



**ACCESSIBILITY
ADVISORY COMMITTEE
MEETING AGENDA**

WEDNESDAY, APRIL 13, 2016

4 P.M.

**LEKSAND ROOM
AURORA TOWN HALL**

PUBLIC RELEASE
April 6, 2016



**TOWN OF AURORA
ACCESSIBILITY ADVISORY COMMITTEE
MEETING AGENDA**

DATE: Wednesday, April 13, 2016

TIME & LOCATION: 4 p.m., Leksand Room, Aurora Town Hall

1. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

2. APPROVAL OF THE AGENDA

RECOMMENDED:

THAT the agenda as circulated by Legal and Legislative Services be approved.

3. RECEIPT OF THE MINUTES

Accessibility Advisory Committee Meeting Minutes of March 2, 2016 pg. 1

RECOMMENDED:

THAT the Accessibility Advisory Committee meeting minutes of March 2, 2016, be received for information.

4. DELEGATIONS

(a) **Derek Bunn and Diane Ward** pg. 6
Re: Accessibility Change/Washroom Trailer

5. MATTERS FOR CONSIDERATION

1. **Memorandum from Planner** pg. 7
**Re: Application for Site Plan Approval (Submission #2),
Leswell Investments Ltd.,
1452 Wellington Street East,
Part of Lots 3 and 4, Plan 525,
File No.: SP-2015-04**
(Full-size drawings will be available at the meeting.)

RECOMMENDED:

THAT the memorandum regarding Application for Site Plan Approval (Submission #2), Leswell Investments Ltd., 1452 Wellington Street East, Part of Lots 3 and 4, Plan 525, File No.: SP-2015-04, be received; and

THAT the Accessibility Advisory Committee provide comments regarding the proposed Site Plan Application.

6. INFORMATIONAL ITEMS

2. **Extract from Council Meeting of February 23, 2016** pg. 23
**Re: Accessibility Advisory Committee Meeting Minutes of
February 3, 2016**

RECOMMENDED:

THAT the Extract from Council Meeting of February 25, 2016, regarding the Accessibility Advisory Committee meeting minutes of February 3, 2016, be received for information.

7. NEW BUSINESS

8. ADJOURNMENT



**TOWN OF AURORA
ACCESSIBILITY ADVISORY COMMITTEE
MEETING MINUTES**

Date: Wednesday, March 2, 2016

Time and Location: 7 p.m., Leksand Room, Aurora Town Hall

Committee Members: Tyler Barker (Chair), John Lenchak (Vice Chair), Gordon Barnes (departed 8:35 p.m.), James Hoyes, Jo-anne Spitzer, and Councillor Sandra Humfries (arrived 7:30 p.m.)

Member(s) Absent: None

Other Attendees: Chris Catania, Accessibility Advisor, and Linda Bottos, Council/Committee Secretary

The Chair called the meeting to order at 7:03 p.m.

1. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

2. APPROVAL OF THE AGENDA

**Moved by Gordon Barnes
Seconded by John Lenchak**

THAT the agenda as circulated by Legal and Legislative Services be approved.

CARRIED

3. RECEIPT OF THE MINUTES

Accessibility Advisory Committee Meeting Minutes of February 3, 2016

**Moved by Gordon Barnes
Seconded by James Hoyes**

THAT the Accessibility Advisory Committee meeting minutes of February 3, 2016, be received for information.

CARRIED

4. DELEGATIONS

**(a) David Heard, Resident
Re: Organizations Contracted with Town re Accessibility/
Accommodations**

Committee consented to consider Delegation (a) following consideration of Item 1.

Mr. Heard spoke about invisible disabilities and expressed concern regarding any group or organization that rents, leases, or contracts with the Town, who does not abide by applicable legislation for persons with disabilities. He suggested that a policy be implemented to encourage compliance and inclusivity. Mr. Heard also noted that April 2, 2016, is World Autism Awareness Day, and he would be conducting a ghost tour on April 2, starting at 7 p.m. from 34 Berczy Street, with all proceeds going to Kerry's Place Autism Services.

**Moved by Gordon Barnes
Seconded by John Lenchak**

THAT the delegation of David Heard be received for information.

