

PLANNING JUSTIFICATION REPORT

DRAFT PLAN OF SUBDIVISION

BLOCK 415 – 6TH LINE AND CARNEGIE DRIVE
Town of Oakville

Date:

February 2022

Prepared for:

Fernbrook Homes (Seven Oaks 2021) Ltd.

Prepared by:

**MacNaughton Hermsen Britton Clarkson
Planning Limited (MHBC)**

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Our File 171905

EXECUTIVE SUMMARY

This Planning Justification Report (“PJR”) has been prepared in support of a proposed Draft Plan of Subdivision (“POS”) application to facilitate the development of nine single detached lots and 19 freehold townhouses on a municipal lane.

This PJR provides a description of the proposal and surrounding physical context, a summary of the supporting studies and a detailed and comprehensive planning analysis of the applicable policy and regulatory framework.

The lands subject to the proposed application (the “Subject Lands”) are situated on the east corner of Sixth Line and Carnegie Drive, between Dundas Street East to the south and Burnhamthorpe Road to the north in the Town of Oakville. The Subject Lands are comprised of Block 415 of the Sixth Line Corporation (Registered Plan 20M-1186).

Through the previous draft plan approval process that created the Sixth Line Corporation Subdivision and Block 415, the Town of Oakville included a condition that requested the Owner consider a commercial or mixed use concept for a period of three years following subdivision registration, if viable and subject to market conditions, and hold off on its original plans for the block which was a concept consisting of single-detached and townhouse built forms. After the three year period had lapsed, the block would revert back to stand alone residential purposes as originally proposed. The Sixth Line Corporation Subdivision was registered in February of 2017 and, given the built form of the land immediately adjacent to this block as well as taking into consideration the similar developments proposed in the immediate area, the Owner was not able to develop the block for a commercial or mixed use development. Block 415 is subject to Holding Provision H10 which implements this requirement. As a result, the purpose of this application is to re-establish an updated version of the original proposal for the Subject Lands.

The areas surrounding the Subject Lands consist predominantly of agricultural and residential uses. Most of the surrounding area that is not currently being used for residential uses is either currently under development for residential uses or has active development applications for future residential uses.

The area is serviced and accessible through a range of mobility choices within the existing and future planned transportation network, including sidewalks, bike lanes and public transit. Sixth Line is currently being reconstructed to include a 4 lane right of way, sidewalks and bike lanes and the development of this block has been considered in its design and ultimate construction.

The proposed POS will create nine single-detached lots, 19 freehold street townhouses and a municipal lane. Each single-detached and townhouse unit is intended to have wide garages and driveways to accommodate two driveway and two garage spaces, ensuring appropriate resident and visitor parking. The designs for the single detached units will be taken from the model selection already existing in the Sixth Line Corporation Subdivision and will complement the existing single detached units found on the opposite

side of Millicent Avenue and the rest of the community. The design of the proposed townhouse units has been prepared specifically for the development proposal and blends an urban feel with traditional elements like brick and stone.

The Subject Lands are currently designated as Neighbourhood Area in the North Oakville East Secondary Plan (NOESP) and split between Neighbourhood Centre Area and General Urban Area in the NOESP Master Plan. The Subject Lands are zoned Neighbourhood Centre (NC29, H10/H15) and the proposed POS has been designed to comply with the existing zoning on site.

A detailed planning analysis of the Provincial and municipal policy and regulatory framework is provided in the PJR and concludes that the proposed POS is consistent with and conforms to all relevant Provincial and municipal land uses policies and regulations.

Since the property was already included as part of the draft approval for the Sixth Line Corporation Subdivision and was included as a block when the plan of subdivision for Sixth Line Corporation was registered, the site and surrounding lands have already been extensively studied and approved for development through that process. The current proposal is supported by a series of updated and detailed technical studies including servicing, transportation, environmental, and urban design.

The proposal provides for the development of residential uses on the Subject Lands. The proposed Draft Plan of Subdivision meets the requirements under Section 51(24) of the Planning Act, represents good planning and is in the public interest. The proposal contributes to meeting the Town's and Region's goals and objectives for growth.

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ABBREVIATIONS

ESA	Environmental Site Assessment
FSR	Functional Servicing Report
PJR	Planning Justification Report
POS	Draft Plan of Subdivision
PPS	Provincial Policy Statement
PIM	Public Information Meeting
ROW	Right-of-way
SWM	Stormwater Management
TB	Traffic Brief
LOP	Livable Oakville Plan

1.0 INTRODUCTION

MacNaughton Hermsen Britton Clarkson Planning Limited (“MHBC”) has been retained by Fernbrook Homes (Seven Oaks 2021) Ltd. (“Owner”) to assist with a Draft Plan of Subdivision application to develop the lands located on Block 415 of Registered Plan 20M-1186 (“Sixth Line Corporation Subdivision”) at the east corner of Sixth Line and Carnegie Drive in the Town of Oakville (hereinafter the “Subject Lands”), as shown in **Figure 1**.

Through the previous draft plan approval process that created the Sixth Line Corporation Subdivision and Block 415, the Town of Oakville included a condition that requested the Owner consider a commercial or mixed use concept for a period of three years following subdivision registration, if viable and subject to market conditions, and hold off on its original plans for the block which was a concept consisting of single-detached and townhouse built forms. After the three year period had lapsed, the block would revert back to stand alone residential purposes as originally proposed. The Sixth Line Corporation Subdivision was registered in February of 2017 and, given the built form of the land immediately adjacent to this block as well as taking into consideration the similar developments proposed in the immediate area, the Owner was not able to develop the block for a commercial or mixed use development. As a result, the purpose of this application is to re-establish an updated version of the original proposal for the Subject Lands.

This Planning Justification Report (“PJR” or “Report”) has been prepared on behalf of the Owner in support of the proposed Draft Plan of Subdivision (“POS”) application to facilitate the development of the Subject Lands with nine single detached lots, 19 freehold street townhouse lots and a municipal lane. The proposal implements the policies of the North Oakville East Secondary Plan (“NOESP”) and complies with the existing applicable zoning.

1.1 PURPOSE

This Report provides a comprehensive assessment and justification for the proposed POS in relation to the applicable policy and regulatory framework and the physical context of the Subject Lands including:

- A description of the Subject Lands, surrounding land uses, and existing physical conditions;
- A summary of the technical reports and plans prepared to support the proposal;
- A description of the proposed Draft POS ;
- A review of the existing policy and regulatory framework in relation to the proposed plan and an assessment of its conformity with Provincial, Regional and Town policies and regulations; and,
- A summary of conclusions related to the proposed POS application.

1.2 PRE - CONSULTATION


A Pre-Consultation Request application was submitted to the Town in September 2021 to confirm the required submission materials to support the future application. This meeting resulted in the issuance of a



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Figure 1
**LOCATION
 MAP**

LEGEND

 Subject Lands

Date: December 9, 2021

Scale: 1:2000



Block 415, Plan 20m1186
 Oakville, Ontario



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submission requirements checklist identifying the submission materials required for a ‘complete application’. This document is provided in **Appendix A** and identified the need for a POS application to facilitate the proposed development concept.

Pre-Consultation Submission Requirements

DOCUMENT / PLAN	CONSULTANT
Survey/Legal Plan	J.D. Barnes Limited
Concept Plan	HUNT Design Associates Inc.
Draft Plan of Subdivision	J.D. Barnes Limited
Planning Justification Report	MHBC Planning, Urban Design, and Landscape Architecture
Urban Design Brief	MHBC Planning, Urban Design, and Landscape Architecture
Site Plan & Site Plan Details	HUNT Design Associates Inc.
Site Servicing Plan	Urbantech
Archeological Assessment	D.R. Poulton & Associates Inc.
Environmental Site Assessment + RSC	Golder Associates
Grading Plan & Drainage Plan	Urbantech
Truck Turning Plan	AECOM
Topographic Study	Urbantech
Stormwater Management Report	Urbantech
Functional Servicing Report	Urbantech
Traffic Brief	AECOM
Minutes and list of attendees at PIM	MHBC Planning, Urban Design, and Landscape Architecture
Map and table showing densities/designation	MHBC Planning, Urban Design, and Landscape Architecture
Allocation Assignment Plan	MHBC Planning, Urban Design, and Landscape Architecture

The reports and studies noted above are summarized in **Section 3** of this Report.

1.3 PUBLIC INFORMATION MEETING

A Public Information Meeting (PIM) was hosted prior to the submission of the application on December 2, 2021. The meeting was held virtually from 6:30 PM to 8:00 PM and was set up using Zoom with a PowerPoint presentation prepared providing information on different aspects of the proposal. In accordance with the Town of Oakville’s current processes of public notification, meeting invitations were mailed out to 65 addresses and sent to 38 email addresses, which were provided by the Town Staff. Project team staff in attendance included representatives from Krpan Group (representing Fernbrook Homes (Seven Oaks 2021) Limited), MHBC Planning (land use planning), and Hunt Design Associates Inc. (architecture). The consultant was available to respond to specific inquires regarding the details of the proposal. One member of the public attended the virtual PIM and inquired about timing of construction and sales information.

2.0 EXISTING SITE & CONTEXT

The consideration of an existing site's context is important in the planning analysis for the proposed development. Context must be evaluated not only as it relates to the existing physical environment and surrounding area but to the specific and immediate urban setting and urban structure which includes future land uses and infrastructure.

2.1 DESCRIPTION OF THE SITE

The Subject Lands are identified as Block 415 of the Sixth Line Corporation Subdivision (Registered Plan 20M-1186), located on the east corner of Sixth line and Carnegie Drive between Dundas Street East to the south and Burnhamthorpe Road West to the north in the Town of Oakville. The Subject Lands are comprised of a single parcel (PIN 249294406), are approximately 0.9 hectares (2.22 acres) in size and have 136 metres of frontage along Sixth Line. The Subject Lands form a rectangular shape with a slight slant on the southern portion. The Subject Lands are currently vacant and surrounded by low rise residential development to the north, east and south.

A location map of the Subject Lands is shown in **Figure 1**.

2.2 SURROUNDING AREA CONTEXT

Figure 2 illustrates the surrounding area context of the Subject Lands. The following is a further description of the physical context within which the development is proposed.

North

Immediately north of the Subject Lands are existing single detached dwellings and street townhouses accessed through a municipal laneway that are currently under development. Further north of the Subject Lands, the lands are either vacant, used for agricultural purposes or under development for residential uses. Much of the vacant and agricultural lands are proposed for residential development through on-going planning applications.

East

The Subject Lands are adjacent to low rise residential uses to the east in the form of single detached dwellings. Further to the east is the Dr. David R. Williams Public School, parks and the East Morrison Creek Trail.

South

To the south of the Subject Lands are low rise residential uses in the form of single detached dwellings. Further to the south along Dundas Street is a shopping centre consisting of retail, fast food and restaurants, fitness centre, and financial institutions.

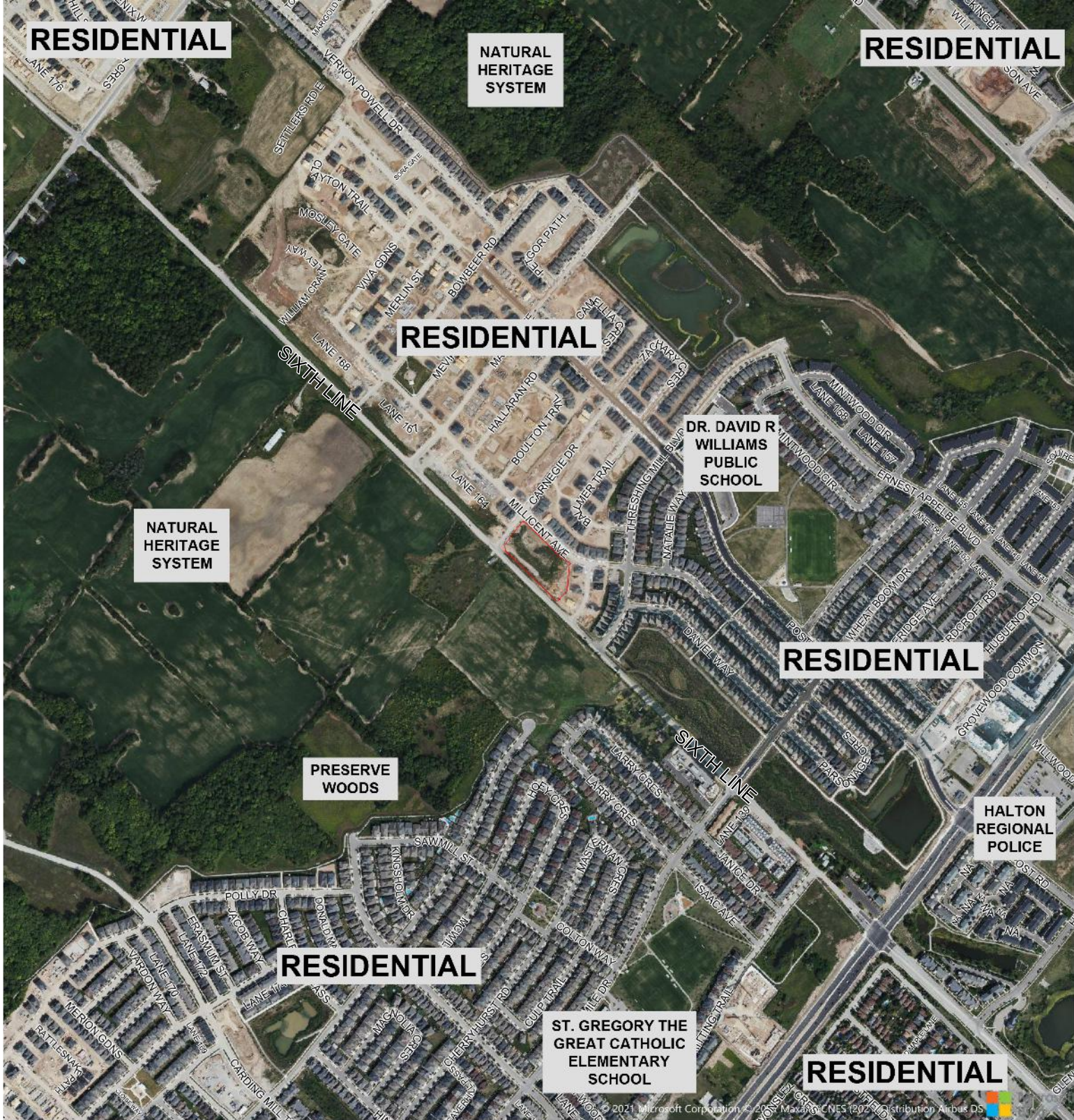


Figure 2

SURROUNDING CONTEXT

LEGEND

Subject Lands

Date: December 9, 2021

Scale: 1:10000



Block 415, Plan 20m1186
Oakville, Ontario

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West

To the west of the Subject Lands on the opposite side of Sixth Line, the lands are predominantly vacant or used for agricultural purposes. There are multiple applications for future residential development along the west side of Sixth Line.

Shopping and Services

The Subject Lands are approximately 2.5 km north of a large shopping centre that is bounded by Dundas Street East, Trafalgar Road, and Hays Boulevard. The centre contains a wide variety of retail, personal services, banks, gyms, restaurants and grocery stores.

Community Facilities

The Subject Lands are located in proximity to a number of existing community facilities as shown in **Table 1**.

