

## REPORT

### PLANNING AND DEVELOPMENT COUNCIL MEETING

MEETING DATE: MAY 13, 2019

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**FROM:** Planning Services Department

**DATE:** April 18, 2019

**SUBJECT:** Public Meeting Report, Zoning By-law Amendment, Acclaim Health and Community Care Services, 2250 Speers Road, File No.: Z.1628.01

**LOCATION:** 2250 Speers Road

**WARD:** 1

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#### RECOMMENDATION:

1. That the public meeting report prepared by the Planning Services Department dated April 18, 2019, be received.
2. That comments from the public with respect to the proposed Zoning By-law Amendment submitted by Acclaim Health and Community Care Services for 2250 Speers Road, (File No.: Z.1628.01), be received.
3. That staff consider such comments as may be provided by Council.

#### KEY FACTS:

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

- The proposed Zoning By-law Amendment is to create a Special Provision to permit a dementia care facility including overnight care as a permitted use and to permit site specific regulations to accommodate the proposed site layout.
- The application was submitted on February 28, 2019 and the *Planning Act* timeframe to review is 150 days (July 28, 2019).
- The subject lands are designated Office Employment and zoned E1 by the Livable Oakville Plan and Zoning By-law 2014-014. The use, as proposed, is not permitted by the E1 zone. Both the existing Official Plan designation and zoning are consistent with the Provincial Policy Statement 2014, conform to all applicable Provincial plans, the Region of Halton Official Plan and the *Livable Oakville Plan* as they allow for a range of employment uses, to support viability of the employment area along the Speers Road Corridor, in accordance with the Town's established urban structure.

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## **BACKGROUND:**

### **Proposal**

A Zoning By-Law Amendment application was submitted which would allow conversion of an existing building into a dementia care facility providing family caregiver support, an adult day program and short stay overnight respite care. Although office and daycare uses are permitted through the existing E1 (Office Employment) zoning, daycare uses are restricted to 20% of the net floor area of a permitted use and overnight care is not permitted on the subject lands. In order to expand the daycare use to 80% of the net floor area of the building and allow overnight care as a permitted use, a Zoning By-law Amendment is required to amend the E1 zone site specifically. Site specific regulations are also required to accommodate the proposed site layout. The proposed Zoning By-law Amendment would result in a site specific Special Provision for the subject lands.

The development would re-purpose the existing one storey building, reconfigure the existing parking area and result in the addition of landscape areas along the south and west property lines. Vehicle access from Speers Road to the parking area would continue to be provided by a driveway located on the west side of the property. The proposed parking exceeds the minimum parking requirements of the Zoning By-law.

The proposed use of the building is allocated to administrative offices and staff area; Adult Day Program (daycare) area and respite care. The largest portion of the building (80%) is proposed for the Adult Day Program, which will allow for the care of 30 clients and operates 12 hours per day, seven days per week. The administrative office area includes meeting rooms and a caregiver lounge, to provide for family support and education. The respite care area includes eight beds for clients to use for up to two weeks consecutively up to 24 days per year, per client. Clients using the overnight respite beds will take part in the Adult Day program, providing for 24 hour care during their stay. In terms of staffing and operations, it is anticipated that a minimum of 22 staff will be employed at the Dementia Care Centre.

