, design, materials, and how it will integrate with the existing heritage building on South Service Road East.

3 Development Services, Development Engineer

Filip Szymanski, filip.szymanski@oakville.ca

Pre-Consultation

Notes to applicant:

No physical changes to the site are proposed as part of the proposal.

Future earth moving activities may be subject to the Town of Oakville's Site Alteration By-law. Please contact the Town of Oakville prior to any major construction works on the property.

Submission Requirements:

All drawings, reports and studies are to be prepared by a qualified professional.

1. Arborist Report

- Be prepared by a certified licensed arborist (licensed with Town of Oakville).
- Include all municipal trees, private trees, boundary trees, and trees on neighboring properties within 6.0m of property line.
- Include a report/discussion/table, with all tree data, including ownership of each tree and final recommendation of each tree.
- Include tree appraisals for all municipal trees.

Town trees may not be removed unless they are dead/dying/high risk, they cannot be removed to accommodate new driveway etc.

In addition to the Site Plan submission requirements noted, please refer to the Town's Development Engineering Procedures and Guidelines manual for further direction. <https://www.oakville.ca/assets/general%20-%20business/DevelopmentEngProceduresManual.pdf>

4 Transportation Services, Transportation Engineer

Aquisha Khan, aquisha.khan@oakville.ca

Pre-Consultation

Preliminary Comments:

- Applicant to ensure entrance width at the property line of the development should meet the minimum widths for access onto:
 - Municipal Roads as per the Town of Oakville Access Guideline – By-law 1988-220 Pg. 97.
 - Regional Roads as per the Region's Access Management Guidelines.
- Applicant to confirm the type of vehicles anticipated to use this site.
- Applicant to clarify the snow-storage area or removal process (if applicable).
- Applicant to confirm the usage frequency.
- Applicant to clarify if there will be security for access issues at the gates.
- Applicant to provide dimension for the subject site, such as but not limited to, access width, drive aisle width and parking stalls, etc.
- Applicant to identify the number of parking spaces anticipated for this site.
- Applicant to illustrate parking for passenger vehicles, where necessary for any personnel onsite.
- Applicant to confirm if there would be a bathroom/port-a-potty onsite and illustrate its location.
- Applicant to identify the landscaped area material to be used, (paved, gravel, dirt, etc.)
 - If the site is not paved, please provide details on how the applicant intends to control dust/mud from migrating onto the municipal roadways.

Submission Requirements:

The following would be required:

- Operation Study with an agreed approved scope of work from Town, Regional and Provincial staff.
 - Parking Demand/Justification Plan.
 - Turning Movement Plans for all anticipated vehicle types.
- Preliminary Construction Mitigation Plan/Traffic Control Plan as outlined in OTM Book 7, this should include a memo detailing the mitigative measures during the pre-construction, during construction and post construction phases.

5 Building Services, Zoning Examiner
Matt Rubic, matt.rubic@oakville.ca

Pre-Consultation

The following preliminary comments are based on the material provided for discussion purposes only and should not be construed as formal zoning comments on the proposal.

Zoning By-law Amendment

1. Please note the following uses currently defined in the zoning by-law which includes *outside storage, transportation terminal, parking areas heavy vehicles*.
2. Please note *shipping containers* are regulated under section 4.22 a).
3. Please note that *Outside storage* is defined as accessory to the primary use of the lot.
4. Please note the *landscaping* requirements for defined uses in row 7 of table 4.11.
5. Further comments will be provided when the draft by-law is circulated.

External Agencies

6 Conservation Halton
Sean Stewart, sstewart@hrca.on.ca

Pre-Consultation

The subject property may be regulated by CH as it may contain a flood hazard (spill) associated with the Morrison-Wedgewood Diversion Channel.

Until the nature and extent of the spill in the area of the subject property is defined through a specific Flood Hazard Assessment, CH's spill policy is updated or further direction on the regulation of spills is provided by the Province, formal permission under Ontario Regulation 162/06 will not be required from CH to develop in this area.

Given the above, CH has no comment on the proposed ZBA (temporary use).

7 Region of Halton, Planning & Public Works Dept
Michaela Campbell, michaela.campbell@halton.ca

Pre-Consultation



Date of Pre-Consultation Meeting: September 27, 2023.

Subject Lands: 420 South Service Road.

Type of Application: Temporary ZBA.

Proposal: To temporarily use the lands to store shipping containers, trailers and/or vehicles. No structures are proposed.

Previous Pre-Consultation Meeting: N/a.

Regional staff has reviewed the Pre-Consultation for 420 South Service Road and offer the following comments.

Designation:

- The subject lands are identified within the Midtown Oakville Major Transit Station Area (MTSA) and Urban Growth Centre (UGC). As per the Regional Official Plan, Strategic Growth Areas are to be the focus for accommodating population and employment intensification and higher-density mixed used in a more compact built form. Specifically, section 79 (a-d) of the ROP outlines the objectives of Strategic Growth Areas, including achieving higher densities, requiring the Local Municipalities to prescribe minimum development densities within their Official Plans and Zoning By-laws, and prohibit site-specific reductions to development density. Therefore, Regional staff are of the opinion that the use of storage on the subject lands should only be temporary.
- The subject lands are designated "Urban Area", according to the 2009 Regional Official Plan (ROP).

ROPA 49:

- Regional Official Plan Amendment (ROPA) 49 was adopted by Regional Council on June 15, 2022 and was approved by the Minister on November 4, 2022 with modifications. Please have consideration for ROPA 49 when preparing your submission.

Regional Natural Heritage System (RNHS):

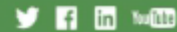
- The Subject Property is within 120 meters of an unmapped Regional Natural Heritage System (RNHS) feature, therefore the proposed development would trigger the Environmental Impact Assessment (EIA) requirements in accordance with Sections 118 (3) & (3.1)c) of the Regional Official Plan (ROP). Regional Staff are directing the applicant to have a Qualified Professional complete the Appendix D-1 'Waiving Assessment Tool', to the satisfaction of Halton Region. The purpose of the Waiving Tool is to conduct a high-level assessment of any sensitive features and how they may or may not be impacted by the proposed development. The final steps of the Waiving Tool provide an opportunity to discuss and apply certain mitigation measures. The Applicant is required to submit Appendix D-1. In addition to the 'Waiving Assessment Tool', screening for Species at Risk (SAR) and

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1

905-825-6000 | Toll free: 1-866-442-5866

halton.ca 311



Significant Wildlife Habitat (SWH) should be included. The Applicant is required to reach out to Regional staff to resolve the Region's concerns in relation to the RNHS through the Waiving Assessment Tool.

- The Region of Halton's 2023 fee by-law has come into force and effect, which includes applications requiring natural heritage review and their associated fees.

Site Contamination:

- In accordance with S.147(17) of the Region's Official Plan states that a property is to be free of contamination prior to any development/change of use taking place. Submission of a Regional Environmental Site Screening Questionnaire (ESSQ) is required. Staff require the submission of a Phase I ESA, at minimum to OREG standards (completed within the past 18 months), with a letter of reliance (according Halton Region's template). Additional Environmental Site Assessments may be required depending upon the recommendation of the Phase 1 ESA. The Owner is encouraged to contact Ryan Veenendaal, Source Protection Coordinator, at Ryan.Veenendaal@halton.ca to discuss the above site contamination comments.

Transportation (Protection of Planned Corridors):

- Policy 173(1.1) states that the Region is to work with the Province and Local Municipalities to plan for and protect planned corridors and rights-of-way for transportation and transport facilities, as shown on Map 3, to meet current and projected needs. It further states that development shall not preclude or negatively affect the use of the planned corridor for the purpose(s) for which it was identified or being actively planned.
- The Region will require confirmation from the MTO that for the purposes of the temporary ZBA application, MTO concerns have been addressed.

Waste Management:

- This development is not eligible for Halton Region Waste Collection. Private Waste collection must be provided for all Industrial, Commercial and Institutional locations.

Region of Halton Economic Development Services Advisory Note: Halton Region Employment Land Concierge

- In order to assist and facilitate industrial, commercial and institutional development, the Halton Employment Land Concierge is a complimentary service offered by Economic Development and other Regional departments specifically with:
 - facilitating internal discussions at the Region during the development process;
 - liaising between internal departments and other relevant government agencies; and
 - providing guidance on strategic partnerships with industry contacts and local businesses.
- For more information, please visit <https://www.halton.ca/For-Business/Invest-Halton/Employment-Land-Concierge> or contact Christopher James, Economic Development Officer by email Christopher.James@halton.ca or phone 905-825-6000 ext. 7828

Submission Requirements:

- Cover letter.
- Applicable Regional Fee.

- Information on how to pay Regional development application fees available [here](#).
- Town of Oakville's Complete Application Forms.
- Site Plan Drawings.
- ESSQ. Phase 1 ESA (at minimum) and Letter of Reliance.
- Waiving Assessment Tool, screening for SAR and SWH, and associated fee.
- Confirmation from the MTO.

Pre-Submission Process:

- Regional staff would encourage the applicant to submit and resolve any potential issues with the following submission requirements within the Town's pre-submission process:
 - ESSQ. Phase 1 ESA (at minimum) and Letter of Reliance.
 - Waiving Assessment Tool, screening for SAR and SWH, and associated fee.

Halton Region Economic Development
December 8, 2020

Message for all Non-Residential Pre-Consultation Notes on the Halton Employment Land Concierge

Halton Region Employment Land Concierge (Economic Development)

Pursuant to the 2019-2022 Halton Region Strategic Business Plan, Economic Development launched an Employment Land Concierge function in early 2020 to assist and facilitate non-residential development and to support businesses interested in locating or expanding in Halton.

The Halton Employment Land Concierge is a complimentary service offered by Economic Development, working closely with other Regional departments, which assist industrial, commercial and institutional (ICI) development applicants with:

- facilitating internal discussions at the Region during the development process;
- liaising between internal departments and other relevant government agencies; and
- providing guidance on strategic partnerships with industry contacts and local businesses.

The function is among Economic Development's range of service offerings to support investment, development and the broader business community in Halton that includes entrepreneurship, small business support and export assistance.

For more information, please visit <https://www.halton.ca/For-Business/Invest-Halton/Employment-Land-Concierge>

Contact:
Christopher James, Economic Development Officer
Email: Christopher.James@halton.ca
Phone: 905-825-6000 ext. 7828

[Letterhead of Consultant]

[Date]

TO: The Corporation of the Town of Oakville
1225 Trafalgar Road
Oakville, ON L6H 0H3
Attention: **Planner name**

TO: The Regional Municipality of Halton
1151 Bronte Road
Oakville, ON L6M 3L1
Attention: Natalie Spina

Re: **Reliance Letter for [Property Information e.g., municipal address and/or Legal Description, Town's reference number] (the "Property")**

[Name of consultant] (the "Consultant") has prepared the following report(s) on behalf on [Name of developer/ owner] (the "Client"):

- Insert title, date and file number of report(s) (the "Report")

We confirm the Report including the representations, assumptions, findings, opinions and recommendations contained in the Report, can be relied on by The Corporation of the Town of Oakville (the "Town"), The Regional Municipality of Halton (the "Region") and their peer reviewers as if the Report was prepared for the use and benefit of the Town and the Region notwithstanding any statement to the contrary contained in the Report and excluding any limitation on liability agreed to by the Client. The Consultant further agrees that in the case of any inconsistency between this Reliance Letter and any limitations within the Report provided to the Town, the provisions in this Reliance Letter shall prevail.

We acknowledge and agree that the Town and the Region will utilize the Report for the purposes of assessing the environmental risk of the Property. We confirm that the Report was prepared, and completed by or under the supervision of a Qualified Person as defined under Ontario Regulation 153/04 (as amended), and in accordance with environmental laws and regulations applicable at the time of the investigation.

The Consultant has and will maintain Professional Liability insurance coverage of no less than \$2,000,000 and attached to this letter is proof of the insurance.