Table 1: Proximity to Existing Community Facilities

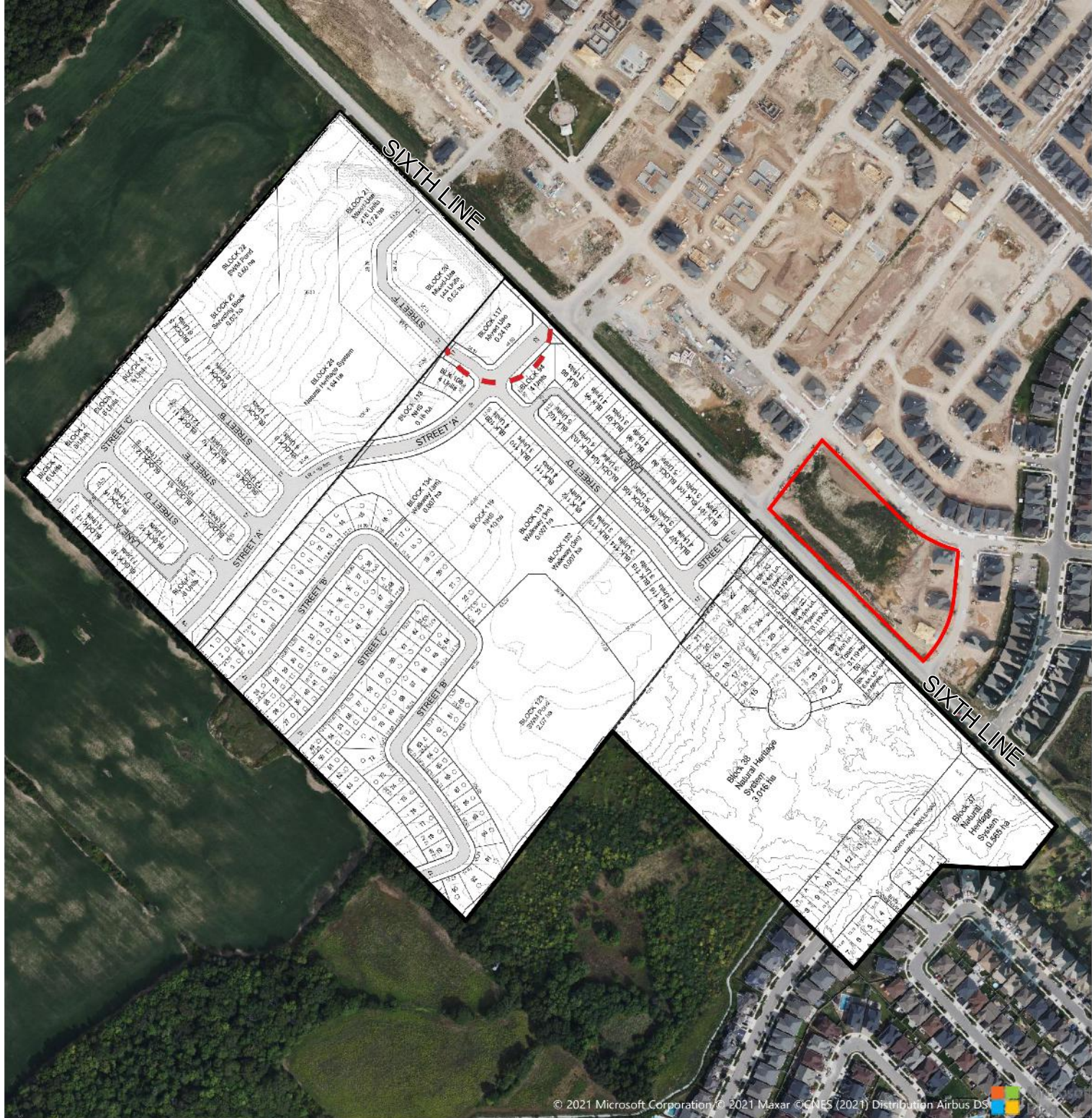
Facility	Distance (km)	Approximate Travel Time (minutes)		
		Walk	Cycle	Car
Dr. David R. Williams Public School	600 m	7	2	2
Municipal Tennis Courts	700 m	8	2	3
Fowley Park	1.1	13	3	4
Dr. David R. Williams School Park	1.0	12	3	4
East Morrison Creak Trail	1.0	12	3	3
Isaac Park	1.2	14	5	3
St. Gregory the Great Catholic Elementary School	1.3	16	5	2
St. Andrew Catholic Elementary School	2.2	28	8	4

2.3 AREA DEVELOPMENT CONTEXT

Figure 3 illustrates the development applications in the surrounding area. The applications are currently in different stages of review and approval.


Part of Lot 16, Concession 1, North of Dundas Street

A Draft Plan of Subdivision (File No. 24T-21004/1316) and Zoning By-law Amendment application (File No. Z.1316.11) was submitted on the lands known as Part of Lot 16, Concession 1, just north of Dundas Street. The proposal includes 22 detached dwellings, 14 semi-detached dwellings, 21 townhouses and two natural heritage system blocks.

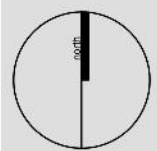


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Figure 3
**AREA
 DEVELOPMENT
 CONTEXT**

LEGEND
 Subject Lands

DATE: December 9, 2021 **SCALE:** Not to Scale



Block 415, Plan 20m1186
 Oakville, Ontario

N:\171-825 - Block 415, 2nd Fl. - Oakville - MHBC Documents\Planning, Justification Report\Drawings\3- Area Development Context.dwg

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3270 Sixth Line

A Draft Plan of Subdivision (File No. 24T-20001/1316), Zoning By-law Amendment (File No. Z.1316.07) and Official Plan Amendment (File No. OPA 1316.07) application was submitted on the lands at 3270 Sixth Line in 2020. The proposal is to develop the site for 95 detached dwellings, 87 townhouses, and a mixed use building, the natural heritage system, roads and stormwater management pond. The Zoning By-law Amendment is to rezone the property from Existing Development to Site Specific Neighbourhood Centre General Urban, Sub-Urban, Natural Heritage System and Stormwater Management Facility zones. The proposed Official Plan Amendment has been submitted to permit the development of Block 107 of the Draft Plan of Subdivision for an eight storey mixed use building (103 residential units and 222.5 square metres of ground floor commercial) with an FSI of 4.2.

3380 Sixth Line

A Zoning By-law Amendment (File No. Z.1316.08) and Draft Plan of Subdivision (File No. 24T-20003/1316) to permit the construction of 514 residential units was submitted in August 2021. The proposal also includes a stormwater pond, public roads, a natural heritage system block, and a Neighbourhood Centre block for the apartment uses and residential reserves for future housing with the southerly subdivision.

2.4 TRANSPORTATION CONTEXT

Transportation and access are important considerations for the planning and development of new subdivisions. A detailed analysis of the transportation context is provided in the Traffic Brief ("TB") prepared in support of the application and provided under separate cover.

Access

The Subject Lands are bound by, and have frontage on, Sixth Line to the west, Carnegie Drive to the north, Millicent Avenue to the east. Given that the Subject Lands are currently vacant, there is currently no formalized access point. Based on the site plans, access to the Subject Lands is from Carnegie Drive and Millicent Avenue.

Road Network

Sixth Line is identified as a Minor Arterial Road in the Livable Oakville Official Plan (Schedule C – Transportation Plan) with a right-of-way ("ROW") width of 26 metres. Sixth Line consists of a two lane roadway and no sidewalk. Sixth Line is currently in the process of being upgraded by the Town of Oakville to four lanes and include pedestrian sidewalks, layby parking, bike lanes and a treed boulevard on both sides. Left turn lanes are provided at the intersection of Sixth Line and Wheat Boom Drive to the south of the Subject Lands.

Public Transit

Currently Oakville Transit Route 5A operates along Wheat Boom Drive, located to the south of the Subject Lands. This transit route provides service from Oakville GO, to Sheridan College, Uptown Core, the Oakville Trafalgar Memorial Hospital, and the Dundas Street/407 GO Carpool lot. There are a total of 12 stops on this route. The service currently runs approximately every 15 minutes during peak periods, 30 minutes during the

day and hourly in the evenings. Bus stops are located at the intersection of Sixth Line and Wheat Boom Drive (approximately 8 minute walk).

Cycling

Schedule D – Active Transportation Plan of the Livable Oakville Official Plan and the Active Transportation Master Plan (ATMP) identify Sixth Line as a proposed location for bike lanes. As noted above, bike lanes will be included in the Sixth Line cross section as part of upcoming upgrades to the Sixth Line ROW.

Sidewalks and Pedestrian Trails

Currently sidewalks are available on the east side of Millicent Avenue and to the north along Carnegie Drive. The East Morrison Creek Trail is located approximately 1 kilometre to the east from the Subject Lands.

2.5 MUNICIPAL SERVICING

A Functional Servicing Brief was prepared to present the recommended stormwater management and municipal servicing scheme for the proposed development. There is an existing 150 mm water main on the east side of Sixth Line proposed for lots on the west side of the draft plan; and an existing 200 mm water main on Millicent Avenue for lots on the east side of the draft plan. There is an existing 200 mm sewer on the east side of Sixth Line proposed for lots on the west side of the draft plan and a 200 mm sewer on Millicent Avenue for lots on the east side of the draft plan.

The accompanying Function Servicing and Stormwater Management report provides additional servicing and stormwater management information.

2.6 ENVIRONMENTAL CONTEXT

A small portion of the north-west corner of the Subject Lands along Sixth Line has been identified with an overlay to ensure the floodplain associated with the Upper West Morrison Creek is appropriately addressed. The cause of the floodplain concern is located west along Sixth Line and is currently in the process of being addressed by abutting landowners in coordination with Conservation Halton and is expected to be resolved through the construction of a new channel in 2022. The first stage of construction (diversion channel) is projected to be completed by July 1, 2022. The second stage (ultimate channel) will immediately follow and should be completed by the fall 2022. The ultimate channel will contain the floodplain and eliminate floodplain issues along Sixth Line. Until such time as the floodplain is removed, an existing holding provision that prevents development on site will remain for any such portions of the site that are determined to be affected by the floodplain. There are no trees or vegetation on the Subject Lands and no mapped surrounding environmental features.

3.0 PROPOSAL DESCRIPTION

The Applicant is seeking approval for a POS to enable the development of new residential uses on the Subject Lands.

The Owner has considered various alternatives for the Subject Lands and after taking into account the built form of the neighbourhood, as well as the layout of the new laneway for the lands to the north, the Owner prepared the concept for the development of nine single detached units, 19 townhouse units and a municipal lane. All units are intended to have freehold tenure.

The proposed single-detached units will consist of 38 foot wide and 43 foot wide designs that are two storeys in height and will have vehicular access from Millicent Avenue. Each lot is intended to accommodate two garage and two driveway parking spaces to ensure sufficient resident and visitor parking. The unit designs will be taken from the models existing in the Sixth Line Corporation Subdivision and will complement the existing single detached units found on Millicent Avenue and the surrounding area.

The proposed townhouse units will consist predominantly of 23 foot wide designs. All units will be approximately three storeys in height. The pedestrian frontage will be located along Sixth Line which will include pedestrian access while vehicular access is to be provided via the municipal lane. Each townhouse unit will also have driveways and two garage parking spaces to assist with visitor parking demand. The design of the proposed townhouse units has been prepared specifically for this development proposal and blends an urban feel with traditional elements like brick and stone.

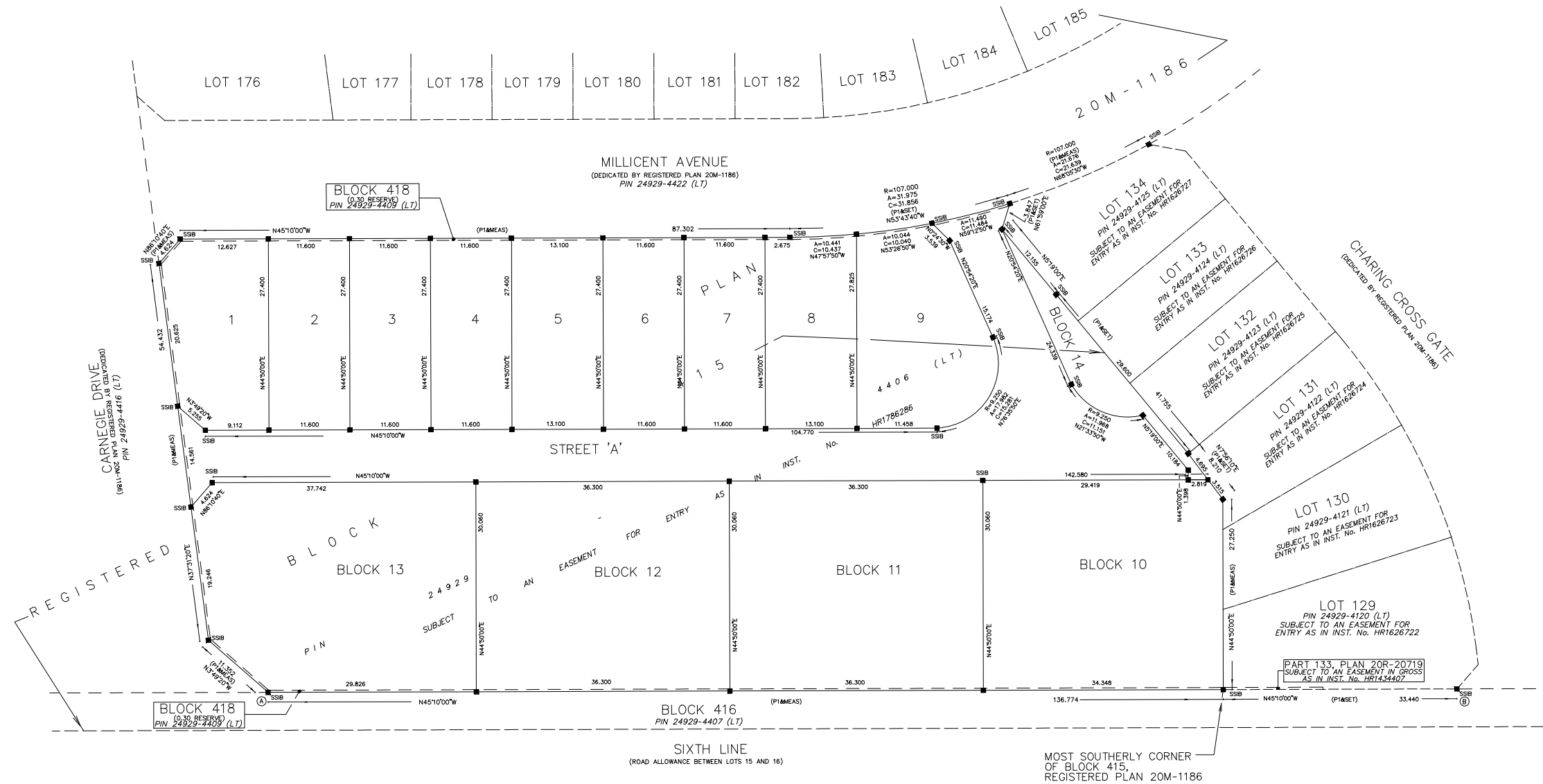
The proposed municipal lane alignment has been modified from the original alignment proposed through the Sixth Line Corporation Subdivision which showed a U-shaped alignment with both accesses from Millicent Avenue. The resulting alignment is also based on the feedback provided by Town and Region staff in December 2021. The proposed alignment straightens the northerly portion of the lane so that it accesses from Carnegie Drive and aligns with the existing Lane 164 on the north side of Carnegie Drive. This alignment provides for additional street parking along Carnegie Drive and eliminates the need for private driveways requiring access from Carnegie Drive (being a main access for the community, between the intersections with Millicent Avenue and Sixth Line). The southerly end of the laneway terminates in a hammerhead to facilitate access to the southerly end unit and provide for a 90 degree connection to Millicent Avenue.

Street parking will be provided along Sixth Line (on the east side) and on the east side of Millicent Avenue and is shown on the On-Street Parking Plan. A total of 17 on-street parking spaces are provided, On-street parking along Millicent Drive is shared with residents on both sides of the street. Each dwelling unit (single detached and townhome) has a two-car garage and a driveway that can accommodate up to two additional vehicles, providing ample parking for both residents and visitors.

A copy of the POS, site plan, concept plan and townhouse elevations is included in this report as **Figures 4, 5, 6 and 7.**

Figure 4
DRAFT PLAN OF SUBDIVISION

Block 415, Plan 20m1186
 Oakville, Ontario



Date: February 22, 2022

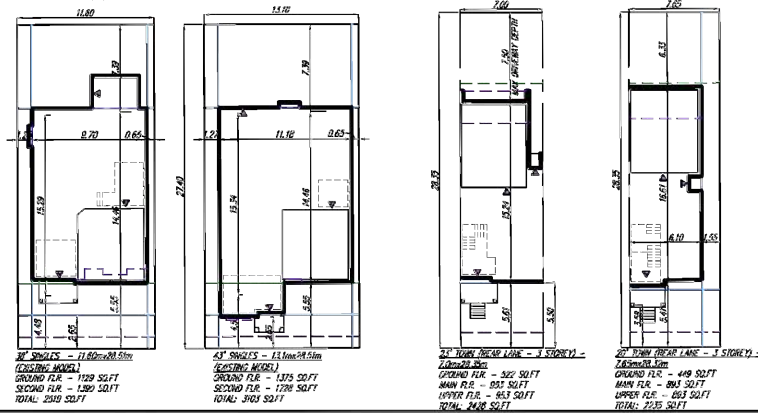
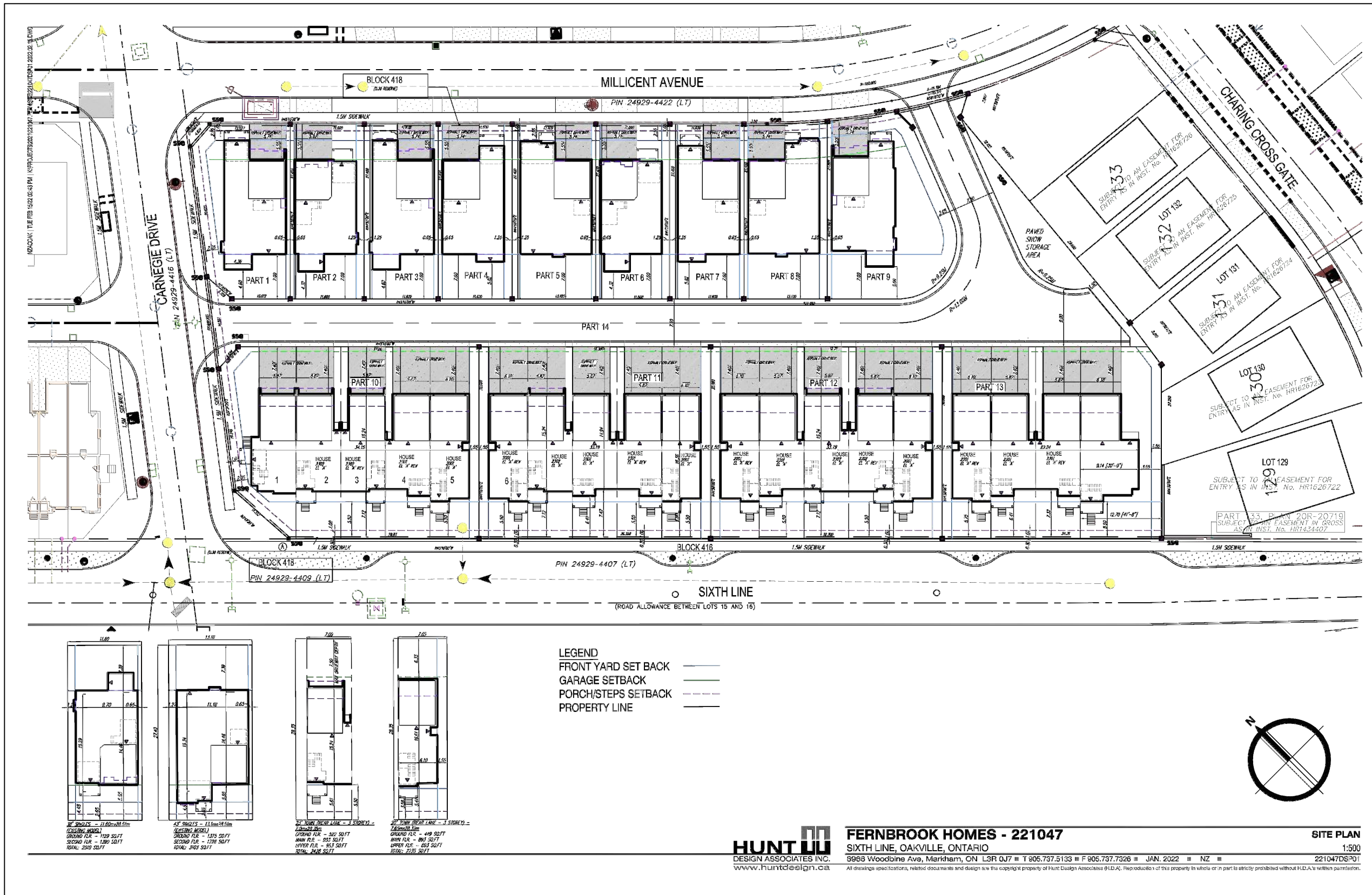
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Figure 5
SITE PLAN