CARRIED

5. MATTERS FOR CONSIDERATION

**1. Memorandum from Accessibility Advisor
Re: Annex H Guide for Accessible Playspaces in Canada and James
Lloyd Park Accessible Considerations**

Staff provided background to the Annex H Guide and an overview of the proposed James Lloyd Park layout and accessibility components. The Committee discussed aspects of the proposed playground and expressed concern regarding the number of elevated play features and the need for further information.

Moved by John Lenchak
Seconded by James Hoyes

THAT the memorandum regarding Annex H Guide for Accessible Playspaces in Canada and James Lloyd Park Accessible Considerations be received; and

THAT the following Accessibility Advisory Committee comments be considered by staff:

- Suggestion that the CAN/CSA-Z614 Annex H guidelines be considered in the construction of new playspaces and the reformatting of existing playspaces;
- Suggestion to include a ground-level scooping feature in James Lloyd Park; and
- Request for more information including detailed design of the surrounding areas, curb cuts and access points, and whether the local schools were consulted and given the opportunity to provide input.

CARRIED

2. Memorandum from Planner

**Re: Site Plan Application, 2450290 Ontario Inc., 32 Don Hillock Drive
Part of Lot 2, Registered Plan 65M-3974, File No. SP-2016-02**

Staff gave an overview of the proposed site plan and accessibility components. The Committee expressed concerns regarding the accessible parking spaces and barrier-free access to each unit of the proposed multi-tenant office building.

Moved by Councillor Humfries
Seconded by John Lenchak

THAT the memorandum regarding Site Plan Application, 2450290 Ontario Inc., 32 Don Hillock Drive, Part of Lot 2, Registered Plan 65M-3974, File No. SP-2016-02, be received; and

THAT the following Accessibility Advisory Committee comments be considered by staff:

- Suggestion to add three (3) accessible parking spaces along the south side of the building; and
- Suggestion to include automatic door openers into each unit.

CARRIED

3. Memorandum from Planner

Re: Application for Site Plan Amendment, Gineve Inc., 250 Don Hillock Drive, Plan 65M-3974, Lot 9, File No. SP-2016-03

Staff presented an overview of the proposed site plan amendment. The Committee expressed concerns regarding the location and safety risk of the two accessible parking spaces at the southeast corner of the proposed industrial building.

Moved by John Lenchak
Seconded by Jo-anne Spitzer

THAT the memorandum regarding Application for Site Plan Amendment, Gineve Inc., 250 Don Hillock Drive, Plan 65M-3974, Lot 9, File No. SP-2016-03, be received; and

THAT the following Accessibility Advisory Committee comments be considered by staff:

- Suggestion to relocate the two accessible parking spaces at the southeast corner of the building further west to space #38, away from the corner;
- Suggestion to remove the two parking spaces at the bottom southeast corner of the site to allow for a greater truck turning radius; and
- Suggestion to include automatic door openers into each unit.

CARRIED

6. INFORMATIONAL ITEMS

4. Extract from Council Meeting of January 26, 2016

Re: Accessibility Advisory Committee Meeting Minutes of December 2, 2015

Moved by John Lenchak
Seconded by James Hoyes

THAT the Extract from Council Meeting of January 26, 2016, regarding the Accessibility Advisory Committee meeting minutes of December 2, 2015, be received for information.

CARRIED

7. NEW BUSINESS

Staff and the Committee welcomed new Committee member Jo-anne Spitzer.

The Committee requested that the subject matter of Delegation (a) regarding accessibility accommodations in respect to organizations engaged with the Town be included on the agenda of the April Committee meeting.

The Committee requested that the subject of the 2016 National Access Awareness Week be included on the agenda of the April Committee meeting.

Updates were provided regarding the Aurora Family Leisure Complex north door access and automatic door openers.

The Committee agreed to reschedule the April meeting from April 6 to Wednesday, April 13, 2016, from 4 p.m. to 6 p.m.

8. ADJOURNMENT

**Moved by John Lenchak
Seconded by James Hoyes**

THAT the meeting be adjourned at 9:07 p.m.

CARRIED

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS
ADOPTED BY COUNCIL AT A LATER MEETING.