Yours truly,

[Name of Consultant with Qualified Person designation, title, and contact information]



Halton Region
 Planning Services
 Tel: 905-825-6000 Fax: 905-825-8822
 Toll Free: 1-866-4HALTON (1-866-442-5866)
www.halton.ca

Site-Screening Questionnaire

Legal Description and Municipal Address: _____

Applicant/Corporate Name: _____

- | | |
|--|--|
| <p>1 Does this development proposal require a change in property use that is prescribed under the Environmental Protection Act and Section 14 of O. Reg. 153/04 (see Protocol Table 1)?</p> <p>If yes, then a Record of Site Condition must be filed on the Provincial Environmental Site Registry.</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>2 Has the property or any adjacent lands ever been used as an Enhanced Investigation Property as defined in O. Reg. 153/04 (e.g., industrial uses; chemical warehousing; automotive repair garage; bulk liquid dispensing facility, including a gasoline outlet and/or a dry-cleaning equipment)?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>3 Has landfilling or waste dumping or fill of unknown quality ever been placed on or immediately adjacent to the property?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>4 Has there ever been any above ground or underground storage tanks for fuels or chemicals on the property?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>5 Have any of the buildings on the subject property been heated by fuel oil?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>6 Has the property ever used for agricultural operation where herbicide, fungicides, or pesticides have been applied?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>7 Do or have the subject lands or lands abutting it previously or currently supported one or more of the Potentially Contaminating Activities identified in Table 2 of Schedule D of O. Reg. 153/04, as amended (see Table 4, attached)?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>8 Has the property ever stored, generated, or accepted hazardous materials requiring Hazardous Waste Information Network (HWIN) registration or other permits?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>9 Have any designated substances (e.g., asbestos containing materials, lead-based paint, PCB-based paints, urea formaldehyde foam insulation, etc.) been stored and/or utilized on the property (including within structures)?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>10 Will lands be dedicated to the Region or a Local Municipality as part of this application (including road allowances)?</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |
| <p>11 Have any environmental documents (e.g., Phase One and Two Environmental Site Assessments, Records of Site Condition, etc.) ever been prepared for the subject property?</p> <p>If yes, please submit these documents in digital and hardcopy format with your application together with a letter of reliance granting third party reliance on the documents to the Region of Halton¹.</p> | <input type="checkbox"/>
Yes <input type="checkbox"/>
No <input type="checkbox"/>
Uncertain |

¹ Information from previous environmental documents will be taken into account for application review. However, as required by the Protocol, only ESA reports prepared in compliance with O. Reg. 153/04 will count towards approval requirements.

Certification

I, _____ am the registered owner/authorized agent or Qualified Person (as defined in O. Reg. 153/04) for the owner of the land that is the subject of this document and to the best of my knowledge, the information provided in this questionnaire is true.

Sworn (or declared) and stamped before me _____
Commissioner of Oaths (Print Name)

in the _____, this _____ day of _____, 20____
City/Town/Municipality Day Month Year

Commissioner of Oaths
(signature)

Registered Owner/Authorized Agent
(signature)

Name of the Company (if applicable)

Owner / Authorized Agent Contact information

Qualified Person (if applicable)
(signature)

Designation of Qualified Person

Qualified Person Contact information

Regional File #: _____ Local Municipal File #: _____



Halton.ca 311

B-3

Table 4: Potentially contaminating activities. From Table 2, Schedule D of O. Reg. 153/04.

Item	Potentially Contaminating Activity
1	Acid and Alkali Manufacturing, Processing and Bulk Storage
2	Adhesives and Resins Manufacturing, Processing and Bulk Storage
3	Airstrips and Hangars Operation
4	Antifreeze and De-icing Manufacturing and Bulk Storage
5	Asphalt and Bitumen Manufacturing
6	Battery Manufacturing, Recycling and Bulk Storage
7	Boat Manufacturing
8	Chemical Manufacturing, Processing and Bulk Storage
9	Coal Gasification
10	Commercial Autobody Shops
11	Commercial Trucking and Container Terminals
12	Concrete, Cement and Lime Manufacturing
13	Cosmetics Manufacturing, Processing and Bulk Storage
14	Crude Oil Refining, Processing and Bulk Storage
15	Discharge of Brine related to oil and gas production
16	Drum and Barrel and Tank Reconditioning and Recycling
17	Dye Manufacturing, Processing and Bulk Storage
18	Electricity Generation, Transformation and Power Stations
19	Electronic and Computer Equipment Manufacturing
20	Explosives and Ammunition Manufacturing, Production and Bulk Storage
21	Explosives and Firing Range
22	Fertilizer Manufacturing, Processing and Bulk Storage
23	Fire Retardant Manufacturing, Processing and Bulk Storage
24	Fire Training
25	Flocculants Manufacturing, Processing and Bulk Storage
26	Foam and Expanded Foam Manufacturing and Processing
27	Garages and Maintenance and Repair of Railcars, Marine Vehicles and Aviation Vehicles
28	Gasoline and Associated Products Storage in Fixed Tanks
29	Glass Manufacturing
30	Importation of Fill Material of Unknown Quality
31	Ink Manufacturing, Processing and Bulk Storage
32	Iron and Steel Manufacturing and Processing
33	Metal Treatment, Coating, Plating and Finishing
34	Metal Fabrication
35	Mining, Smelting and Refining; Ore Processing; Tailings Storage
36	Oil Production
37	Operation of Dry Cleaning Equipment (where chemicals are used)
38	Ordnance Use
39	Paints Manufacturing, Processing and Bulk Storage
40	Pesticides (including Herbicides, Fungicides and Anti-Fouling Agents) Manufacturing, Processing, Bulk Storage and Large-Scale Applications
41	Petroleum-derived Gas Refining, Manufacturing, Processing and Bulk Storage
42	Pharmaceutical Manufacturing and Processing
43	Plastics (including Fibreglass) Manufacturing and Processing
44	Port Activities, including Operation and Maintenance of Wharves and Docks
45	Pulp, Paper and Paperboard Manufacturing and Processing
46	Rail Yards, Tracks and Spurs
47	Rubber Manufacturing and Processing
48	Salt Manufacturing, Processing and Bulk Storage
49	Salvage Yard, including automobile wrecking
50	Soap and Detergent Manufacturing, Processing and Bulk Storage
51	Solvent Manufacturing, Processing and Bulk Storage
52	Storage, maintenance, fuelling and repair of equipment, vehicles, and material used to maintain transportation systems
53	Tannery
54	Textile Manufacturing and Processing
55	Transformer Manufacturing, Processing and Use
56	Treatment of Sewage equal to or greater than 10,000 litres per day
57	Vehicles and Associated Parts Manufacturing
58	Waste Disposal and Waste Management, including thermal treatment, landfilling and transfer of waste, other than use of biosoils as soil conditioners
59	Wood Treating and Preservative Facility and Bulk Storage of Treated and Preserved Wood Products



The Regional Municipality of Halton
COMMUNITY PLANNING
DEVELOPMENT APPLICATION REQUIREMENTS
2023

Pre-Consultation	Applicants are strongly encouraged to consult with Regional Staff prior to the submission of an application to discuss specific Regional requirements. <u>The checklists below may only represent a portion of the supporting information required by Halton Region.</u> Incomplete applications will not be processed.
Assisted Housing	Applications for Assisted Housing projects are exempt from Regional Development Application fees. Proposals that incorporate an Assisted Housing component may be eligible for a pro-rated reduction in Regional fees. Projects must conform to the "Assisted Housing" definition in the current Regional Official Plan. Approval is at the sole discretion of the Chief Planning Official of the Region of Halton.
Other Requirements	Other Regional Sections/Divisions/Departments may have additional requirements and fees.
Fee Payment	<u>Please contact Planning Services for payment options at shevone.hewitt@halton.ca or catalina.burby@halton.ca 905-825-6000 ext. 7764.</u> Fees include all applicable taxes unless otherwise noted. HST Number 12360 9950 RT0001

Health Department - Lot Assessment Fee

* Applications requiring Health Dept. lot assessment must add \$142.00 per lot to the application fee.

Regional Official Plan Amendment Application

\$10,839.91

Regional Official Plan Amendment (Pits and Quarries)

\$152,668.56

- 15 copies of the completed Regional Official Plan Amendment Application form
- 1 copy of all reports, studies and plans in a digital format
- 15 copies of the Proposed Regional Official Plan Amendment
- 3 copies of any accompanying plans/technical reports
e.g. Planning Justification, Noise, Traffic, Environmental Impact Assessment, Agricultural Impact Assessment, Functional Servicing Reports
- 1 copy of Phase I/II Environmental Site Assessment report

Public Meeting Advertising Fee

\$ Actual Cost

Local Official Plan Amendment (Applicant Initiated)

\$9,159.66

- 3 copies of the completed Application form and, if applicable
- 3 copies of the Official Plan Amendment Application
- 1 copy of all reports, studies and plans in a digital format
- 3 copies of the Proposed Plans & Key Maps
- 3 copies of any accompanying plans/technical reports
e.g. Planning Justification, Noise, Traffic, Environmental Impact Assessment, Agricultural Impact Assessment, Functional Servicing Reports
- 1 copy of Phase I/II Environmental Site Assessment report

Applicant Initiated Revision

\$4,579.84

Local Official Plan Amendment Requiring Regional

Approval (Applicant Initiated)

\$9,159.7

Same requirements as above.

Applicant Initiated Revision

\$4,446.45

Local Official Plan Amendment (Municipally Initiated)

- 3 copies of the completed Application form and, if applicable
- 3 copies of the Official Plan Amendment Application
- 1 copy of all reports, studies and plans in a digital format
- 3 copies of the Proposed Plans & Context Maps
- 3 copies of the Draft Amendment
- 3 copies of any accompanying plans/technical reports
e.g. Planning Justification, Noise, Traffic, Environmental Impact Assessment, Agricultural Impact Assessment, Functional Servicing Reports
- 1 copy of Phase I/II Environmental Site Assessment report

Minor Variance Application

\$38.18*additional Health Dept. lot assessment fee may be required

- 1 copy of the completed Application form or 2 copies if the development is not within the Urban Area

Zoning By-Law Amendment (Applicant Initiated)

\$1,220.89

- 3 copies of the completed Application form, and if applicable
- 3 copies of the completed Re-Zoning Application
- 1 copy of all reports, studies and plans in a digital format
- 2 copies of the detailed Landscape Plan (if abutting a Regional Road)
- 2 copies of any accompanying plans/technical reports
e.g. Planning Justification, Traffic, Functional Servicing Reports
- 1 copy of Phase I/II Environmental Site Assessment report

Holding By-law Removal

\$381.56

Temporary Use By-law Permits and Renewals

\$610.47

Revisions to Application

\$540.24

Zoning By-Law Amendment (Municipally Initiated)

- 3 copies of the completed Application form, and if applicable
- 1 copy of all reports, studies and plans in a digital format
- 3 copies of the completed Re-Zoning Application
- 2 copies of the detailed Landscape Plan (if abutting a Regional Road)
- 2 copies of any accompanying plans/technical reports
e.g. Planning Justification, Traffic, Functional Servicing Reports
- 1 copy of Phase I/II Environmental Site Assessment report

Subdivision Application

\$11,145.14

- 3 copies of the completed Application form
- 3 copies of the Proposed Plan of Subdivision Map
- 1 copy of all reports, studies and plans in a digital format
- 2 copies of the detailed Landscape Plan (if abutting a Regional Road)
- 3 copies of any accompanying plans/technical reports
e.g. Planning Justification, Noise, Traffic, Functional Servicing Reports
- 1 copy of Phase I/II Environmental Site Assessment report

Plan Revision (pre Draft Approval) Applicant Initiated

\$777.86

Plan Revision (post Draft Approval) Applicant Initiated

\$2,223.92

Phased Draft Approval Fee

\$10,660.95

Phase Revision Requiring Circulation

\$5,331.15

Sub-Phasing Requiring Circulation

\$3,198.44

Phase Revision & Sub-Phasing Not Requiring Circulation

\$777.86

Emergency Extension of Draft Approval - 3 Months

\$310.61

Extension of Draft Approval - 1 Year

\$889.04

Subdivision -Final Approval / Registration

\$2,223.92

Effective January 26, 2023

Site Plan Application (Applicant Initiated)

\$1,220.89

- 3 copies of the completed Application form
- 1 copy of all reports, studies and plans in a digital format
- 1 Waste Management Plan
- 3 copies of the Proposed Site Plan
- 2 copies of the detailed Grading and Landscape Plan (if abutting a Regional Road)
- 1 Site Servicing Plan
- 3 copies of any accompanying plans/technical reports

Minor Development / Minor Modification

\$764.54

Site Plan Revision (Applicant Initiated)

\$764.54

Condominium Application

\$3,221.05

- 3 copies of the completed Application form and Plan
- 1 copy of all reports, studies and plans in a digital format
- 1 Waste Management Plan
- 1 copy-Grading & Landscape Plan (abutting a Regional Road)

Plan Revision

\$481.32

Vacant Land or Common Element

\$474.00

Draft Approval Extension –1 Year or Emergency 3 Month

\$319.94

Exemption Fee

\$534.15

Condominium Conversion

\$1,526.13

Condominium Final Approval / Registration

\$779.17

Consent Application

\$1,220.89 *add. Health Dept. lot assessment fee may be required

- 3 copies of the completed Application form
- 1 copy of all reports, studies and plans in a digital format
- 3 copies of any plans/technical reports e.g. Planning Justification, Noise, Traffic, Agricultural Impact Assessment
- 1 copy of Phase I/II Environmental Site Assessment report
- 1 Completed Environmental Site Screening Questionnaire

Consent - Revision

\$319.94

Validation of Title

\$319.94

Niagara Escarpment Plan Amendment

Major Files Major Files may include Golf Courses, Aggregate uses and any other file as determined by the Chief Planning Official of the Region of Halton.
\$10,839.91

Minor Files

\$3,053.72

- 3 copies of the completed Application form

Green Energy Act Application or

Ontario Power Authority Project

Application \$1,220.89

Engineering & Inspection Fees – Land Development Agreements

Based on Total Cost of Water and Wastewater Works

\$0 - \$100,000.00 Greater of 10% or \$5,000*

\$100,000.01 - \$250,000.00 7%*

\$250,000.01 - \$500,000.00 6%*

\$500,000.01 or more 5%*- To a maximum of \$100,000.00*

Note: A NON- REFUNDABLE DEPOSIT OF \$5,000.00* IS REQUIRED WITH THE FIRST ENGINEERING SUBMISSION.