Block 415, Plan 20m1186
 Oakville, Ontario



LEGEND
 FRONT YARD SET BACK
 GARAGE SETBACK
 PORCH/STEPS SETBACK
 PROPERTY LINE

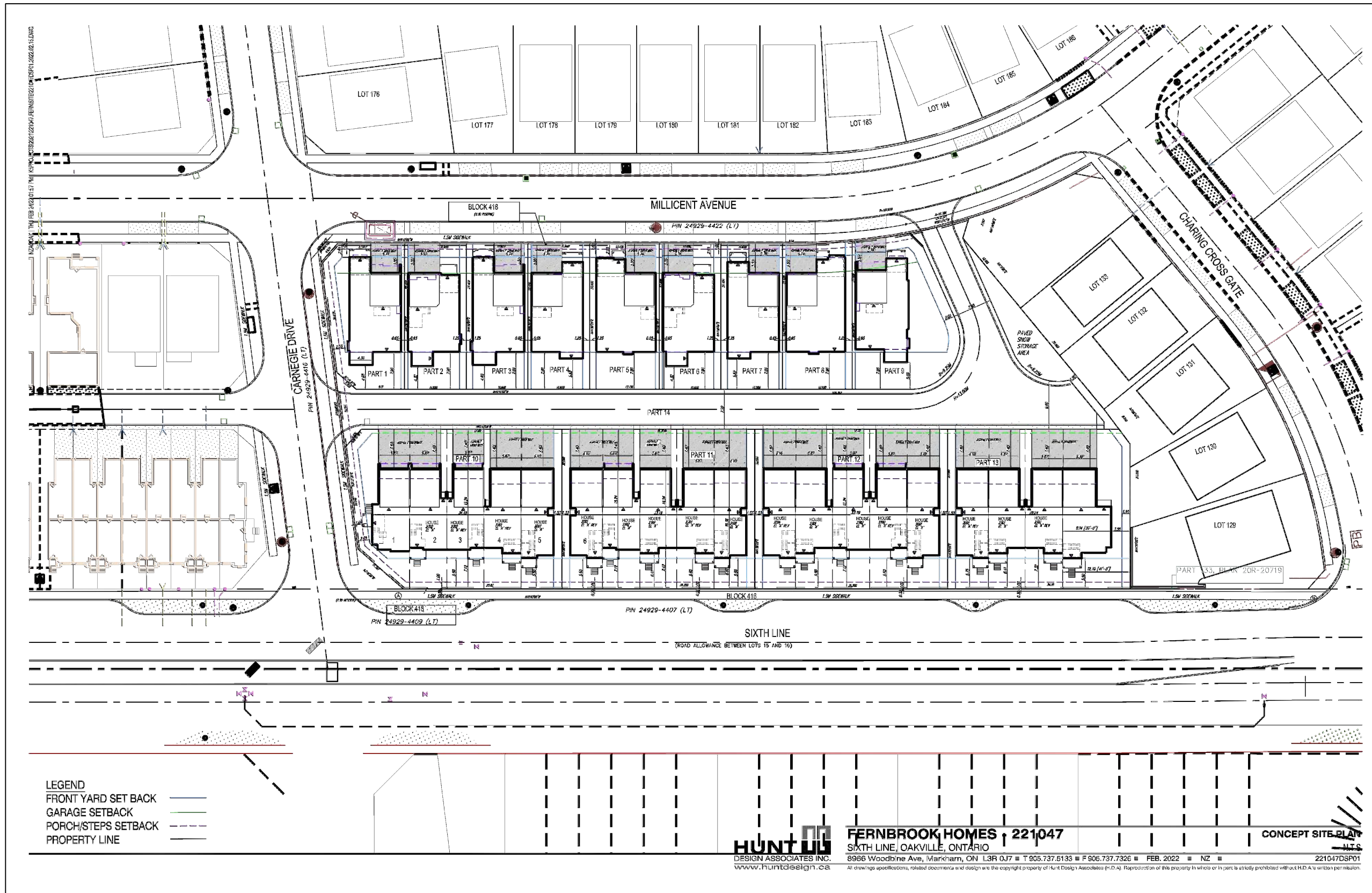
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Date: February 22, 2022
 Scale: NTS

Figure 6
CONCEPT PLAN

Block 415, Plan 20m1186
 Oakville, Ontario



Date: February 25, 2022

Scale: NTS



Data Source:

Figure 7
ELEVATIONS

Block 415, Plan 20m1186
Oakville, Ontario



2001-REV ELEV. 'A'
2302 ELEV. 'A'
2301 ELEV. 'A'
2301-REV ELEV. 'A1'
2001 ELEV. 'A'

PART 11 FRONT ELEVATION (SIXTH LINE)



2001 ELEV. 'A'
2301-REV ELEV. 'A1'
2301 ELEV. 'A'
2302 ELEV. 'A'
2001-REV ELEV. 'A'

PART 11 REAR ELEVATION (SIXTH LINE)

Date: February 22, 2022

Scale: NTS

NOTES: BLOCK 415 SIXTH LINE, DWG#1186-1186C DOCUMENT/PLANNING JUSTIFICATION REPORT/PERFORMANCE ELEVATIONS.DWG

3.1 SUPPORTING STUDIES

In order to ensure the proposed development fully addresses all policy and technical requirements, a number of required supporting studies have been completed. These studies are summarized below.

3.1.1 *Traffic Brief*

A Traffic Brief (“TB”) was prepared by AECOM Canada Inc. and is provided under separate cover. The purpose of the TB was to provide a trip generation summary for the expected number of trips during the peak hours of the day; provide a plan for on-street parking; provide an Internal Functional Plan; and provide a swept path analysis for waste collection vehicles. Using the trip generation summary, the laneway is expected to carry up to 19 vehicles in the peak hour. In total, the development is expected to generate 23 trips in the AM peak hour and 26 trips in the PM peak hour.

No parking deficiencies were identified for this development.

Sweep path analysis was conducted to demonstrate that a waste collection vehicle can properly manoeuvre through the proposed lane.

3.1.2 *Functional Servicing Report & Stormwater Management Report*

A Functional Servicing Report (“FSR”) and Stormwater Management (“SWM”) Report was prepared by Urbantech and is provided under separate cover. The purpose of these reports is to propose a servicing scheme for the development which considers water, wastewater and stormwater management.

A 7.5 m residential laneway A is proposed within the draft plan to provide a road connection between Carnegie Drive and Millicent Avenue and provide access to the residential lots on the west side of the block (along with an area for snow storage as requested by the Town).

Water servicing will be provided by connections to the existing 150 mm watermain on the east side of Sixth Line for lots on the west side of the draft plan, and to the existing 200 mm watermain on Millicent Avenue for the lots on the east side of the draft plan. Sanitary service connections will be provided by connection to the existing 200 mm sewer on the east side of Sixth Line for lots on the west side of the draft plan, and to the existing 200 mm sewer on Millicent Avenue for lots on the east side. A portion of the front yard drainage along units facing Sixth Line will be accommodated within the proposed Sixth Line storm sewer.

The proposed residential development can be adequately serviced via the existing storm, sanitary and water distribution infrastructure along Sixth Line and within the existing development of Sixth Line Corporation.

3.1.3 Stage 1-2 Archaeological Assessment

A Stage 1-2 Archaeological Assessment was prepared by D.R. Poulton & Associates Inc. for the Sixth Line Corporation Subdivision. Stage 1 of the assessment was conducted in April 2011 and the Stage 1 background study did not identify any past archeological resources or known archeological sites within or in close proximity to the Sixth Line Corporation Subdivision. However, it did determine that archeological assessments have been carried out in the lands to the north, south and west of the property, and that 71 archeological sites have been registered within a one kilometre radius of the property. In addition, the assessment determined that the subject property had a moderate to high potential for as-yet undiscovered First Nations and Euro-Canadian archeological remains. A Stage 2 survey of the subject lands was undertaken on May 2, June 29 and July 6, 2011. Results of the Stage 2 survey determined that Location 2, located in the southwest portion of the subdivision near Dundas Street, does have potential cultural heritage value and interest. Block 415 is distant from Dundas Street and not affected by Location 2.

3.1.4 Urban Design Brief

The Urban Design Brief (UDB) prepared by MHBC illustrates how the proposed development is designed in accordance with Official Plan urban design policies and guidelines. The UDB organizes key urban design principles into categories. Within each category, a written response demonstrating adherence with those principles is provided. In some cases, where strict compliance is not feasible, design rationale is provided to outline the design intent continues to be respected. The UDB demonstrates that through careful design considerations, the proposal is consistent with the intent of the existing urban design policies and guidelines.

3.1.5 Environmental Site Assessment (Phase I and II)

A Phase I and II Environmental Site Assessment (“ESA”) was prepared by Golder Associates. The purpose of the ESA was to identify the likelihood of the presence or absence of potential contaminant activities (PCAs) and their associated area of potential environmental concern (APECs), for the purpose of filing of Record of Site Condition (RSC).

The three Areas of Potential Environmental Concern (APEC) identified in the Phase I ESA include: 1) Fill material on the northwest and southwest corners with metals and inorganics of concern; 2) Agricultural activities: on-site – southeast, central and north portions of the site with pesticides, herbicides and fertilizers of concern; and 3) Agricultural activities: off-site – north and east neighbouring properties with pesticides, herbicides and fertilizers of concern.

Phase II ESA investigation was conducted between May 26, 2011 and July 25, 2011, and utilized information from 24 boreholes and 11 monitoring wells at selected locations to sample soil and groundwater. The results of the Phase 2 ESA concluded that there were no exceedances of the Ministry of Environment Standards in relation to APECS identified in the Phase I ESA.

4.0 PLANNING POLICY FRAMEWORK

ANALYSIS & EVALUATION

The following is a review of the land use policies and regulations applicable to the proposal and how the proposal meets those policies and regulations.

4.1 PLANNING ACT, R.S.O. 1990, C. P.13

The Ontario Planning Act, R.S.O. 1990 (the *Planning Act*) is the provincial legislation that sets out the legislation for land use planning in Ontario. The following provides an assessment of the applicable sections to be addressed for a POS.

4.1.1 *Section 2*

Section 2 requires that the Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under the *Planning Act*, shall have regard to, among other matters, matters of provincial interest such as:

a) *“the protection of ecological systems, including natural areas, features and functions;”*

There are no existing natural heritage features on or adjacent to the Subject Lands.

b) *“the protection of the agricultural resources of the Province;”*

Neither the Subject Lands nor abutting lands are designated as Agricultural lands in the Town Official Plan and Secondary Plan.

c) *“the conservation and management of natural resources and the mineral resource base;”*

The Subject Lands do not contain natural resources or minerals that are identified for extraction.

d) *“the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;”*

No built form heritage resources are located on site. Furthermore, the accompanying Stage 1-2 Archaeological Assessment did not reveal any potential archaeological resources affecting the Subject Lands.

e) *“the supply, efficient use and conservation of energy and water;”*

The proposed POS will be adequately and efficiently serviced and will be implemented through development that addresses energy and water conservation.

f) *“the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;”*

As discussed above, the accompanying FSR proposes a municipal servicing scheme which is adequate to service the proposed POS. The accompanying TB does not identify any traffic concerns with the surrounding transportation network. The POS will make efficient use of existing transportation, sewage, and water systems through the development of the Subject Lands.

g) *“the minimization of waste;”*

The uses within the proposed POS will be subject to the standard waste management requirements of the Region of Halton and will efficiently address waste management.

h) *“the orderly development of safe and healthy communities;”*

The proposed POS is located near existing community facilities such schools, parks and trails, and shopping centres contributing to the orderly development of a safe and healthy community.

h.1) *“the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;”*

It is intended that development within the proposed POS will follow any relevant requirements of the *Ontario Building Code* and the *Accessibility for Ontarians with Disabilities Act*. These matters will be addressed at the Building Permit stage given that they deal with detailed construction and site layout matters.

i) *“the adequate provision and distribution of educational, health, social, cultural and recreational facilities;”*

The proposed POS are located in close proximity to existing transit, active transportation infrastructure, and community amenities and is an appropriate location for growth and development.

- l) *“the protection of the financial and economic well-being of the Province and its municipalities;”*

Utilizing lands within the municipal boundary that are contiguous to existing development for new development promotes a more cost-effective development pattern by allowing efficient use of existing municipal services, community facilities and supporting public transit.

- m) *“the co-ordination of planning activities of public bodies;”*

This application will be circulated to various public bodies and agencies by the Town as part of the Town’s standard review process which will facilitate coordination between public bodies.

- n) *“the resolution of planning conflicts involving public and private interests;”*

Public consultation and review of the proposed POS will be in accordance with the standard provisions of the *Planning Act*. A pre-application Public Information Meeting (PIM) was hosted by the project team which allowed for public review and commenting on the development proposal. See Section 1.3 for more details.

- o) *“the protection of public health and safety;”*

The proposed POS will be implemented in accordance with all applicable public health and safety requirements and these will be further addressed through the municipal permitting and approvals process.

- p) *“the appropriate location of growth and development;”*

The Subject Lands are an appropriate location for growth and development as they are currently vacant, are contiguous to existing development, and served by existing services, roads and public transit. The Subject Lands are also contemplated to be development through the policies and zoning in place from the Town.

- r) *the promotion of built form that,*
 i. *is well-designed,*
 ii. *encourages a sense of place, and*
 iii. *provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;*

The proposed POS represents development of vacant site that will provide low density residential housing, which will be well-designed to be integrated into the surrounding neighbourhood which includes public spaces.

s) *“the mitigation of greenhouse gas emissions and adaptation to a changing climate.”*

The proposed POS will facilitate the development of vacant lands that are contiguous to existing development and support existing and public transit routes. The use of existing lands and infrastructure will ensure reduced impacts to the environment.

As per the review above, appropriate consideration has been given to the relevant sections of the *Planning Act* for the preparation of the proposed POS.

4.1.2 ***Section 51(24)***

Section 51(24) of the *Planning Act* requires that regard be had for *the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality.*

The proposed POS will allow for the creation of nine single-detached lots and 19 free-hold street townhouse lots and a municipal lane that will accommodate residential uses. These uses will provide for accessible housing opportunities to present and future inhabitants of the municipality.

