



OAKVILLE

## REPORT

PLANNING AND DEVELOPMENT COUNCIL MEETING

MEETING DATE: SEPTEMBER 8, 2020

---

**FROM:** Planning Services Department

**DATE:** August 26, 2020

**SUBJECT:** Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13

**LOCATION:** 2170 Postmaster Drive, described as Block 107 on Plan 20M-696

**WARD:** 4

---

### RECOMMENDATION:

1. That the public meeting report prepared by the Planning Services Department dated August 26, 2020, be received.
2. That comments from the public with respect to the proposed Zoning By-law Amendment submitted by Branthaven West Oak Inc. (File No.: Z.1427.13), be received.
3. That staff consider such comments as may be provided by Council.

### KEY FACTS:

The proposed Zoning By-law Amendment proposes to rezone the currently vacant lands at the northwest corner of Westoak Trails Boulevard and Postmaster Drive from Community Use (CU) to Residential Medium (RM1 and RM2) with a special provision. The subject lands are designated Medium Density Residential by the Livable Oakville Plan which permits for townhouse dwellings.

The proposed zone change would establish site-specific regulations, and allow for a future development with a mix of two to three storey townhouse units on a common-element condominium road. The current development proposal includes 26 two-storey townhouses, 14 three-storey back-to-back townhouses, and 19 three-storey rear lane townhouses.

From: Planning Services Department

Date: August 26, 2020

Subject: **Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13**

## **BACKGROUND:**

The purpose of this report is to introduce the planning application as part of the statutory public meeting. Council will hear public delegations on the application, ask questions of clarification and identify matters to be considered. The report is to be received and no recommendations on the application are being made at this time.

The report outlines the proposed development and identifies matters raised to date through the technical review and public consultation. Following the statutory public meeting and once the review is complete, staff will bring forward a recommendation report for consideration by Planning and Development Council.

The application was deemed complete on June 12, 2020. Due to the COVID-19 pandemic, *Planning Act* timelines were suspended from April 15, 2020 until June 22, 2020. Therefore the timeline ends 90 days after June 22, 2020, and the appeal period for lack of decision begins on September 24, 2020.

## **Proposal**

A Zoning By-Law Amendment application was submitted which proposes to rezone the currently vacant lands at the northwest corner of Westoak Trails Boulevard and Postmaster Drive, from Community Use (CU) to Residential Medium (RM1 and RM2) with a special provision.

The proposed zone change would establish site-specific regulations, and allow for a future development with a mix of two to three storey townhouse units on a common-element condominium road. The current development proposal includes 26 two-storey townhouses, 14 three-storey back-to-back townhouses, and 19 three-storey rear lane townhouses.

Figure 1 below depicts the area of lands proposed to be rezoned.