*Add HST

Parkway Belt West Plan Amendment / MZO (Applicant Initiated)

\$3,053.72

- 3 copies of the completed Application form
- 1 copy of all reports, studies and plans in a digital format
- 2 copies of any accompanying plans/technical reports e.g. Planning Justification, Noise, Traffic Reports
- 1 copy of Phase I/II Environmental Site Assessment report

Part Lot Control By-Law

\$610.47

- 3 copies of the completed Application form
- 1 copy of all reports, studies and plans in a digital format
- 3 copies of the Plan of Survey
- 2 copies of the Engineer's Letter

Review of Major Applications Requiring Planning Act Approval in Bordering Municipalities

\$22,900.76

- 3 copies of the completed Application form
- 1 copy of all reports, studies and plans in a digital format
- 3 copies of the Proposed Plans & Key Maps
- 3 copies of any accompanying plans/technical reports

Publications

Regional Official Plan (2009)	\$76.33
Regional Official Plan (2006)	\$76.33
Regional Plan Updates Subscription	\$17.89 per yr
Regional Official Plan (1980)	\$83.64
Maps (OP 1980)	\$7.50
Aquifer Management Plan	\$111.52
MOU HUSP	\$61.62
MOU HASR	\$114.46

Research/Analysis

Halton Region's Database Search for Environmental Source Information	\$190.78
Development Assessments/Research	\$228.92
DATS Computer Analysis	\$228.92
DATS Continuing Reports	\$43.81 per hour (min. 1 hr)
Old File Retrieval from Storage	\$23.50
Special Data Requests quoted at cost.*	
Photocopies	\$0.54 /pg (min \$3.00)
Reports	\$0.07/pg (min \$3.00)

****NEW** Applications Requiring Natural Heritage**

Review

Fees are in accordance with the Conservation Halton Interim Service Delivery Agreement for Ecological Review Service fees incurred by the Region of Halton.

These fees apply at the time of submission on a SIS/EIR/FSS and EIA reports or at the time of planning applications submitted by landowners and other development proponents.

Medium/Large and Small Scale developments are identified in the Region's Environmental Impact Study Guidelines (2020).

Applications requiring SIS/EIR/FSS Review
\$9,266.00

Applications requiring scoped EIA-Major (medium/ large-scale development and/or large-scale site alterations)
\$5,650.00

Applications requiring scoped EIA (small scale development)
\$2,825.00

Applications requiring Terms of Reference Review (incl. Appendix D2 – Scoping & TOR Checklist of Region's EIA Guidelines)
\$565.00

Applications requiring Waiving Checklist assessment (Appendix D1 of Region's EIA Guidelines)
\$452.00

Effective January 26, 2023

Regional Standard for Digital Drawings

Drawing Files

- All drawing files shall be standard AutoCAD (Release 2000 or higher)
- Additionally a "MAPEXPORT" to an ESRI Shapefile (This consists of 5 or more file extensions (.shp, .prj, .shx, .dbf, .sbn, .sbx and .shx))

Drawing Scale

- Drawing units are to be metric and to scale

Co-ordinates

- The drawing co-ordinates shall be to real 6 degree UTM co-ordinates (Zone 17N), NAD 83 Datum
- This real co-ordinate registration shall conform to the following criteria:
 - All information in plan view shall be registered to AutoCAD's World co-ordinate system and to the 6 degree UTM co-ordinate system
 - Registration of the 6 degrees UTM co-ordinate system shall consist of a series of cross hairs drawn to the nearest 100 m interval
 - The northing and easting co-ordinate shall be shown at the intersection of the co-ordinating lines
 - Co-ordinate registration shall be indicated on all plan portions before the image is moved or rotated from its real co-ordinate location
 - It is strongly recommended that all drawings not be rotated or moved.

For further information or payment instructions, please contact Halton Region's Planning Application Intake Clerks at:

**Shevone.Hewitt@halton.ca or
Catalina.Burby@halton.ca
Halton Region
1151 Bronte Road
Oakville, ON L6M 3L1**

www.halton.ca

8 Metrolinx

Kowsiya.Vijayaratnam@metrolinx.com

Pre-Consultation

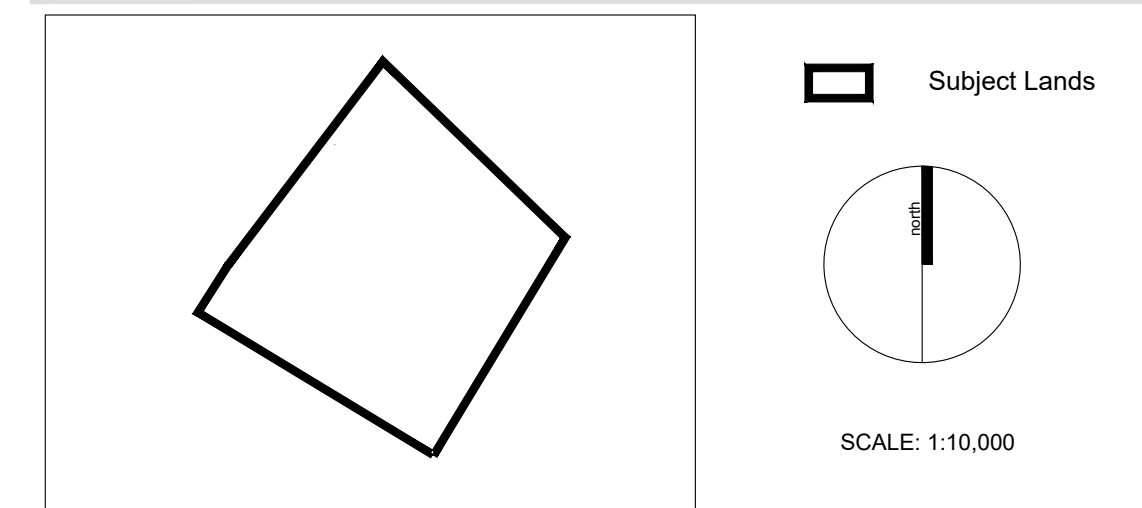
**Attachment 1: Planning Circulation 'Complete Application' Criteria
Materials To Be Reviewed By Metrolinx**

Document	For OPA/ZBLA		For Site Plan Control	
	Adjacent to or with direct exposure to Corridor	If within 300m of Metrolinx Corridor (Non-Adjacent)	Adjacent to or with direct exposure to Corridor	If within 300m of Metrolinx Corridor (Non-Adjacent)
Circulation Memo	YES	YES	YES	YES
Planning Justification Report	YES	YES	YES	YES
Noise Study	YES	YES	YES	YES
Vibration Study	YES	IF WITHIN 75m	YES	IF WITHIN 75m
Site Plan / Concept Plan	YES	YES	YES	YES
Architectural Drawings	YES - IF AVAILABLE	YES - IF AVAILABLE	YES	YES
Functional Service Report / Stormwater Management Report	YES	NO	YES	NO
Civil and Site Grading Plans	YES	NO	YES	NO
Transportation Impact Study	YES	YES – IF ADJACENT TO ANY METROLINX NON-CORRIDOR LANDS	YES	YES – IF ADJACENT TO ANY METROLINX NON-CORRIDOR LANDS
Risk Assessment / Rail Safety Report	YES	IF DIRECT EXPOSURE (I.e., NO INTERVENING USES BETWEEN CORRIDOR AND LANDS)	YES	IF DIRECT EXPOSURE (I.e., NO INTERVENING USES BETWEEN CORRIDOR AND LANDS)
Geotechnical Study	NO	YES – IF ADJACENT TO ANY METROLINX NON-CORRIDOR LANDS	YES	YES – IF ADJACENT TO ANY METROLINX NON-CORRIDOR LANDS
Hydrogeological Report	NO	NO	YES	NO
Landscape/Streetscape Plan	YES	NO	YES	NO
Site Servicing and Utility Design	NO	NO	YES	NO
Work Plan and Methodology (SITE PLAN ONLY)	NO	NO	YES	NO

Appendix 2: Concept Plan

CONCEPT PLAN

420-468 South Service Road,
Oakville, ON

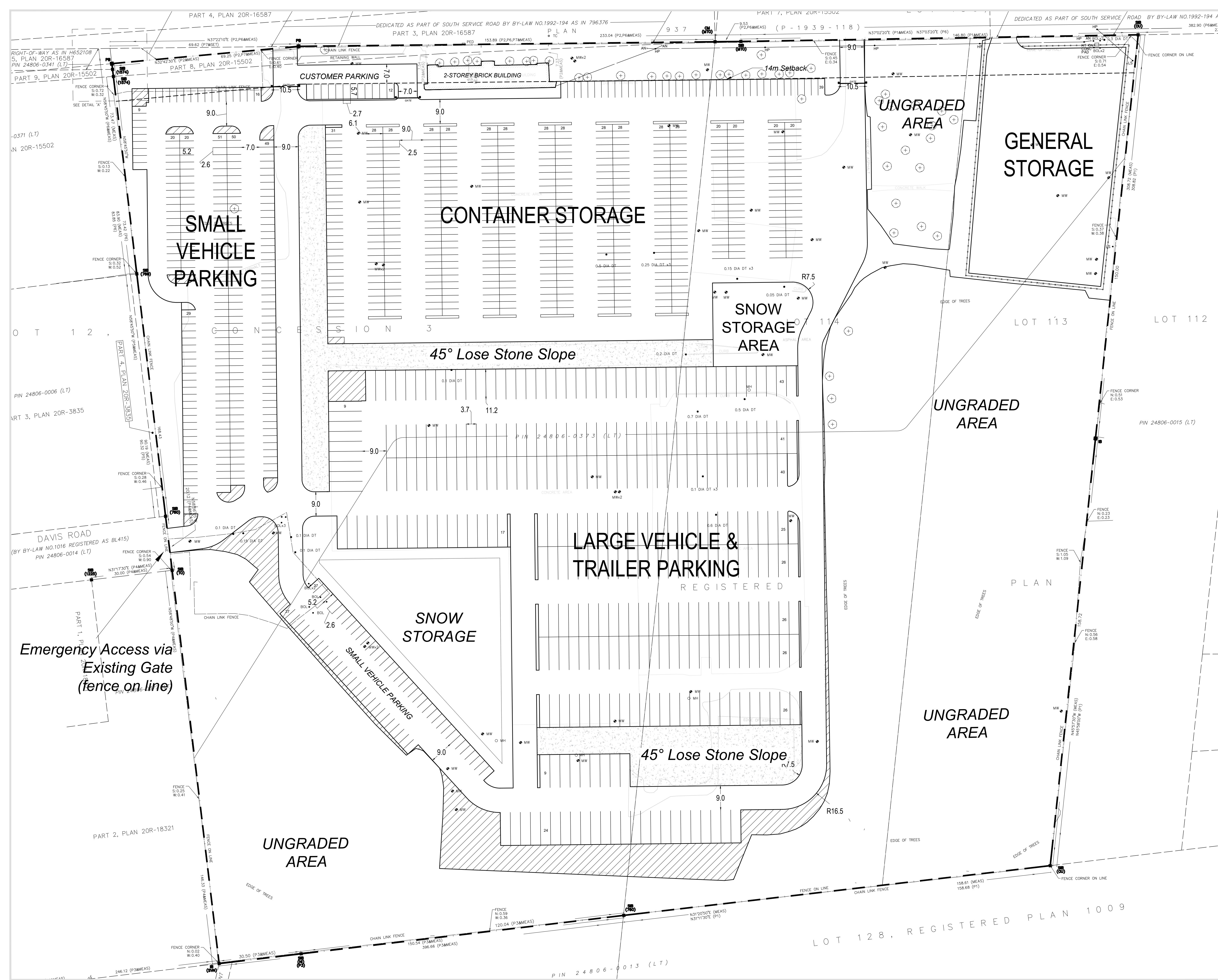


SITE STATISTICS

	HA	AC
Total Site Area	11.049	27.302
Existing Building	0.041	0.100
Small Vehicle Parking	0.820	2.025
Container Storage	1.624	4.012
Large Vehicle & Trailer Parking	2.100	5.189
General Storage	0.459	1.135
Ungraded Area	3.592	8.877
Snow Storage	0.361	0.892
45° Lose Stone Slope	0.452	1.117
Customer Parking Area (north)	0.058	0.143

PARKING STATISTICS

Small Vehicle Parking	308
Container Storage	486
Large Vehicle & Trailer Parking	312
Customer Parking Area (north)	12



NOTES:

- Total site area determined via site survey
- Delineated site areas are rough approximations only

No.	Date	Issue/Revision	By
1	2024-02-23	Revise north customer parking sizes for by-law conformity	RM

PLANNING URBAN DESIGN & LANDSCAPE ARCHITECTURE
MHBC
 204-442 BRANT STREET, BURLINGTON, ON, L7R 2G4 | P: 905.639.8686 | WWW.MHBCPLAN.COM

Date	February 27, 2024
File No.	1677 - X
Plan Scale	1:600
Project	Part of Lot 12, Concession 3 Trafalgar, Town of Oakville Region of Halton
Drawn By	P.B. / R.M.
Checked By	initials

Appendix 3: Draft Temporary Use Zoning By-law Amendment to Zoning By-law 1984-63

DRAFT



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2024-xxx

A By-law to amend the Town of Oakville Zoning By-law 1984-63, as amended, to permit the use of lands described as Part of Lot 12, Concession 3, South of Dundas Street, and Lots 113 and 114, Registered Plan 1009, Town of Oakville.

