



**LIVABLE OAKVILLE (OFFICIAL PLAN REVIEW)
COUNCIL SUB-COMMITTEE**

MINUTES

MONDAY, APRIL 18, 2016

**BRONTE AND PALERMO ROOMS
OAKVILLE MUNICIPAL BUILDING
1225 TRAFALGAR ROAD, OAKVILLE**

A meeting of the Livable Oakville (Official Plan Review) Council Sub-committee was held on Monday, April 18, 2016, in the Bronte and Palermo Rooms of the Oakville Municipal Building, commencing at 1:00 p.m.

Present: Mayor Rob Burton, Chair
Councillor Tom Adams
Councillor Cathy Duddeck
Councillor Dave Gittings
Councillor Jeff Knoll
Councillor Sean O'Meara

Staff: R. Green, Chief Administrative Officer
J. Clohecy, Commission of Community Development
D. Carr, Town Solicitor
M. Simeoni, Director of Planning Services
D. Childs, Manager of Policy Planning
G. Shaw, Manager of Strategy, Policy and Communications
K. Biggar, Senior Planner
L. Gill Woods, Acting Senior Planner
G. Abma, Planner
C. Dodds, Planner
B. Sunderland, Planner
D. Wedderburn, Planner
J. Warren, Council and Committee Coordinator

Regrets: Councillor Allan Elgar

The items in these minutes are not necessarily in the order discussed.

1. **Call to Order**

Mayor Burton called the meeting to order at 1:00 p.m.

2. **Regrets**

As noted above.

3. **Confirmation of Minutes of Previous Meeting(s)**

Moved by Councillor Duddeck

That the minutes of the Livable Oakville (Official Plan Review) Council Sub-committee meeting of March 21, 2016, be approved.

CARRIED

4. **Business Arising from the Minutes**

There was no business arising from the minutes.

5. **Discussion Item(s)**

a. **Emerging Themes: Official Plan Review**

Mark Simeoni, Director, Planning Services, provided an overview of the emerging themes from the Official Plan Review. The five main themes are, stable residential neighborhoods, green/ environment, growth, employment/ commercial areas and a broader category under "other".

The committee worked through each theme to provide feedback according to the Official Plan goals and objectives.

Theme #1 – Stable Residential Neighborhoods

Mr. Simeoni identified priorities to protect stable and residential neighborhoods, as well as retain the neighborhoods character. It was also identified that transition areas and underutilized sites are a priority for the Official Plan Review.

A member commented that many existing neighborhoods are going through exterior changes for re-development. The question was raised about how to make it an easier process for residents to make minor amendments to the exterior of homes, such as a porch expansion.

The committee also had the following suggestions:

- That similar neighborhoods be mapped together.
- More clarification on how to accommodate stable residential neighborhoods within growth areas, and what does that transition look like.
- The terminology “neighborhoods in transition” needs to be further defined.
- Stronger transitions from Central Business Districts and employment areas to protected neighborhoods.
- The transition areas along the Speers Road corridor needs to be reviewed, including drainage and maintenance issues.

A member raised the issue of accessory units in homes and parking deficiencies. Accessory units were previously an issue around Sheridan College, but have now become a larger town wide issue. There are many homes with several families inhabiting them, which arises concerns of parking and affordable housing. Some homes are being overused and have 4-6 families inhabiting them, resulting in not enough parking. This is noticeable in certain wards, therefore raising the issue of affordable housing in Oakville.

Another observation from members is that homes are being built three times bigger than the lot size had originally intended, overshadowing the neighborhood. Minor variances are being applied for to be larger than contemplated in the Zoning By-law. The size of these homes really impacts the community. Homes need to be renovated and cleaned up, but not expanded to a degree that it takes over and changes the character of the neighborhood. The committee would like to assess lot ratios within certain neighborhoods to minimize the impact on the community.

Mr. Simeoni responded, that this issue will be reviewed through the Stable Residential Review.

A member raised that what the community dislikes the most about the homes being built to the maximum is the loss of space between the homes and on the front of the property. There may be desire on behalf of the public for regulations to protect the space.

A member inquired as to what is implied by underutilized sites. Mr. Simeoni responded that this could be sites such as, former school sites or sites that are not being used to their full potential.

The committee raised the fact they were hoping to have stronger growth in the Bronte neighborhood and more utilization of the Bronte Village Mall. The Bronte area has been working towards intensification, but has not had luck at finding the appropriate development opportunities for the community. The community believes there is a fine line for how much growth and intensification should occur.

Mr. Simeoni informed the committee that a study surrounding underutilized properties will be forthcoming.

Jane Clohecy, Commissioner, Community Development, informed the committee that the town is working on an approach needed to identify what should be the specific zoning on sites.

A member requested that if Bill 73 is passed, town staff should develop criteria for evaluating minor variances.

Theme #2 – Green/ Environment

Mr. Simeoni discussed that there is a focus in the Official Plan for a Natural Heritage System, open space protection, green buildings and neighborhoods, trees and canopy cover, trails, sustainability checklist, storm water management and climate change.

The suggestion was made to have a stronger importance on tree retention before variances are permitted, and that variances that don't take down mature trees may be given preference.

The committee would also like to recognize and review the age and size of trees before anything mature is removed. A large tree that took 50 years to grow cannot easily be replaced, and the committee would like this considered.

A member inquired as to the status of the Sustainability Checklist and Diane Childs, Manager, Planning Services, responded that the town implemented the checklist for North Oakville. The items on the checklist are high level statements. The committee member requested that the checklist be circulated to Council.

The committee inquired about the lack of infrastructure for electric vehicles. Staff responded that the Federal program has implemented regulations for supporting these types of vehicles and that the town will be getting 25 charging stations to support electric vehicles.