Legal and Legislative Services
905-727-3123
CSecretariat@aurora.ca
Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

DELEGATION REQUEST

This Delegation Request form and any written submissions or background information for consideration by either Council or Committees of Council must be submitted to the Clerk's office by the following deadline:

4:30 P.M. ON THE BUSINESS DAY PRIOR TO THE REQUESTED MEETING DATE

COUNCIL/COMMITTEE/ADVISORY COMMITTEE DATE: April 13, 2016
Accessibility Advisory Committee

SUBJECT: Accessibility Change/washroom Trailer

NAME OF SPOKESPERSON: Derek Bunn and Diane Ward

NAME OF GROUP OR PERSON(S) BEING REPRESENTED (if applicable):

BRIEF SUMMARY OF ISSUE OR PURPOSE OF DELEGATION:

We are interested in obtaining a trailer in which special needs people can be changed with some privacy.

PLEASE COMPLETE THE FOLLOWING:

Have you been in contact with a Town staff or Council member regarding your matter of interest? YES NO

IF YES, WITH WHOM? John Abel, Tyler Barker **DATE:**

I acknowledge that the Procedural By-law permits five (5) minutes for Delegations.



100 John West Way
Box 1000
Aurora, ON L4G 6J1
Phone: 905-727-3123 Ext. 4343
Email: lkuk@aurora.ca
www.aurora.ca

Planning & Development Services

INTERNAL MEMO

DATE: March 16, 2016

TO: T. Catherwood, York Region Community Planning and Development Services
B. Butler, Planning & Development Services
J. Healey, Planning & Development Services
C. Catania, Building & By-law Services
T. Tustin, Central York Fire Services
S. Sample, Building & By-law Services
B. Jakovina, Parks & Recreation Services
J. Massadeh, Infrastructure & Environmental Services
R. Merrill, The Planning Partnership

FROM: Lawrence Kuk, Planning & Development Services

RE: Application for Site Plan Approval (Submission #2)
Leswell Investments Ltd.
1452 Wellington Street East
Part of Lots 3 and 4, Plan 525
File No.: SP-2015-04

A **second** submission for Site Plan approval has been submitted to the Planning & Development Services department for review. The owner has submitted the attached covering letter and the following plans:

- Site Plan
- Elevations
- Floor Plans
- Coloured Renderings
- Engineering Drawings
- Electrical Site Plan
- Landscape Drawings
- Traffic Impact Study
- Memo addressing neighbour concerns
- Traffic Management Plan
- Stage 1-2 Archaeological Assessment

Please find enclosed copies of the plans pertaining to your review.

I would appreciate receiving your comments and recommended revisions by **April 5 2016**. For any Application requiring the submission of fees please identify the General Ledger account number for the deposit to ensure proper allocation.

Should you have any questions regarding the above noted proposal, please contact me at Ext.4343.

Yours truly,

PER JUSTIN LEUNG

Lawrence Kuk, Planner
Planning & Development Services

Michael Smith

Planning Consultants;
Development Coordinators Ltd.

19027 Leslie St., Suite 200
P.O. Box 1010
Sharon, Ontario L0G 1V0
Bus (905) 478-2588
Fax (905) 478-2488
www.msplanning.ca

Michael Smith
12.

Thursday, March 10th, 2016

Our File: 848-00

Lawrence Kuk, MCIP, RPP.
Area Planner
Town of Aurora
100 John West Way
P.O. Box 1000
Aurora, ON.
L4G 6J1

Dear Mr. Kuk:

RE: 2nd Submission of Site Plan Application for proposed Commercial Development
Owners: Leswell Investments Limited
Part of Lots 3 and 4, Plan 525
1452 Wellington Street East, Town of Aurora

Further to your correspondence of July 23rd, 2014, I enclose herein the following second submission drawings and other documentation:

1. 15 copies of a site plan (A-1), prepared by Y.T. Architectural Services Inc. and revised February 22nd, 2016;
2. 15 copies of the proposed building elevations (A-4a, A-4a1, A-4b), prepared by Y.T. Architectural Services Inc. and revised February 16th, 2016;
3. 5 copies of the proposed floor plans (A-2a, A-2b, A-2b1) and roof plans (A-5a, A-6b), prepared by Y.T. Architectural Services Inc. and revised February 16th, 2016;
4. 5 copies of the proposed coloured renderings, prepared by Y.T. Architectural Services Inc.;
5. 10 copies of detailed engineering drawings, prepared by A.M. Candaras Associates, including Site Grading and Sediment and Erosion Control Plan (G-1) and Site Servicing and Stormwater Management Plan (G-2). All revised February 23rd, 2016;

