



December 15, 2025

Town of Oakville  
Planning Services Department  
1225 Trafalgar Road  
Oakville, ON, L6H 0H3

Dear Planning Services Department:

**RE: Official Plan & Zoning By-law Amendment – 2<sup>nd</sup> Submission Planning  
Addendum Letter (City File No. OPA.1308.07 & Z.1308.07)  
1320 Wheat Boom Drive, Oakville  
Block 297, Joshua Creek Subdivision 24T-20002/1308  
OUR FILE 20348K**

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On behalf of our client, Valgo, with respect to the lands municipally addressed as 1320 Wheat Boom Drive (the 'subject lands'), we are please to provide this letter in support of the 2<sup>nd</sup> submission and as an update to the Planning Justification Report (PJR) prepared in support of the submitted Official Plan and Zoning By-law Amendment Application (City File No. OPA.1308.07 & Z.1308.07). This addendum letter is to be read in conjunction with the originally submitted Planning Justification Report ("PJR"), prepared by MHBC Planning Ltd. and dated July 16, 2025, where applicable.

The initial Official Plan and Zoning By-law Amendment application was submitted on July 16, 2025, and deemed complete August 20, 2025. The subject lands are designated 'Urban Area' in the Halton Region Official Plan and further designated as 'Neighbourhood Centre Area' in the North Oakville East Secondary Plan. Zoning By-law 2009-189 identifies the lands as 'H50-NC-SP98'.

Since the application was submitted and deemed complete, comments have been received and numerous discussions have occurred with City staff regarding a revised concept plan. A public meeting was held on May 7, 2025, and an information meeting was also held at Council on October 20, 2025. One of the key themes of the comments received from staff and councillors was the desire for commercial uses.

In response to comments received, a revised concept plan has been prepared, and this letter represents an addendum to the Planning Justification Report to provide additional information in support for the revised concept plan and application resubmission.

The Official Plan Amendment Application as previous submitted on July 16, 2025, was withdrawn on November 14, 2025.

**Revised Concept Plan**

The revised concept is enclosed with this letter. The following updates and changes have been made to the plan:

## **1) Addition of Commercial Units**

The initially submitted Concept Plan proposed three (3) four-storey stacked townhouse buildings with at-grade and below-grade parking. A total of 60 units were proposed with a mix of bedroom types, including two-bedroom, and three-bedroom units, in a variety of sizes.

The updated Concept Plan proposes the addition of three (3) commercial units, located along the western portion of the subject lands adjacent to Meadowridge Drive. Building A will include two (2) commercial units approximately 54 and 57 square metres in size and Building B will include one (1) commercial unit approximately 113 square metres in size.

With the addition of the three (3) commercial units, the number of residential units proposed has been reduced from 60 to 58 units, for a proposed residential density of 132 units per net hectare.

## **2) Parking**

The initially submitted Concept Plan proposed a total of 118 vehicular parking spaces proposed to be located both at-grade and within one level of underground parking at a rate of 1.98 spaces / unit.

The updated Concept Plan proposes a total of 122 parking spaces proposed to be located both at-grade and within one level of underground parking. Access to the underground parking is proposed from an internal drive aisle.

With the addition of three (3) commercial units, the number of parking spaces proposed has been increased from 118 spaces to 122 spaces.

The proposed parking allocation is as follows:

- Residential – 116 spaces (at a rate of 2.0 spaces / unit)
- Shared Visitor/Commercial – 3 spaces
- Commercial – 3 spaces

As a result of this change, an additional zoning modification will be required to reduce the requirement for commercial parking on the subject lands.

A Traffic Impact Study Addendum, prepared by CGH Transportation, dated December 15, 2025, verified that the zoning changes will have minimal impact on the operations of the surrounding road network. Therefore, the TIS and TDM plans for the Joshua Creek subdivision remain valid and will apply to Block 297.

The proposed reduction in commercial parking is further supported by the subject lands proximity to various method of active transportation, as well as the availability of on-street parking for commercial patrons.

## **Policy Analysis**

### **Provincial Planning Statement (2024)**

The Provincial Planning Statement (PPS), 2024 came into effect October 20, 2024.

The subsections have been prepared to review the consistency of the proposed development with the PPS 2024 as a supplement to the Planning Justification Report prepared by MHBC Planning Ltd. Dated July 16, 2025.