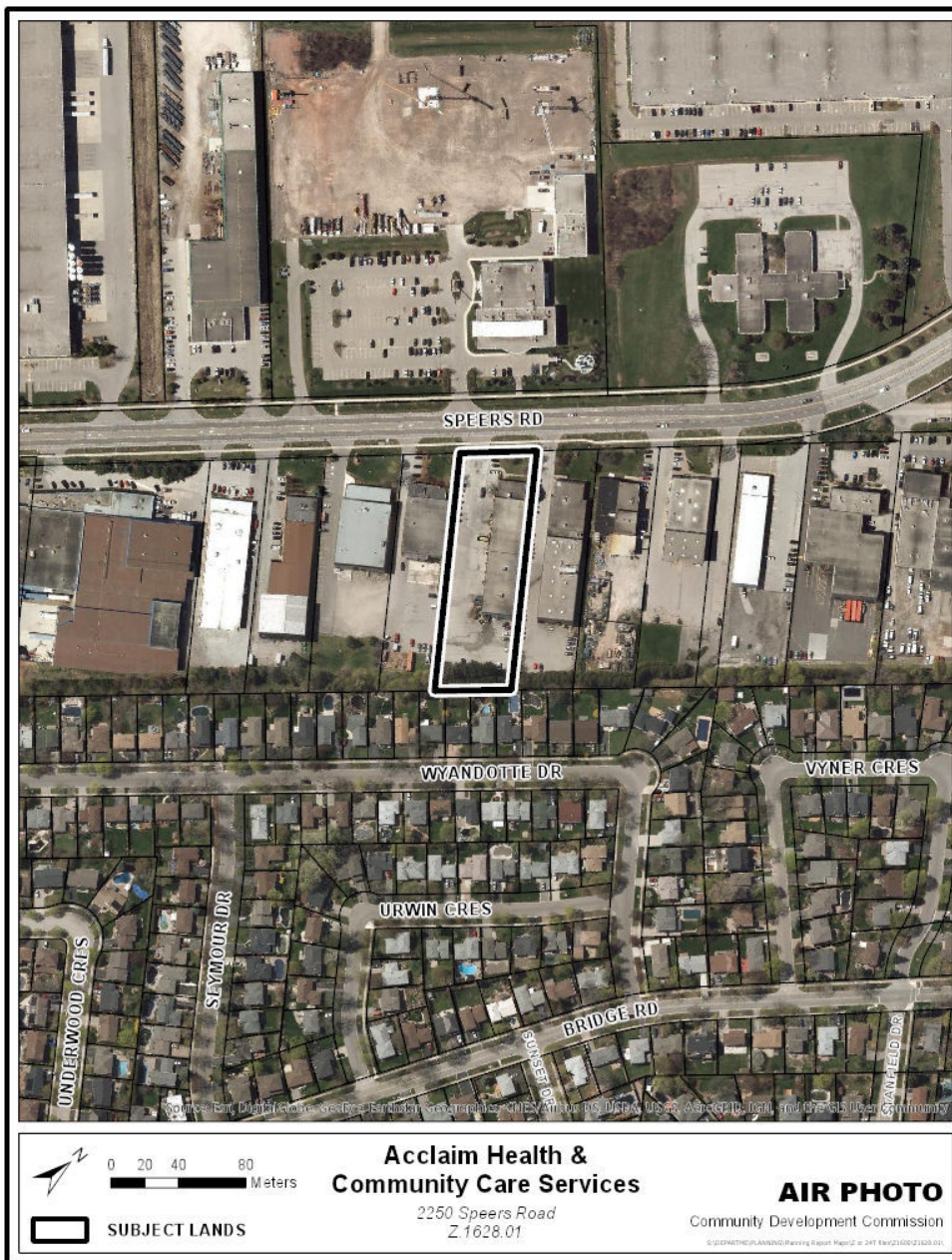
Submission materials are available at the following link on the Town's website:  
<https://www.oakville.ca/business/da-32670.html>

### **Location & Site Description**

The subject lands are located on the south side of Speers Road, east of Bronte Road and west of Third Line, as shown on Figure 1. The subject lands are 0.64 ha

in size with approximately 45.72 m of frontage on Speers Road. The site is currently occupied by a single storey industrial building and parking area.

**Figure 1 – Air Photo**



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## **Surrounding Land Uses**

The surrounding land uses are as follows:

East & West: Office and industrial uses

South: Low Density Residential detached dwellings

North: Multi-tenant office building

## **Timing**

The subject application for a Zoning By-law Amendment was received and deemed complete on February 28, 2019, giving Council until July 28, 2019, to make a decision on the application.

A pre-consultation meeting was held on July 4, 2018. The purpose of the pre-consultation meeting is to establish the formal application submission requirements, as well as to provide preliminary feedback on a proposal based on the feedback from staff and external agencies.

A Public Information Meeting (PIM) hosted by the applicant was held on February 6, 2019, where one member of the public and one Ward 1 Councillor attended. Three additional members of the public, who were unable to attend the meeting were provided information by phone and a copy of the proposed site plan by email. Matters raised by the public included concern related to light from the building shining into the residential dwellings located south of the property and potential noise concerns related to the parking lot.

