

**Appendix “F”:
Applicant’s Hosted Public Information Meeting Minutes**

**MINUTES OF VIRTUAL
PUBLIC INFORMATION MEETING
PROPOSED DRAFT PLAN AND ZONING BY-LAW
AMENDMENT APPLICATIONS FOR
304 AND 318 SPRUCE STREET
TUESDAY SEPTEMBER 19, 2023 (7:00 pm to 8:15 pm)**

Attendees:

- ❖ Leo Wu – Star Oak Developments Limited
- ❖ David Faye – David Faye & Associates Inc.
- ❖ Bill Tam – KLM Planning Partners Inc.
- ❖ Janet Haslett-Theall – Ward 3 Town and Regional Councillor
- ❖ Dave Gittings – Ward 3 Town Councillor
- ❖ Aliceferron
- ❖ 19054690158
- ❖ Grant
- ❖ Leigh Musson
- ❖ Dan
- ❖ Sheldon Duff
- ❖ Margo Haines
- ❖ Julieschuler
- ❖ Alex
- ❖ Elaine
- ❖ Muzaib Riaz
- ❖ Zoehorning
- ❖ Tom Dugard
- ❖ Joy Robson
- ❖ Carolyn McMinn TRCA
- ❖ Peter & Marie Bonfield
- ❖ Ken Miner
- ❖ Gillian McIntyre
- ❖ Chris
- ❖ 35

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- ❖ DP
- ❖ Paul Ambrose
- ❖ 19058459403
- ❖ William Haufschild and Lorna Haufschild
- ❖ Wendy Kaufman
- ❖ V&A
- ❖ Kim Cranfield
- ❖ Jeffrey
- ❖ Sue Chalykoff

Presentation by Bill Tam:

- Overview of site context within the Town of Oakville’s Ward 3 at the Southeast corner of Reynolds Street and Spruce Street.
- Overview of the site conditions (0.4 hectares) including description of existing place of worship (Grace Lutheran Church in the western half of the Subject Lands; worship services are expected to cease in early 2024). The place of worship has a building height of almost 11 metres based on the Town’s on-line mapping tool. Between the two existing buildings is a private parking lot for the use of the place of worship. Boulevard trees exist along Spruce Street while Reynolds Street is free of boulevard trees. On-site vegetation includes several trees scattered on the Subject Lands and a hedgerow in the southern portion of the site. An existing easement in favour of the residence to the south is in the southern portion of the site; said easement is expected to be removed in the future.
- Introduced the proposal for a draft plan of subdivision to accommodate a total of seven single detached lots and implementing zoning by-law amendment.
- A concept for the proposed lotting was shown with three lots fronting onto Reynolds Street and four lots fronting onto Spruce Street. It was advised the illustration is purely for discussion purposes only and subject to revision:
 - The lots fronting onto Reynolds shown to have a frontage of at least 14 metres and a depth of approximately 34 metres.
 - The lots fronting onto Spruce Street shown to have a minimum frontage of 14.65 metres and a depth of 44 metres.
 - Setbacks to Spruce Street for the corner lot shown as 3.5 metres and a minimum 7.5 metres shown for lots fronting onto Spruce Street.
 - Setback from Reynolds shown as 6 metres.
 - Setback from the eastern property line shown as 1.2 metres.
 - Setback from the southern property line shown as 1.2 metres for the southernmost lot fronting onto Reynolds Street and at least 7.5 metres shown for the lots fronting onto Spruce Street.