6. 15 copies of the Electrical Site Plan (E-3), Electrical Site Plan Analysis (E-3A) and Electrical Site Plan Details (E-3B) all prepared by e-Lumen Consulting Engineers and revised March, 2016;
7. 15 copies of landscape drawings, prepared by Cosburn Nauboris Ltd., including Landscape Plan (L1), Landscape Details (LD1), Landscape Details (LD2) and Landscape Details (LD3). All revised March 3rd, 2016;
8. 10 copies of the revised Traffic Impact Study, prepared by Mark Engineering and revised June, 2015;
9. 10 copies of memo from Mark Engineering addressing the neighbour's concerns dated January 28th, 2016;
10. 15 copies of the Traffic Management Plan (GP-1, GP-2 and GP-3), prepared by TD consulting and dated March, 2106; 3 copies of a Phase 2 ESA, prepared by Soil Engineers Ltd.;
11. 5 copies of a Stage 1 – 2 Archaeological Assessment, prepared by Amick Consultants Limited and dated December, 2015; and,
12. A memory stick with a copy of all the reports and plans submitted.

In addition, I enclosed correspondence from:

1. A.M. Candaras, responding to comments from the Town regarding a cost estimate; and,
2. Cosburn Nabouris Ltd., responding to comments from the Town and a landscape cost estimate; and,

To assist you, I shall respond to each of the comments provided from the previous. In some cases, I have commented on the point specifically.

Region of York Community Planning Development Services (Trevor Catherwood, July 22nd, 2015):

Technical requirements:

1. Utilities have been indicated on the Engineering drawings;
2. The entrance has been revised to a right-in/right-out only entrance and the median is proposed to be extended westerly. The entrance however remains in the same location. It is our opinion that by moving the entrance to the middle of the site the internal traffic congestion would be significant. In addition, by keeping the entrance in its current proposed location, once the lands to the west are developed the entrance will be located in the middle between the entrance to the Aurora Recreation complex to the west and the

- entrance to the Esso Gas station to the east;
3. Acknowledged. The site plan shows two potential interconnections to the adjacent property to the west;
 4. Cost estimates have been provided;
 5. Acknowledged;
 6. See correspondence from Cosburn Nauboris Ltd.;
 7. Electrical plans have been provided. The site plan shows the only proposed ground sign;
 8. See correspondence from AM Candaras Associates Inc.;
 9. See correspondence from AM Candaras Associates Inc.;
 10. Traffic Management Plan has been provided;
 11. Acknowledged;
 12. Acknowledged; and,
 13. A revised Traffic Study has been provided.

Financial and Insurance Requirements:

1. Please provide our office with the amount of the review fee;
2. Please provide our office with the amount of the security deposit; and,
3. The insurance certificate will be completed once the site plan agreement is drafted.

Planning and Development Services (Bill Butler, July 8th, 2015):

1. The Region has provided comments. The LSRCA will not be providing comments based on the memorandum of understanding with the Town of Aurora;
2. See correspondence from AM Candaras Associates Inc. A Traffic Impact Study was provided with the site plan submission. A revised TIS has been provided with this submission;
3. LSRCA will not be providing comments;
4. See correspondence from AM Candaras Associates Inc.;
5. See correspondence from AM Candaras Associates Inc.;
6. See correspondence from AM Candaras Associates Inc.;
7. See correspondence from AM Candaras Associates Inc.;
8. See correspondence from AM Candaras Associates Inc.;
9. See correspondence from AM Candaras Associates Inc.;
10. See correspondence from AM Candaras Associates Inc.;
11. See correspondence from AM Candaras Associates Inc.;
12. See correspondence from AM Candaras Associates Inc.;
13. See correspondence from AM Candaras Associates Inc.;
14. See correspondence from AM Candaras Associates Inc.;
15. See correspondence from AM Candaras Associates Inc.;
16. See correspondence from AM Candaras Associates Inc.;
17. See correspondence from AM Candaras Associates Inc.; and,
18. See correspondence from AM Candaras Associates Inc.;