From: Planning Services Department

Date: August 26, 2020

Subject: Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13

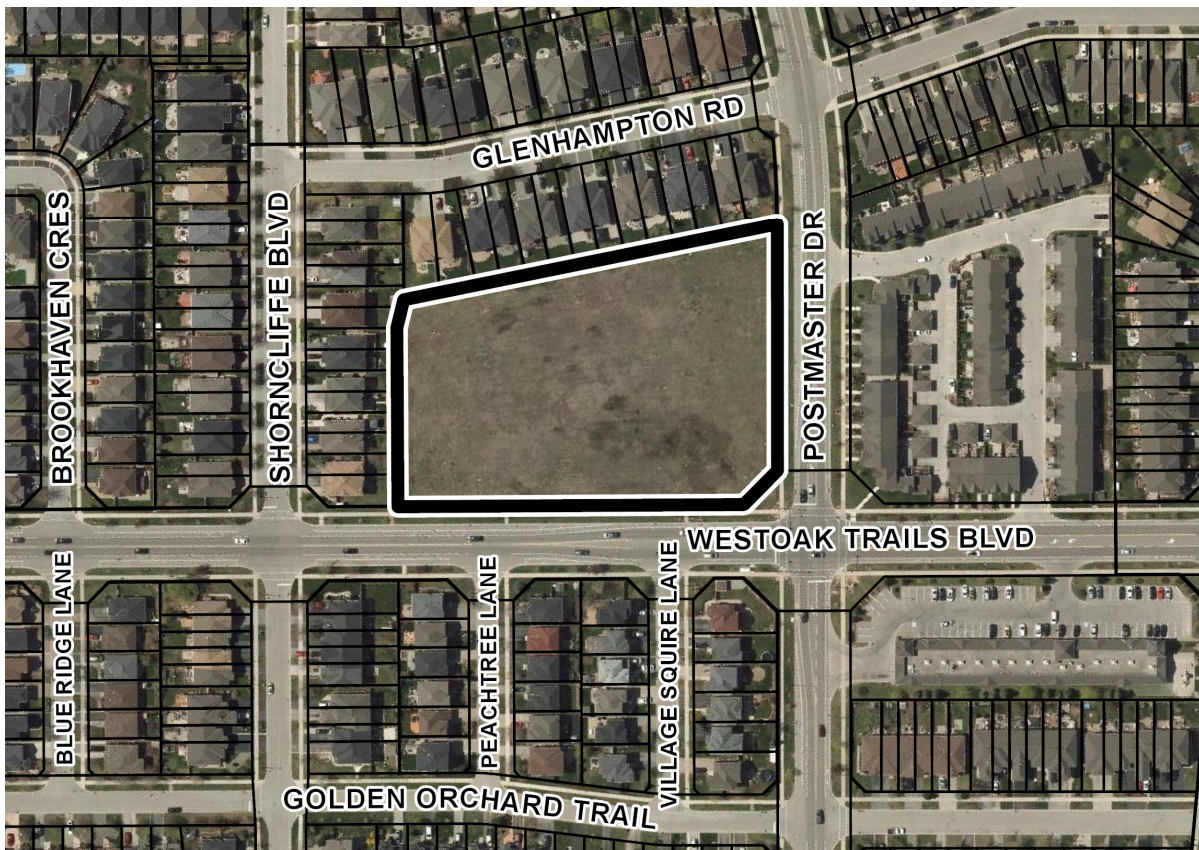


Figure 1 – Air photo

A preliminary development concept is shown in Figure 2 below. The proposed 26 two-storey townhouses are shown in orange backing onto the existing residential, the 14 three-storey back-to-back townhouses are in magenta/pink shown in the center of the site, and the 19 three-storey rear lane townhouses are dark purple and fronting on to Westoak Trails Blvd. and Postmaster Dr.