## **PLANNING POLICY & ANALYSIS**

The property is subject to the following policy and regulatory framework:

- Provincial Policy Statement (2014)
- 2017 Growth Plan for the Greater Golden Horseshoe (2007)
- Halton Region Official Plan
- *Livable Oakville* Plan
- Zoning By-law 2014-014

### **Provincial Policy Statement**

The Provincial Policy Statement (2014) ('PPS') is intended to promote a policy led system, which recognizes that there are complex relationships among

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environmental, economic and social factors in land use planning. The PPS encourages the wise management of land to achieve efficient development and land use patterns by directing growth to settlement areas and by promoting a compact development form.

The subject lands are located within a settlement area, which are to be the focus of growth and development. Specifically, the lands are within an employment area as defined by the PPS, and located within a transit corridor as identified by the Province, Halton Region Official Plan and Livable Oakville Plan. Broadly, the land use patterns within the settlement are based on densities and a mix of land uses that, among other matters, efficiently use land and resources, appropriately use the infrastructure and public service facilities that are planned or available and are transit supportive.

An employment area is defined in the PPS as:

***“Employment Area: means those areas designated in an official plan for clusters of business and economic activities including, but not limited to, manufacturing, warehousing, offices, and associated retail and ancillary facilities.”***

Policy 1.3.1 provides that planning authorities shall promote economic development and competitiveness by:

- a) *providing for an appropriate mix and range of employment and institutional 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) *encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities; and*
- d) *ensuring the necessary infrastructure is provided to support current and projected needs*

Within employment areas, planning authorities are directed to plan for, protect and preserve employment areas for current and future uses and ensure that the necessary infrastructure is provided to support current and projected needs (policy 1.3.2.1). Conversion of lands within employment areas to non-employment uses may be permitted through a comprehensive review (policy 1.3.2.2).

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The proposed dementia care includes represents a sensitive land use as defined by the PPS:

*“Sensitive land uses: means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities.”*

Policy 1.2.6.1 of the PPS directs that:

*“Major facilities and sensitive land uses should be planned to ensure they are appropriately designed, buffered and/or separated from each other to prevent or mitigate adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term viability of major facilities.”*

In accordance with section 3 of the *Planning Act*, all planning decisions “shall be consistent with” the PPS.

The property is zoned E1 (Office Employment) by Zoning By-law 2014-014. The existing zoning is consistent with the PPS 2014 as a mix of uses to support a wide range of economic activities and ancillary uses are permitted.

### **Growth Plan (2017)**

The Growth Plan is a long-term plan that intends to manage growth, build complete communities, curb sprawl and protect cultural heritage resources and the natural environment.

The Growth Plan provides policies for where and how to grow, directing population and employment growth to urban areas and rural settlement areas with delineated built boundaries on full municipal services (policy 2.2.1). The policies of the Growth Plan are to be applied to support complete communities that feature a diverse mix of land uses with convenient access to local stores, services, and public service facilities, provide a diverse range and mix of housing options, expand convenient access to transportation.

The subject lands are located within the built boundary and are within an ‘employment area’, as defined by the Growth Plan. Further, the subject lands are located along a transit corridor, as identified by the Province and Halton Region.

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Policy 2.2.5 (1) of the Growth Plan provides that economic development and competitiveness in the Greater Golden Horseshoe will be promoted by:

- a) making more efficient use of existing employment areas and vacant and underutilized employment lands and increasing employment densities;*
- b) ensuring the availability of sufficient land, in appropriate locations, for a variety of employment to accommodate forecasted employment growth to the horizon of this Plan;*
- c) planning to better connect areas with high employment densities to transit; and*
- d) integrating and aligning land use planning and economic development goals and strategies to retain and attract investment and employment.*

Policy 2.2.5 (7) provides policy direction regarding planning for employment areas by:

- a) prohibiting residential uses and limiting other sensitive land uses that are not ancillary to the primary employment use;*
- b) prohibiting major retail uses or establishing a size or scale threshold for any major retail uses that are permitted and prohibit any major retail uses that would exceed that threshold; and*
- c) integrating employment areas with adjacent non-employment areas and developing vibrant, mixed-use areas and innovation hubs, where appropriate.*

Policy 2.2.5 (9) provides that the conversion of lands within employment areas to non-employment uses may be permitted only through a municipal comprehensive review (undertaken by Halton Region). For greater clarity, the redesignation of an employment area to a designation that permits non-employment uses is considered a conversion (policy 2.2.5 (10)).

All decisions made on or after July 1, 2017 in respect of the exercise of any authority that affects a planning matter are required to conform to the Growth Plan.