COUNCIL ENACTS AS FOLLOWS:

1. Map 91(8) of By-law 1984-63, as amended, is further amended by applying a "T*" prefix to lands depicted on Schedule 'A' to this By-law.
2. Section 90, Special Temporary Use Provisions for Particular Parcels of Land, of By-law 1984-63, as amended is further amended by adding a new section 90* as follows:

T*	(PT LT 12, CON 3, SOUTH OF DUNDAS STREET, & LOTS 113 & 114, REGISTERED PLAN 1009).	Parent Zone: E1, E2 (SP 732 & 837)
Map 91(8)		2024-
		Expires:
The lands subject to Temporary Zone * may be used for the <i>uses</i> permitted in Section 57-58 of this By-law subject to the regulations provided for such <i>uses</i> and, in addition, the following <i>use</i> subject to the regulations set out herein:		
Additional Permitted Uses		
The following additional use is temporarily permitted for a maximum of three years from the date of the passing of this by-law:		
a)	<i>Outside Storage for Vehicles, Trailers, and / or Shipping Containers to be utilized for storage purposes, not associated with a primary use;</i>	
Regulations		
The following regulation applies to the temporary <i>uses</i> permitted above:		
a)	This <i>use</i> shall be in effect for a maximum of 3 years from the date of the passing of this By-law.	
b)	A <i>Shipping Container</i> shall be defined as "An enclosed unit used for, or intended to be used for, the storage and/or transportation of goods".	
c)	For the purposes of this by-law a <i>Shipping Container</i> shall not be considered a structure.	

d)	Minimum required parking of 8 parking spaces.
e)	Minimum required parking size requirement of 5.7 metres in depth and 2.7 metres in width.

3. This By-law comes into force in accordance with Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended.

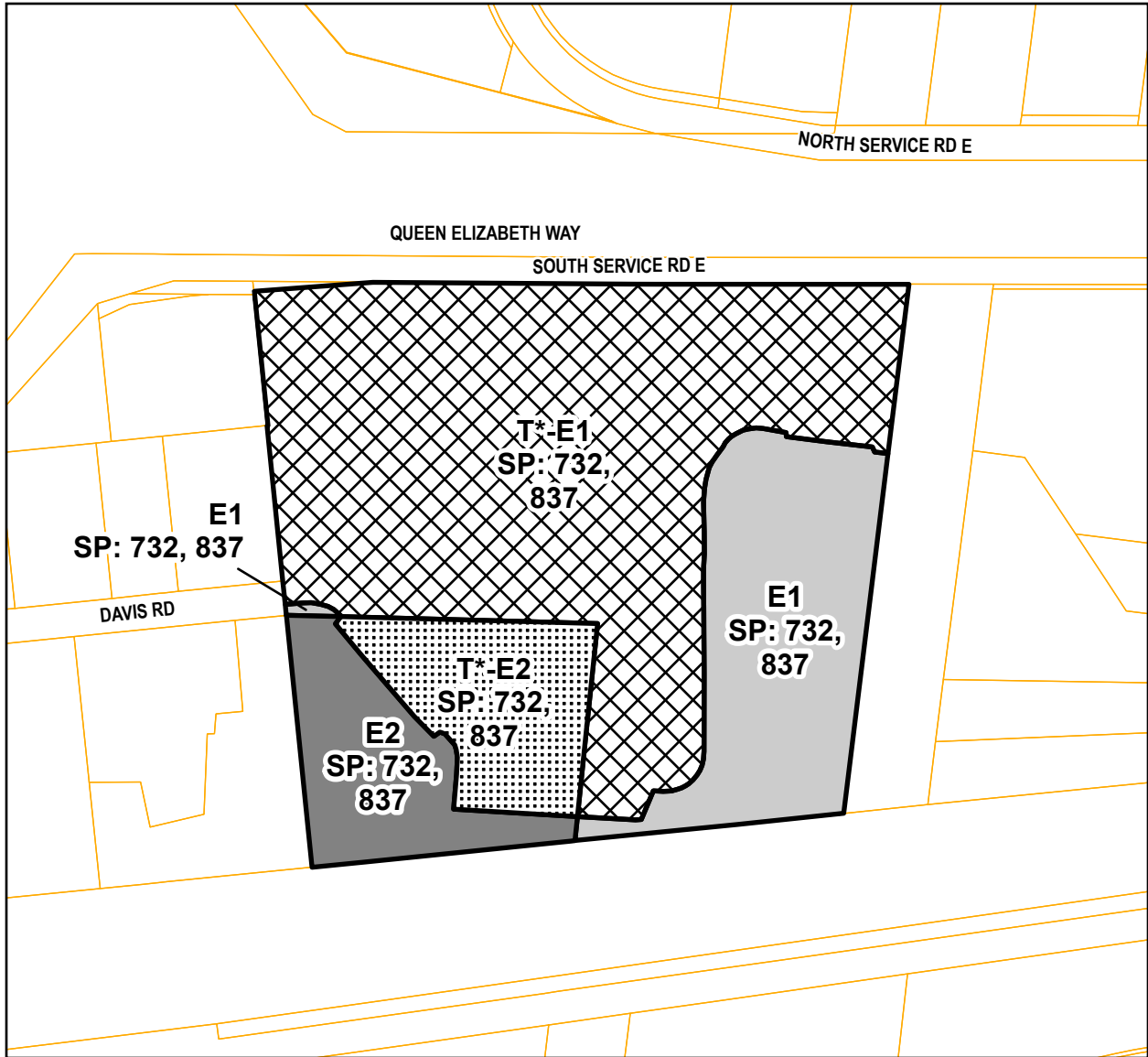
PASSED this MONTH ##th/st/nd/rd, 20##

MAYOR

CLERK







SCHEDULE "A"
to By-Law 2024-***



AMENDMENT TO BY-LAW 1984-063

LEGEND

-  Light Employment (E1; SP 732, 837)
-  Rezoned from Light Employment (E1; SP 732, 837) to Temporary* - Light Employment (T*-E1; SP 732, 837)
-  General Employment (E2; SP 732, 837)
-  Rezoned from General Employment (E2; SP 732, 837) to Temporary* - General Employment (T*-E2; SP 732, 837)

EXCERPT FROM MAP
91(8)



Scale: 1:4,000

**Appendix 4: Draft Temporary Use Zoning By-law
Amendment to Zoning By-law 2014-014**

DRAFT



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2024-xxx

A By-law to amend the Town of Oakville Zoning By-law 2014-014, as amended, to permit the use of lands described as Part of Lot 12, Concession 3, South of Dundas Street, and Lots 113 and 114, Registered Plan 1009, Town of Oakville.

COUNCIL ENACTS AS FOLLOWS:

1. Map 19(8b) of By-law 2014-014, as amended, is further amended by applying a "T*" prefix to lands depicted on Schedule 'A' to this By-law.
2. Section 18, Temporary Use Permissions, of By-law 2014-014, as amended is further amended by adding a new section 18* as follows:

T*	(PT LT 12, CON 3, SOUTH OF DUNDAS STREET, & LOTS 113 & 114, REGISTERED PLAN 1009).	Parent Zone: MTE
Map 19(8b)		2024- Expires:
The lands subject to Temporary Zone * may be used for the <i>uses</i> permitted in Section 7.2 of this By-law subject to the regulations provided for such <i>uses</i> and, in addition, the following <i>use</i> subject to the regulations set out herein:		
Additional Permitted Uses		
The following additional use is temporarily permitted for a maximum of three years from the date of the passing of this by-law:		
a)	<i>Motor Vehicle Storage Compound; Outside Storage of Shipping Containers</i> to be utilized for storage purposes and / or <i>Trailers</i> not associated with a primary use; <i>Parking Area, Heavy Vehicle</i> not associated with a primary use;	
Regulation		
The following regulation applies to the temporary <i>uses</i> permitted above:		
a)	This <i>use</i> shall be in effect for a maximum of 3 years from the date of the passing of this By-law.	
b)	A <i>Shipping Container</i> shall be defined as "An enclosed unit used for, or intended to be used for, the storage and/or transportation of goods".	
c)	For the purposes of this by-law a <i>Shipping Container</i> shall not be considered a structure.	

3. This By-law comes into force in accordance with Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended.

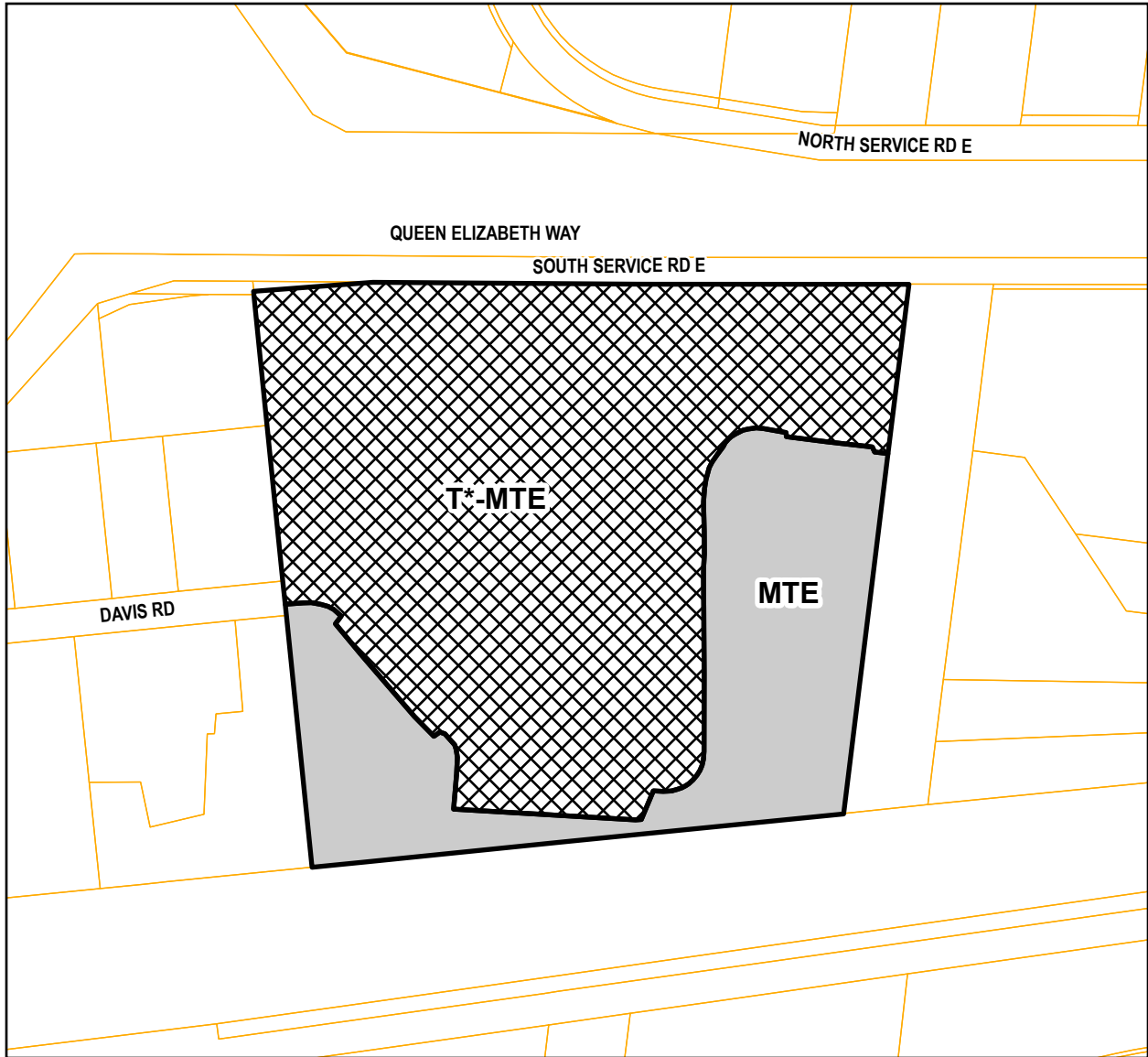
PASSED this MONTH ##th/st/nd/rd, 20##

MAYOR

CLERK





SCHEDULE "A"
to By-Law 2024-***



AMENDMENT TO BY-LAW 2014-014

LEGEND

-  Midtown Transitional Employment (MTE)
-  Rezoned from Midtown Transitional Employment (MTE) to Temporary* - Midtown Transitional Employment (T*-MTE)