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- Lot coverage shown for the lots fronting onto Spruce Street ranges from 30% to 35%.
- Lot coverage shown for the lots fronting onto Reynolds Street ranges from 35% to 41%
- All units shown to have 2 parking spaces in an attached private garage and at least 2 parking spaces on a driveway.
- Landscape concept shown, emphasis on ample front yard for landscaping as well as recessed garages.
- Elevation of corner lot shown for discussion and feedback purposes.
- Proposed lotting shown in context of the existing neighbourhood. It was noted the proposed lots fronting onto Spruce Street were almost the same size as the existing lots to the immediate east. It was also noted the lots fronting onto Reynolds Street were approximately the same size as some lots on the south side of Spruce Street east of Reynolds Street as well as some lots on the west side of Reynolds Street north of Spruce Street
- The site abuts existing single detached residential to the east and south to the north across Spruce Street and to the west across Reynolds Street.
- Provided overview of the existing Official Plan land use permissions of the Low Density Residential designation which permitted single detached dwellings with a density of up to 29 units per hectare. The proposed density will be approximately 17 units per hectare.
- Provided overview of the existing zoning which is for community use lands including schools, places of worship, and parks.
- Noted a zoning by-law amendment will be required to permit the proposed development including the following:
 - Rezone the lots fronting onto Spruce Street as RL3 and the lots fronting onto Reynolds Street as RL5 within parent zoning By-law 2014-014.
 - Based on the concept shown, a site-specific exception to allow a maximum lot coverage will be required with the lots fronting onto Reynolds Street needing a maximum lot coverage permission of up to 45%
 - Other site-specific exceptions including height, floor area, and setbacks may be required depending on which particular version of the base RL3 and RL5 zoning is used as the basis for the zoning as well as resulting from accommodation of comments by participants and Town staff.

Questions and comments:

- A caller asked what the lot width, lot depth, and front yard requirement within the by-law for Spruce Street is and whether amendments to the zoning will be required.

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- Bill Tam responded that the neighbourhood along Spruce Street has an existing zoning of RL3-0-10 which requires a minimum lot frontage of 18m but also advised there are examples adjacent to the Subject Lands which are only about 15m

- A caller asked about the proposed lot coverage and was concerned it seemed to be high.
 - Bill Tam responded the proposed lots along Spruce Street were seeking percent coverages in the low 30’s while the proposed lots along Reynolds were seeking percent coverages in the mid 30’s to low 40’s. Bill Tam also pointed out there are existing lots along Spruce Street on the west side of Reynolds Street where lot coverages are significantly higher than the proposed lot coverage.
 - The caller followed up citing he only wanted to discuss the situation along Spruce Street EAST of Reynolds Street and wanted to know what the maximum coverage within zoning for the existing zoning by-law was.
 - Bill Tam advised he is not certain with respect to the maximum coverage permissions in the surrounding area, but it was later confirmed by Town staff that the maximum coverage permitted in the zoning for the surrounding area is 19% for 2 storey buildings.

- A caller living across the street on Reynolds Street asked about the lot coverage for the proposed lots facing Reynolds
 - Bill Tam responded based on the proposed zoning of RL5, the maximum lot coverage would be 35% and confirmed the drawing shown at this PIM shows a coverage in the mid-30’s to low-40’s thus an amendment beyond the RL5-0 zoning will be required with respect to maximum lot coverage for those lots.
 - Bill Tam also confirmed other site-specific zoning exceptions may be required which will be identified during the development review process.
 - The caller followed up citing concerns regarding the distance separation between the existing building to the south facing Reynolds Street and the nearest proposed building and asked what the proposed setback in that location is. Furthermore, she advised there is a grade differential between the edge of Reynolds Street and the interior of the Subject Lands thus the proposed houses will appear higher than usual as they will be sitting on lands which are inherently higher than the abutting Reynolds Street.
 - Bill Tam advised the concept shown at the PIM contemplates a setback of 1.2m between the proposed building and the southern property line of the Subject Lands and the total distance between the existing building and the nearest proposed building will be about 3m.
 - The caller followed up asking if the timing of development is yet known.

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- Leo Wu estimated the approval process will take 1.5 to 2 years so it will be 2 to 3 years before construction may begin.

- A caller asked what the height is of the proposed buildings
 - Bill Tam responded the concept shown at this PIM contemplates buildings with heights of about 10.5m to 11m.
 - The caller followed up asking how that compares to other homes on Spruce Street and whether the proposed buildings will require a site-specific exception for the maximum height as well.
 - Bill Tam advised a site-specific exception for the maximum height will be required.
 - The caller followed up with a comment stating the proposal is asking for double the permitted coverage compared to the zoning of surrounding lands along Spruce Street.
 - Bill Tam advised that was not the case as the proposed lots fronting onto Spruce Street currently contemplates percentage coverage of up to the low-30’s and it is only the lots along Reynolds Street which are contemplating a percent coverage of up to the low-40’s.

