

REPORT

PLANNING AND DEVELOPMENT COUNCIL MEETING

MEETING DATE: MARCH 20, 2017

FROM: Planning Services Department

DATE: February 17, 2017

SUBJECT: **Livable by Design Manual (Part C): Site Design and Development Standards for Oakville -- Modifications to document in response to PDC request from January 16, 2017 meeting**

LOCATION: Town wide

WARD: Town wide

Page 1

RECOMMENDATIONS:

1. That the requested modifications incorporated into the design document, entitled *Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville (version 02.2017)*, be endorsed and staff be directed to implement; and
2. That staff be authorized to make minor modifications/updates to the *Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville*, and that major modifications to the design document be presented to Planning and Development Council for consideration and endorsement.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The *Livable by Design Manual (Part C) –Site Design and Development Standards for Oakville (version 01.2017)* was endorsed by Planning and Development Council at their January 16, 2017 meeting.
- Staff were requested, at the January 16, 2017 meeting, to incorporate additional direction into the design document, specifically related to soil compaction measurement and limits, and protection measures for new and existing trees during snow removal and snow storage activities.
- Staff undertook additional research, conducted information interviews, drafted proposed modifications, and met with stakeholders to present and discuss the modified text. Staff incorporated the modifications into the design

From: Planning Services Department

Date: February 17, 2017

Subject: **Livable by Design Manual (Part C): Site Design and Development Standards for Oakville -- Modifications to document in response to PDC request from January 16, 2017 meeting**

Page 2

document and are seeking endorsement of this revised version (referenced as "version 02.2017").

- The design document is intended to become a web-based resource that staff will actively monitor and update as policies and regulations are modified, as standards improve, and as new resources and companion materials are created. Staff intend to incorporate minor modifications and updates based on best practices into the document, while presenting major modifications (such as, additional sections based on new directions or addressing specific issues) to Planning and Development Council for consideration and endorsement.

BACKGROUND:

The purpose of this report is to provide the context and a summary of additional content incorporated into *Part C* of the *Livable by Design Manual*, as requested by Planning and Development Council at their January 16, 2017 meeting when a final draft of the design document was presented for their consideration and endorsement.

The following resolution was moved (Councillor Elgar) and carried:

1. *That the design document entitled Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville, be endorsed and staff be directed to implement; and*
2. *That staff be requested to:*
 - a. *incorporate a commonly understood and implementable standard identifying maximum soil compaction limits associated with tree plantings; and*
 - b. *incorporate additional standards requiring the protection of new and existing trees during snow removal and snow storage activities, including, but not limited to, the use of distance separations, barriers, and/or other techniques which have regard for the objectives of the design manual.*

Through this report and appendices, staff propose minor modifications to incorporate the PDC requested clarifications and additional direction, specifically related to: soil compaction measurement and limits, and protection measures for new and existing trees during snow removal and snow storage activities.

COMMENTS:

In the preparation and finalization of the requested modifications, staff undertook the following:

From: Planning Services Department

Date: February 17, 2017

Subject: **Livable by Design Manual (Part C): Site Design and Development Standards for Oakville -- Modifications to document in response to PDC request from January 16, 2017 meeting**

Page 3

- researched technical literature for clarification regarding soil compaction measurements and best practice literature/videos for additional snow removal/storage considerations
- conducted interviews and field research with snow removal/storage operators to understand current practices and discuss/assess potential mitigation techniques
- drafted proposed modifications, including rationale and potential options
- met with staff from Development Engineering and Parks and Open Space to discuss and further explore the proposed modifications
- drafted a table outlining the text of the current standard, the proposed modifications in a track changes format, the rationale for the modification, and final version (refer to **Appendix A**)

Staff incorporated the above-mentioned modifications into the design document and are seeking endorsement of this revised version (referenced as “version 02.2017”). Only excerpts from the modified *Site Design and Development Standards for Oakville (version 02.2017)* document, including section 2.2 ‘Proposed Planting’ (pages 3-6), section 2.5 ‘Soil’ (pages 11 and 12) and section 4.4 ‘Snow Storage Areas’ (pages 44 and 45), are attached to this report as **Appendix B**.

The *Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville* will be a web-based resource that will be actively monitored and updated as policies and regulations are approved and amended, as standards improve, and as new resources and companion materials are created. For minor modifications and updates to content, such as incorporating approved policies, regulations, and standards and/or best practice findings, staff will incorporate this content into an updated version of the standards document. For proposed major additions and/or modifications, such as new material/sections reflecting new direction and/or resolving specific issues, staff will present the content to Planning and Development Council for consideration and endorsement.

In conclusion, staff recommends that Council endorse the revised *Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville* (version 02.2017) and direct staff to implement the design and technical standards in the development review process, which represents the next step in implementing the design direction of the *Livable Oakville Plan*.

CONSIDERATIONS:

(A) PUBLIC

During the development of the *Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville*, staff made presentations

From: Planning Services Department

Date: February 17, 2017

Subject: **Livable by Design Manual (Part C): Site Design and Development Standards for Oakville -- Modifications to document in response to PDC request from January 16, 2017 meeting**

Page 4

and circulated initial and final drafts of the to various internal and external stakeholders for their review and feedback.

(B) FINANCIAL

No financial implications arise from this report.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

Specifically related to the requested modifications, staff connected with industry representatives for a greater understanding of activities and operations, and connected with staff to discuss the content and rationale for the proposed modifications.

(D) CORPORATE AND/OR DEPARTMENT STRATEGIC GOALS

This report addresses the corporate strategic goal to:

- continuously improve our programs and services
- be the most livable town in Canada

(E) COMMUNITY SUSTAINABILITY

The *Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville* incorporates the sustainability objectives of the Livable Oakville Plan.

APPENDICES:

Appendix A Proposed Modifications to Sections 2.2, 2.5 and 4.4 of *Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville*

Appendix B Excerpt sections from Version 02.2017 of the *Livable by Design Manual (Part C) – Site Design and Development Standards for Oakville* incorporating proposed modifications (as detailed in Appendix A)

Prepared by:

Christina Tizzard, MCIP, RPP
Manager, Urban Design
Planning Services

Recommended by:

Gabe Charles, MCIP, RPP
Senior Manager, Current Planning and
Urban Design
Planning Services

Submitted by:

Mark H. Simeoni, MCIP, RPP
Director, Planning Services
Planning Services