



# **General Committee Meeting Agenda**

**Tuesday, June 6, 2017  
7 p.m.**

**Council Chambers  
Aurora Town Hall**



## **Town of Aurora General Committee Meeting Agenda**

Tuesday, June 6, 2017  
7 p.m., Council Chambers

Councillor Mrakas in the Chair

### **1. Approval of the Agenda**

**Recommended:**

That the agenda as circulated by Legislative Services be approved.

### **2. Declarations of Pecuniary Interest and General Nature Thereof**

### **3. Presentations**

### **4. Delegations**

### **5. Consent Agenda**

Items listed under the Consent Agenda are considered routine or no longer require further discussion, and are enacted in one motion. The exception to this rule is that a Member may request for one or more items to be removed from the Consent Agenda for separate discussion and action.

**Recommended:**

That the following Consent Agenda Items, C1 to C7 inclusive, be approved:

**C1. CS17-012 – Licensing of Medical Marihuana Facilities**

**Recommended:**

1. That Report No. CS17-012 be received for information.

**C2. Accessibility Advisory Committee Meeting Minutes of March 1, 2017, and April 5, 2017**

**Recommended:**

1. That the Accessibility Advisory Committee meeting minutes of March 1, 2017, and April 5, 2017, be received for information.

**C3. Finance Advisory Committee Meeting Minutes of March 22, 2017**

**Recommended:**

1. That the Finance Advisory Committee meeting minutes of March 22, 2017, be received for information.

**C4. Strategic Plan Steering Committee Meeting Minutes of March 30, 2017**

**Recommended:**

1. That the Strategic Plan Steering Committee meeting minutes of March 30, 2017, be received for information.

**C5. Environmental Advisory Committee Meeting Minutes of April 6, 2017**

**Recommended:**

1. That the Environmental Advisory Committee meeting minutes of April 6, 2017, be received for information.

**C6. Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes of April 20, 2017**

**Recommended:**

1. That the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of April 20, 2017, be received for information.

**C7. Memorandum from Councillor Mrakas**

**Re: Correspondence from Chair, OMB Reform Working Group**

**Recommended:**

1. That the memorandum regarding Correspondence from Chair, OMB Reform Working Group, be received for information.

**6. Consideration of Items Requiring Discussion (Regular Agenda)**

**R1. CS17-017 – Sign Variance Request for the Canadian Disc Institute at 15000 Yonge Street**

**Recommended:**

1. That Report No. CS17-017 be received; and
2. That the request for a variance to Bylaw No. 5840-16, being a by-law respecting signs within the Town of Aurora, for the Canadian Disc Institute at 15000 Yonge Street, be denied.

**R2. PBS17-021 – Draft Plan of Condominium Application  
Brookfield Homes (Ontario) Aurora Ltd.  
555 William Graham Drive  
Block 30, Plan 65M-4467  
File: CDM-2016-05**

**Recommended:**

1. That Report No. PBS17-021 be received; and
2. That the Draft Plan of Condominium File No. CDM-2016-05 for a mixed use condominium consisting of two four (4)-storey buildings, with a total of 179 residential units including 508.4 square metres of commercial space, subject to conditions set out in Appendix “A” to this report be approved; and



3. That the Mayor and Town Clerk be authorized to execute any Agreement(s) referenced in the Conditions of Approval, including any and all documents and ancillary agreements required to give effect to same.

**R3. PBS17-042 – Application for Site Plan Approval  
MBH Aurora Lodging GP Ltd.  
Lot 1, Registered Plan 65M-4324  
Northwest corner of Goulding Avenue and  
Eric T. Smith Way  
File Number: SP-2017-04  
Related Files: D14-05-04 and D12-05-1A**

**Recommended:**

1. That Report No. PBS17-042 be received; and
2. That site plan application number SP-2017-04 (MBH Aurora Lodging GP Ltd.) to permit the development of the subject lands for a four-storey, 108-room hotel be approved; and
3. That the Mayor and Town Clerk be authorized to execute the site plan agreement, including any and all documents and ancillary agreements required to give effect to same.