The following matters when considering a Plan of Subdivision:

a) *“the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;”*

The proposed POS is consistent with the matters of provincial interest listed in Section 2 of the *Planning Act*.

b) *“whether the proposed subdivision is premature or in the public interest;”*

The Subject Lands are adjacent to new development to the east of Sixth Line and are located in an existing POS that has been approved for development. The proposed POS facilitates contiguous and orderly development which makes use of existing vacant lands. The proposed POS is not premature and is in the public interest.

c) *“whether the plan conforms to the official plan and adjacent plans of subdivision, if any;”*

The proposed POS conforms to the policies of the Region of Halton Official Plan (“ROP”) and the North Oakville East Secondary Plan (“NOESP”), as discussed in greater detail in Sections 4.4 and 4.6 of this Report. The proposed POS is also within an existing registered POS and will integrate with the existing street network and lotting pattern of the area. There are active POS applications on lands to the west of Sixth Line, directly across the Subject Lands and the proposed development conflict with these developments.

d) *“the suitability of the land for the purposes for which it is to be subdivided;”*

This PJR and accompanying technical reports describe the suitability of the land for the purposes proposed and address matters of policy and regulation, transportation, environment and functional servicing, among other matters and confirm that these lands are suitable for residential uses.

e) *“the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;”*

The Subject Lands have access to the surrounding road network via Sixth Line, Carnegie Drive and Millicent Avenue. All required roads have previously been created through the Sixth Line Corporation Subdivision and the accompanying TB has been prepared in support of the application. The accompanying TB does not identify any traffic concerns with the surrounding transportation network. No new roads are proposed through this POS other than a municipal laneway that provides rear lane access to the proposed townhouse units along Sixth Line (as originally contemplated in the draft plan approved in 2014).

f) *“the dimensions and shapes of the proposed lots;”*

The Block 415 subdivision is proposed to create nine single-detached lots, 19 freehold street townhouse lots and a municipal lane. The dimensions and shapes of the proposed lots and blocks conform to existing zoning regulations and are appropriate for the residential uses as demonstrated by the accompanying site plan.

g) *“the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;”*

The Subject Lands are currently subject to a holding provision prohibiting development on site until flood issues have been resolved. This holding provision will remain and any

affected lots in the proposed subdivision will not be developed until the flooding concern has been appropriately addressed and the holding provision is removed.

h) "conservation of natural resources and flood control;"

A small portion of the north-west corner of the Subject Lands along Sixth Line has been identified with an overlay to ensure the floodplain associated with the Upper West Morrison Creek is appropriately addressed. The cause of the floodplain concern is located west along Sixth Line and is currently in the process of being addressed by abutting landowners in coordination with Conservation Halton and is expected to be resolved in 2022. Until such time, an existing holding provision that prevents development on site will remain for any such portions of the site that are determined to be affected by the floodplain.

i) "the adequacy of utilities and municipal services;"

The accompanying FSR proposes a municipal servicing scheme which is adequate to service the proposed POS.

j) "the adequacy of school sites;"

There is an existing school located 600 m east of the Subject Lands (Dr. David R Williams Public School).

k) "the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;"

A municipal lane is proposed to be conveyed to facilitate rear lane access for the proposed townhouse units facing Sixth Line. The design of the lane has been prepared in consultation with Town and Region staff and meets all Town and Region requirements.

l) "the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and"

The proposed POS optimizes current servicing and will be implemented to ensure efficiency and energy conservation and the requirements of the *Ontario Building Code*.

m) "the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the City of Toronto Act, 2006. 1994, c. 23, s. 30; 2001, c. 32, s. 31 (2); 2006, c. 23, s. 22 (3, 4); 2016, c. 25, Sched. 4, s. 8 (2)."

The Town of Oakville’s policies and by-laws exempt detached dwellings and street townhouses that have been approved through the POS process from Site Plan Control. A site plan, concept plan and building elevations as well as functional engineering materials have been prepared in support of this application to ensure that any site plan related issues are addressed.

4.2 PROVINCIAL POLICY STATEMENT (2020)

The Provincial Policy Statement (“PPS”), 2020 provides policy direction on matters of provincial interest related to land use planning and development with the goal of enhancing the quality of life for all Ontarians. The *Planning Act* requires that decisions affecting a planning matter “be consistent with” the policies of the PPS. The PPS provides policies related to Building Strong Healthy Communities (Section 1.0) and the Wise Use and Management of Resources (Section 2.0), which are the primary focus of our evaluation.

The following policies, amongst others, apply to the proposed development of the Subject Lands.

Building Strong Healthy Communities

The following policies of Section 1.1 of the PPS, Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns apply to the proposal:

“1.1.1 Healthy, liveable and safe communities are sustained by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;*
- b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;*
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;”*

The Subject Lands are an appropriate location for growth and development as they are currently vacant, within the urban boundary and contiguous to existing development across Millicent Avenue and Carnegie Drive, have access to existing roads and public transit and have already been approved for development through the Sixth Line Corporation Subdivision. The POS creates an efficient development pattern that utilizes existing infrastructure while reflecting the existing built form distribution with higher density uses along Sixth Line and lower density uses further away. The

proposal introduces new residential dwellings consisting of single detached and townhouses which will add multiple housing options to the local housing stock. A small portion at the north-west corner of the Subject Lands may be temporarily affected by a flooding concern. This flooding concern is an issue associated with Upper West Morrison Creek, which is currently in the process of being addressed by other parties in coordination with Conservation Halton and is expected to be resolved in 2022.

Section 1.1.3, Settlement Areas provides the following policies:

- “1.1.3.1 Settlement areas shall be the focus of growth and development.*
- 1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:*
 - a) efficiently use land and resources;*
 - b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;*
 - e) support active transportation;*
 - f) are transit-supportive, where transit is planned, exists or may be developed;”*

The Subject Lands are located within a settlement area and the proposed POS will make efficient use of a large vacant parcel of land on existing municipal services. The Subject Lands have convenient access to public transportation, future cycling infrastructure to be located along Sixth Line and existing walking trails such as the East Morrison Creek Trail located to the east of the Subject Lands.

Additional policies in Section 1.1 include:

- 1.1.3.6 New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.”*

The proposed POS is contiguous to existing developed and developing areas and contains lots for detached dwellings as well as lots for more compact street townhouse dwellings.

Housing policies of the PPS are set out in Section 1.4. The applicable policies to be addressed are as follows:

- “1.4.3 Planning authorities shall provide for appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:*
 - b) permitting and facilitating*

1. *all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including special needs requirements and needs arising from demographic changes and employment opportunities; and*

c) directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs; and

d) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed;”

The proposed POS will efficiently utilize the Subject Lands by creating nine single-detached lots and 19 freehold street townhouse lots, adding multiple housing options to the housing stock for current and future residents. The proposed POS is located near existing infrastructure and community facilities including schools, shopping centres, parks and green space, and trails.

Section 1.6, Infrastructure and Public Service Facilities, provides polices to address the supportive infrastructure required to facilities development as follows:

“1.6.3 Before consideration is given to developing new infrastructure and public service facilities:

a) the use of existing infrastructure and public service facilities should be optimized.

1.6.6.2 Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services.”

The proposed development will be serviced by existing infrastructure and by municipal water and sewage services. The accompanying FSR demonstrates a proposed servicing strategy that utilizes existing municipal sewers and watermains.

“1.6.7.2 Efficient use should be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.”

The Subject Lands have convenient access to existing public transportation and the planned cycling infrastructure.

The following policies of Section 2.6 of the PPS, Cultural Heritage and Archaeology apply to the proposal:

“2.6.2 Development and site alteration shall not be permitted on lands containing archaeological resource or areas or archaeological potential unless significant archaeological resources have been conserved.”

A Stage 1 and 2 Archaeological Assessment was completed for the Sixth Line Corporation Subdivision and did not identify any archaeological resources on the Subject Lands. No further archaeological work was recommended for the Subject Lands and the Assessment has been entered into the Ontario Public Register or Archaeological Reports.

Section 3.1 deals with natural hazards that may impact the health and safety of individuals including the following policy with respect to flooding:

*“3.1.2 Development and site alteration shall not be permitted within:
c) areas that would be rendered inaccessible to people and vehicles during times of flooding hazards, erosion hazards and/or dynamic beach hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard;”*

A small portion at the north-west corner of the Subject Lands along Sixth Line has been identified with an overlay to ensure the floodplain associated with the Upper West Morrison Creek is appropriately addressed. It is currently in the process of being addressed by landowners in coordination with Conservation Halton and is expected to be resolved in 2022. Until such time, the existing holding provision which prevents development in certain areas on site until the issue is resolved, will remain for any portions of the site that are affected.

SUMMARY/CONFORMITY STATEMENT

Based on the above analysis, the proposal is consistent with the policies of the PPS. The Subject Lands are an appropriate location for growth and development as they are currently vacant, within the urban boundary and contiguous to existing development across Millicent Avenue and Carnegie Drive. The proposed POS will introduce new residential dwellings consisting of single detached houses and townhouses, adding multiple housing options to the local housing stock.

4.3 A PLACE TO GROW: GROWTH PLAN FOR THE GREATER GOLDEN HORSESHOE (2019)

A Place to Grow: Growth Plan for the Greater Golden Horseshoe ("Growth Plan") provides a framework for implementing the Provincial Government's vision for building stronger, prosperous communities by better managing growth in the Greater Golden Horseshoe. The *Planning Act* also requires that decisions affecting a planning matter conforms with the Growth Plan.

The Growth Plan provides policies for where and how to grow, directing population and employment growth to urban areas and rural settlement areas. The policies of the Growth Plan are about developing cities and towns as 'complete communities' by meeting people's needs for daily living, which is to be achieved by directing growth to built-up areas. The Growth Plan also promotes transit-supportive densities, a diverse mix of land uses, a range and mix of employment and housing types, affordable housing, high quality public open space and convenient access to local stores and services.

Where and How to Grow

The Growth Plan contains the following relevant policies with respect to managing growth:

"2.2.1.2 Forecasted growth to the horizon of this Plan will be allocated based on the following:

- a) the vast majority of growth will be directed to settlement areas that:*
 - i. have a delineated built boundary;*
 - ii. have existing or planned municipal water and wastewater systems; and*
 - iii. can support the achievement of complete communities;*

- c) within settlement areas, growth will be focused in:*
 - i. delineated built-up areas;*
 - ii. strategic growth areas;*
 - iii. locations with existing or planned transit, with a priority on higher order transit where it exists or is planned; and*
 - iv. areas with existing or planned public service facilities;"*

The Subject Lands are located within Oakville's settlement area in proximity to existing transit and public services facilities as noted in Sections 2.2 and 2.4 of this report.

The Growth Plan states the following in Section 2.2.1.4 regarding complete communities:

"2.2.1.4. Applying the policies of this Plan will support the achievement of complete communities that:

- a) *feature a diverse mix of land uses, including residential and employment uses, and convenient access to local stores, services, and public service facilities;*
- c) *provide a diverse range and mix of housing options, including second units and affordable housing, to accommodate people at all stages of life, and to accommodate the needs of all household sizes and incomes;*

The proposal is located in proximity to a number of existing commercial, institutional and recreational uses (see Section 2.2 of this Report) and will provide a mix of single-detached and townhouse units to the local housing stock.

The Growth Plan contains the following applicable policies with respect to designated greenfield areas:

- “2.2.7.1 New development taking place in designated greenfield areas will be planned, designated, zoned and designed in a manner that:*
 - a) supports the achievement of complete communities;*
 - b) supports active transportation; and*
 - c) encourages the integration and sustained viability of transit services.”*

As discussed above, the proposal supports the achievement of complete communities through its integrated design with surrounding developed areas across Millicent Avenue and Carnegie Drive. The proposal supports active transportation through access to existing community facilities such as parks and trails. The proposed POS encourages the use transit services located in proximity to the Subject Lands.

Section 3.2 of the Growth Plan directs municipalities to efficiently provide servicing to accommodate growth and contains the following applicable policies.

- “3.2.6.1 Municipalities should generate sufficient revenue to recover the full cost of providing and maintaining municipal water and wastewater systems.*
- 3.2.6.2 Municipal water and wastewater systems and private communal water and wastewater systems will be planned, designed, constructed, or expanded in accordance with the following:*
 - b) the system will serve growth in a manner that supports achievement of the minimum intensification and density targets in this Plan.”*

The proposal contributes to the efficient utilization of the existing municipal services available within the surrounding area. The accompanying FSR proposes a servicing scheme which is supported by existing municipal infrastructure.

SUMMARY / CONFORMITY STATEMENT

Based on the above analysis, the proposal conforms with the policies of the Growth Plan. The Subject Lands are located within Oakville's settlement area in proximity to existing transit and public service facilities. The proposed POS consists of low rise residential built form through the provision of single detached and townhouses contributing to the local housing stock. The proposal contributes to the efficient utilization of the existing municipal services available within the surrounding area.

4.4 HALTON REGIONAL OFFICIAL PLAN (JUNE 19, 2018 OFFICE CONSOLIDATION)

The Halton Region Official Plan (the "ROP") serves as Halton's guiding document for land use planning and is intended to manage growth across the Region's four municipalities. The ROP was originally introduced in 1995 and has undergone multiple rounds of comprehensive amendments. The ROP was most recently amended in through Regional Official Plan Amendment ("ROPA") 48 which implemented components of the regional urban structure to establish a hierarchy of strategic growth areas in the ROP. The Region is also currently undertaking a comprehensive review of the ROP which expected to culminate by July 1, 2022, the provincial conformity deadline.

The ROP lays out a broad set of land use designations as part of the Regional Urban Structure, which are intended to guide growth and development while allowing individual municipalities flexibility to further define specific land uses within the broader designation. The ROP also provides general guidance for redevelopment, creation of complete communities and intensification.

The Regional Structure is accompanied by a growth strategy for Halton based on population and employment forecasts for the planning horizon year of 2031 (soon to be revised to expand the planning horizon to 2051 in accordance with Provincial policy). Overall, the Region is expected to grow by 324,000 and reach a population of 780,000 by 2031. Of the regional total, it is intended that the Town of Oakville will grow by 83,000 people between 2006 and 2031, reaching a population of 255,000 in 2031 (Halton ROP, Table 1). To achieve provincial directions and accommodate the forecast growth, the Region has adopted a regional intensification target of 40% for the built-up area (Policy 77 (2.1)) and a minimum density of 46 residents and job per hectare (rjph) for the greenfield area (Halton ROP, Table 1). In accordance phasing policies of the ROP, between 2012 and 2031, the Town of Oakville must accommodate 14,764 housing units in the greenfield area, 6,852 of which must be medium or high density units.

Urban Area

The Subject Lands are designated “Urban Area” in accordance with Map 1 – Regional Structure of the ROP (**Figure 8**). It is the intent that lands within the Urban Area will accommodate existing and future development within the Region.

Objectives for Urban Areas are identified in Section 72:

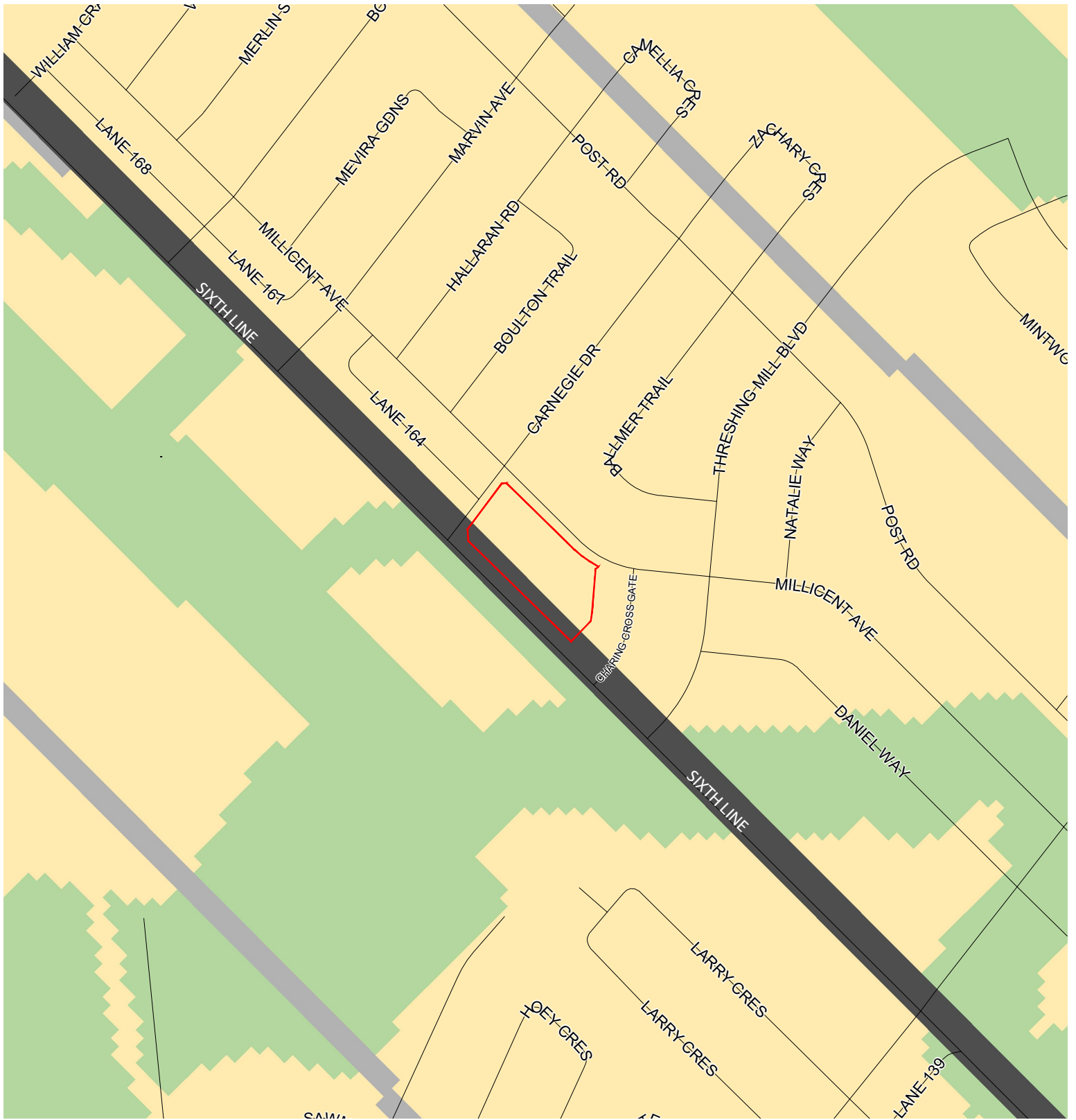
- “72 (1) To accommodate growth in accordance with the Region’s desire to improve and maintain regional unity, retain local community identity, create healthy communities, promote economic prosperity, maintain a high quality, sustainable natural environment, and preserve certain landscapes permanently.*
- 72(3) To provide a range of identifiable, inter-connected and complete communities of various sizes, types and characters, which afford maximum choices for residence, work and leisure.*
- 72(4) To ensure that growth takes place commensurately both within and outside the Built Boundary.*

The proposal represents the development on one of the last remaining blocks of land in the Sixth Line Corporation Subdivision and is designed to reflect the community character and identity of the preceding phases. The proposed single-detached and townhouse lots add a mix of housing options to a growing community. The proposal is consistent with the Region’s objective of accommodating growth within the built boundary.