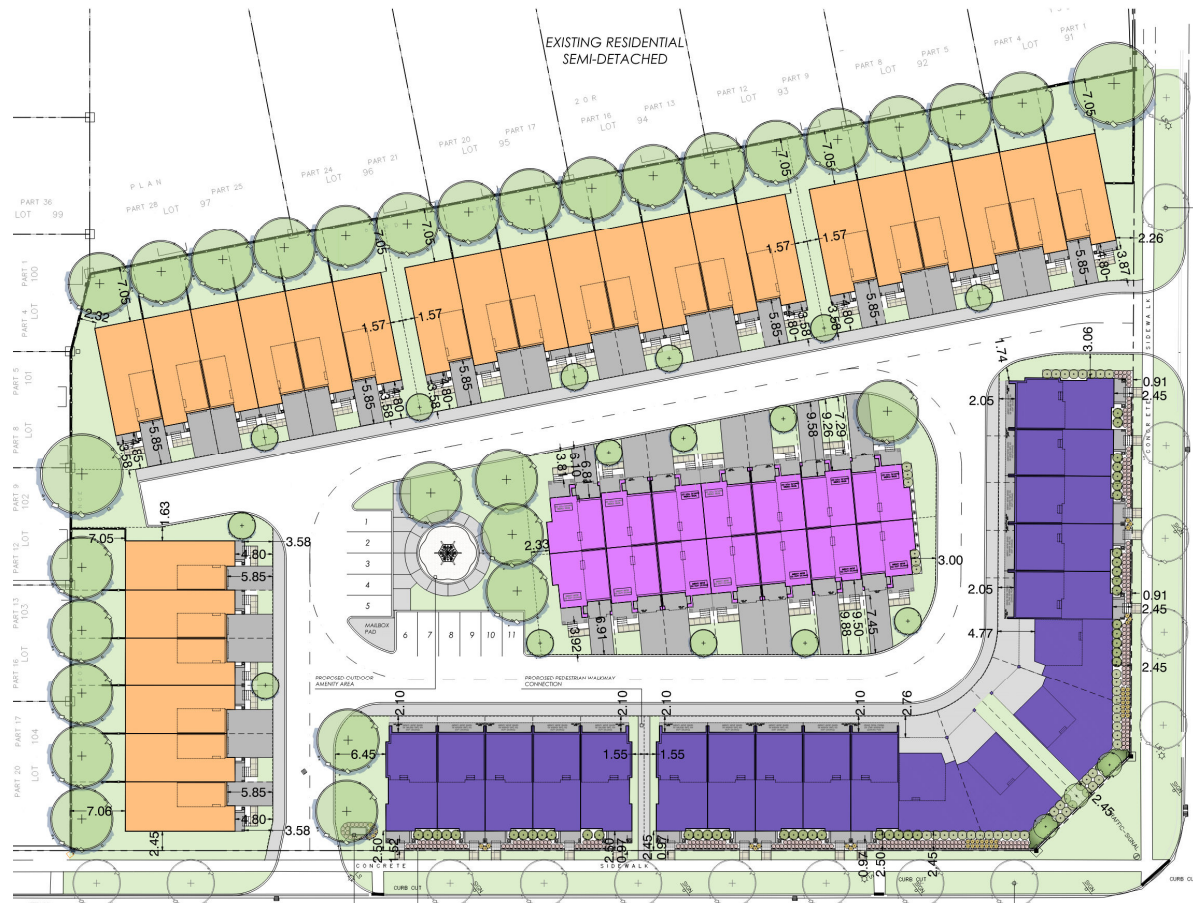


Figure 2 – Proposed Development Concept

The proposed development will comply with the standard parking requirements for the number and type of dwellings for the RM1 and RM2 zones. These are 2 required parking spaces for each Townhouse dwelling and 0.25 visitor parking spaces required for each dwelling, excluding the back-to-back townhouses. This results in 11 required visitor parking spaces in addition to the two spaces provided for each townhouse dwelling.

Full submission materials are available at the following link on the Town’s website:  
<https://www.oakville.ca/business/da-35787.html>

**Location & Site Description**

The subject lands are located at the northwest corner of Westoak Trails Boulevard and Postmaster Drive, and municipally known as Block 107, Plan 20M696; or 2170 Postmaster Drive. The subject lands are approximately 1.17 ha in size with approximately 123 metres of frontage to Westoak Trails Boulevard and 88 metres of frontage to Postmaster Drive. The site is currently vacant.

From: Planning Services Department

Date: August 26, 2020

Subject: **Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13**

## **Surrounding Land Uses**

The surrounding land uses are as follows:

North: Residential (semi and single-detached)

East: Residential (townhouses and semi-detached)

South: Residential (single-detached)

West: Residential (semi and single-detached)

## **PLANNING POLICY & ANALYSIS**

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

- Provincial Policy Statement (2020)
- Growth Plan for the Greater Golden Horseshoe (2019)
- Halton Region Official Plan
- *Livable Oakville* Plan
- Zoning By-law 2014-014, as amended

### **Provincial Policy Statement**

The Provincial Policy Statement (2020) (PPS), which came into effect on May 1, 2020, continues to recognize that there are complex relationships among 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 encourages Planning authorities to permit and facilitate a range of housing options, including new development as well as residential intensification, to respond to current and future needs for a time horizon of up to 25 years.

The PPS promotes the integration of land use planning, growth management and transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments and standards to minimize land consumption and servicing costs.

The future recommendation report will provide a full review of the development proposal in accordance with the PPS.

### **Growth Plan for the Greater Golden Horseshoe (2019)**

The Growth Plan (2019) 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 that it is to be read in its entirety,

From: Planning Services Department

Date: August 26, 2020

Subject: **Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13**

and the relevant policies are to be applied. When more than one policy is relevant, a decision maker should consider all of the relevant policies to understand how they work together.

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, and expand convenient access to transportation options.

All planning decisions after May 16, 2019 must conform to the Growth Plan. The future recommendation report will provide a full review of the development proposal in accordance with the Growth Plan.

### **Halton Region Official Plan**

The subject lands are designated “Urban Area” in 2009 Regional Official Plan (ROP). The Urban Area is “planned to accommodate the distribution of population and employment for the Region and the four Local Municipalities”. The policies of the Urban Area designation support a form of growth that is compact and supportive of transit, the development of vibrant and healthy mixed-use communities which afford maximum choices for residence, work and leisure. 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.