**R4. PBS17-044 – Application for Site Plan Approval  
RCG Aurora North GP Inc.  
800 St. John's Sideroad  
Northeast Corner of Bayview Avenue and St. John's  
Sideroad  
File Number: SP-2017-01  
Related Files: OPA-2012-02 and ZBA-2012-09**

**Recommended:**

1. That Report No. PBS17-044 be received; and
2. That site plan application number SP-2017-01 (RCG Aurora North GP Inc.) to permit the development of the subject lands for six commercial buildings be approved; and

3. That the Mayor and Town Clerk be authorized to execute the site plan agreement, including any and all documents and ancillary agreements required to give effect to same.

**R5. PBS17-016 – Applications for Zoning By-law Amendment and  
Draft Plan of Subdivision  
2352107 Ontario Inc.  
1588 St. John’s Sideroad  
Part of Lot 26, Concession 3  
File Numbers: ZBA-2015-05 and SUB-2015-02**

**Recommended:**

1. That Report No. PBS17-016 be received; and
2. That Application to Amend the Zoning By-law File No. ZBA-2015-05 (2352107 Ontario Inc.), to implement the proposed Draft Plan of Subdivision be approved; and
3. That Application for Draft Plan of Subdivision File No. SUB-2015-02 (2352107 Ontario Inc.), to allow the development of a business park development consisting of nine (9) Employment blocks, one (1) Environmental Buffer block and one (1) Environmental Protection area for a total of 19.38 hectare of the subject lands be approved, subject to the conditions outlined in Schedule “A” of this report; and
4. That the implementing Zoning By-law Amendment be presented at a future Council Meeting; and
5. That the Urban Design Guidelines for the subject lands, prepared by Ware Malcomb, dated May 2015, as amended be approved; and
6. That the Mayor and Town Clerk be authorized to execute a Subdivision Agreement, including any and all documents and all of the Agreements referenced in the Conditions of Approval, including any ancillary agreements required to give effect to same.

**R6. CS17-016 – Animal Control By-law Amendments**

**Recommended:**

1. That Report No. CS17-016 be received; and
2. That amendments to By-law Number No. 5642-14, being a by-law to regulate various matters relating to the licensing and keeping of animals in the Town of Aurora, be enacted at a future Council meeting.

**R7. FS17-025 – Creation of New Winter Control Reserve Fund**

**Recommended:**

1. That Report No. FS17-025 be received; and
2. That the necessary bylaw to create a Winter Control Reserve Fund be brought forward by staff for adoption; and
3. That \$500,000 be transferred from the Tax Rate Stabilization Reserve Fund into the new Winter Control Reserve Fund; and
4. That the strategy for the use of the new reserve fund set out in Report No. FS17-025 be incorporated into the annual year-end surplus control bylaw passed by Council each fall.

**R8. FS17-026 – Reserve Fund Strategy for External Legal and Occasional Human Resources Expenses**

**Recommended:**

1. That Report No. FS17-026 be received; and
2. That the strategy for the use of the tax rate stabilization reserve fund for external legal costs and occasional human resources costs as set out in Report No. FS17-026 be incorporated into the annual year-end surplus control bylaw passed by Council each fall.

**R9. FS17-027 – Hotel Development Charges - Deferrals**

**Recommended:**

1. That Report No. FS17-027 be received; and
2. That, until the current Town Development Charges By-law No. 5585-14 is repealed, the Treasurer and CAO be authorized to enter into and sign Development Charges Deferral Agreements for hotel or motel developments which defer the excess amounts that the development is required to pay over the amount determined for an office building of the same gross floor area, provided that such hotel/motel have non-lodging uses whose Gross Floor Area (GFA) does not exceed 33% of the GFA used for lodging; and
3. That the similar authorization to enter deferral agreements for hotels or motels approved on August 11, 2015, be withdrawn; and
4. That staff undertake a detailed review of development charges for hotels and motels in the next update of the Town's Development Charges By-law.

**R10. IES17-026 – On-Street Parking Concerns on Wiles Court**

**Recommended:**

1. That Report No. IES17-026 be received; and
2. That parking be prohibited at any time on the west side of Wiles Court from Murray Drive to a point 58 metres north of Murray Drive; and
3. That a by-law be enacted to implement the above recommendation; and
4. That a letter be sent to all affected residents outlining Council's direction.

**R11. IES17-027 – Vandorf Sideroad Maximum Rate of Speed Amendment**

**Recommended:**

1. That Report No. IES17-027 be received; and

2. That the prescribed maximum rate of speed on Vandorf Sideroad from Leslie Street to 600m west of Leslie Street be reduced from 60km/h to 50km/h; and
3. That the necessary By-law be enacted at the Council meeting of June 13, 2017.