The Subject Lands are located outside of the built boundary and are thus considered Designated Greenfield Areas. Therefore, the following policies apply:

- “77(2.4) Require development occurring in Designated Greenfield Areas to:*
 - a) contribute towards achieving the development density target of Table 2 and the Regional phasing of Table 2a;*
 - b) contribute to creating healthy communities; and*
 - c) create street configurations, densities, and an urban form that support walking, cycling and the early integration and sustained viability of transit services.”*

The total number of persons expected in the POS is 115.9 persons which results in a net density of 152.5 persons per ha (using a population per unit figure of 3.772 for single detached units and 2.851 for townhouse units from the Region’s 2022 Development Charge Background Study). This density



Data Source: First Base Solutions; Region of Halton

Figure 8

REGION OF HALTON OFFICIAL PLAN

Map 1: Regional Structure

Block 415, Plan 20m1186
Oakville, Ontario

LEGEND

- Subject Lands
- Regional Natural Heritage System
- Major Road
- Lot and Concession Line
- Urban Area

Date: February 17, 2022

Scale: 1:5000



MHBC PLANNING
URBAN DESIGN
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achieves the minimum overall development density of 46 PPH for the Town of Oakville as identified in Table 2 of the ROP. Nearby parks, recreational uses, transit and commercial uses will support active transportation and healthy lifestyles.

The ROP contains the following objectives and policies with respect to housing:

- "84. The goal for housing is to supply the people of Halton with an adequate mix and variety of housing to satisfy differing physical, social and economic needs.*
- 85(4) To make more efficient use of existing developed lands, housing stock and available services to increase the supply of housing while maintaining the physical character of existing neighbourhoods.*
- 85(8) To encourage the Local Municipalities and the building and development industry to develop innovative housing designs that stress flexibility in use, mix of compatible land uses, good environmental practices, universal physical access, public safety and security needs, cost-efficiency, affordability and energy and natural resource conservation while maintaining sound engineering and planning principles.*
- 86(6a) Adopt the following housing targets: that at least 50 per cent of new housing units produced annually in Halton be in the form of townhouses or multi-storey buildings;*

The proposal is for low-rise residential buildings in the form of single-detached and townhouses, in alignment with the Halton Region housing targets. More than 68% of the housing units proposed are townhouse forms which exceeds this target. The proposal will increase the mix of housing by density and type in the immediate area while maintaining appropriate transitions to existing and future uses on surrounding lands through the use setbacks consistent with the approved zoning by-law. The proposal will make for more efficient use of lands where municipal services already exist, which also includes transit.

Healthy Communities

- "156. It is the policy of the Region to:*
- 156(1) Require all proponents of development to have regard for the Healthy Communities Guidelines in considering and providing physical design features that promote safety and security."*

The Healthy Community Guidelines are summarized and reviewed in **Table 2**, below. The Guidelines note that healthy communities encourage seven attributes which are presented as headings in the table below.

Table 2: Healthy Community Guidelines Compliance

Built Environment	
Contribution to healthy community:	Elements:
<ul style="list-style-type: none"> • compact mixed use development, walkable and connected communities; • a range of densities and housing opportunities, choices and accessibility for all income levels and needs; • redevelopment/regeneration areas; • welcoming pedestrian-scaled environments; • a range of densities that will support public transit and amenities; and, • community infrastructure. 	<ul style="list-style-type: none"> • Compact Development • Community Structure • Diversity of Uses • Walkable & Connected Communities • Diversity of Housing • Complete Streets • Schools • Redevelopment / Regeneration Areas • Mixed Use Opportunities • Urban Forest • Streetscapes and the Pedestrian Environment
Compliance of proposed development:	
<p>The proposal is for the development of a vacant parcel of land with a low-rise residential built form. The proposal will provide a range of housing options in the immediate vicinity through single-detached lots and townhouses, contributing to the local housing stock. Although the proposal does not include commercial uses, the Subject Lands are in proximity to a number of commercial areas and community parks and facilities.</p>	
Mobility	
Contribution to healthy community:	Elements:
<ul style="list-style-type: none"> • encouraging physical activity; • facilitating active transportation and public transit; • providing access to services and amenities for vulnerable population groups including children, the elderly, persons with disabilities and low income individuals; • providing safe, convenient and accessible environment for walking and cycling through Transportation Master Plans and Active Transportation Plans; • reducing dependency on single occupant vehicles and improving access to transit; • promoting integration within transit systems inter-regionally; and, • providing connected street networks that are accessible to all modes of transportation. 	<ul style="list-style-type: none"> • Universal Accessibility • Street Network • Active Transportation • Transit Accessibility • Transit-supportive Density • Major Transit Stations • Pedestrian & Cycling Routes • Parking
Compliance of proposed development:	
<p>The Subject Lands are located north of a large shopping centre bounded by Dundas Street East, Trafalgar Road and Hays Boulevard. The centre contains a wide variety of retail, personal services, banks, gyms, restaurants and grocery stores. The Subject Lands are also located in proximity to a number of existing community facilities such as schools, parks and trails.</p>	

The Subject Lands are also located within a 8 minute walk to the local bus routes providing access to places such as Sheridan College, Oakville GO, Uptown Core (Dundas Street West and Trafalgar Road), and Oakville Trafalgar Memorial Hospital.

Natural Environment and Open Space

Contribution to healthy community:	Elements:
<ul style="list-style-type: none"> • preserving and enhancing the natural heritage system; • supporting recreational and cultural opportunities; • providing access to a range of open spaces, parks and recreational facilities, pathways and trails; and, • providing interconnected green space and urban forests within the urban boundary. 	<ul style="list-style-type: none"> • Natural Heritage System • Parks & Public Spaces • Pathways & Trails

Compliance of proposed development:

The proposal is for the development of a vacant site which will not impact the natural heritage system.
The Subject Lands are located in proximity to a number of parks and trails, and recreational opportunities as shown in Table 1 in Section 2 of this report.

Human Services

Contribution to healthy community:	Elements:
<ul style="list-style-type: none"> • integrating and co-locating providing social infrastructure to meet the current needs of all residents; • providing social, cultural and recreational services such as Places of Worship, Community Centers, Libraries, social housing, youth centres, long term care homes and seniors centres; and, • providing access to health care and ensuring public safety through design (CPTED); 	<ul style="list-style-type: none"> • Co-location & Integration of Services • Social, Community, Cultural, and Recreational Services • Health & Public Safety • Education

Compliance of proposed development:

As noted in Table 1 in Section 2 of this report, the Subject Lands are in proximity to a number of schools and recreational facilities including Dr. David R. Williams Public School, municipal tennis courts, Fowley Park, Dr. David R. Williams School Park, East Morrison Creek Trail, Isaac Park, St. Gregory The Great Catholic Elementary School, St. Andrew Catholic Elementary School and a shopping centre.

Sustainable Design

Contribution to healthy community:	Elements:
<ul style="list-style-type: none"> • designing new buildings, communities, and neighbourhoods to reduce water, waste, and energy use; • promoting energy conservation and alternative energy sources; • implementing Low Impact Design Standards in both new developments and established areas; • improving air quality through addressing the impact of climate change; and, 	<ul style="list-style-type: none"> • Energy • Water • Materials and Solid Waste • Air Quality • Green Buildings • Cool/Green Roof

<ul style="list-style-type: none"> encouraging the design and construction of energy efficient green buildings. 	
Compliance of proposed development:	
The proposed development will be built in accordance with the applicable Ontario Building Code standards.	
Economy	
Contribution to healthy community:	Elements:
<ul style="list-style-type: none"> providing a balanced community between employment and residential areas; promoting a diversity of employment opportunities and densities at appropriate locations where transit is available; and, promoting the efficient movement of goods. 	<ul style="list-style-type: none"> Population and Jobs Employment Lands Retail / Commercial / Service Mixed Use / Live Work Opportunities Neighbourhood Jobs
Compliance of proposed development:	
The Subject Lands are located within a 5 minute drive to a large commercial area located on Dundas Street and Trafalgar Road containing jobs opportunities for local residents.	
Community Food Supply	
Contribution to healthy community:	Elements:
<ul style="list-style-type: none"> encouraging accessibility to healthy food; and, promoting locally grown food and farmers markets. 	<ul style="list-style-type: none"> Local Food / Farmers Markets Retail Food Options such as Small, Medium, and Large Grocery Stores Urban Agriculture Community Food Centres Local Food Distribution, Process, and Warehousing Facilities
Compliance of proposed development:	
Not applicable.	

The ROP contains the following transportation-related objectives and policies:

“172(8) To achieve a level of public transit usage that averages at least 20 per cent of all daily trips made by Halton residents by year 2031.

172(10) To promote land use patterns and densities that foster strong live-work relationships and can be easily and effectively served by public transit and active transportation. “

The proposed subdivision is located in proximity to an existing local transit route which will allow residents to take advantage of that mode of transportation to accomplish their daily tasks. There are also a number amenities and destinations within a short walking or biking distance of Subject Lands as noted in Table 1 in Section 2 of this report. This will contribute to the Region’s modal split target.

Summary / Conformity Statement

Based on the above analysis, the proposal conforms with the policies of the Halton Region Official Plan. The proposed single-detached and townhouse lots add a mix of housing options to a growing community. The proposal is consistent with the Region's objective of accommodating growth within a designated greenfield area. The total number of persons expected in the POS is 115.9 persons, which results in a net density of 152.5 PPH, which achieves the minimum overall development density of 46 for the Town of Oakville (reference to Table 2). The proposed increase in density on the site will contribute to the Region's density targets.

Based on the above review, the proposal conforms with the ROP and the Region's Healthy Community Guidelines.

4.5 LIVABLE OAKVILLE PLAN

The 2009 Town of Oakville Official Plan, also known as the Livable Oakville Plan (LOP), was approved by the Town and Region in 2009 and was ultimately appealed by multiple parties. With a majority of the appeals resolved, the Ontario Municipal Board approved the LOP in 2011. The majority of the LOP is not applicable to the lands covered by the NOESP as shown on the Schedule A1 – Urban Structure of the LOP. However, as a result of the Town's Urban Structure Review process, in April 2018, the Region approved OPA 15 to the LOP and OPA 317 to the NOESP. OPA 15 revises the LOP's urban structure policies and mapping to, among other things, incorporate the lands covered by the NOESP. OPA 317 contained minor text amendments to the introduction section of the NOESP referring the reader to the LOP for urban structure policies. OPA 15 was appealed and subsequently resolved and thus the LOP's urban structure policies apply to the Subject Lands. The proposed urban structure of the LOP identifies the Subject Lands as being 'Residential Areas'. The Transportation Plan of the LOP (Schedule C) identifies Sixth Line as a Minor Arterial.

Residential Areas

Section 3.9 of the LOP identifies Residential Areas as areas with low, medium and high density residential uses and includes community facilities such as schools, places of worship, recreational and commercial uses. The character of the Residential Areas is significantly influenced by their relationship to the Natural Heritage System, parks and open spaces.

The Subject Lands are located to the north of Dundas Street and are identified as Residential in the LOP. The proposed POS is identified as low density residential through the provision of single detached dwellings and townhouses. The proposed POS is located around existing community facilities such as schools, recreational and commercial uses along Dundas Street.

4.6 NORTH OAKVILLE EAST SECONDARY PLAN

The North Oakville East Secondary Plan (NOESP) provides a planning framework for the lands bounded by Dundas Street, Ninth Line, Highway 407 and Sixteen Mile Creek. It was approved by the Ontario Municipal Board in January 2008 and provides policy direction for growth and development to 2021.

In addition to OPA 317 noted in Section 4.5 above, the NOESP was also amended in 2018 to update Stormwater Management Facility use permissions, the Trafalgar Urban Core Area purpose and land use policies, the Dundas Urban Core Area policies, Neighbourhood Centre Area policy, phasing policy, and definition of Medium Density Residential Development and to clarify the provision of bonusing in the Trafalgar and Dundas Urban Core Areas, and include new definitions for added clarity from the Growth Plan, 2017.

The Subject Lands are identified as being within Neighbourhood 8 on Figure NOE 1 – Community Structure (see **Figure 9**). The Subject Lands are designated Neighbourhood Area on Figure NOE 2 – Land Use Plan (see **Figure 10** of this report). Furthermore, the North Oakville Master Plan identifies the Subject Lands as split designated between Neighbourhood Centre Area and General Urban Area (see **Figure 12** of this report). The Master Plan also identifies the intersection of Sixth Line and Carnegie Drive as a Neighbourhood Activity Node. Sixth Line is identified as Minor Arterial/Transit Corridor on Figure NOE 4 – Transportation Plan of the NOESP (see **Figure 11** of this report).

Section 7.2 of the NOESP contains the following relevant objectives to guide development of the planning area:

“7.2.3.2 Residential

- a) To create residential communities which complement the existing built form elements that are intended to remain within the community, and incorporate the best community planning and urban design practices available while protecting, enhancing and integrating the area’s natural heritage component of the natural heritage and open space system.*
- b) To establish overall development densities that equal or exceed the density established by the Halton Urban Structure Plan and which are commensurate with the type of frequency of transit service planned for the area.*
- f) To create varied and distinguishable residential neighbourhoods which provide a strong, identifiable sense of place for the residents.*
- g) To provide for a variety of residential densities and unit types throughout the planning area, responding to the varied needs of the future population, while directing the highest densities and intensity of use to the Trafalgar Road Corridor*



Data Source: First Base Solutions; Town of Oakville

Figure 9
**NORTH OAKVILLE
 EAST OF SIXTEEN
 MILE CREEK
 SECONDARY PLAN**
 Figure NOE 1:
 Community Structure

LEGEND

- Subject Lands
- Minor Arterial/Transit Corridor
- Avenue/Transit Corridor
- Residential Neighbourhood Boundaries
- Neighbourhood Central Activity Node
- Natural Heritage Component of Natural Heritage and Open Space System
- Five Minute Pedestrian Shed

Date: February 17, 2022

Scale: 1:5000



Block 415, Plan 20m1186
 Oakville, Ontario

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Data Source: First Base Solutions; Town of Oakville;

Figure 10

**NORTH OAKVILLE
EAST OF SIXTEEN
MILE CREEK
SECONDARY PLAN**
Figure NOE 2: Land Use
Plan

LEGEND

- | | | |
|---|--|--|
|  Subject Lands |  Trafalgar Urban Core Area |  Village Square |
|  Minor Arterial/Transit Corridor |  Neighbourhood Area | |
|  Avenue/Transit Corridor |  Natural Heritage System Area | |
|  Elementary School Site |  Neighbourhood Park | |