The future recommendation report will provide a full review of the development proposal in accordance with the Halton Region Official Plan.

### **Livable Oakville Plan**

#### Urban Structure

The Livable Oakville Plan (OP) 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 (OPA 15) to the OP, 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* of the OP as being within the Town’s system of Residential Areas.

Land Use Policies

The subject lands are designated Medium Density Residential by the OP as illustrated in Figure 3 below (for the full map of this or any of the following maps, refer to Appendix A – Maps).

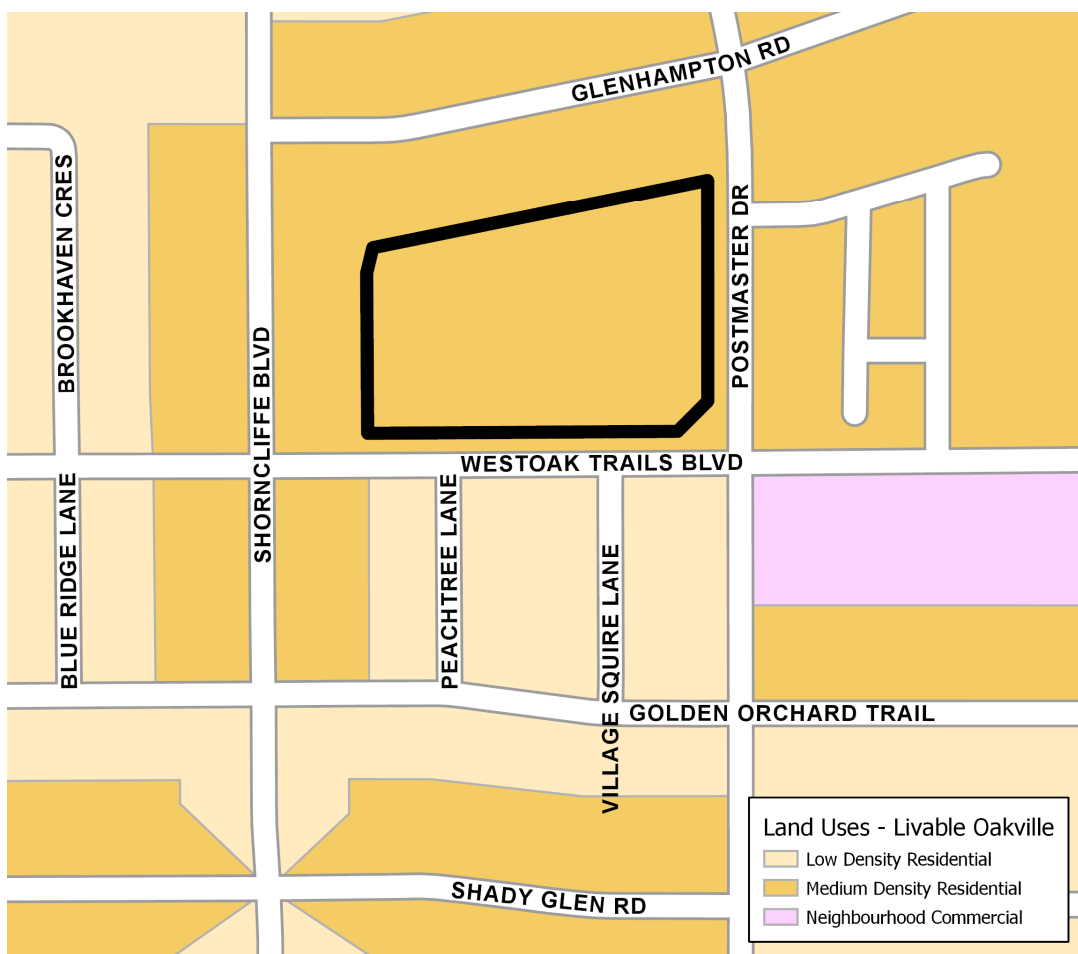


Figure 3 – Extract from Official Plan Map

Sections 3.1 and 4.3 of the OP address how the Town anticipates for residential intensification outside of its identified growth areas. These sections recognize that while Growth Areas are the key focus for intensification, some growth and change such as infill and redevelopment may occur in the Town’s residential areas, provided

From: Planning Services Department

Date: August 26, 2020

Subject: Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13

the character of the areas is preserved and the overall urban structure of the Town is upheld.