Planning and Development Services (Jeff Healy, July 15th, 2015):

1. A stage 1 and 2 Archaeological Assessment has been provided with this submission.

Parks and Recreation Service (Brian Jakovina, July 6th, 2015):

1. See correspondence from Cosburn Nauboris Ltd.;
2. See correspondence from Cosburn Nauboris Ltd.;
3. See correspondence from Cosburn Nauboris Ltd.;
4. See correspondence from Cosburn Nauboris Ltd.;
5. See correspondence from Cosburn Nauboris Ltd.;
6. See correspondence from Cosburn Nauboris Ltd.;
7. See correspondence from Cosburn Nauboris Ltd.;
8. See correspondence from Cosburn Nauboris Ltd.;
9. See correspondence from Cosburn Nauboris Ltd.; and,
10. See correspondence from Cosburn Nauboris Ltd.

Building and By-law Services (Chris Catania – Accessibility comments - June 26, 2015):

1. Acknowledged; and,
2. Acknowledged.

Central York Fire Services (Tim Tustin – site plan comments - June 22nd, 2015):

1. Acknowledged;
2. The site servicing plan indicates the size of all water supply mains and fire lines;
3. The nearest fire hydrant has been shown on the site plan;
4. The fire route has been shown on the site plan;
5. Acknowledged;
6. Acknowledged;
7. Acknowledged;
8. Acknowledged;
9. Acknowledged; and,
10. Acknowledged.

Building and By-law Services (Samantha Sample, Zoning Examiner, July 13th, 2015):

1. The subject land is currently zoned Rural (RU) according to the Town Zoning By-law. The concurrent zoning amendment application proposes to rezone the subject land to a site specific Central Commercial (C2) zone. The boundary of the commercial zone will be established if the zoning amendment is approved;
2. Acknowledged;
3. The site contains a few buildings and a septic system that are to be removed. To indicate these items on the site plan will make it difficult to read and take away for the design and

layout of the site which the site plan is to indicate. Retaining walls have been shown on both the site plan and engineering drawings;

4. Acknowledged;
5. A notwithstanding clause has been added to the amending zoning by-law;
6. An exact width to the entrance has been requested in the amending zoning by-law;
7. A notwithstanding clause has been added to the amending zoning by-law to address location of the parking area;
8. A buffer strip has been included along the north lot line;
9. The OBC Matrix will be submitted under separate cover;
10. The nearest fire hydrant and Siamese connection have been shown; and,
11. Tactile attention indicator has been shown.

Parks and Recreation Service (Gary Greidanus, June 16th, 2015):

1. See correspondence from Cosburn Nauboris Ltd.; and,
2. See correspondence from Cosburn Nauboris Ltd.;

Infrastructure and Environment (Jamal Massadeh, Transportation Analyst, June 16th, 2015):

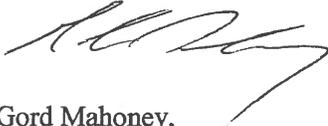
1. Acknowledged;
2. Bike racks have been included on the landscape plans;
3. A revised TIS has been submitted;
4. Acknowledged;
5. A revised TIS has been submitted;
6. A revised TIS has been submitted;
7. A revised TIS has been submitted;
8. A revised TIS has been submitted; and,
9. A revised TIS has been submitted.

The Planning Partnership – Peer review comments (Rick Merrill, December 9th, 2015):

1. We discuss this comment with Town planning staff and agreed that the location of the proposed entrance has more benefits. In this regard the entrance is to remain as proposed;
2. The second storey of building B has been relocated to the south end of the building abutting Wellington Street;
3. The west elevation of building A has been upgrade to include openings and mirror the east elevation;
4. Detailed elevations and material information has been provided; and,
5. The 2nd storey on building B has been relocated as requested.

If you require any further information or have a question regarding the proposed development, please do not hesitate to contact our office.