Date: February 17, 2022

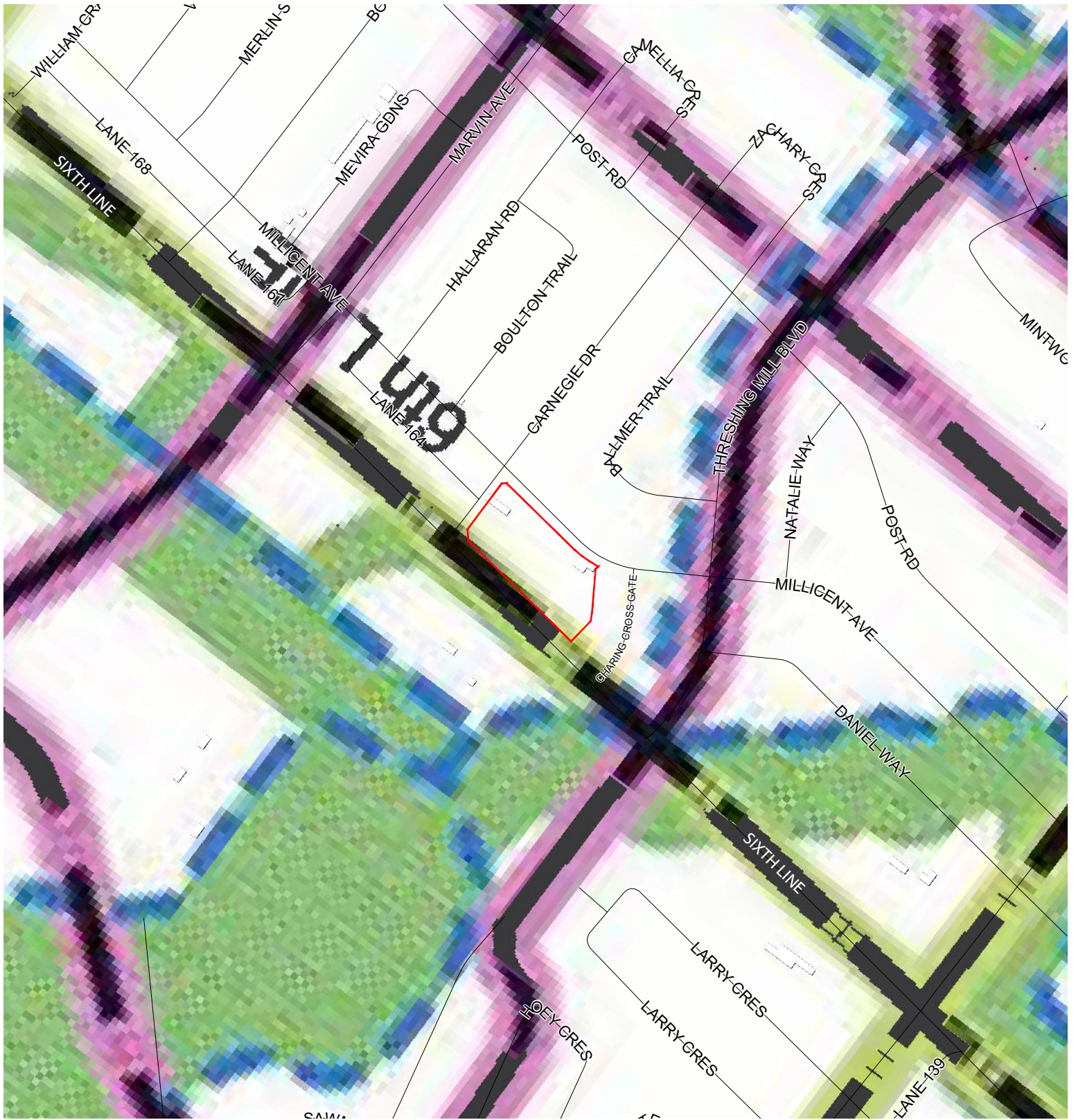
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Block 415, Plan 20m1186
Oakville, Ontario

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Data Source: First Base Solutions; Town of Oakville

Figure 11

**NORTH OAKVILLE
EAST OF SIXTEEN
MILE CREEK
SECONDARY PLAN
Figure NOE 4:
Transportation Plan**

LEGEND

- Subject Lands
- Minor Arterial/Transit Corridor
- Avenue/Transit Corridor
- Connector/Transit Corridor
- Secondary Transit Corridor Service
- Community Service
- Natural Heritage System Area
- Major Trail System

Date: February 18, 2022

Scale: 1:5000



Block 415, Plan 20m1186
Oakville, Ontario

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Data Source: First Base Solutions; Town of Oakville;










Figure 12









**NORTH OAKVILLE
EAST OF SIXTEEN
MILE CREEK
SECONDARY PLAN**
Appendix 7.3: North
Oakville Master Plan









LEGEND

 Subject Lands

LEGEND

-  SECONDARY PLAN AREA BOUNDARY
-  OAKVILLE / MILTON MUNICIPAL BOUNDARY
-  TRANSITWAY
-  DUNDAS STREET URBAN CORE AREA
-  NEYAGAWA BLVD. URBAN CORE AREA
-  TRAFALGAR ROAD URBAN CORE AREA
-  TRANSITIONAL AREA
-  EMPLOYMENT AREA
-  NATURAL HERITAGE SYSTEM AREA

-  INSTITUTIONAL AREA
-  STORMWATER MANAGEMENT FACILITY (final location TBD)
-  COMMUNITY PARK AREA
-  NEIGHBOURHOOD PARK AREA
-  VILLAGE SQUARE/URBAN SQUARE
-  ELEMENTARY SCHOOL SITE
-  SECONDARY SCHOOL SITE
-  JOSHUA CREEK FLOODPLAIN AREA

-  UTILITY CORRIDOR
-  NEIGHBOURHOOD ACTIVITY NODE
-  CEMETERY AREA
-  NEIGHBOURHOOD CENTRE AREA
-  GENERAL URBAN AREA
-  SUB-URBAN AREA
-  HIGH DENSITY RESIDENTIAL AREA
-  POLICY REFERENCE - SEE POLICY SECTION 7.4.7.2

Date: February 22, 2022

Scale: 1:5000



Block 415, Plan 20m1186
Oakville, Ontario

N117865 - BLOCK 415, SIXTH LINE, OAKVILLE - MHBC DOCUMENTS\PLANNING JUSTIFICATION REPORT\DRAWINGS\10 - NCE MASTER PLANNING

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in support of a broad range of services including high frequency transit, shopping, personal services and community facilities.”

The proposed POS consists of single detached and townhouses that are designed to be integrated with surrounding developed areas along Millicent Avenue and Carnegie Drive. The Subject Lands are located at the corner of Sixth Line, identified as a minor arterial road, and Carnegie Drive and are within proximity to community facilities and commercial areas, and part of a larger neighbourhood area that provides a sense of place for its residents. The single detached houses and townhouses have been designed to comply with the Town’s urban design policies and guidelines.

The NOESP contains the following applicable design related policies:

“7.5.4 General Design Directions

- a) All development, particularly in the Urban Core Areas, Neighbourhood Centre and General Urban Areas, shall be designed to be compact, pedestrian and transit friendly in form. Mixed use development will be encouraged.*
- f) Parks, neighbourhood activity nodes, and other civic areas will serve as central “meeting places” for residents, particularly within neighbourhoods and sub-neighbourhoods.*
- g) Building densities and land uses designed to support the use of transit and the level of transit service proposed for specific areas shall be located within walking distances of transit stops and lines.”*

The Subject Lands are designated both Neighbourhood Centre Area and General Urban Area in the NOESP. The proposed development includes a mix of single detached houses and more compact built forms through the provision of townhouses which are pedestrian and transit-friendly. The proposed subdivision development is located near existing community facilities such as schools, parks and trails.

“7.5.5.1 Arterial/Transit Corridors

Arterial/Transit Corridors as designated on Figure NOE4 are high capacity roads which serve as major gateways into the community, including both the Town as a whole, and North Oakville East. A balance must be achieved between their transportation function, including accommodation for transit, and their ability to provide access to flanking land uses, and to act as socially vibrant public space. To assist in achieving this balance, these streets will have the highest form of design treatment, including wide sidewalks, special tree and feature planting, paving, lighting and signage design.

The Subject Lands are located along Sixth Line, which is identified as a Minor Arterial Road in the NOESP. The Subject Lands are in close proximity to an existing public transit route located on Sixth Line and Wheat Boom Drive. Part of the subdivision proposal is to create a municipal lane with vehicular access from Millicent Avenue. The proposed subdivision is located along Sixth Line and Carnegie Drive and Millicent Avenue and is designed to provide visual interest to pedestrians.

7.5.5.5 Lanes

- b) *Where the Town's policies for urban design are such that the use of lanes is required, the lanes may be in public ownership if requested by the development proponent, otherwise lanes would generally be in private ownership. Further, if public ownership of lanes is proposed, there should be a sufficient number of public lanes in the same vicinity to minimize maintenance costs.*

The proposed POS is to create a municipal lane with vehicular access from Millicent Avenue.

7.5.6 Building Location

- a) *Buildings, structures and landscaping shall be designed to provide visual interest to pedestrians, as well as a "sense of closure" to the street. Generally, heights of buildings shall also be related to road widths to create a more comfortable pedestrian environment, so that the wider the road width, the higher the building height.*
- b) *Buildings on corner lots at the intersections of Arterials, Avenues and Connector streets shall be sited and massed towards the intersection.*
- c) *The rear and side building elevations of all buildings on corner lots shall be designed to take advantage of their extra visibility.*
- d) *In residential areas, garages shall be designed so that they are not the dominant feature in the streetscape. In particular, attached garages shall not:*
 - i. *Project beyond the façade of the dwelling or the façade (front face) of any porch; or*
 - ii. *Contain garage doors that occupy more than 50% of the frontage of a lot unless the Town is satisfied through the submission of detailed plans by the applicant that the garage doors can be appropriately integrated with the streetscape."*

The proposed subdivision development is located at the corner of Sixth Line, a minor arterial road, and Carnegie Drive. The single-detached units will be two storeys and the townhouse units will be approximately three storeys in height. The townhouse unit located at the corner of Sixth Line and Carnegie Drive will address both street frontages because of their extra visibility. The elevations and renderings show that the garages will not be the dominant feature in the streetscape among the single detached and townhouses. The porches on the single detached dwellings project towards Millicent Avenue with the garages set further back. The garages on the townhouse dwellings point towards the proposed municipal lane as opposed to the street.

7.6.7.1 Neighbourhood Centre Area

- a) *Purpose:* The Neighbourhood Centre Area land use category on Appendix 7.3 will generally be used for areas located central to each neighbourhood. It is intended to accommodate a range of medium density residential, mixed use, and limited commercial and civic uses focused at a central neighbourhood activity node to serve neighbourhood residents.
- b) *Permitted Uses, Buildings and Structures*
 - The permitted uses shall be medium density residential, mixed use and small scale convenience retail, personal service, restaurants and business activity, as well as public and institutional uses including village squares. Business activity may include a range of small scale uses including offices, medical clinics, and workshops for artisans and artists' studios.
- c) *Land Use Policies*
 - A mix of uses shall be permitted at the following heights and densities:
 - a. Minimum density: 35 units per net hectare for residential
 - b. Maximum density: 150 units per net hectare for residential
 - c. Minimum height: 2 storeys
 - d. Maximum height: 6 storeys
 - The zoning by-law shall establish minimum and maximum setbacks and implement densities and other standards to ensure that development achieves the minimum standards required as a basis for the creation of this centre area. In particular, on-street parking will be permitted and may be utilized to meet parking standards for commercial and other non-residential development, and in such circumstances, live/work buildings may require no additional parking for the "work" component.

7.6.7.2 General Urban Area

- b) *Permitted Uses, Buildings and Structures*
 - The permitted uses shall be low and medium density residential uses and home occupation and home business uses.
 - Permitted uses shall be located in low or medium density residential buildings.
- c) *Land Use Policies*
 - A mix of housing types shall be permitted at the following heights and densities:
 - a. Minimum density – 25 units per net hectare
 - b. Maximum density – 75 units per net hectare
 - c. Maximum height – 3 storeys

- *The zoning by-law shall establish minimum and maximum setbacks, and implement densities and other standards to ensure that development achieves the minimum standards required as a basis for the creation of this residential area.*

The proposed POS includes low and medium density residential uses through the provision of both single detached dwellings and townhouses. The POS is designed to be contiguous to the surrounding developed areas and are near existing community facilities such as schools, parks, green space and trails, and shopping centres.

The Neighbourhood Centre Area land-use category consists of 19 townhouse units and two single detached dwellings located at the corner of Carnegie Drive and Millicent Avenue. The Neighbourhood Centre Area category has a net density of 41 units per hectare (UPH), achieving the minimum residential density of 35 UPH.

The General Urban Area land-use category consists of 7 single detached dwellings along Millicent Avenue with a net density of 28 UPH, achieving the minimum residential density of 25 UPH. The proposed building heights for the single detached dwellings is two storeys and approximately 3 storeys for the townhouse units, which are consistent with the existing zoning.

7.10.4 Plans of Subdivision or Condominium

Only those plans of subdivision or condominium shall be approved for development:

a) comply with the designations and policies of this Plan;

b) can be supplied with adequate infrastructure, services and community facilities;

and

c) will not adversely affect the financial status of the Town or the Region of Halton."

The Subject Lands are designated both Neighbourhood Centre and General Urban Area and the proposed POS complies with the policies of these designations as reviewed in the sections above. The Subject Lands are supplied with adequate existing municipal infrastructure, services and community facilities such as schools, parks and trails and shopping centres (as described in the accompanying FSR and Section 2.2 of this Report, respectively). The POS will not adversely affect the financial status of the Town of Oakville or the Region of Halton and will have a positive affect by using existing infrastructure and supporting existing transit.

Summary and Conformity Statement

Based on the above analysis, the proposal conforms with the policies of the North Oakville East Secondary Plan. The proposed POS includes low and medium density residential uses through the provision of single detached houses and townhouses that are designed to be contiguous with surrounding developed areas along Millicent Avenue and Carnegie Drive. The development is located near existing community facilities such as schools, parks and trails. The Subject Lands are

designated both Neighbourhood Centre Area and General Urban Area in the NOESP. The proposed POS in the Neighbourhood Centre Area and General Urban Area land use categories achieve the minimum residential densities.

4.7 NORTH OAKVILLE ZONING BY-LAW 2009-189

The Subject Lands are currently zoned Neighbourhood Centre (H10/H15-NC sp:29) and permits the uses outlined in **Table 3** below.

Table 3: Uses Permitted in the Neighbourhood Centre (NC) Zone

Mixed Use Building	Office Building
Institutional Building	Parking garage
Commercial Building	Commercial/Residential
Private Park	General Office Use, or Medical Offices or Financial Institution
Service Commercial	Commercial Fitness Centre
Convenience Store	Restaurant
Café	Service Establishment
Art Gallery	Library
Museum	Place of Worship
Public School	Private School
Commercial School	Nursing Home
Day Care	Residential including second suites in accordance with Section 4.29
Retirement Home	Private-home day care
Home occupation	Bed and breakfast establishment
Short-term Accommodation	Single detached dwellings with 3 or less lodgers
Retail Store, but not a Convenience Store	

Special Provision 29 modifies the NC zone for the Subject Lands to permit single-detached, semi-detached and townhouse dwellings (subject to the provisions of the General Urban (GU-SP 3) Zone) and adds additional regulations for mixed use buildings and for parking.

The Subject Lands are subject to two Holding Provisions. Holding Provision 10 prohibits dwelling units to be located on the first storey until at least a minimum of three years has passed since the registration of the Sixth Line Corporation Subdivision, at which point the Holding provision can be removed. The intent of this Holding Provision is to implement the Town's requirement that the Subject Lands be marketed for a mixed use or commercial building for a period of time before proceeding with the original concept for residential uses contemplated during the draft plan approval process (see Section 1 of this Report). Since the requisite time has passed, Holding Provision 10 will be removed to facilitate this POS.

Holding Provision 15 prohibits any new buildings or uses on the Subject Lands until written confirmation is provided by Conservation Halton that the lot is no longer susceptible to flooding under the Regional Storm event (see Section 2.6 of this Report). The flooding concern is currently being addressed by other landowners and Conservation Halton. Once the concern has been resolved, Holding Provision 15 will be removed from the Subject Lands in whole. It may be removed in part in the interim for those portions of the site not affected by flooding which is to be determined in consultation with the Town and Conservation Authority through the development review process.

The proposed POS has been designed to comply with the existing zoning. Any future changes to the proposed land use and regulations outside of what is currently permitted would require a separate planning application. A separate application will also be made to remove the existing Holding Provisions.

5.0 CONCLUSIONS

As outlined in this report, together with the revised supporting technical reports, the proposed development and associated POS represents an appropriate development of the Subject Lands, in keeping with Provincial and municipal policies and regulations. The proposed POS facilitates future growth and development on lands that are currently vacant and within the urban area.

Based on a review of the existing physical context and surrounding area, a technical assessment of the proposed development concept, and an analysis of the proposal within the Provincial and municipal policy and regulatory framework, this report concludes the following:

1. The proposal is consistent with the *Planning Act* and Provincial Policy Statement and conforms to the Growth Plan for the Greater Horseshoe, the Halton Region Official Plan, the Livable Oakville Plan and the North Oakville East Secondary Plan.
2. The Subject Lands have already been approved for development through the Sixth Line Corporation Subdivision (Registered Plan 20M-1186) which included extensive technical studies and supported the development of the Subject Lands and surrounding lands.
3. The Subject Lands are appropriate to accommodate low density development in the form of single-detached housing and townhouses.
4. The proposed subdivision is typical of the existing lotting along Millicent Avenue.
5. The proposal is well-served by existing community infrastructure including schools, parks, public transit, cycling routes as well as commercial uses.
6. The proposal can be adequately serviced and does not create any undue impacts to municipal servicing and transportation.
7. The proposal is adequately accessed and does not create any adverse impacts related to transportation or traffic.
8. The proposal is not adjacent to and does not impact any significant natural features of hazard lands.
9. The proposal is appropriate, represents good planning and is in the public interest.