The property is zoned E1 (Office Employment) by Zoning By-law 2014-014. The existing zoning conforms with the Growth Plan, and therefore does not conflict with the Growth Plan, given that a range and mix of employment uses are provided for.

### **Halton Region Official Plan**

The subject lands are designated "Urban Area" and included in the "Employment Area" overlay in the Halton Region Plan. Lands within the "Urban Area" are intended for residential and employment growth. Policy 76 notes that the range of permitted uses is to be in accordance with Local Official Plans and Zoning By-laws. All development, however, is subject to the policies of the Regional Plan.

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Employment Areas are subject to the objectives and policies for the Urban Area. In addition, the objectives of the Employment Areas are:

*“77.1(1) To ensure the availability of sufficient land for employment to accommodate forecasted growth to support Halton’s and its Local Municipalities’ economic competitiveness.*

*77.1(2) To provide, in conjunction with those employment uses within the residential and mixed use areas of the communities, opportunities for a fully-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.*

*77.1(3) To locate Employment Areas in the vicinity of existing major highway interchanges and rail yards, where appropriate, within the Urban Area.”*

Further, the Halton Region Official Plan prohibits residential and non-employment uses in Employment areas except under certain circumstances including:

*“77.4 (1) b) for institutional uses identified in a Local Official Plan, as a result of a detailed study that sets limits and criteria on such uses based on the following principles:*

- i. the use is of small scale and such uses collectively within an Employment Area shall not change the character of that Employment Area;*
- ii. the location and design of the use meet the Land Use Compatibility Guidelines under Section 143(10) of this Plan;*
- iii. the use is located at the periphery of the Employment Area; and*
- iv. such uses do not collectively displace employment from the Employment Area to result in a shortfall in Employment Areas to meet the Local Municipality’s employment forecast in Table 1 and Table 2a”*

The property is zoned E1 (Office Employment) by Zoning By-law 2014-014. The existing zoning conforms to the Halton Region Official Plan, given that the range of uses contributes to providing the opportunity for a diversified economic base.

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## **Livable Oakville Plan**

### OP Objectives

The guiding principles of the Livable Oakville Plan include the following:

#### *2.2.1 Preserving and creating a livable community in order to:*

- a) preserve, enhance, and protect the distinct character, cultural heritage, living environment, and sense of community of neighbourhoods;*
- b) direct the majority of growth to identified locations where higher density, transit and pedestrian oriented development can be accommodated; and,*
- c) achieve long term economic security within an environment that offers a diverse range of employment opportunities for residents.*

### Urban Structure

The Livable Oakville Plan is currently undergoing a 5-year Official Plan Review to ensure the policies are consistent with the Provincial and Regional policies, support the Town's strategic goals, and reflect the visions and needs of the community. Schedule A1, Urban Structure, of the Livable Oakville Plan provides the basic structural elements for the Town. Official Plan Amendment 15 to the *Livable Oakville Plan*, confirms the Town's existing urban structure in terms of nodes and corridors, where higher intensity forms of mixed use growth are to be accommodated. OPA 15 was approved by Halton Region on April 26, 2018 and deemed to conform to the Growth Plan and is consistent with the PPS. There is one appeal pertaining to OPA 15.

The subject lands are identified on Schedule A1 – Urban Structure as being within the Town's system of Nodes and Corridors as they are located within the Employment Mixed Use Corridor along Speers Road, which is also identified as a Regional Transit Priority Corridor. The subject lands are located approximately 440m west of the limit of the Bronte GO Station, which is identified as a Regional Transit Node and Node and Corridor for further study. Nodes and Corridors are key areas of the Town identified as the focus for mixed use development and intensification.

As part of the town's Official Plan Review, the town has undertaken the Bronte GO Major Transit Station Area Study. The study will develop an Area Specific Plan to create a complete, transit-supportive community which accommodates future population and employment growth and development. The study is scheduled to continue through to 2020, with an official plan amendment to follow.