A discussion ensued around storm water management and that engineering staff do not know where the storm water drains are in older areas of the town. The committee would like to know what Oakville is doing to figure out where the drains are located and if they have been landscaped over.

Ms. Clohecyc responded that the *Storm Water Master Plan* will assist with locating the storm sewer system and the overland flow route, as well as, tie into the Official Plan. Residents believe that Oakville is responsible for ensuring the proper drainage is built, but the town has not taken on this responsibility as it is currently a civil matter.

A member inquired as to differences between the Official Plan and Zoning regulations, and the following was discussed;

- That the Official Plan and zoning regulations need to conform to one another and gaps between the documents need to be closed.
- There are some sites that are in residential neighborhoods that would be eligible for re-zoning under the Official Plan, such as former school sites.
- Not all available sites will be developed to the maximum option.
- Issues surrounding boundary trees are often dealt with through a civil standpoint and not municipal policy.

A member requested that Doug Carr, Town Solicitor, work with the Planning department regarding laws and regulations surrounding boundary tree disputes.

Mr. Simeoni inquired if the committee would like to see a '*Speaker Series*' for the public as part of the Official Plan work program. Staff would present papers following each study in plain language for the public to read, and reflect on what they have learned, and how the information will help them, and why it's important. The committee agreed they would be in support of this and the community would appreciate an opportunity to provide feedback.

Members of the committee addressed the issue of noise mitigation along busy corridors such as Dundas Street and the Q.E.W. The committee wants to ensure people know about the area where they are purchasing homes, and of any developments plans for the future in their neighborhood.

Staff responded that Oakville can look at policy standards to make sure buyers are aware, and the committee agreed this would be a good start. Discussion ensued around high density developments, public awareness, and that policy framework be developed.

Ms. Clohecyc informed the committee that the town has a mitigation strategy for cost sharing with neighborhoods to mitigate the noise, so that going forward people are aware, and this does not become an issue.

The committee expressed that residents of Oakville are to adhere to the Urban Design Guidelines, but that residents would like a stricter code.

Theme #3 – Growth:

Mr. Simeoni addressed the topics of growth pressures, where growth should happen, main street viability and transition areas.

Staff informed the committee that there are many different growth studies currently underway.

The committee would like to see, stronger urban design policies, noise mitigation, better financial policies, and phasing of high density. A question was posed to staff as to why Oakville allows applicants to bring in their own traffic survey, as opposed to paying for one conducted by the town. There are concerns around the optics of how the public views the applicant bringing forward their own study. The committee requested that staff look into the possibility of having a fee structure, so that the applicant can pay the town to conduct the study, so it minimizes self-interest on the part of the applicant. Staff informed that there are standard terms of reference that the study must adhere to.

Discussion ensued between the committee and staff surrounding the phasing in of high density developments and the following points were made:

- That clear text disclosure documents go to buyers outlining the details of the neighborhood and future developments and expansions.
- Buyers should be informed about the zoning regulations in their neighborhoods.
- Mr. Carr was asked to report back on the viability of clear text disclosure documents.
- Transition to residential areas, especially Speers Road.
- Subdivision reviews require a quota attached to their development plans.
- Tightening up growth policies for developers.
- Consider time restrictions on approved development applications.

Theme #4 – Employment/ Commercial Lands:

Mr. Simeoni expressed the following points for consideration, types of employment that Oakville should plan for, transition to residential areas, transit connections and Speers Road assessment type jobs.

The committee raised the following points:

- Oakville needs a range of employment types.
- The employment development strategy may need to be reviewed.

- The history behind Speers Road was explained, and the committee would caution that fixing the aesthetics of Speers Road could cause spillover effects.
- Effects of Oakville Place on the downtown commercial area.
- Effects of Burloak Plaza on Bronte commercial area.
- Any studies that occur should be particular to the uniqueness of Oakville.
- Transition from employment lands to residential lands need to be reviewed.
- Review the noise effects of these areas, and effect on residential and other sensitive land uses.
- Review the use of the land, and how buildings are being placed on the property.
- Consider buffer lands and what Oakville requires as transition areas.
- Criteria for height limits on employment offices.

Theme #5 – Other:

Mr. Simeoni addressed that other issues to be reviewed are the merging of the North Oakville Secondary Plan to the Official Plan, affordable housing and the demographic shift through aging neighborhoods.

The committee expressed the following matters for review:

- Cycle of neighborhoods and Age Friendly Communities.
- A trend towards smaller household sizes.
- Parking north of Dundas in the Neyagawa area.
- Review of North Oakville parking regulations.
- The committee noted North Oakville developments were designed for fewer cars, in support of transit, but that has not been the outcome and has resulted in not enough parking.
- Review inclusive zoning from province.
- Air traffic warning measure need to be adopted.
- New home buyers need to sign a clear text disclosure confirming what and where they are purchasing.
- Risk management in Official Plan.
- Speaker series on different studies and issues.
- Walkability of Oakville neighborhoods.
- Site Plan criteria.
- Maximize public consultation, public participation and public awareness.
- Best practices on maximizing the circle of life in a home.

Mr. Simeoni presented a list of all the current studies the town is currently undergoing.

The committee requested that staff report back on the work plan discussed today.

In addition the committee requested staff to undertake a comprehensive review on minor variances.

Moved by Councillor Knoll

That the Official Plan Review: Emerging Themes presentation, be received.

CARRIED

6. Information Item(s)

There were no information items.

7. Items to be Discussed at Next/Future Meetings

The Official Plan Review work program will be discussed at the next meeting.

8. Date and Time of Next Meeting

Monday, May 16, 2016
Oakville Municipal Building
Bronte and Palermo Rooms - 1:00 p.m.

9. Adjournment

The Mayor adjourned the meeting at 2:55 p.m.