**R12. IES17-028 – Cleaning of Catch Basins, Storm Detention Tanks and Oil Grit Separators**

**Recommended:**

1. That Report No. IES17-028 be received; and
2. That Capital Project No. 42063 Catch Basin Cleaning be approved; and
3. That funding for the work be allocated from the Storm Sewer Reserve Fund; and
4. That staff report back to Council with the Request for Quotation results including cost implications, recommendations for moving forward with the work and a plan of action associated with a future maintenance program for this infrastructure.

**7. Notices of Motion**

**(a) Councillor Abel**

**Re: Twinning With an Indigenous Community: A Canada 150 Municipal Legacy**

**8. New Business**

**9. Closed Session**

**10. Adjournment**



**Town of Aurora  
General Committee Report**

**No. CS17-012**

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**Subject:** Licensing of Medical Marihuana Facilities

**Prepared by:** Patricia De Sario, Town Solicitor

**Department:** Corporate Services

**Date:** June 6, 2017

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## **Recommendation**

- 1. That Report No. CS17-012 be received for information.**

## **Executive Summary**

The purpose of this report is to provide Council with information on the strict licensing regime that medical marijuana facilities undergo through Health Canada and to recommend that The Corporation of the Town of the Aurora (the "Town") not license them.

- New legislation was introduced in 2016 to provide access to individuals requiring medical marihuana
- Any company or individual applying for a licence and licensed producers (i.e. those who have successfully obtained a licence from Health Canada) are required to provide written notice to the Town and local fire and police authorities
- Any company or individual applying for a licence undergo a strict and thorough application process with Health Canada
- Once a licence has been issued, Health Canada continues to monitor licensed producers to ensure compliance with the legislation
- Legislation requires licensed producers to follow stringent security requirements of the site and within the site
- Monitoring activities further include complaint investigations and inspections of the licensed sites
- The licensing of a medical marihuana facility would be redundant

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## **Background**

On May 26, 2015, Council passed the following motion:

That staff be directed to investigate the possibility of the creation of a Town licensing regime for medical marihuana production facilities aligned to that of the City of Mississauga.

Since the City of Mississauga enacted its by-law, the federal government replaced the legislation that regulated medical marihuana facilities. The *Access to Cannabis for Medical Purposes Regulations* (the "Act") provides access to marihuana through licensed producers, which may be a medical marihuana facility or an individual who produces marihuana for him/herself.

## **Analysis**

### **New legislation was introduced in 2016 to provide access to individuals requiring medical marihuana**

Prior to 2016, individuals requiring medical marihuana were only able to obtain marihuana through a medical marihuana facility. It was illegal for individuals to produce it themselves or have someone else produce it for them. With the passing of the Act, individuals requiring medical marihuana may continue to access it by registering with a licensed medical marihuana facility, may register with Health Canada in order to produce a limited amount for themselves or may designate another person to produce it for them. This report will focus on medical marihuana facilities and not individual producers.

### **Any company or individual applying for a licence and licensed producers are required to provide written notice to the Town and local fire and police authorities**

Before submitting an application to Health Canada, an applicant must provide written notice to the Town and local authorities stating its name, the address of the site, the activities for which a licence is being sought and the date on which the application will be submitted to Health Canada.

If a licensed producer intends to amend its licence, it must provide written notice to the Town and local authorities, with the same information as above, before submitting its application.

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Within 30 days after the issuance, renewal, amendment, suspension, reinstatement or revocation of a licence, a licensed producer must provide written notice to the Town and local authorities stating its name, the address, and the effective date of the issuance, renewal, amendment, suspension, reinstatement or revocation of a licence and provide a copy of the notice to Health Canada.

To date, the Town has not received any such notices.

**Any company or individual applying for a licence undergo a strict and thorough application process with Health Canada**

There are various stages to the application process, including screening, security clearance, review of security plans and inspections. Health Canada may refuse an application at any stage of the application process. In addition, even if an applicant clears one stage of the process, Health Canada may re-review that stage if new information affecting the application is received. Health Canada ensures that the application is in keeping with the requirements of the legislation and that the issuance of a licence does not create risks to public health, safety and security. Depending upon the complexity of the application, this process may take more than one year to complete.