Regards,



Gord Mahoney,
Planning Consultant

Copy:

Leswell Investments Limited - Owner

Enclosure

EAST (FRONT) ELEVATION

NORTH (SIDE) ELEVATION

WEST (SIDE) ELEVATION

SOUTH (SIDE) ELEVATION

NOTE: DOOR AND WINDOW LOCATIONS, DIMENSIONS, DETAILS AND BUILDING MATERIALS MAY VARY DEPENDING ON FINAL BUILDING LAYOUT, AND ARE SHOWN FOR INFORMATION PURPOSES ONLY.

COMMERCIAL DEVELOPMENT - BLOCK 'A' - PROPOSED ELEVATIONS
 1452 WELLINGTON STREET EAST, AURORA, ONTARIO

PAGE 1 of 1
 DATE ISSUED : 16-02-03

24'-0"
 20'-0"
 18'-0"
 12'-0"
 9'-0"
 7'-2"
 FIN. FL.

24'-0"
 20'-0"
 18'-0"
 12'-0"
 9'-0"
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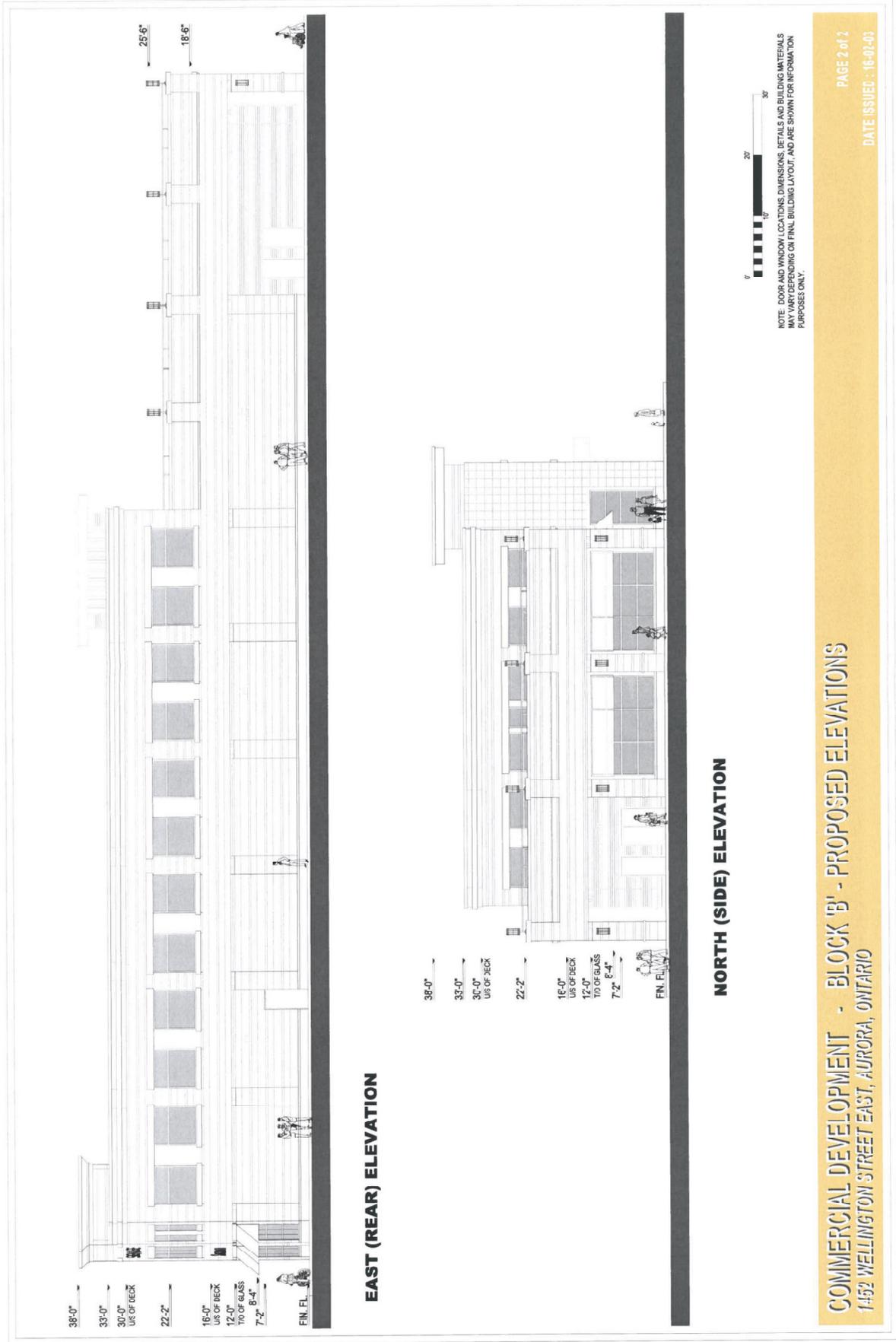
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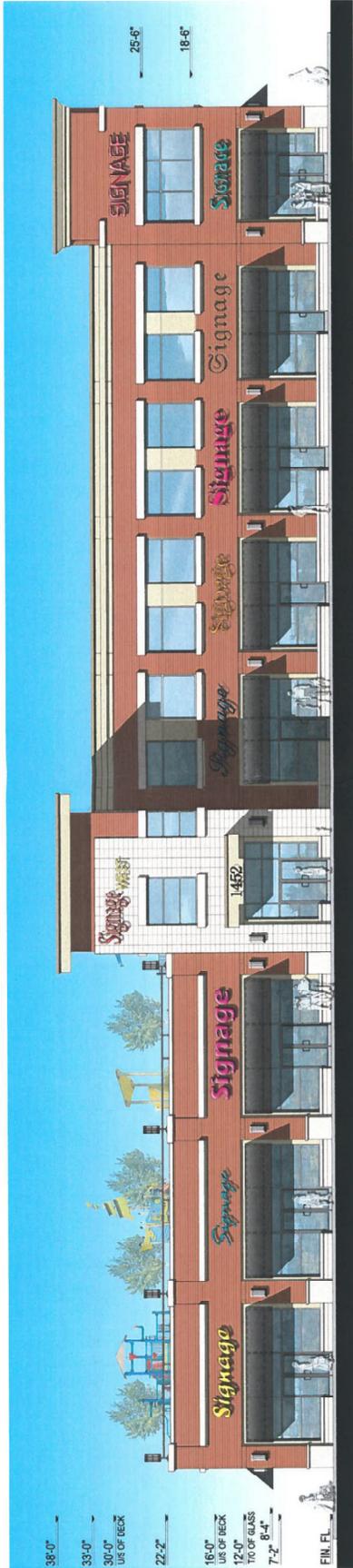
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WEST (FRONT) ELEVATION