EXCERPT FROM MAP
19(8b)



Scale: 1:4,000

Appendix 5: Figures

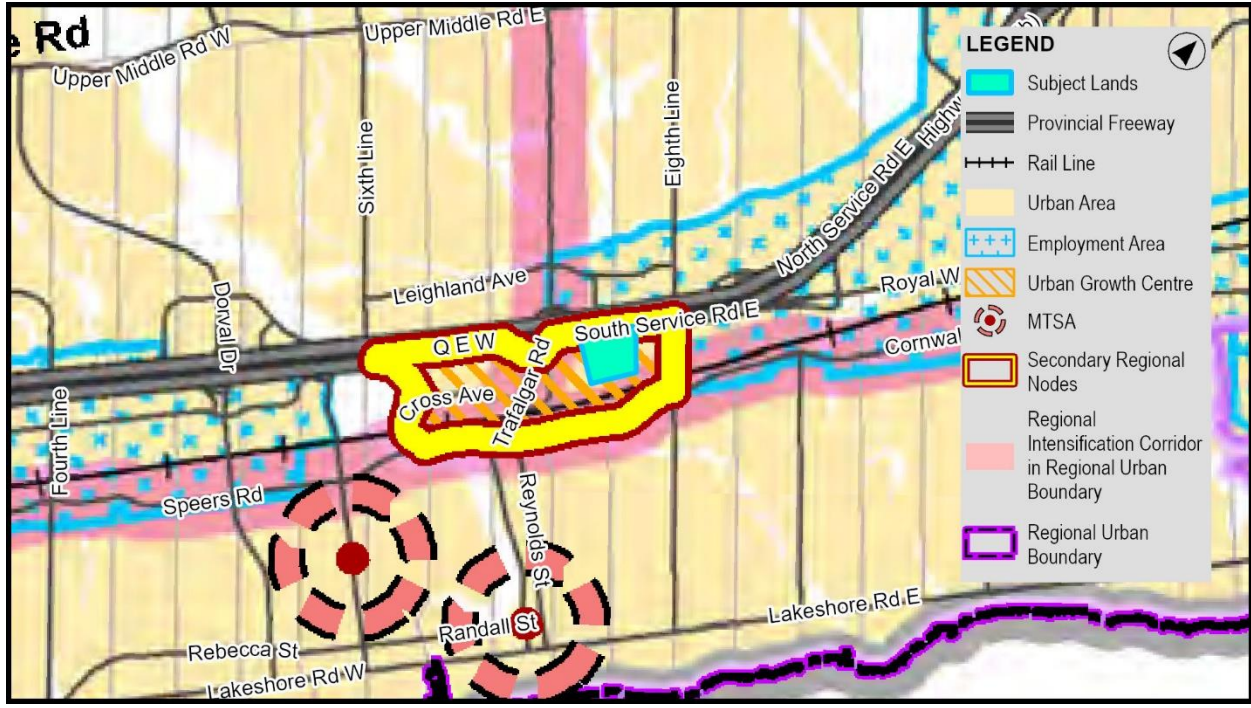


Figure 3- Region of Halton, Map 1h- Regional Urban Structure



Figure 4- Region of Halton, Map 6a- Midtown Oakville GO UGC/MTSA

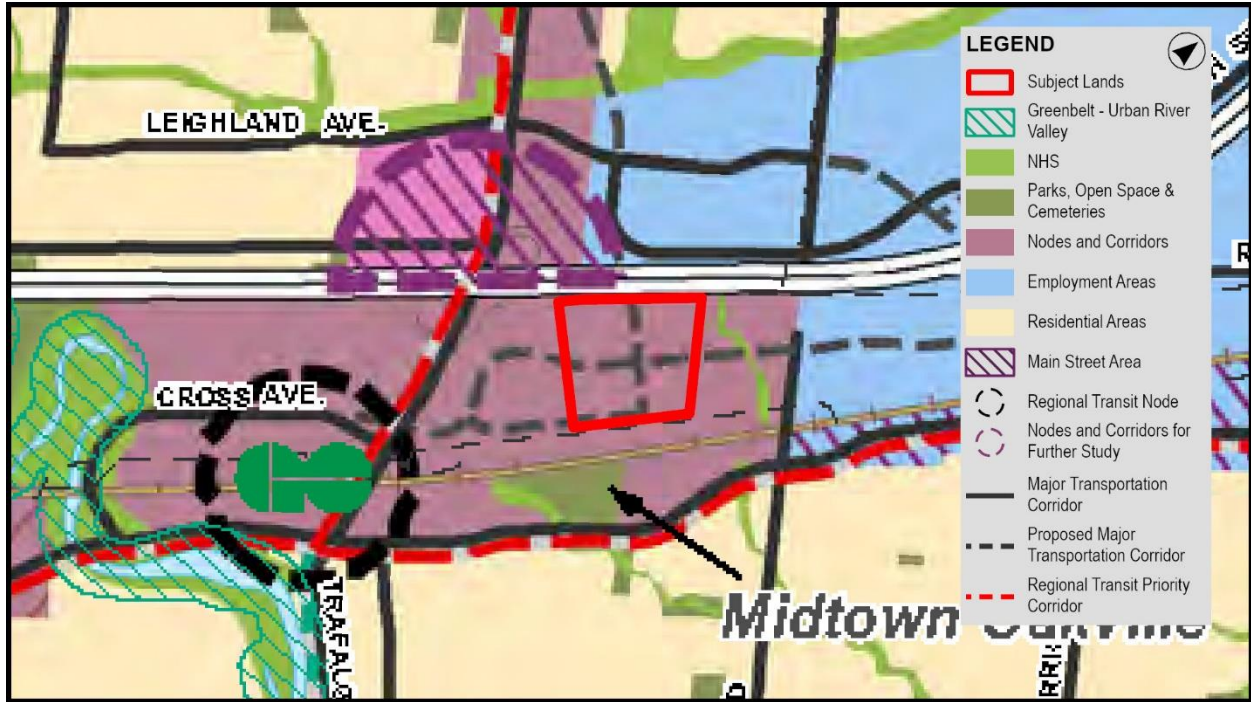


Figure 5-Livable Oakville Plan, Schedule A1- Urban Structure

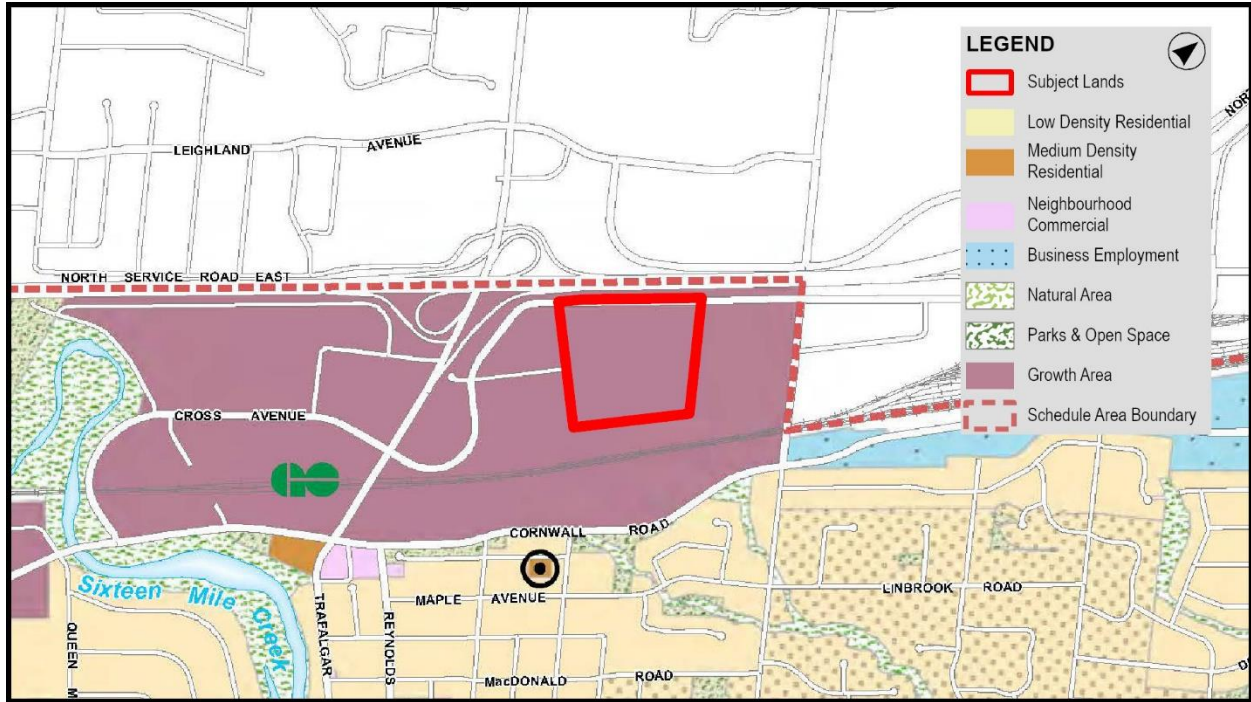


Figure 6- Livable Oakville Plan, Schedule G- South East Land Use Plan

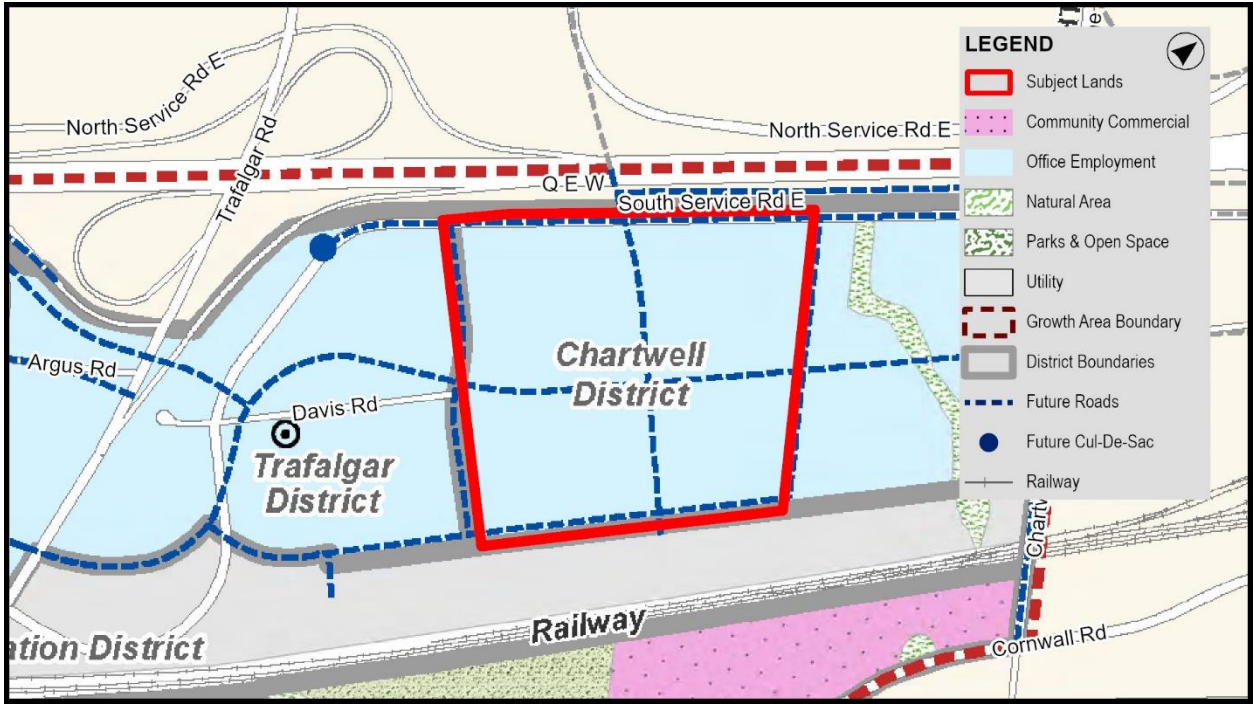


Figure 7- Livable Oakville Plan, Schedule L1- Midtown Oakville Land Use

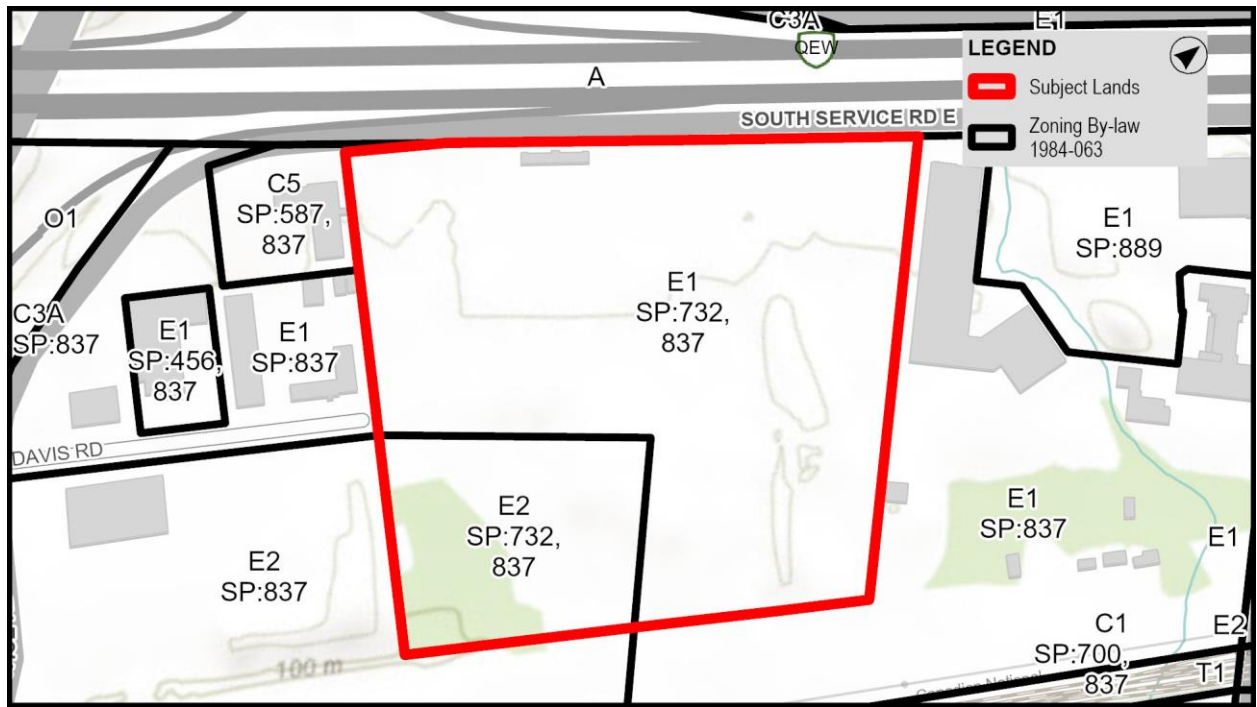


Figure 8- Town of Oakville Zoning By-law 1984-63