Section 11, Residential, policies more specifically address the criteria against which development will be evaluated in order to protect and maintain the existing neighbourhood character of Oakville's stable residential communities.

Section 11.1.8 c) states the following:

*Within the stable residential communities, on lands designated Medium Density Residential and High Density Residential, there may be underutilized lands on which additional development may be appropriate. Intensification of these lands may occur within the existing density permissions for the lands and may be considered subject to the requirements of section 11.1.9 and all other applicable policies of this Plan.*

As referenced in the provided excerpt, Section 11.1.9 provides a set of criteria by which development will be evaluated to ensure that the existing neighbourhood character in Oakville's stable residential communities is protected.

Furthermore, Section 11.3.1 of the OP lists the permitted uses under the Medium Density Residential land use designation:

*The Medium Density Residential land use designation may permit a range of medium density housing types, including multiple-attached dwelling units (the definition of which includes regular, stacked, or back-to-back townhouses), apartments, retirement homes and long-term care homes. Existing detached and semi-detached dwellings are permitted.*

A full analysis of applicable OP policies, including the Section 11.1.9 criteria discussed, will be provided as part of a future recommendation report.

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

Zoning By-law 2014-014 is the comprehensive Zoning By-law applying to all properties in Oakville south of Dundas Street, and north of Highway 407. It was passed by Council on February 25, 2014 and partially deemed in force by the Ontario Municipal Board on February 23, 2015. The most recent consolidation of the 2014-014 Zoning By-law is dated February 10, 2020.

The subject lands are currently zoned Community Use (CU) and are proposed to be rezoned to Residential Medium, RM1 and RM2 with a site specific special provision.



From: Planning Services Department

Date: August 26, 2020

Subject: Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13

The applicant's proposed draft Zoning By-law Amendment is attached to this report as Appendix C.

The current zoning of the subject lands and surrounding areas are shown in Figure 4 below.

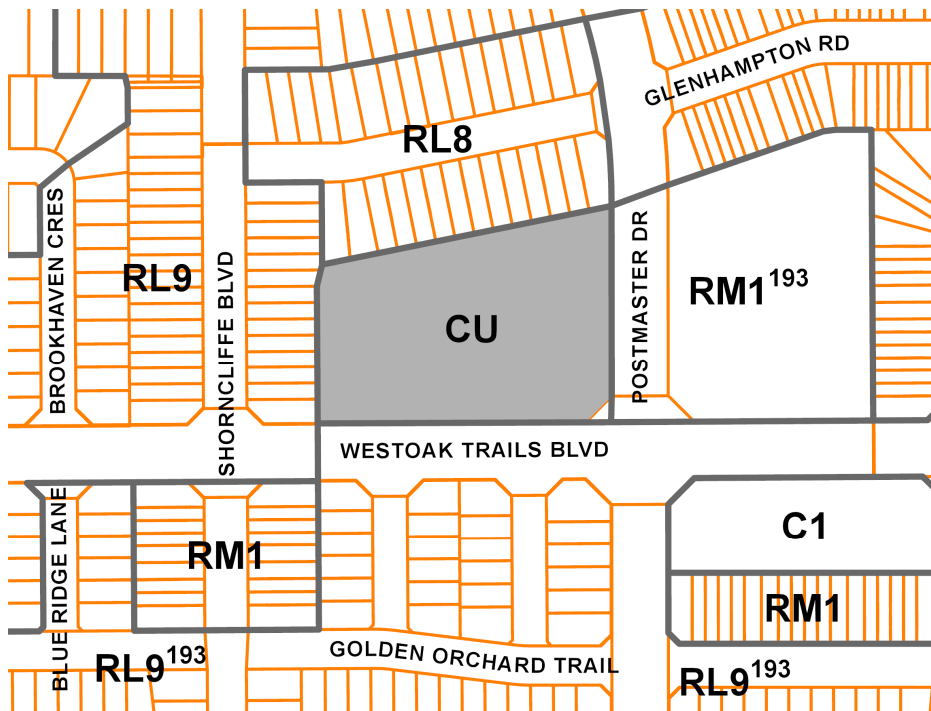


Figure 4 – Extract from Zoning Map

The Zoning By-law Amendment proposes to rezone the subject lands in two blocks as shown in Figure 5 shown below.