- Councillor Haslett-Theall asked Town Staff to clarify the maximum lot coverage permissions.
 - Town staff provided the maximum lot coverages applicable to the “-10” site specific exception, namely the maximum coverage for 2 storey buildings is 19%.
 - Councillor Haslett-Theall asked for clarification on what site-specific zoning exceptions will be sought.
 - David Faye advised the formal submission will have a proposed zoning by-law which will outline specifically what zoning exceptions will be sought.

- A caller asked if Spruce-Rose is a newly formed entity and if they have experience in these types of projects in old Oakville previously
 - Leo Wu advised Spruce-Rose’s parent company is Melrose/Rosehaven Homes and has experience with this type of development in Oakville.
 - Councillor Haslett-Theall clarified these are the same developer/builder seeking to develop the former medial/commercial building as well as townhouses further south on the east side of Reynolds Street.

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- A caller asked what the estimated price range for these homes would be.
 - Leo Wu advised that is still to be determined citing the project is still in the early stages of formulating a concept as the final product will have a bearing on the pricing.

- A caller asked if all of the buildings will look similar.
 - Leo Wu advised the massing for the buildings along Reynolds Street will be similar to each other and the massing for the buildings along Spruce Street will be similar to each other though the facades will vary as per design guidelines.

- A caller raised a concern the 1.2m interior side yard shown on the concept was too narrow to effectively allow connectivity between the front and rear yards and asked what is the minimum interior side yard requirement of the surrounding residential zoning.
 - Bill Tam advised the standard interior side yard for the surrounding “-10” zoning is currently 1.8m though the final appropriate interior side yard for the Subject Lands will be determined during the application review process.
 - Bill Tam also noted the base RL3 zoning permits a 1.2m interior side yard.

- A caller asked if the double car garage will be side by side and if the driveways will be the full width of the garages
 - Bill Tam advised the concept seen at the PIM shows side by side garages and the driveway spans the width of the two-car garage.

- A caller asked how this development directly benefits the existing residents on Spruce Street and Reynolds Streets
 - Bill Tam advises there will be redevelopment for the site once the church ceases function and development now provides certainty as well as providing a consistent streetscaping and urban design treatment by removing the parking lot between the existing buildings on the Subject Lands.
 - The caller further stated the conceptual buildings shown at this PIM do not look like anything in this portion of Oakville as all of the existing buildings appear to be different and custom.

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- A caller expressed concern about how this development ‘fits’ into the community, especially with respect to density, height, and front yard depth; also suggested a greater variety in building design would be appreciated.
 - Bill Tam advised the current proposal yields a density of 17 units per hectare.

- A caller living on Reynolds Street advised the existing layout of the site provides a park-like setting due to the vegetation and setback of the church. Also expressed concern about the massing of the development given the proposed setbacks between the buildings and the setting of grade within the Subject Lands above the grade of Reynolds ROW.

- A caller advised the existing parking lot on the Subject Lands actually serves as an asset for the community.

- A caller advised there was considerable school bus activity at the intersection.

- A caller asked how garbage pick up will be accommodate given how closely spaced these buildings appear to be.
 - Bill Tam pointed out there are other existing buildings with similar lot sizes and the driveways for the proposed buildings will take up less than half of the lot frontage leaving enough room for garbage pick up at the curb.

- A caller asked if the property has already been purchased from the Church.
 - Leo Wu confirmed the purchase has already happened.

- A caller clarified the infill units on Spruce Street west of Reynolds each have a single car garage and the design of the buildings are different.

- A caller cautioned that the alternative to development will be a vacant parcel of land similar to the former medical commercial building at the corner of Macdonald Road and Reynolds Street.

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- A caller suggested that given the housing crisis the proposed seven dwellings appear reasonable and further suggested some of the comments were of the ‘Not in My Backyard’ line of thought.

- Councillor Haslett-Theall asked that a summary of the comments be created.
 - Leo Wu advised the minutes of the PIM will be submitted as part of the formal application.

Written submission:

- ❖ Prior to the presentation, Rosina Laughlin provided a written submission voicing her objection to the proposed development in this neighbourhood and asked why it could not instead occur on the lands currently occupied by the vacant commercial building at the southwest corner of Reynolds Street and MacDonald Road.

These minutes were prepared by Bill Tam, KLM Planning Partners Inc.