Section 2.1 of the PPS 2024 sets out general policies as it relates to planning for people and homes. Policy 2.1.6 of the PPS 2024 sets out that planning authorities should support the achievement of complete communities by:

- accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated childcare facilities, long term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
- improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
- improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

The development of medium density stacked townhouses and commercial units on the subject lands will contribute to the development of complete communities by providing a range and mix of housing options in the broader neighbourhood (58 stacked townhouse units) as well as three (3) commercial units. The addition of commercial uses will contribute to the range and mix of land uses to serve people of all ages and abilities, and s provide convenience commercial uses within convenient walking distance in the neighbourhood, contributing to the PPS objective of achieving complete communities

Policy 2.8.1.1 states that planning authorities shall promote economic development and competitiveness by:

- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
- c) identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;
- d) encouraging intensification of employment uses and compatible, compact, mixed-use development to support the achievement of complete communities; and,
- e) addressing land use compatibility adjacent to employment areas by providing an appropriate transition to sensitive land uses.

The revised Concept Plan supports the policies of Section 2.8 by providing three (3) commercial units on-site. The inclusion of three (3) new commercial units will support the economic development within the Town of Oakville by increasing the variety of commercial uses within the neighbourhood and providing increased opportunity for employment. The subject lands are located at an intersection within an existing neighbourhood, which is an ideal location for commercial uses, and will provide the commercial uses in a compact, mixed-use built form.

Based on the foregoing, the proposed Zoning By-law Amendment is consistent with PPS 2024.

### **North Oakville East Secondary Plan**

The subject lands are designated as 'Neighbourhood Centre Area' as per the North Oakville East Secondary Plan Land Use Plan. The intent of the 'Neighbourhood Centre Area' is for the development of residential neighbourhoods. 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.

The permitted uses are 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.

The subject lands are also located within an 'Activity Node' within Neighbourhood 5 per the North Oakville East of Sixteen Mile Creek Secondary Plan Figure NOE 1. In accordance with OPA 321 to the North Oakville East Secondary Plan, the subject lands are required to provide a non-residential use. The 'Neighbourhood Centre Area' designation allows for a range of commercial and other non-residential uses to serve the needs of the surrounding community. The range of permitted uses is more clearly identified in the 'NC' zone of Zoning By-law 2009-189.

The revised concept plan conforms to the North Oakville East Secondary Plan by providing three (3) commercial units on-site within two mixed-use buildings to serve the needs of the surrounding community. As previously stated, the Official Plan Amendment Application was withdrawn on November 14, 2025.

### **Zoning By-law Amendment (Town of Oakville Zoning By-law 2009-189)**

The subject lands are currently zoned 'Holding Provision 50 – Neighbourhood Centre – Special Provision 98 (H50-NC-SP98)' within the Town of Oakville Zoning By-law 2009-189. The purpose of the requested zoning by-law amendment is to add stacked townhouses as a permitted use within the 'NC' zone and establish the following site-specific regulations:

1. Permit stacked townhouses as a permitted use.
2. Increase the permitted yard encroachment for exterior stairways from 1.5 metres to 1.8 metres.
3. Increase the permitted yard encroachment for balconies/porches from 1.5 metres to 2.3 metres.
4. Reduce the required minimum height of the first storey from 4.5 metres to 2.7 metres.

5. Reduce the required minimum parking for commercial uses from 7 spaces to 6 spaces.

The request commercial parking amendment, is requested to reflect the revised concept, considers the requirements of the Town of Oakville Zoning By-law and considers comments received from City staff regarding the inclusion of commercial units on-site. The requested amendment is appropriate for the following reasons:

- The subject lands are well-serviced by existing and planned transit networks and active transportation infrastructure to encourage walking and cycling;
- Three (3) dedicated commercial spaces are provided to allow 1 space per unit for the business owner / operator;
- On street parking exists along Meadowridge Drive, Perkins Way, and Wheat Boom Drive and is available for commercial patrons.
- The TIS addendum has verified that the zoning changes will have minimal impact on the operations of the surrounding road network. Therefore, the TIS and TDM plans for the Joshua Creek subdivision remain valid and will apply to Block 297.

An updated draft Zoning By-law and Zoning Matrix are included with the resubmission.

### **Conclusion**

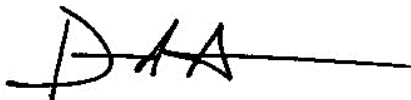
The proposed application is consistent with the Provincial Planning Statement, conforms to the Halton Regional Official Plan, the Town of Oakville Official Plan, the North Oakville East Secondary Plan, and the Town of Oakville Zoning By-law 2009-189.

The proposed development represents an efficient use of land, is compatible with the surrounding area, is well serviced by existing community uses and resources, and efficiently uses the subject lands and applicable infrastructure and transit services. The proposed development will contribute to the development of a complete community.

In our opinion, the proposed Zoning By-law Amendment, as revised, represents good planning.

Yours truly,

**MHBC**



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Vice President, Partner



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