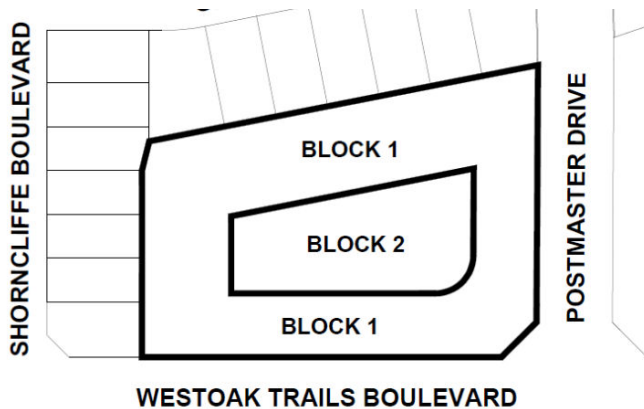


Figure 5 – Proposed Zoning Amendment Map

As shown on Figure 5, Block 1 is proposed to be rezoned to RM1, which allows for townhouse dwellings, and the internal Block 2 is proposed to be rezoned to RM2 which allows for back-to-back townhouse dwellings. These correspond with the development concept (Figure 2) described earlier in this report. The following Table 1 shows the permitted uses in both the RM1 and RM2 zones.

Permitted Uses (2014-014)	RM1	RM2
Back-to-back townhouse dwelling		X
Conservation use	X	X
Day care	X	X
Emergency service facility	X	X
Home occupation	X	X
Park, public	X	X
Private home daycare	X	X
Short-term accommodation	X	X
Stormwater management facility	X	X
Townhouse dwelling	X	

Table 1 – Permitted Uses in the RM1 and RM2 Zones

The requested site-specific special provision relates to reductions of minimum yards, an increase to maximum height in Block 2, porch projection allowances, and reductions of minimum lot areas. The existing and proposed zoning changes are summarized in the following Table 2. The development would otherwise comply with the requirements of the parent RM1 and RM2 zones.

RM1 – 2014-014 Zoning	Standard	Proposed	Change
Minimum lot area	135 sq.m.	100 sq.m.	-35 sq.m.
Minimum front yard	4.5 m	2.4 m	-2.1 m
Minimum rear yard	6.0 m	2.0 m	-4.0 m
Minimum flankage yard	3.0 m	2.0 m	-1.0 m
Maximum height	12.0 m	13.5 m	+1.5 m
Maximum allowable projection into a minimum front yard for a porch, including access stairs	<i>varies</i>	2.3 m	<i>varies</i>
	<i>Would result in a minimum setback of 0.1m for porches/access stairs in the front yard</i>		
RM2 – 2014-014 Zoning	Standard	Proposed	Change
Minimum lot area	135 sq.m.	80 sq.m.	-55 sq.m.
Maximum allowable projection into a minimum front yard for a porch, including access stairs	<i>varies</i>	2.9 m	<i>varies</i>
	<i>Would result in a minimum setback of 3.1m for porches/access stairs in the front yard</i>		

From: Planning Services Department  
 Date: August 26, 2020  
 Subject: **Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13**

Minimum flankage yard abutting a common element condominium road	3.0 m	2.5 m	-0.5 m
Minimum interior side yard abutting a common element	1.2 m	2.25 m	+1.05 m

Table 2 – Special Provision, Proposed Modifications

The proposed development will comply with the standard parking requirements for the number and type of dwellings for the RM1 and RM2 zones. These are 2 required parking spaces for each Townhouse dwelling and 0.25 visitor parking spaces required for each dwelling, excluding the back-to-back townhouses. This results in 11 required visitor parking spaces in addition to the two spaces provided for each townhouse dwelling, all of which will be provided as shown on the development concept and meet Town standards.

A more detailed planning review of the merits of the proposed zone change and associated modifications through the proposed special provision will be provided as part of the future recommendation report.

**TECHNICAL & PUBLIC 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 at the following link:

<https://www.oakville.ca/business/da-35787.html>:

- Plan of Survey
- Development Concept Plan
- Draft Zoning By-law Amendment
- Phase 1 Environmental Site Assessment
- Functional Servicing Report
- Grading and Servicing Plan
- Planning Justification Report
- Traffic Impact Study
- Tree Canopy Cover Plan
- Urban Design Brief

From: Planning Services Department

Date: August 26, 2020

Subject: **Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13**

Page 12

---

## Issues Under Review / Matters to be Considered

The following lists the issues and matters that have been identified to date for further review and consideration. Not all circulation comments have been received to date, but will be considered in the future recommendation report.