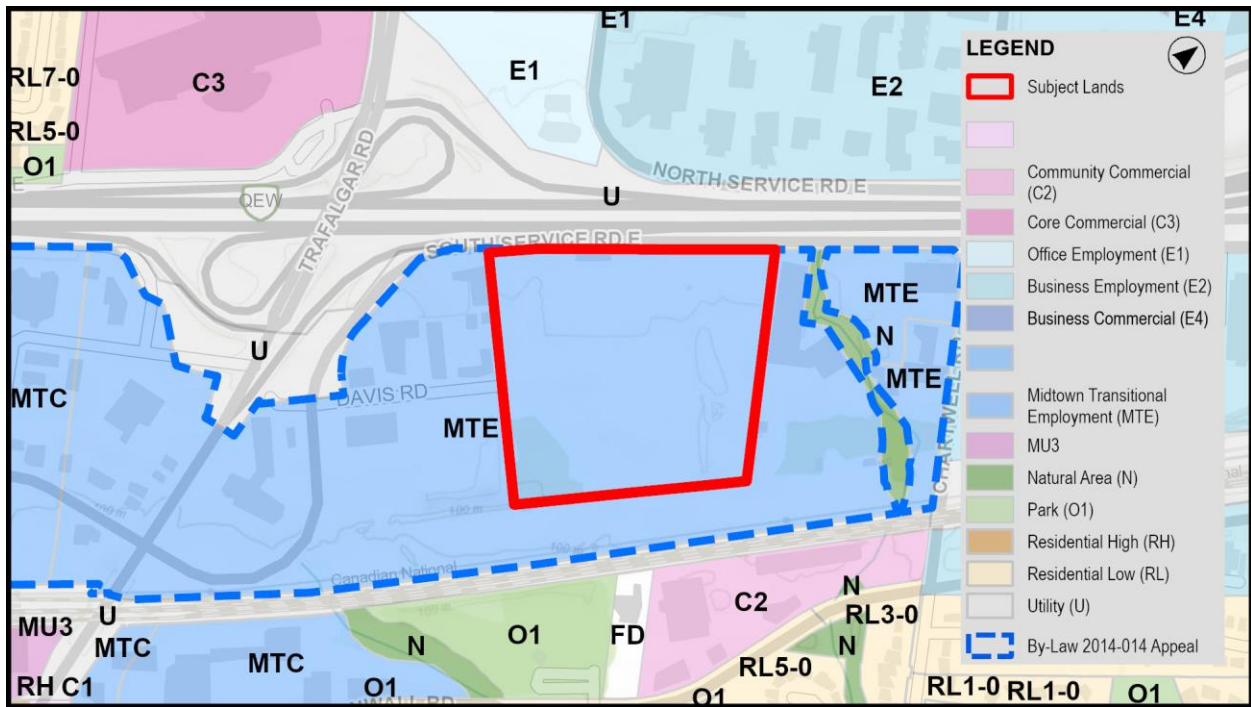
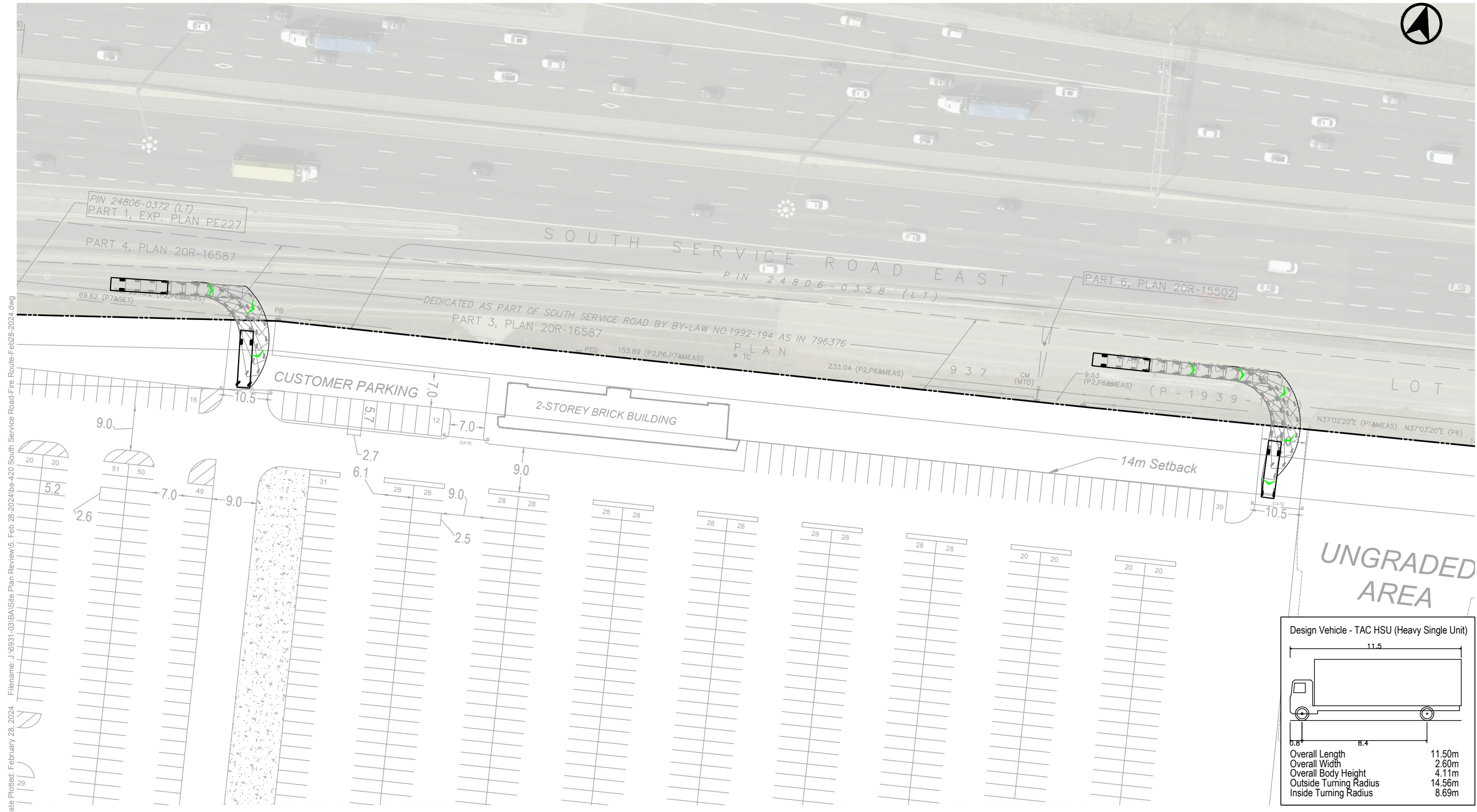
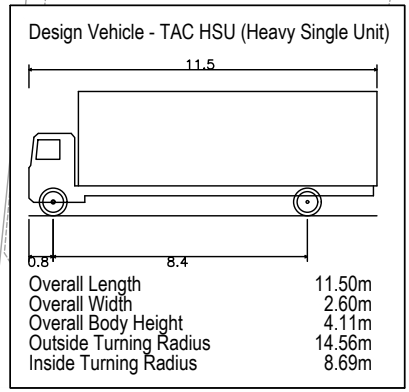


Figure 9-Town of Oakville Zoning By-law 2014-014

Appendix 6: Vehicular Manoeuvring Diagrams



Date Plotted: February 28, 2024 File Name: J:\6931-03\BA\Site Plan Review\5. Feb 28-2024\ba-420 South Service Road-Fire Route-Feb28-2024.dwg

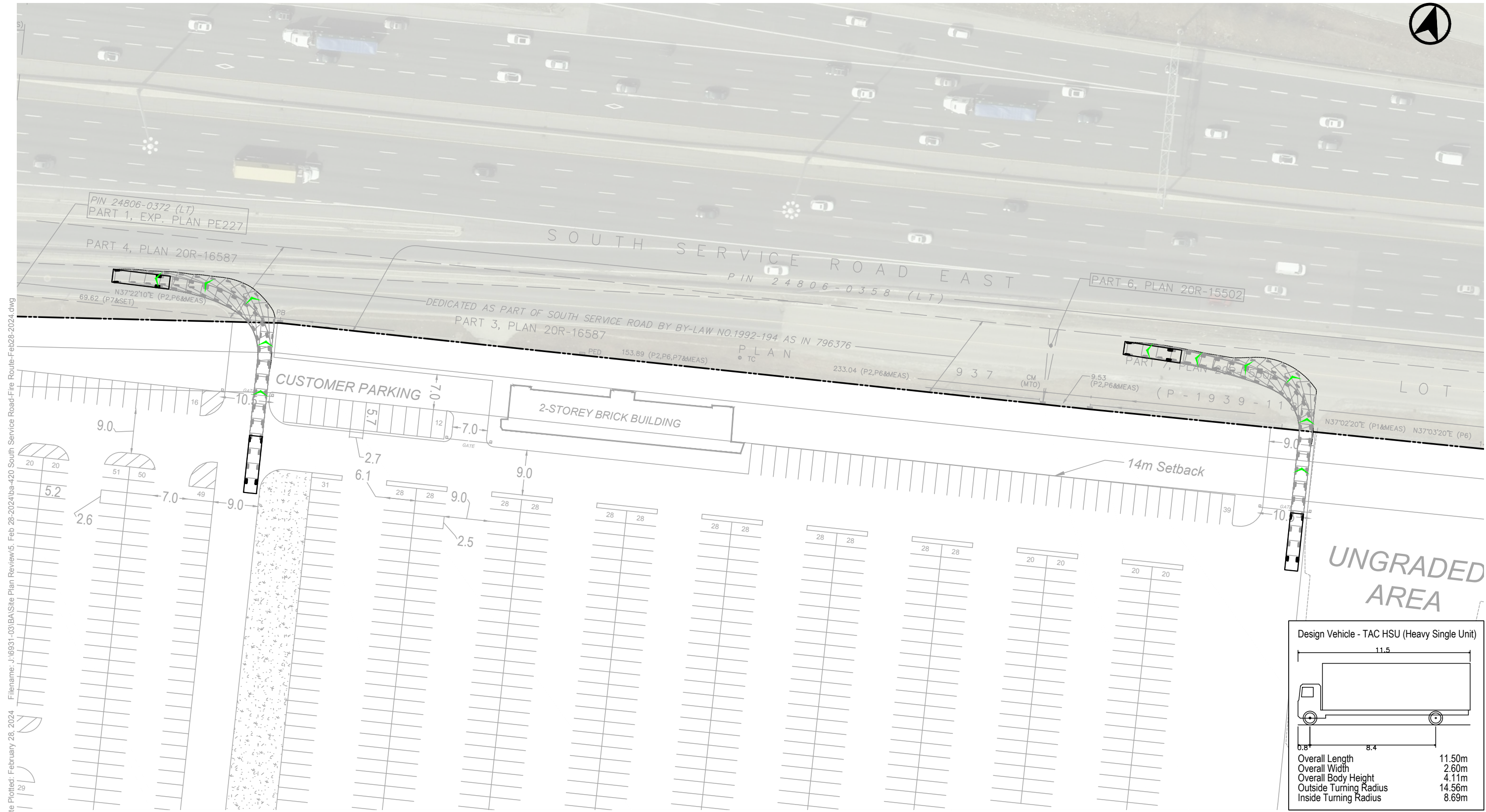


420 SOUTH SERVICE ROAD
VEHICLE MANOEUVRING DIAGRAMS
HEAVY SINGLE UNIT TRUCK (LARGEST ANTICIPATED VEHICLE)
INBOUND

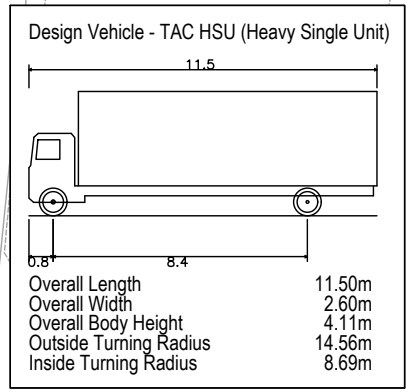
Project: 420 South Service Road
 Project No. 6931-03
 Date: February 28, 2024
 Revised: --