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### Land Use Policies

The subject lands are designated Office Employment by Schedule F of the Livable Oakville Plan. Office Employment areas located in areas of high visibility and accessibility and are intended to provide primarily for prestige office uses. The range of permitted uses are identified in Part D, Section 14.3.1 of the Livable Oakville Plan:

*“14.3.1 a) Uses permitted within the Office Employment designation may include major offices and offices, hotels, public halls, light industrial uses and training facilities and commercial schools. Limited convenience retail, accessory retail and service commercial uses, including restaurants, may be permitted in conjunction with the permitted uses.”*

To accommodate the town's long-term employment and commercial needs and as part of the Town's ongoing Official Plan Review, land use designations and policies that apply to employment and commercial uses town wide were updated through Official Plan Amendment 26 (OPA 26). In addition, as a result of the Speers Road Corridor Study, specific policies for the Speers Road Corridor Special Policy Area were introduced through Official Plan Amendment 27 (OPA 27). On April 16, 2018, Council passed By-law 2018-054 to adopt OPA 26 and By-law 2018-055 to adopt OPA 27 to the Livable Oakville Plan, which are currently awaiting Regional approval.

The subject lands are located within a buffer area between Business Commercial uses located on the north side of Speers Road and a Residential Area to the south. OPA 26 had the effect of redesignating certain lands with existing “Office Employment” designations that serve as a buffer to Residential Areas (including the subject lands), to a “Business Employment” land use designation. Business Employment areas are intended to provide primarily for major office uses in a transit-supportive and pedestrian oriented environment with a range of employment-supportive amenities. Although the list of permitted uses was amended with respect to motor vehicle uses in site specific locations (Part D, Section 14.2.1 b and c), the general list of permitted uses outlined in Part D, Section 14.2.1 (a) remained unchanged.

OPA 26 also had the effect of updating the employment land conversion policies of Part D, Section 14.2.2 as follows:

*“The conversion of lands within employment areas to non-employment uses shall only be permitted through a municipal comprehensive review completed by Halton Region where it is demonstrated that:*

*a) there is a need for the conversion;*

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- b) the designated employment lands are not required by the Town over the horizon of this Plan.*
- c) the Town will maintain sufficient employment lands to accommodate forecasted employment growth as established by the Region to the horizon of this Plan;*
- d) the proposed uses would not adversely affect the overall viability of the employment area or the achievement of the minimum intensification and density targets in this Plan, as well as the other policies of this Plan; and,*
- e) there are existing or planned infrastructure and public service facilities to accommodate the proposed uses.”*

Although OPA 27 did not change the land use designation on the subject lands, as a result of OPA 27, are identified as forming part of the district west of Bronte Creek to east of Third Line. The policies for this district are intended to establish a node around the Bronte GO station and guide the evolution of the district as increased density and mix of uses are introduced to develop a major transit station area and support the regional transit priority corridor. OPA 27 acknowledges that further study is required of the Bronte GO Station area, which is taking place through the Bronte GO Major Transit Station Area Study. In the terms of land use, additional policies apply to lands designated Business Employment located within the Speers Road Corridor (26.4.5 c).

The requested Zoning By-law Amendment would result in a portion of the building being occupied by a Long Term Care Facility use, accessory to office and daycare uses. Long Term Care Facilities are specifically defined in the by Part 3 of Zoning By-law 2014-014 as:

*“Long Term Care Facility means a premises licensed pursuant to Provincial legislation consisting of assisted living units where a broad range of person care, support and health services are provided for the elderly, disabled or chronically ill occupants in a supervised setting, and may include one or more amenity areas such as a common dining, lounge, kitchen, and recreation area.”*

The submission materials do not indicate whether the overnight respite care component of the proposed facility would be licensed as long term care units pursuant to Provincial legislation, therefore staff cannot confirm whether the proposed use would constitute a long term care facility. Long Term Care Facilities are a form of housing. Specifically, Livable Oakville defines special needs housing as:

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In accordance with both existing and adopted policies of Livable Oakville, conversion of employment lands to non-employment uses, such as housing, shall only be permitted through a municipal comprehensive review.

Further, the Zoning By-law Amendment request that 80% of the building be occupied by a daycare, whereas Zoning By-law 2014-014 restricts daycare uses to 20% of the net floor area of a permitted use. The intent of the restriction on daycare floor area is to implement Livable Oakville Employment Area policies, by ensuring that daycares maintain an accessory function in relation to a permitted employment use. Regulations related to the limiting the floor area of accessory uses protect the overall viability of the employment area, while provided for limited opportunities for small scale uses complimentary to the main function of the land.

Staff are of the opinion that the requested Zoning By-law Amendment application requires additional consideration and refinement by the applicant, with particular attention to the proposed Long Term Care Facility use and the amount of floor area dedicated to a daycare use, given Livable Oakville policies related to conversion of employment lands. An evaluation of the proposed development in relation to all applicable policies of Livable Oakville to determine whether the application meets the general intent of the Plan will be contained in the recommendation report.