- I. Impact of the proposed development on adjacent properties and the surrounding area, including:
  - Whether the proposed change in use and associated built form, height, setbacks, and impact on the public realm and nearby residential areas is appropriate given the existing neighbourhood context;
  - Pedestrian and bicycle circulation, and integration with the Town's existing and planned active-transportation network, including transit;
  - Existing and future road network capacity, including the adjacent roadways and intersections;
  - Acceptability of the proposed private condominium road instead of a public town-owned road;
  - Adequacy of proposed sanitary, water and stormwater management servicing, and the consistency with applicable engineering standards.
  
- II. Urban design and function of the site:
  - Built form, height, setbacks, streetscaping along the frontages, and overall design of the proposed development and associated rezoning and special provision;
  - Conformity with the urban design policies of the Livable Oakville Plan and consistency with the Livable by Design Manual;
  
- III. Consistency and conformity with applicable Provincial, Regional, and Town policy, including:
  - Whether the proposed development supports the urban structure of the Town and complies with the residential intensification policies of the Livable Oakville Plan;
  - Consistency with the 2020 Provincial Policy Statement, conformity with the 2019 Growth Plan for the Greater Golden Horseshoe, Region of Halton Official Plan, and the Livable Oakville Plan;
  - Alignment with the Climate Emergency declared by Council in June 2019 for the purposes of strengthening the Oakville community commitment in reducing carbon footprints.
  
- IV. Appropriateness of the proposed rezoning and the modifications to those zones through the proposed special provision in co-ordination with the other considerations raised.

From: Planning Services Department

Date: August 26, 2020

Subject: Public Meeting Report - Zoning By-law Amendment - Branthaven West Oak Inc. - Block 107, Plan 20M696 (West Oak Trails Blvd. and Postmaster Dr.) - File No.: Z.1427.13

A complete analysis of this application will be undertaken including the matters identified above and any comments received at this public meeting. Neighbourhood comments and inquiries received to-date have been included within Appendix B.

## CONSIDERATIONS

### (A) PUBLIC

A notice sign has been posted on the property, and notice for the public meeting has been distributed in accordance with the *Planning Act*.

Due to COVID-19 the applicant will be holding a Public Information Meeting (PIM) online on or around August 27th after the writing of this report. The ward Councillors and members of the public within 120m of the application are required to be notified of the PIM.

Neighbourhood comments and inquiries received to date have been included within Appendix B to this report.

### (B) FINANCIAL

Development Charges would be applicable to this development. In 2019 the *More Homes, More Choices Act* (Bill 108), received Royal Assent. Parts of the Bill are now in force while others await proclamation. The *COVID-19 Economic Recovery Act, 2020* (Bill 197) received Royal Assent on July 21, 2020, and would reverse many of the changes introduced through Bill 108, restoring the financial tools available to the town. Bill 197 provides more certainty in municipal financing and assists the town in providing complete communities while ensuring that “growth pays for growth” to the maximum extent possible.

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

The application is currently in circulation to internal departments and public agencies for comment.

The application will be considered under Bill 108, which provides for a 90-day timeline before an appeal can be filed for lack of decision. The application was deemed complete on June 12, 2020. Due to the COVID-19 pandemic, *Planning Act* timelines were suspended from April 15, 2020 to June 22, 2020. Therefore the timeline ends 90 days after June 22, 2020, and the appeal period for lack of decision begins on September 24, 2020.

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

This report addresses the corporate strategic goal to:

- 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. Town's sustainability objectives of the Livable Plan. The proposal will also be reviewed in the context of Council declaring a Climate Change Emergency on June 24, 2019 and where there are opportunities to reduce the development footprint of the proposal and the future residents.

**CONCLUSION**

Planning staff will continue to review the proposed application, including departmental, agency and public feedback and report back to Council with a recommendation. 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.

**APPENDICES**

- Appendix A – Maps
- Appendix B – Neighbourhood Comments
- Appendix C – Applicant's Draft Zoning By-law Amendment

Prepared by:

Kelly Livingstone  
Planner  
Current Planning – West District

Recommended by:

Charlie McConnell, MCIP, RPP  
Manager  
Current Planning – West District

Submitted by:

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