Scale 1:750

Drawing No. **VMD-01**



Date Plotted: February 28, 2024 File Name: J:\6931-03\BA\Site Plan Review\5. Feb 28-2024\ba-420 South Service Road-Fire Route-Feb28-2024.dwg



420 SOUTH SERVICE ROAD
VEHICLE MANOEUVRING DIAGRAMS
HEAVY SINGLE UNIT TRUCK (LARGEST ANTICIPATED VEHICLE)
OUTBOUND

Project: 420 South Service Road
 Project No. 6931-03
 Date: February 28, 2024
 Revised: --

Scale 1:750

Drawing No. **VMD-02**



806-0372 (LT)
1, EXP. PLAN PE227

4, PLAN 20R-16587

SOUTH SERVICE ROAD EAST
PIN 24806-0358 (LT)

PART 6, PLAN 20R-15502

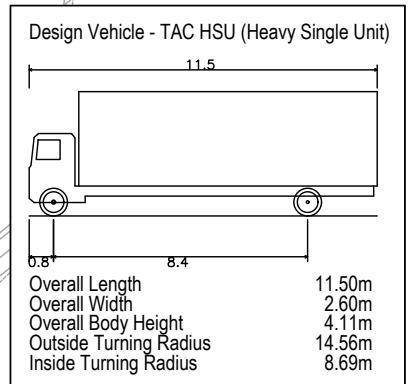
DEDICATED AS PART OF SOUTH SERVICE ROAD BY BY-LAW NO.1992-194 AS IN 796376
PART 3, PLAN 20R-16587

PART 7, PLAN 20R-15502
(P-1939-1)



Date Plotted: February 28, 2024
Filename: J:\6931-03\BA\Site Plan Reviews\5_Feb 28-2024\ba-420 South Service Road-Fire Route-Feb28-2024.dwg

PAVED
EA



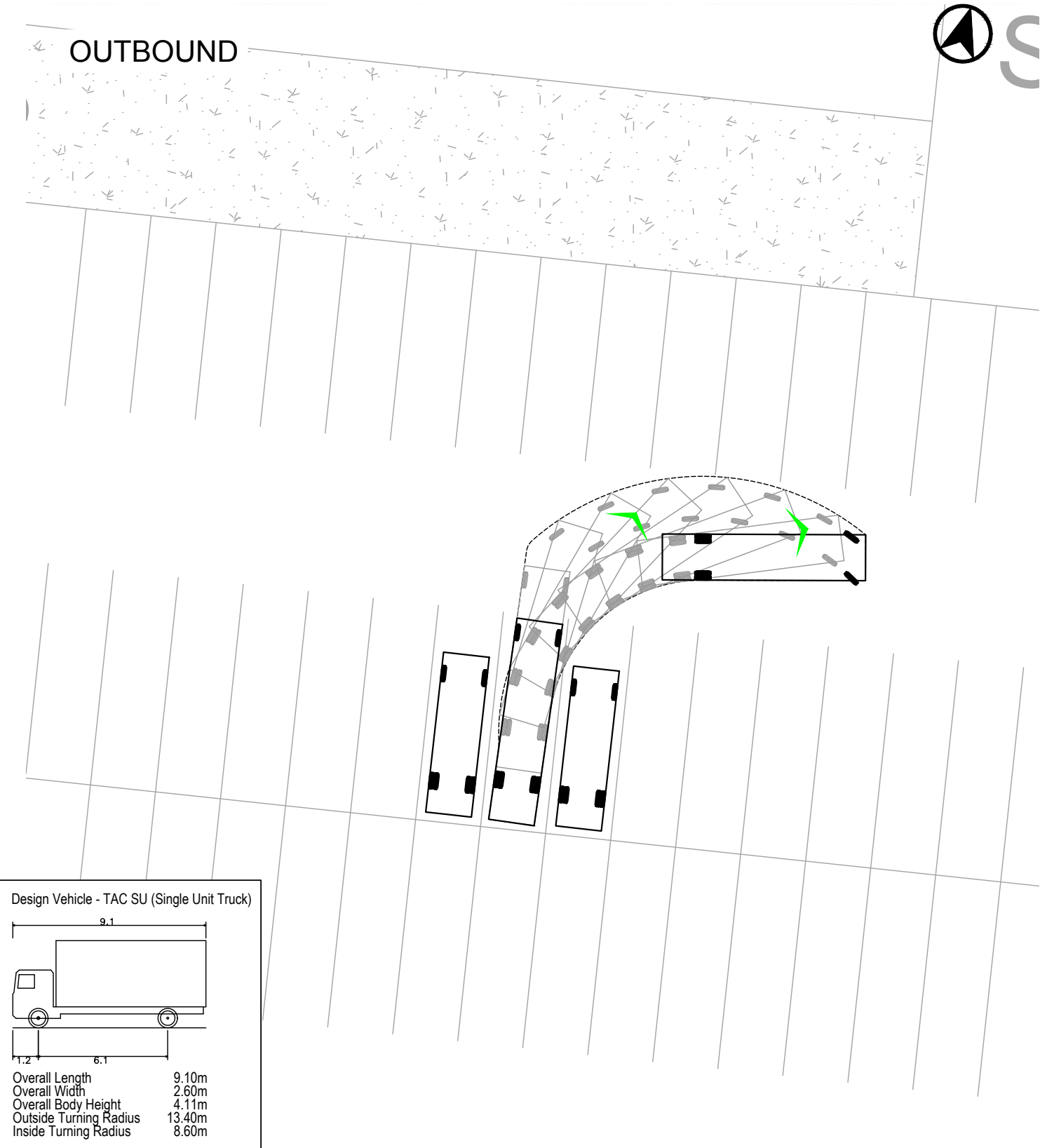
**420 SOUTH SERVICE
VEHICLE MANOEUVRING DIAGRAM
HEAVY SINGLE UNIT TRUCK
CIRCULATION**

Project: 420 South Service Road
Project No. 6931-03
Date: February 28, 2024
Revised: --

Scale: 1:1,000

Drawing No. **VMD-03**

Date Plotted: February 28, 2024 File Name: J:\6931-03\BA\Site Plan Review\5. Feb 28-2024\ba-420 South Service Road-Fire Route-Feb28-2024.dwg

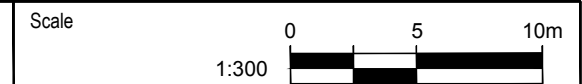


Design Vehicle - TAC HSU (Heavy Single Unit)		Design Vehicle - TAC SU (Single Unit Truck)	
Overall Length	11.50m	Overall Length	9.10m
Overall Width	2.60m	Overall Width	2.60m
Overall Body Height	4.11m	Overall Body Height	4.11m
Outside Turning Radius	14.56m	Outside Turning Radius	13.40m
Inside Turning Radius	8.69m	Inside Turning Radius	8.60m



420 SOUTH SERVICE ROAD
VEHICLE MANOEUVRING DIAGRAMS - RV AND TRAILER PARKING AREA
HEAVY SINGLE UNIT TRUCK (LARGEST ANTICIPATED VEHICLE)
ADJACENT TO SINGLE UNIT TRUCKS

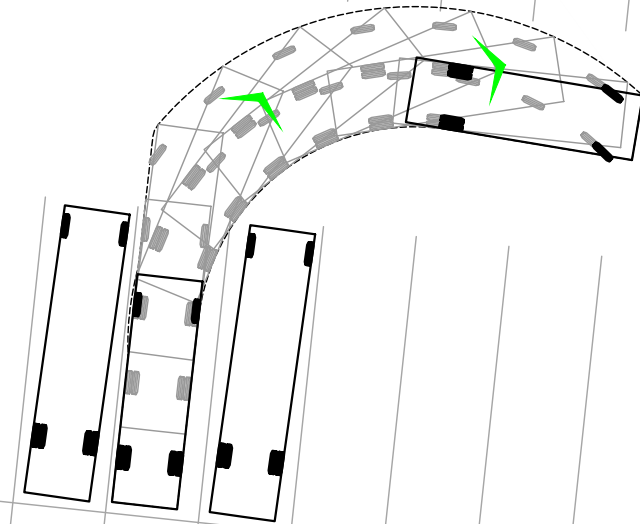
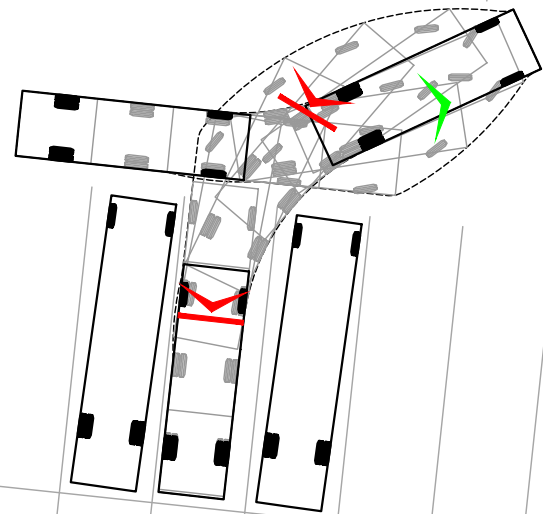
Project: 420 South Service Road
 Project No. 6931-03
 Date: February 28, 2024
 Revised: --



Drawing No. **VMD-04**

INBOUND
Stone Slope

OUTBOUND
Stone Slope



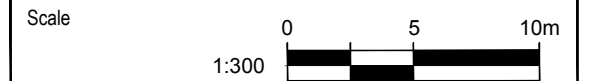
Design Vehicle - TAC HSU (Heavy Single Unit)		Design Vehicle - TAC SU (Single Unit Truck)	
Overall Length	11.50m	Overall Length	9.10m
Overall Width	2.60m	Overall Width	2.60m
Overall Body Height	4.11m	Overall Body Height	4.11m
Outside Turning Radius	14.56m	Outside Turning Radius	13.40m
Inside Turning Radius	8.69m	Inside Turning Radius	8.60m

Date Plotted: February 28, 2024 File Name: J:\6931-03\BA\Site Plan Review\5. Feb 28-2024\ba-420 South Service Road-Fire Route-Feb28-2024.dwg