The property is zoned E1 by Zoning By-law 2014-014. The existing zoning conforms to the Town's Official Plan by allowing for a range of employment uses, to support viability of the employment area along the Speers Road Corridor.

### **Zoning By-law 2014-014**

Zoning By-law 2014-014, as amended, is the town's comprehensive zoning by-law for the lands south of Dundas Street and north of Highway 407. The subject lands are zoned E1 (Office Employment) as shown in Appendix D. A wide range of uses are permitted in the Office Employment zone.

The proposed Zoning By-law Amendment would result in a site specific Special Provision for the subject lands, to allow the use of the site by a dementia care facility providing family caregiver support, an adult day program and short stay overnight respite care. Although office and daycare uses are permitted through the existing E1 zoning, daycare uses are restricted to 20% of the net floor area of a permitted use and overnight care is not permitted on the subject lands.

A copy of the Zoning By-law Amendment as proposed by the applicant is contained in Appendix E. The applicant has applied to retain the base E1 zone and add a Special Provision to accommodate the proposed development. The applicant has requested consideration of short stay overnight respite care as a long term care

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facility use, and to expand the permitted daycare use to 80% of the net floor area of the building. Site specific regulations related to side yard and landscape area are also required to accommodate the proposed site layout. A summary of the requested amendments is described in Table 1.

**Table 1: Identified Areas of Non Compliance with Zoning By-law 2014-014**

	<b>Required</b>	<b>Proposed</b>
<b>Table 10.2 Permitted Uses in the Employment Zone (E1)</b>		
Long Term Care Facility	Long Term Care Facility is not a permitted use.	Permit Long Term Care Facility as a use.
Day care	A maximum of 20% of the total net floor area of the building may be occupied by a Day care.	A maximum of 80% of the total net floor area of the building may be occupied by a Day care.
<b>Table 10.3 Employment Zone Regulations (E1)</b>		
Minimum interior side yard	3.0 m	2.8 m
<b>General Provisions Table 4.11.2 Required Widths of Landscaping</b>		
Minimum width of landscaping for surface parking area	3.0 m along interior side lot line	2.0 m along interior side lot line
<b>General Provisions Part 4.18 Patios</b>		
Patio	Only permitted as an accessory use to a public hall or restaurant	Permit patio as an accessory use to the proposed use.
Location	Patios shall not be permitted on a lot in and Employment Zone abutting a lot in any Residential Zone	Permit patio on the subject lands, which abut a Residential Zone.

At the time of writing this report the technical review of the application is not complete, therefore the full zoning review comments are not available at this time. The need for additional modified regulations may be identified as a result of the zoning review. However, at this time, zoning staff have identified that the applicant's request to allow a "patio" on the subject lands are not required. The fenced hardscape area proposed at the rear of the building does not constitute a "patio" by definition, given that the area is not associated with a restaurant or public hall, or intended to provide meals or refreshments served to the public.

An assessment of the required regulation amendments to Zoning By-law 2014-014 will be included as part of the future recommendation report.

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## TECHNICAL & PUBLIC COMMENTS

### Technical Comments

The proponent has provided numerous studies in support of the application which have been circulated to various public agencies and internal town departments, and which are under review. The following studies and supporting documentation are also accessible on the town's website (<https://www.oakville.ca/business/da-32670.html>):

- Air Photo
- Air Quality Report
- Draft Zoning By-law Amendment
- Environmental Site Assessment - Phase 1
- Environmental Site Assessment - Phase 2
- Functional Servicing Report
- Grading Plan
- Noise Study
- Planning Justification Report
- Public Information Meeting Feedback
- Public Information Meeting Minutes
- Site Context Plan
- Site Plan
- Survey Plan
- Transportation Impact Analysis

Although the file remains in circulation, on April 16, 2019, Town and Regional staff met with the applicant to discuss matters that have been raised to date. Based on the Planning Justification Report submitted in support of the application, Town and Regional staff have identified significant policy conformity issues with the current proposal, and require that the Planning Justification Report be revised and resubmitted to sufficiently address policies in the PPS, Growth Plan, Regional Official Plan and Livable Oakville Plan. In addition, Regional staff have identified:

- The Functional Servicing Report must be revised to include fire flow tests;
- Updated Phase 1 ESA and Phase 2 ESA reports are required, prepared to O.Reg 153/04 standards;
- Peer review of both the Noise Study and Air Quality Study will be required (costs of peer reviews required by the applicant are to be borne by the applicant); and,
- A Ministry of the Environmental, Conservation and Parks acknowledged Record of Site Condition (RSC) is required.