SOUTH (SIDE) ELEVATION

NOTE: DOOR AND WINDOW LOCATIONS, DIMENSIONS, DETAILS AND BUILDING MATERIALS MAY VARY, DEPENDING ON FINAL BUILDING LAYOUT, AND ARE SHOWN FOR INFORMATION PURPOSES ONLY.

COMMERCIAL DEVELOPMENT - BLOCK 'B' - PROPOSED ELEVATIONS
 1452 WELLINGTON STREET EAST, AURORA, ONTARIO

PAGE 1 of 7
 DATE ISSUED: 16-02-03



EAST (REAR) ELEVATION



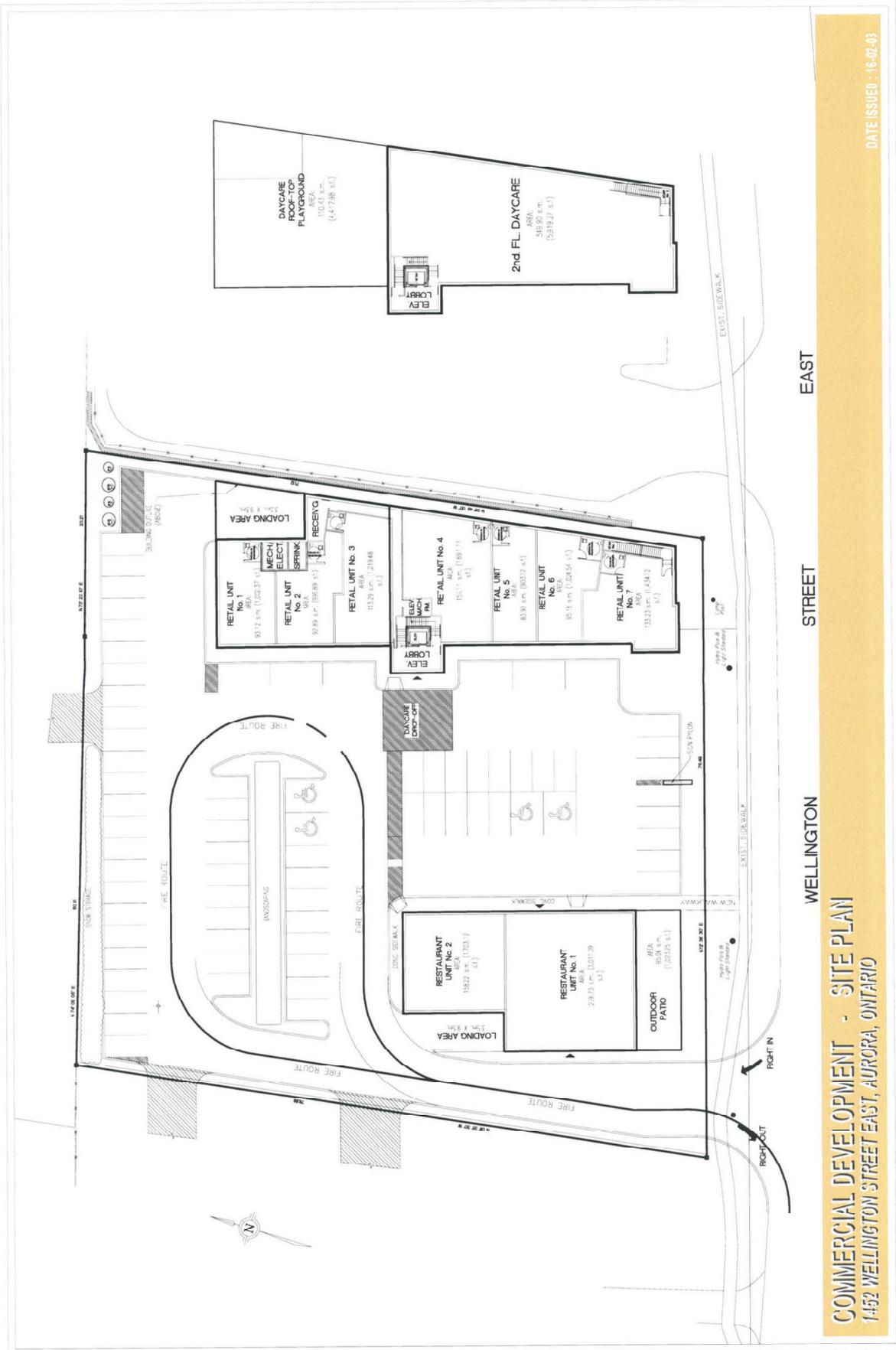
NORTH (SIDE) ELEVATION



NOTE: DOOR AND WINDOW LOCATIONS, DIMENSIONS, DETAILS AND BUILDING MATERIALS MAY VARY DEPENDING ON FINAL BUILDING LAYOUT AND ARE SHOWN FOR INFORMATION PURPOSES ONLY.

COMMERCIAL DEVELOPMENT - BLOCK 'B' - PROPOSED ELEVATIONS
 1452 WELLINGTON STREET EAST, AURORA, ONTARIO

PAGE 2 of 2
 DATE ISSUED: 16-02-03







**EXTRACT FROM
COUNCIL MEETING OF
TUESDAY, FEBRUARY 23, 2016**

7. ADOPTION OF ITEMS NOT REQUIRING SEPARATE DISCUSSION

Item 1 (with the exception of sub-items 9, 10, 12, and 16) was identified as an item not requiring separate discussion.

**Moved by Councillor Mrakas
Seconded by Councillor Gaertner**

THAT the following recommendations with respect to the matters listed as "Items Not Requiring Separate Discussion" be adopted as submitted to Council and staff be authorized to take all necessary action required to give effect to same:

1. General Committee Meeting Report of February 16, 2016

THAT the General Committee meeting report of February 16, 2016, be received and the following recommendations carried by the Committee be approved:

(15) Accessibility Advisory Committee Meeting Minutes of February 3, 2016

THAT the Accessibility Advisory Committee meeting minutes of February 3, 2016, be received for information.

CARRIED