

Planning and Development Council Meeting
July 11, 2022

Comments Received Regarding Item 6.4

Public Meeting and Recommendation Report – Town-initiated
Official Plan Amendment – Bill 109, More Homes for Everyone
Act, 2022 – Pre-Consultations and Complete Applications for Site
Plan (File No. 42.24.25) – June 21, 2022 – By-laws 2022-074 and
2022-075

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July 11, 2022
File No.: 130398.1018

By E-mail
TownClerk@oakville.ca

Planning and Development Council
Town of Oakville
1225 Trafalgar Road
Oakville, ON L6H 0H3

Attention: Town Clerk

Dear Sirs/Mesdames,

**Re: Item 6.4 – Public Meeting and Recommendation Report – Town-initiated
Official Plan Amendment – Bill 109, More Homes for Everyone Act, 2022 –
Pre-Consultations and Complete Applications for Site Plan (File No.
42.24.25)
By-laws 2022-074 and 2022-075
Letter of Concern**

We are counsel to the Deltera Inc., Delmanor and related companies, the owners of various properties and broad land interests in the Town of Oakville, and who acquire additional interests in lands in the Town from time to time.

We understand and appreciate that the Town of Oakville has been undertaking pre-consultation meetings and that this has been common practice prior to the implementation of the proposed Official Plan Amendments, which are proposed to be adopted through By-laws 2022-074 (OPA 47) and 2022-075 (OPA 328).

We also understand that Bill 109, *More Homes for Everyone Act, 2022* introduces the legislative requirements related to pre-consultation meetings for site plan approval applications. The purpose of the pre-consultation meeting is to provide a new complete application process for site plan approval applications, similar to the provisions that currently exist for official plan amendment and zoning by-law amendment applications.

We have reviewed the proposed amendments to the implementation policies of Policies 28.19.3 and 28.19.9 of the Livable Oakville Plan and Policies 1.6c) 1.6d) and 1.6j) of the 1984 Oakville Official Plan. In view of these proposed amendments, we wish to take this opportunity to introduce clarifying language to help guide the pre-consultation process and to ensure that the process is consistent with the intent of the legislative requirements introduced through Bill 109:

- Recommend that the policy language be amended to identify that a pre-consultation meeting be scheduled within 3-4 weeks of receipt of the application. This would provide applicants with comfort that a meeting will be scheduled in a reasonable timeframe and will provide a list of requirements that will identify what represents a complete application.

- Recommend that the policy language further note a timeline from which a pre-consultation checklist will be provided (i.e., no later than two weeks from the pre-consultation meeting). This would help applicants understand the general timeline and expectation from which to expect a pre-consultation checklist.
- Recommend that the policy language be modified to note that should a pre-consultation request be submitted, the Town is obligated to schedule a pre-consultation meeting and to provide a checklist that would identify what items are required to submit a complete application. In this way, applicants will have assurance that their request is being reviewed within the legislative parameters of Bill 109 and will receive proper consideration.
- Recommend that the policy language further note that the checklist of requirements associated with the application be directly related to the nature and scope of the proposal. This would provide applicants with assurance that the list of requirements for a complete application will be reasonably related to the application under consideration.

The recommendations noted above will enhance the process of pre-consultation and provide applicants a more structured expectation with respect to the pre-consultation meetings. Including timelines and expectations of deliverables will ensure that the applicant has a transparent process and that the pre-consultation process will not be inappropriately used as a barrier to the submission of development applications.

We welcome the opportunity to discuss these recommendations with Town staff.

Please provide us with notice of all upcoming meetings of Council and Committees of Council at which this matter will be considered, and we ask to be provided with notice of the Planning and Development Council's and Town Council's decision with respect to this and any related item.

Thank you for your attention to this matter.

Yours truly,



For: Calvin Lantz

CL/jsc

cc. Oz Kemal, *MHBC*
Client