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In addition the Financial Planning Department has identified that subject to further review, development charges may be applicable to the conversion of non-residential space to residential special care units for the provision of overnight respite beds and services. If applicable, the net development charge resulting from the removal of non-residential space and addition of residential special care units will be based on rates in effect at building permit issuance.

Staff will convene a meeting with the applicant after the statutory public meeting, to discuss any other issues that arise from the circulation as well any comments that are raised at the statutory public meeting.

### **Public Comments**

A Public Information Meeting (PIM) hosted by the applicant was held on February 6, 2019, where one member of the public and a Ward 1 Councillor attended. Three additional members of the public, who were unable to attend the meeting were provided information by phone and a copy of the proposed site plan by email. Matters raised by the public included concern related to light from the building shining into the residential dwellings located south of the property and potential noise concerns related to the parking lot. These are matters that can be more appropriately dealt with at the site plan approval stage.

To date, no comments have been received in response to the notice of complete application.

### **Issues under Review / Matters to be considered**

A complete analysis of the application is underway and includes a review of the following matters, which have been identified to date:

- i. **Conformity and consistency with applicable Provincial, Regional and Town policy including:**
  - Whether the proposed land use is permitted within an employment area or whether it would require an employment land conversions;
  - Whether the introduction of a sensitive land use within an employment area would limit future land use on surrounding employment lands; and,
  - Whether the proposal is appropriate given adopted and emerging policy (OPA 26, OPA 27 and Speers Road Corridor Study).
- ii. **Suitability of land for intended use including:**
  - Contamination (whether the subject lands are suitable for a sensitive land use);

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- Results of peer review of Noise and Air Quality studies.

**iii. Zoning By-law:**

- Ensuring implementing zoning regulations would result in a development that is compatible with the surrounding area and would mitigate any identified impacts of the proposed development.

**iv. Technical Review:**

- Functional Servicing and Stormwater Management  
A review of the Functional Servicing and Stormwater Management Report in order to demonstrate that the development can be adequately managed to Town standards.
- Environmental Site Assessment  
A review of the Environmental Site Assessment in order to provide information and recommendations on potential areas of environmental concern to the satisfaction of the Region of Halton.
- Site Plan Review  
Site Plan approval, through holding provision or development agreement, would be required to implement the proposed development and associated works.

Comments received from the public and Council identified at the Statutory Public meeting will also be considered and included in the forthcoming recommendation report.

**CONCLUSION**

Planning staff will continue to review the proposed application, including departmental, agency and public feedback and report back to Council with a recommendation report. No further notice is required, however, written notice of any future public meetings will be provided to those who have made written and/or verbal submissions.

**CONSIDERATIONS:**

**(A) PUBLIC**

A Public Information Meeting hosted by the applicant was held on February 6, 2019, where one member of the public and a Ward 1 Councillor attended. Notice for this meeting was distributed to all properties within 120 m of the subject property and included on the sign posted on the site.

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**(B) FINANCIAL**

Development charges may be applicable to the conversion of non-residential space to residential special care units for the provision of overnight respite beds and services. If applicable, the net development charge resulting from the removal of non-residential space and addition of residential special care units will be based on rates in effect at building permit issuance.

**(C) IMPACT ON OTHER DEPARTMENTS & USERS**

The application was circulated to internal and external departments and agencies for review. The application remains in technical review.

**(D) CORPORATE AND/OR DEPARTMENT STRATEGIC GOALS**

This report addresses the corporate strategic goal to:

- enhance our economic environment
- be the most livable town in Canada

**(E) COMMUNITY SUSTAINABILITY**

The proposed development will be reviewed to ensure compliance with the Town's sustainability objectives of the Livable Oakville Plan.

**APPENDICES:**

Appendix A – Applicable Policies  
Appendix B – Proposed Site Plan  
Appendix C – Livable Oakville Excerpt  
Appendix D – Zoning By-law 2014-014 Excerpt  
Appendix E - Proposed Draft Zoning Amendment

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