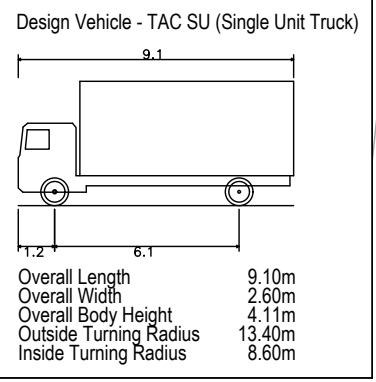
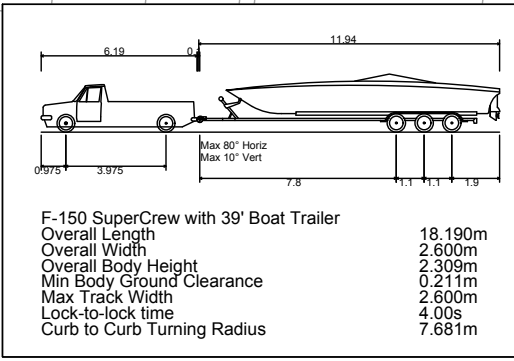
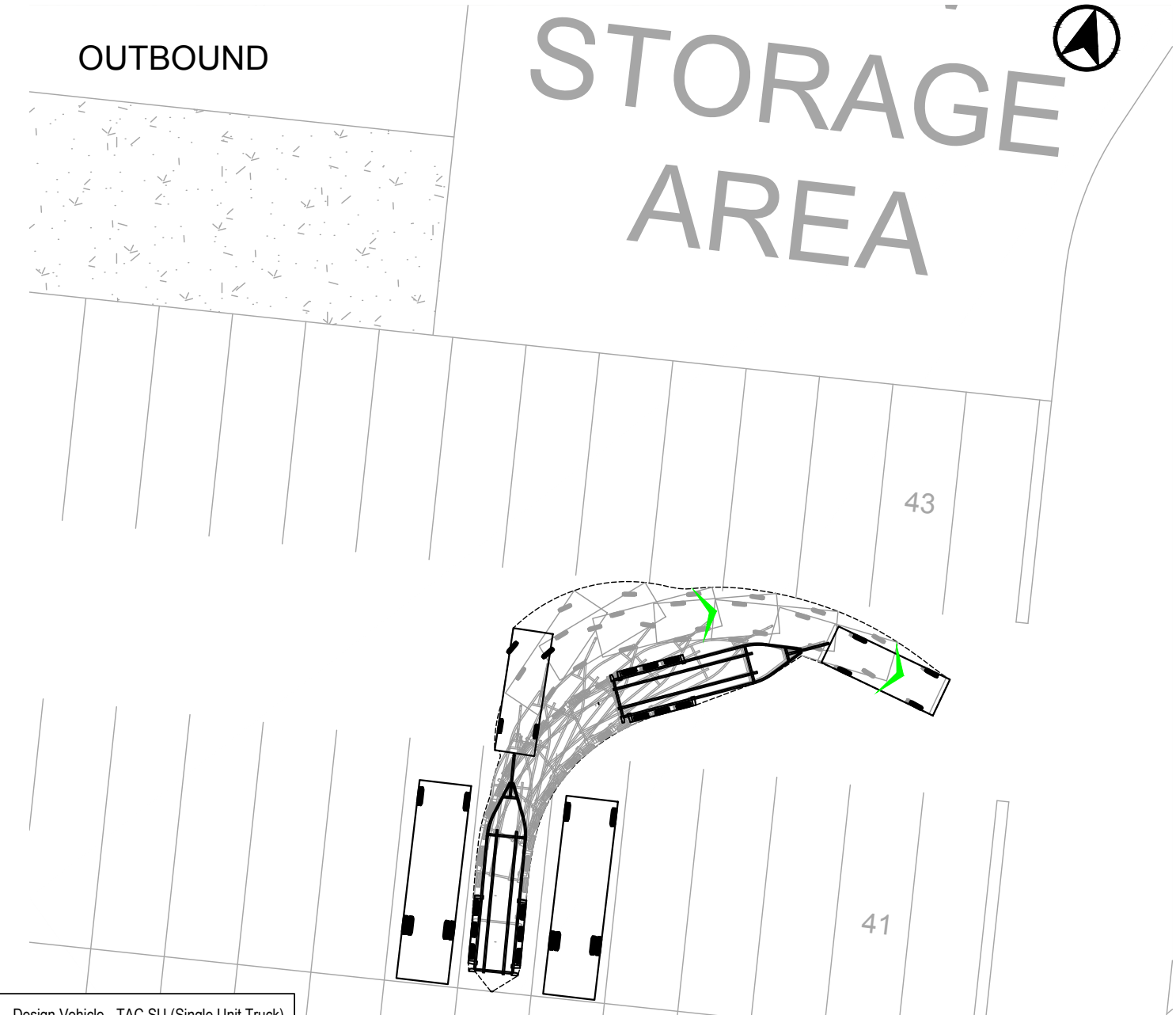
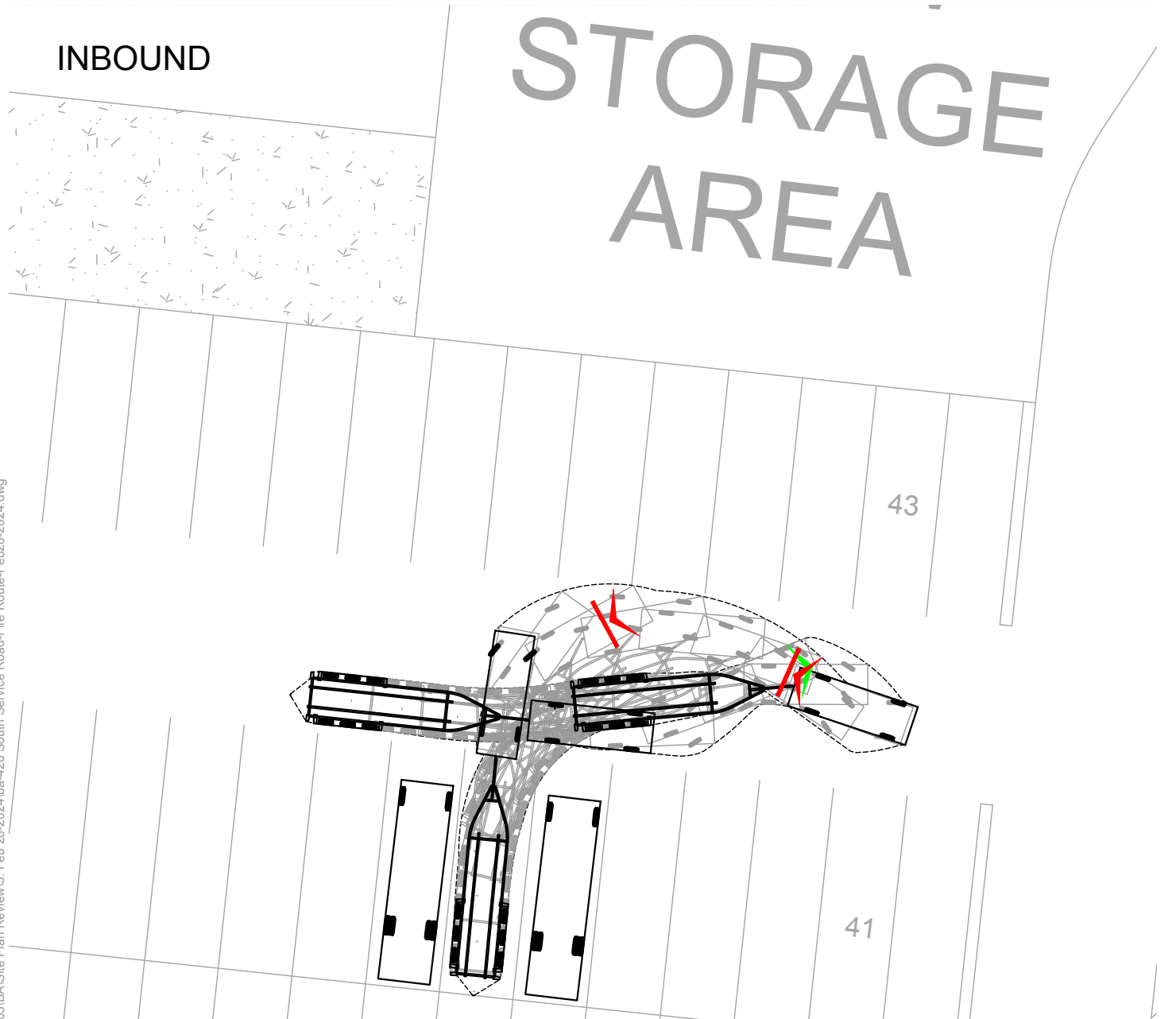
420 SOUTH SERVICE ROAD
 VEHICLE MANOEUVRING DIAGRAMS - RV AND TRAILER PARKING AREA
 SINGLE UNIT TRUCK
 ADJACENT TO HEAVY SINGLE UNIT TRUCKS

Project: 420 South Service Road
 Project No. 6931-03
 Date: February 28, 2024
 Revised: --



Drawing No. **VMD-05**

Date Plotted: February 28, 2024 File Name: J:\6931-03\BA\Site Plan Review\5. Feb 28-2024\ba-420 South Service Road-Fire Route-Feb28-2024.dwg



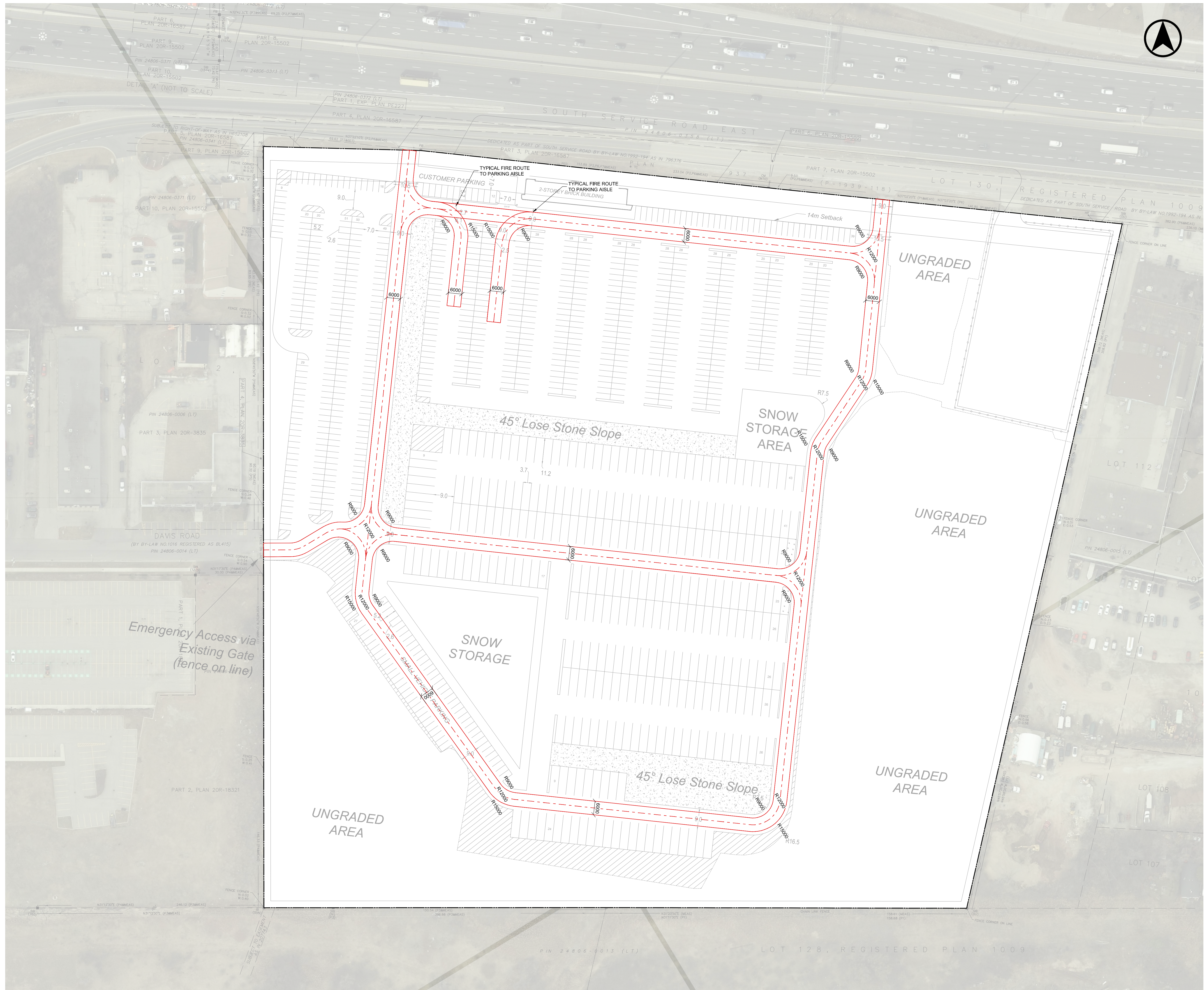
420 SOUTH SERVICE ROAD
VEHICLE MANOEUVRING DIAGRAMS - RV AND TRAILER PARKING AREA
F-150 TRUCK WITH TRAILER
ADJACENT TO SINGLE UNIT TRUCKS

Project: 420 South Service Road
 Project No. 6931-03
 Date: February 28, 2024
 Revised: --

Scale 1:300

Drawing No. **VMD-06**

Appendix 7: Fire Route Diagrams



GENERAL NOTES

- 1. DESCRIPTION
- 2. DESCRIPTION

NO	MM-DD-YR	INT	REVISION NOTE
00			

BA Consulting Group Ltd.
1000-85 St. Clair Ave. W.
Toronto ON M6V 1N6
tel. 416 961 7110
www.bagroup@bagroup.com

**MOVEMENT
IN URBAN
ENVIRONMENTS**
BAGROUP.COM

420 SOUTH SERVICE ROAD

FIRE ROUTE

Date: February 28, 2024

Project No.: 6931-03

Scale: 1:750