Respectfully submitted,
MHBC

A handwritten signature in black ink, appearing to read 'Dana Anderson', with a stylized, cursive script.

Dana Anderson, MA, FCIP, RPP
Partner

A handwritten signature in black ink, appearing to read 'Gerry Tchisler', with a stylized, cursive script.

Gerry Tchisler, M.Pl., MCIP, RPP
Associate

APPENDIX **A**

Planning Applications Pre-consultation Package

Planning Applications Pre-consultation Package

Official Plan Amendment
Zoning By-law Amendment
Draft Plan of Subdivision
Draft Plan of Condominium
Site Plan Approval

Effective January 1, 2021, a \$305 Pre-consultation request fee is required as per Fee By-law 2020-131. Send e-transfers to planningapps@oakville.ca.

To help slow the spread of COVID-19 and support Public Health officials, the Town of Oakville has joined the Province of Ontario and Halton Region in declaring a State of Emergency. Effective May 4, 2020 Pre-consultation Meetings will be held using the ZOOM or GoTo app. Submit your Pre-consultation Request to planningapps@oakville.ca and meeting details will follow once agendas are determined.

During the COVID-19 pandemic the Town will be accepting digital submissions commencing May 4, 2020. Send your digital submission requests to planningapps@oakville.ca

(Additional information regarding digital submissions and electronic fee payments can be found at: <https://www.oakville.ca/business/application-forms-guidelines.html>)

**Town of Oakville
Planning Services Department**
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www.oakville.ca

Guide for Applicants

Applications for Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision, Draft Plan of Condominium and Site Plan approval are required to follow the pre-consultation process, as required by By-law 2007-106, or any amendments or replacements to that By-law. Applicants are required to attend a pre-consultation meeting before submitting a planning application. The meeting is intended to identify key issues and the approvals that will be required with a project, and confirm the supporting materials that must be submitted with the planning application(s).

For most development applications, applicants should review Terms of Reference for the Urban Design Brief, conduct a preliminary design analysis and consult with Planning and Urban Design staff prior to requesting a Pre-consultation Meeting.

Timing & Required Information: Pre-consultation meetings are held on regularly scheduled dates as availability permits. Requests to attend must be made at least 14 working days prior to the pre-consultation meeting by submitting the following information electronically:

- a) a completed Pre-consultation Request (Form 1); and,
- b) the required supporting material in the Request form.

Official Plan Amendment, Zoning By-law Amendment, draft plan of subdivision and draft plan of condominium:

The Town's Official Plan establishes standards for complete applications and an application for Official Plan Amendment, Zoning By-law Amendment, draft plan of subdivision and draft plan of condominium will only be considered complete under the *Planning Act* when the following items have been provided to the Town:

- a completed application form,
- cover letter,
- all information and materials prescribed by statute,
- an executed Pre-consultation Agreement,
- minutes of developers meeting (See Note "g")
- all supporting information and materials required to be provided with the initial submission pursuant to the Pre-consultation agreement, in a digital format (usb) including 2 hard copies of each plan/drawing, and,
- the prescribed application fee(s).

Site Plan:

Site Plan applications will be deemed complete when the following items have been provided to the Town:

- a completed application form,
- cover letter,
- 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 (usb) including 2 hard copies of each plan/drawing, and,
- the prescribed application fee(s).

Digital Submissions:

The planning department will accept digital submissions with the following naming conventions. Digital submissions are to be provided in a single zip file via email or download. Additional information regarding digital submissions and electronic fee payments can be found at:
<https://www.oakville.ca/business/application-forms-guidelines.html>

Digital copies must be named in an organized and descriptive manner according to the below format: File Number _ Condensed Name _ Version Number _ Date (with no spaces)

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

- 00_CoverLetter_v1_2020-02-28
- 01_Aerial_v1_2020-02-14
- 02_Survey_v1_2020-02-23
- 03_SitePlan_v1_2020-02-23
- 04_SitePlanDetails_v1_2020-02-23
- 05_FloorPlan_v1_2020-02-23
- 06_Elevations-v1-2020-02-21
- 07_Landscape_v1_2020-02-18
- 08_LandscapeDetails_v1_2020-02-18
- 09_CanopyCoverage_v1_2020-02-18
- 10_PedestrianCircPlan_v1_2020-02-23
- 11_Servicing_v1_2020-02-15
- 12_Grading_v1_2020-02-15
- 13_SWM_v1_2020-01-30
- 14_TIS_TruckTurning_v1_2020-02-20
- 15_NoiseVibration_v1_2020-02-2012
- 16_ESSQ_v1_2020-02-28
- 17_ESS1_v1_2020-02-28
- 18_3D model_v1_2020-02-28

File Naming Conventions:

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

Final Note:

- 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.

General Information:

Re-circulation fee: A re-circulation fee of 15% of the in-effect application fee will apply to every re-circulation of any *Planning Act* application, after the third circulation (i.e. the re-circulation fee will apply at the fourth re-circulation and every re-circulation required thereafter.) This requirement may only be waived at the discretion of the Director of Planning Services on an individual case basis, and all requests must be made in writing outlining the justification for such consideration (Fee By-law 2020-131, Schedule A, Section 10).

Additional financial payments: Additional financial payments and costs may be required through the processing of an application, including, but not limited to, peer review of materials and/or information, agreements and associated fees. Fees and payments such as parkland dedication (or cash-in-lieu), development charges, payment of outstanding taxes, securities, archive retrieval, Local Planning Appeals Tribunal (LPAT) appeals and appearances, costs for lifting reserves, and reimbursement for road widening acquisition or road improvements may also be required.

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.

Pre-consultation Request

The following is to be completed by the Applicant (check all that apply)

Official Plan Amendment <input type="checkbox"/>	Plan of Subdivision <input type="checkbox"/>	Site Plan <input type="checkbox"/>
Zoning By-law Amendment <input type="checkbox"/>	Plan of Condominium <input type="checkbox"/>	
Site address/legal description:		
Existing Official Plan designation:		
Existing Zoning Category:		
Are there any encumbrances on the property? (i.e. easement)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, List encumbrances:		

1. Indicate precise nature of the proposal including but not limited to type of use proposed, amount of proposed area in m², and /or number of proposed units:

2. Has a pre-meeting been held with Urban Design staff? Yes No

3. List any other pre-meetings held with Town, Halton Region and/or Conservation Halton staff:

Supporting Material:

The following must be submitted in electronic (i.e. PDF or JPEG) form with a completed Pre-consultation Request Form 1:

- A colour copy of a concept/sketch plan that shows the proposal, including a context plan (i.e. lotting plan, road location, building(s) location),
- A copy of a survey,
- A copy of current air photo with the property indicated,
- For a Site Plan pre-consultation, the above plus elevations and landscape concept,
- Environmental Site Screening Questionnaire
- A completed North Oakville Sustainability Checklist (Applications North of Dundas Street only)

North Oakville Natural Heritage System Checklist	
Indicate all that apply to the subject lands:	
<input type="checkbox"/>	Entirely within Environmental Implementation Report (EIR) Subcatchment Area Boundary
<input type="checkbox"/>	Partially within EIR Subcatchment Area Boundary
<input type="checkbox"/>	Contains lands within the Natural Heritage System
<input type="checkbox"/>	Stormwater management pond indicated
<input type="checkbox"/>	High Constraint Stream Corridor(s) indicated
<input type="checkbox"/>	Medium Constraint Stream Corridor(s) indicated
<input type="checkbox"/>	Low Constraint Stream Corridor(s) indicated

Owner: _____	Phone: _____
	Email: _____
Agent: _____	Phone: _____
	Email: _____
Owner's Signature or Signature of Authorized Agent: _____	
Date: _____	

Pre-consultation Form

Please note pre-consultations are only valid for Six (6) Months from the date of Signing: See Note (a)

Applicant: _____
 Site Location: _____
 Proposal: _____

Official Plan Amendment <input type="checkbox"/>	Plan of Subdivision <input type="checkbox"/>	Site Plan <input type="checkbox"/>
Zoning By-law Amendment <input type="checkbox"/>	Plan of Condominium <input type="checkbox"/>	

Terms of Reference for Listed Studies / Reports can be found here:
<http://www.oakville.ca/business/terms-of-reference.html>

SUBMISSION REQUIREMENTS				
Materials to be Provided:	OPA/ZBA/SUB/ CONDO/SITE PLAN (Paper copies plus 2 usbs)		NOTES:	Digital File Name
	Required	Paper Copies		
Plans				
Aerial Photograph(s)	<input type="checkbox"/>	2		XX_Aerial_v1_yyyy-mm-dd
Survey/Legal Plan	<input type="checkbox"/>	2		XX_Survey_v1_yyyy-mm-dd
Concept Plan	<input type="checkbox"/>	2		XX_Concept_v1_yyyy-mm-dd
Draft Plan of Subdivision and/or Draft Plan of Condominium (individual lots and/or units to be shown on draft Plan)	<input type="checkbox"/>	2		XX_DraftSub_v1_yyyy-mm-dd XX_DraftCondo_v1_yyyy-mm-dd
Site Plan & Site Plan Details	<input type="checkbox"/>	2		XX_SitePlan_v1_yyyy-mm-dd XX_SitePlanDetail_v1_yyyy-mm-dd
Park/Open Space Concept Plan	<input type="checkbox"/>	2		XX_ParkConcept_v1_yyyy-mm-dd
Building Elevations & Renderings	<input type="checkbox"/>	2		XX_Elevations_v1_yyyy-mm-dd XX_Renderings_v1_yyyy-mm-dd
Building Floor Plans (including roof Plan)	<input type="checkbox"/>	2		XX_FloorPlans_v1_yyyy-mm-dd XX_RoofPlan_v1_yyyy-mm-dd
Landscape Plan & Details	<input type="checkbox"/>	2		XX_Landscape_v1_yyyy-mm-dd XX_LandsDetails_v1_yyyy-mm-dd
Pedestrian Circulation Plan	<input type="checkbox"/>	2		XX_PedCircPlan_v1_yyyy-mm-dd
Streetscape Plan	<input type="checkbox"/>	2		XX_Streetscape_v1_yyyy-mm-dd
Site Servicing Plan	<input type="checkbox"/>	2		XX_Servicing_v1_yyyy-mm-dd
Grading & Drainage Plan (including topographic information)	<input type="checkbox"/>	2		XX_Grading_v1_yyyy-mm-dd XX_Drainage_v1_yyyy-mm-dd
Erosion and Sediment Control Plan	<input type="checkbox"/>	2		XX_ErosionSed_v1_yyyy-mm-dd
Lighting Plan &/or Photometric Plan	<input type="checkbox"/>	2		XX_Photometric_v1_yyyy-mm-dd
Truck Turning Plan	<input type="checkbox"/>	2		XX_TruckTurning_v1_yyyy-mm-dd
Pavement Markings/Signage Plan	<input type="checkbox"/>	2		XX_MarkingsSign_v1_yyyy-mm-dd
Construction Storage/Staging Plan	<input type="checkbox"/>	2		XX_ConstructSS_v1_yyyy-mm-dd

Materials to be Provided:	OPA/ZBA/SUB/CONDO/ SITE PLAN (Paper copies plus 2 usbs)		NOTES:	Digital File Name
	Required	Paper Copies		
Demarcation of limits of natural features (i.e. top-of-bank and/or natural hazards)	<input type="checkbox"/>	2		XX_NaturalLimit_v1_yyyy-mm-dd
Tree Canopy Cover Plan & calculation	<input type="checkbox"/>	2		XX_CanopyCover_v1_yyyy-mm-dd
Waste Management Plan	<input type="checkbox"/>	2		XX_WasteManage_v1_yyyy-mm-dd
Reports and Studies				
Completed Application Form/Fees	<input type="checkbox"/>	2		XX_AppForm_v1_yyyy-mm-dd
Planning Justification Report/Letter	<input type="checkbox"/>	2		XX_PJR_v1_yyyy-mm-dd
Character Impact Analysis	<input type="checkbox"/>	2		XX_CharacterImp_v1_yyyy-mm-dd
Draft Zoning By-law Amendment	<input type="checkbox"/>	2		XX_DraftZBLA_v1_yyyy-mm-dd
Draft Official Plan Amendment	<input type="checkbox"/>	2		XX_DraftOPA_v1_yyyy-mm-dd
Urban Design Brief	<input type="checkbox"/>	2		XX_DesignBrief_v1_yyyy-mm-dd
Tree Vegetation Study/Arborist Report and Tree Protection Plan	<input type="checkbox"/>	2		XX_ArbReport_v1_yyyy-mm-dd XX_TPP_v1_yyyy-mm-dd
Functional Servicing Study/Report	<input type="checkbox"/>	2		XX_FSR_v1_yyyy-mm-dd
Stormwater Management Study/Report	<input type="checkbox"/>	2		XX_SWM_v1_yyyy-mm-dd
Environmental Impact Study/Report	<input type="checkbox"/>	2		XX_EIR_v1_yyyy-mm-dd
Transportation Impact Analysis	<input type="checkbox"/>	2		XX_TIS_v1_yyyy-mm-dd
Heritage Impact Assessment	<input type="checkbox"/>	2		XX_HIA_v1_yyyy-mm-dd
Archaeological Assessment	<input type="checkbox"/>	2		XX_Arch_v1_yyyy-mm-dd
Market Impact Study	<input type="checkbox"/>	2		XX_MarketImpact_v1_yyyy-mm-dd
Capital Impact Study	<input type="checkbox"/>	2		XX_CapitalImpact_v1_yyyy-mm-dd
Noise & Vibration Study	<input type="checkbox"/>	2		XX_NoiseVibration_v1_yyyy-mm-dd
Geotechnical/Soils Report	<input type="checkbox"/>	2		XX_Geotech_v1_yyyy-mm-dd
Environmental Site Assessment (i.e. Phase 1)	<input type="checkbox"/>	2		XX_ESS1_v1_yyyy-mm-dd
ESSQ	<input type="checkbox"/>	2		XX_ESSQ_yyyy-mm-dd
Shadow Impact Analysis	<input type="checkbox"/>	2		XX_Shadow_v1_yyyy-mm-dd
Wind Study/Micro-Climate	<input type="checkbox"/>	2		XX_WindStudy_v1_yyyy-mm-dd
Sample Materials Board/Photos	<input type="checkbox"/>	2		XX_Materials_v1_yyyy-mm-dd
3-D Computer Model (i.e. SketchUp)	<input type="checkbox"/>	1		XX_3DModel_v1_yyyy-mm-dd
Minutes and attendance list of Applicant-initiated "Public Information Meeting" (see Note g)	<input checked="" type="checkbox"/>	2	*not required for site plan	XX_PIMMinutes_yyyy-mm-dd XX_Attendlst_yyyy-mm-dd
North Oakville				
Environmental Implementation Report/Functional Servicing Study	<input type="checkbox"/>	See table below		XX_EIRFSS_v1_yyyy-mm-dd
Map and Accompanying Tables Showing Densities and Designations	<input type="checkbox"/>	2		XX_DensityMap_v1_yyyy-mm-dd XX_DensityTable_v1_yyyy-mm-dd
NOUFSMP/Tree Canopy Cover Plan & Calculation	<input type="checkbox"/>	2		XX_NOUFSMP-TCCP_v1_yyyy-mm-dd
Planning Statistics Spreadsheet	<input type="checkbox"/>	2		XX_PlanningStats_v1_yyyy-mm-dd
Sustainability Checklist	<input type="checkbox"/>	2		XX_SustainCheck_v1_yyyy-mm-dd
Transit Facilities Plan	<input type="checkbox"/>	2		XX_TransitFac_v1_yyyy-mm-dd

Area Design Plan	<input type="checkbox"/>	2	XX_AreaDesign_v1_YYYY-mm-dd
Executed Adhesion Agreement	<input type="checkbox"/>	2	XX_AdhesionAgmt_v1_YYYY-mm-dd
Other			
	<input type="checkbox"/>	2	XX_XXXXX_v1_YYYY-mm-dd
	<input type="checkbox"/>	2	XX_XXXXX_v1_YYYY-mm-dd

EIR/FSS Submission Requirements:

EIR/FSS Submission Requirements		
Agency/Department	# of hard copies	What is required:
Development Engineering - Stormwater	1	<ul style="list-style-type: none"> Binder/USB to be labeled: Development Engineering – Stormwater Binder with full EIR text and figures Do not print appendices USB key with full EIR text, figures and appendices
Development Engineering - Technologist	1	<ul style="list-style-type: none"> Binder/USB to be labeled: Development Engineering – Technologist Binder to include: <ul style="list-style-type: none"> Draft plan of subdivision Grading Plan Drawings (and details) Storm Servicing Plans – major and minor Storm drainage figures Conceptual Water and Wastewater Servicing and related figures Locations of LIDs All drawings/sections/figures related to roads and/or crossings USB key with full EIR text, figures and appendices
Parks and Open Space	1	<ul style="list-style-type: none"> USB to be labelled: POS USB key with full EIR text, figures and appendices
CH	3	<ul style="list-style-type: none"> Binders/USB to be labeled: Conservation Halton Binder with full EIR text, figures and appendices 1 USB key with full EIR text, figures and appendices
Region of Halton	1	<ul style="list-style-type: none"> Binder/USB to be labeled: Region of Halton Binder with full EIR text, figures and appendices USB key with full EIR text, figures and appendices
Planning	1	<ul style="list-style-type: none"> Binder/USB to be labeled: Town Planning Binder with full EIR text and figures Do not print appendices USB key with full EIR text, figures and appendices

1. Conformity with the Regional Official plan land use designation: Yes No

If "NO", an application has been made to amend the Regional Official Plan: Yes No

2. Existing Official Plan Designation: _____

Conformity with the Town's Official Plan land use designation: Yes No

More Information Required

If "No", the nature of the amendment needed: _____

3. Existing Zoning: _____

Conformity with the Town's Zoning By-law: Yes No

More Information Required

If "No", the Proposed zoning is: _____

4. Related File No.: _____

5. Informal Open House: To be held on: _____ Has been held on: _____

6. Additional Agencies/Departments to be contacted: _____

7. Related notes pertinent to the application: _____

8. A site walk is required as a second part of the pre-consultation meeting: Yes No

If "Yes", the site walk is scheduled for (date & time): _____

Notes:

- a) **This agreement expires 6 months from the date of initial signing (date of pre-consultation meeting) or at the discretion of the Director of Planning or his/her designate. In the event that this Pre-consultation Agreement expires prior to the application being accepted, and/or new policy and/or by-laws apply, another agreement may be required.**
- b) The purpose of this agreement is to identify the information required to prepare a complete application as set out in the *Planning Act*. Pre-consultation does not imply or suggest any decision whatsoever on the part of Town staff or the Corporation of the Town of Oakville to either support or refuse the application. Comments provided at a pre-consultation meeting are preliminary and based on the information submitted for review at that time.
- c) When a formal application is made, the application fee may be processed immediately; however, this does not constitute the application being deemed complete for *Planning Act* purposes. An annual maintenance fee will apply to all applications, one year after being deemed complete for *Planning Act* purposes, and annually thereafter.
- d) For all applications for Official Plan Amendment, Zoning By-law Amendment, Plan of Subdivision and Plan of Condominium, the applicant acknowledges that the Town is not responsible for the construction or installation of the sign and the applicant agrees to submit a photo of the sign on the property. This shall be submitted within one week of receiving confirmation of a complete application.
- e) An application submitted without the requisite information and number of copies identified in this Pre-consultation Agreement, or in the Site Plan application form, will not be accepted. Submission not meeting these criteria will be returned to the agent or property owner. If a site walk is required, the application may not be considered complete until it has taken place.
- f) All reports, documents and drawings (including two sets of reduced copies of all plans (11"x17" or 8½"x11")) must be submitted in paper and electronic (i.e. PDF or JPG) form. All submission material must be collated and bundled to each Department and Agency to be circulated, as identified in the provided Agency Circulation spreadsheet.
- g) An applicant is required to conduct a 'Public Information Meeting' (PIM) prior to submission of a development application and shall be documented as described below. The timing of the PIM may be waived at the discretion of the Director of Planning.

The PIM would summarize the purpose and intent of the proposed application (s), after having given a minimum of a two (2) week, mailed, notice to residents within 120 metres of the subject property (ies). The date of the 'Public Information Meeting' shall be coordinated in consultation with the Ward Councillors and Town of Oakville planning staff. The minutes of the 'Public Information Meeting', shall outline the nature of the proposed development, the planning approvals being sought from the Town, the nature of the input received by the attending public and how this input may have informed the development proposal.

- h) Acknowledgement of Public Information:

The applicant acknowledges that the Town considers the application forms and all supporting materials, including studies and drawings, filed with any application to be public information and to form part of the public record. By filing an application, the applicant consents to the Town photocopying, posting on the Internet and/or releasing the application and any supporting materials either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement.

- i) Additional studies may be required during the processing of an application, depending on the issues identified and information required, as the application proceeds through the planning review process.



- j) Prior to undertaking any topsoil stripping or earthworks, the applicant may be required to obtain a site alteration permit in accordance with the Town’s Site Alteration By-law.
- k) Applicants are advised that the removal of trees prior to a final decision being made, or a site alteration permit is issued, is strongly discouraged by the Town.
- l) Where applications may consider potential emissions, please refer to the Town’s Health Protection Air Quality By-law (2010-035) at <http://oakville.ca/environment/health-protection-air-quality.html>

Staff Signatures:

Town Planning Staff

Planning Staff (Signature)

Date

Regional Planning Staff

Regional Staff (Signature)

Date

Conservation Authority Staff

Conservation Authority Staff
(Signature)

Date

Proponent Signatures:

By signing this agreement, I/we acknowledge that, subject to any appeals, the drawings, reports and other requirements indicated above must be submitted along with a completed application form, any information or materials prescribed by statute in both paper (including reduced copies) and electronic form, the required planning applications’ fees and this executed Pre-consultation agreement to be considered complete. In addition, I have read, understood, and agreed to the Notes listed above.

Agent (Print)
(I have the authority to bind the Owner)

Agent (Signature)

Date

Owner (Print)

Owner (Signature)

Date

Overview of Submission Requirements

Terms of Reference for Listed Studies / Reports can be found at: <http://www.oakville.ca/business/terms-of-reference.html>

Archaeological Assessment

A report must be completed in accordance with Provincial requirements and the Regional Archaeological Master Plan in or near areas of archaeological potential.

Aerial Photograph(s)

A recently dated and high-resolution aerial photo showing the context of the application is required for all applications.

Area Design Plan

Where the North Oakville Masterplan is not being followed, an Area Design plan must be submitted.

Building Elevations

Drawings or Plans which illustrate the exterior design of a building including the proposed building materials. Drawings can be either 2-dimensional or 3-dimensional. At least 2 sets of drawings must be rendered in colour.

Building Floor Plans (including Roof Plans)

Drawings or Plans which illustrate the layout and measurement of a building's floorplate and roof, including, but not limited to: the location of stairwells, elevators, hallways, garbage / recycling areas, and common areas, among other elements.

Capital Impact Assessment

A Capital Impact Assessment estimates the cost of local municipal capital infrastructure required to service a new development. In general, this must be completed for any new development proposing more than two residential units, or more than 5000 sq. m. of non-residential development.

Character Impact Analysis

This study explains how the development will maintain and protect the existing character of the community it is proposed within. Specific reference to Part "D", s. 11.1.8 and 11.1.9 is required.

Completed Application Form

The application form which indicates the prescribed information.

Computer Model

A 3-dimensional digital model of the building(s) and context. The model is to be completed in Google Sketchup or AutoCAD.

Concept Plan

Concept plan showing the proposed development in context of adjacent lands including land across the street. The plan is to show all buildings, land uses, sidewalks, walkways, driveways, street trees, street intersections and any other natural or made-made elements.

Construction Storage and Staging Plan

A plan that identifies the storage location of construction vehicles and supplies during the construction of the project.

Heritage Impact Assessment

A Heritage Impact Assessment demonstrates how new development involving a heritage resource will preserve, protect, improve and/or manage the resource(s).

Demarcation of limits of natural features (i.e. top of bank and/or natural hazards)

A recent plan of survey showing the staked limits of natural features (e.g. physical top of bank, stable top of bank, natural heritages system limit, natural hazards and/or lands regulated by a Conservation Authority) to the satisfaction of Halton Region, the applicable Conservation Authority and the Town of Oakville. Natural features requiring protection shall be clearly staked in the field and construction fencing shall be installed to the satisfaction of the Town in accordance with the Site Alteration By-law requirements.

Draft Official Plan Amendment

The applicant must provide proposed amended text and/or map amendments for consideration.

Draft Plan of Subdivision and/or Draft Plan of Condominium (The information required on plans is to be in accordance with the *Planning Act* and its regulations. See Appendix E for details. All drawings are to be folded to 8.5" x 14" with the title block exposed).

- a) A copy of the proposed subdivision or condominium draft plan with key maps
- b) In addition to the paper copies, and .PDF copies required, three electronic copies of the plans are to be submitted in a format compatible with the Town's current software requirements. The current standard is a vector format "DXF" file.

Draft Zoning By-law Amendment

The applicant must provide text and schedules for proposed Zoning By-law Amendments.

Environmental Impact Statement / Study

These statements address, among other things, contain a description of the proposal, a description of the natural environment, an assessment of environmental effects, a description of mitigating measures and recommendations.

Environmental Implementation Report / Functional Servicing Study

An Environmental Implementation Report must be prepared for the subcatchment area(s) of North Oakville where the proposal is located. The reports shall be in accordance with the approved Terms of Reference.

Environmental Site Screening Questionnaire

A copy of the Environmental Site Screening Checklist is attached within Appendix D. Applicants should contact Halton Region for historical data and any environmental records. In accordance with the protocol for contaminated sites, the possibility of site contamination may result in a required Phase 1 Environmental Assessment, Phase 2 Environmental Assessment and/or Record of Site Condition.

Financial Impact Study

A Financial Impact Study generally evaluates the growth-related financial impacts of development in a coordinated and consistent manner, including impacts on capital and operating municipal services, and the estimated cost and timing of capital infrastructure.

Functional Servicing Report / Study

Functional servicing studies address a number of engineering issues. There are separate terms of reference for Functional Servicing Studies related to lands north or south of Dundas Street.

Geotechnical / Soils Report

This report analyses soil composition to determine its structural stability and its ability to accommodate development.

Grading & Drainage Plan

A plan that illustrates how a property drains and how the grades of a property are directing stormwater.

Landscape Plan and Landscape Details

A plan that identifies the proposed landscaping design for a property including illustration of the natural features, planting scheme, plant materials, paving, lighting, and irrigation system, among other elements. The Landscape Details Plan illustrates the specifications for planting and installation of landscaping features.

Map and Accompanying Table Showing Densities and Designations

The map should clearly show the designation of all blocks and lots (i.e. Sub-urban, General Urban, Neighbourhood Centres, and/or Urban Core). The accompanying table must provide the density calculations on a net hectare basis.

Market Impact Study

The purpose of a market impact study is to address the existing market and potential impacts of an application. These studies will be evaluated by the Town on the basis of a peer review to be undertaken at the applicant's expense.

Noise and Vibration Report

A noise and/or vibration study determines the impact on adjacent developments and recommends mitigation measures.

Park / Open Space Concept Plan

Required for any application where all or part of a new Town park or addition to a Town park is included as part of the proposal. The required facilities and standards are available from the Parks and Open Space Department.

Pavement Marking and Signage Plan

A plan that identifies how driveway and pedestrian areas will be signed and/or marked for travel.

Pedestrian Circulation Plan

Pedestrian circulation drawing should outline the following: Nodes/Activity Centres/Open Space/Transit Facilities; Barriers; Landmarks/Focal Points; Edges; Residential Land Use Areas; Proposed Densities; and, Street Pattern.

Planning Justification Report / Letter

For all applications, a qualified planner must submit a report providing planning justification for the proposal based on the principles and objectives of Provincial, Region and Local planning documents.

Planning Statistics Spreadsheet

In submitting a complete application, the applicant must complete the North Oakville Planning Statistics spreadsheet that can be downloaded from the Town's website and submitted in an electronic form.

Reductions of Draft Plans

Reduced versions of plans shall be provided on 8½" by 11" paper.

Site Plan and Site Plan Details

A Site Plan illustrates the technical details of a project including vehicle and pedestrian access, detailed measurements of building footprints and setbacks from property lines, parking areas, and drive aisles among other elements. The Site Plan Details provide the specifications of various elements on the site.

Site Servicing Plan

A plan that illustrates the location of underground or overhead services and where they are entering the property, their area of placement and how they will be accessed.

Stormwater Management Study / Report

Stormwater Management Reports address a number of engineering issues. There are separate terms of reference to Functional Servicing Studies in North Oakville and South Oakville.

Streetscape Plan

A plan that identifies how the area of the property in the private realm will integrate with the existing or proposed streetscape design in the public realm. The plan generally needs to identify paving and planting materials, including measurements and cross-sections.

Survey / Legal Plan

Current survey prepared by a qualified Ontario Land Surveyor that includes the location and nature of any easement affecting the subject land.

Sustainability Checklist

The Sustainability Checklist is used for assessing, encouraging and evaluating the features of a development application that contribute to sustainable development.

Transit Facilities Plan

The Transit Facilities Plan addresses transit facilities in the planning of subdivisions and their integration into the transit network. The Plan includes a number of components that must be submitted at different stages in the Planning Process. The initial component must be submitted in conjunction with a Functional Servicing Study. Please refer to the North Oakville Transit Plan.

Transportation Impact Study

These can be required by Town or Regional staff. Contact the Town's Development Services Department staff (Town roads) or Regional Public Works staff (Regional roads) for background information.

Tree Vegetation Study and Tree Protection Plan

A tree survey must be prepared by a qualified professional, identifying all existing trees, their type, size and condition, those trees proposed to be removed and retained, and the methods to be used to ensure preservation of those trees to be retained. In some cases, only a Tree Inventory Plan will be sufficient, and at the discretion of Town staff.

Truck Turning Plan

This Plan illustrates how delivery trucks and/or garbage trucks will load and unload materials on the site and the location of travel through the site.

Urban Design Brief

The purpose of the Urban Design Brief is to illustrate a detailed design solution for new development based on a thorough contextual analysis of the site and the surrounding area.

Wind Study/Microclimate

A wind study is a technical document that provides a model and written description of the impact of pedestrian-level winds associated with development on adjacent streets, parks and open spaces. These studies are done to evaluate the impact of the wind conditions at various times of the year.

Information Requirements for Plans of Subdivision or Condominium

Subsection 51(17) Requirements:

- the boundaries of the land proposed to be subdivided certified by an Ontario Land Surveyor
- the locations, widths and names of the proposed highways within the proposed subdivision and of existing highways on which the proposed subdivision abuts
- on a small key plan, on a scale of not less than one centimetre to 100 metres: all adjacent land owned by the applicant or in which the applicant has an interest, all of the land adjacent to the proposed subdivision that is owned by the applicant or in which the applicant has an interest, every subdivision adjacent to the proposed subdivision and the relationship of the boundaries of the land to be subdivided to the boundaries of the township lot or other original grant of which the land forms the whole or part
- the purpose for which the proposed lots are to be used
- the existing uses of all adjoining lands
- the approximate dimensions and layout of the proposed lots
- natural and artificial features such as buildings or other structures or installations, railways, highways, watercourses, drainage ditches, wetlands and wooded areas within or adjacent to the land proposed to be subdivided
- the availability and nature of domestic water supplies
- the nature and porosity of the soil
- existing contours or elevations as may be required to determine grade of highways and drainage of proposed lands to be subdivided
- the municipal services available or to be available to the land proposed to be subdivided
- the nature and extent of any restrictions affecting the land proposed to be subdivided, including restrictive covenants or easements

Other Information Requirements:

- legend, map scale, north marker
- boundary of property to be subdivided
- lot and concession/registered plan number/street address
- date prepared and dates of revisions
- name and person or firm who prepared the plan
- owner's name, signature and date of signature*
- Ontario Land Surveyor's name and signature and date of signature
- Site statistics (land use, number of lots/blocks, total area)
- Conceptual trail system through public open space areas and/or the Natural Heritage System. The final plan is to be in keeping with any applicable approved Environmental Implementation Report/Functional Servicing Study to the satisfaction of the Town

* All registered owners must sign. If there is more than one owner, a letter of authorization is necessary allowing one person to act on behalf of the others. If any registered owner fails to sign or provide authorization, the application will be considered incomplete and will be returned.



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Planning & Public Works
 Tel: 905-825-6000 Fax: 905-825-8822
 Toll Free: 1-866-4HALTON (1-866-442-5866)
www.halton.ca

Environmental Site-Screening Questionnaire

Legal/Municipal Address _____ Applicant: _____

- | | | | | |
|----|---|-----|----|-----------|
| 1. | Was the subject property ever used for industrial purposes? | yes | no | uncertain |
| 2. | Was the subject property ever used for commercial purposes that may have caused contamination (e.g. gasoline station, dry cleaners, etc.) | yes | no | uncertain |
| 3. | Has fill ever been placed on the property? | yes | no | uncertain |
| 4. | Is there any reason to believe that the subject property is potentially contaminated based on historic use of the property or a neighbouring lot located within 100m of the property? | yes | no | uncertain |
| 5. | Are there or were there ever any above-ground or underground storage tanks or waste disposal activities on the property? | yes | no | uncertain |
| 6. | For existing or previous buildings on the property, are there building materials that may be potentially hazardous to human health (i.e. asbestos, lead-based paints, etc.)? | yes | no | uncertain |
| 7. | For agricultural properties, were pesticides or herbicides ever applied to the property? | yes | no | uncertain |
| 8. | Have any of the buildings on the property been heated by fuel oil? | yes | no | uncertain |
| 9. | Is the land use changing to a more sensitive land use (e.g. industrial/commercial to residential/institutional)?
Note: Daycare uses are defined in O.Reg.153/04 as institutional. | yes | no | uncertain |

General Information:

- | | | | |
|----|--|-----|----|
| 1. | Have any environmental documents (e.g. Phase I and II Environmental Site Assessments, Records of Site Condition, etc) ever been prepared for the property? 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 Halton. | yes | no |
|----|--|-----|----|

Certification

I, _____ am the registered 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 (Signature)