**Legislation requires licensed producers to follow stringent security requirements of the site and within the site**

The site, as well as any area within the site where marihuana is present, must be visually monitored at all times by visual recording devices and secured by means of intrusion detection systems. In the area where marihuana is present, there must be restricted access to the area, the person in charge must always be present in the area, and a record must be made of the identity of every person entering or exiting the area. There must also be physical barriers that prevent unauthorized access to the area and the area must be equipped with an air filtration system to prevent the escape of odours.

**Once a licence has been issued, Health Canada continues to monitor licensed producers to ensure compliance with the legislation**

Health Canada ensures that licensed producers comply with the *Controlled Drugs and Substances Act* as well as all of the requirements in the Act. In accordance with the Act, licensed producers must maintain good production practices. There are regulations around the packaging, labelling and shipping of medical marihuana. A person requiring medical marihuana must register with the medical marihuana facility as a client. Once



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registered, the individual would place an order and a package will then be shipped from the licensed producer directly to the client. Individuals cannot purchase marijuana by attending the facility. Storefront operations are not permitted and are still considered illegal.

**Monitoring activities further include complaint investigations and inspections of the licensed sites**

Health Canada conducts inspections of licensed producers at various stages. The first inspection is a pre-licence inspection, which is conducted to verify the accuracy of information submitted to Health Canada in a licence application or amendment.

Once a licence is issued and a licensed producer is ready to sell marijuana, an inspection is conducted to verify that the facilities, activities and products being sold are in compliance with the good production practices and record keeping requirements set out in the Act.

Health Canada also conducts targeted inspections to verify compliance with a particular area of the Act. An inspection is also conducted prior to a licence being renewed.

During an inspection, Health Canada is able to review records of the licensed producer, including client information, shipping records, quality assurance, standard operating policies and procedures. Lastly, Health Canada may conduct a physical inventory count to ensure there are no inconsistencies with inventory reports.

If during an inspection it is found that a licensed producer is not complying with the various legislation and requirements, the inspector will inform the licensed producer and will document any discrepancies. For each discrepancy, the licensed producer will have to submit to Health Canada a corrective action plan which addresses the issue, prevents a recurrence and provides a timeline to remedy the issue. Where there may be injury to an individual, diversion with the supply or if records have been falsified, Health Canada may take immediate enforcement action. Depending upon the severity and number of the issues, Health Canada may conduct inspections more frequently and may suspend or revoke a licence.

**The licensing of a medical marijuana facility would be redundant**

Generally, municipalities license businesses to ensure public health and safety and consumer protection. The Act provides Health Canada with various review and enforcement measures to ensure that these factors are paramount.

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Typically, there is concern with the location of the licensed producers. However, as a business located in Aurora, the licensed producer is still required to comply with the Town's zoning by-law as well as other municipal by-laws. Upon the Town receiving notification from a facility that intends to apply for licence from Health Canada, the Town would ensure that the location complies with zoning. If there is a zoning non-compliance issue, the Town may enforce the zoning through the provisions of the zoning by-law. This enforcement and the remedies that the Town has falls out of the scope of a licensing by-law.

### **Advisory Committee Review**

None.

### **Financial Implications**

None.

### **Communications Considerations**

None.

### **Link to Strategic Plan**

None.

### **Alternative(s) to the Recommendation**

1. Request that staff bring forward a by-law for Council consideration regarding the licensing of medical marijuana facilities.

### **Conclusions**

From the application process to after a licence is issued, Health Canada strictly regulates medical marihuana facilities and ensures that they comply with the requirements of legislation and that the issuance of a licence does not create risks to public health, safety and security. There is no added benefit to the Town or its residents in having a municipal licensing regime. As such, staff recommend that a by-law to license medical marihuana facilities not be enacted.

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**Attachments**

None.

**Previous Reports**

None.

**Pre-submission Review**

Agenda Management Team review on April 27, 2017

**Departmental Approval**



**Techa van Leeuwen  
Director  
Corporate Services**

**Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**



**Town of Aurora  
Accessibility Advisory Committee  
Meeting Minutes**

<b>Date:</b>	Wednesday, March 1, 2017
<b>Time and Location:</b>	4 p.m., Leksand Room, Aurora Town Hall
<b>Committee Members:</b>	Tyler Barker (Chair), Gordon Barnes, James Hoyes, and Jo-anne Spitzer
<b>Member(s) Absent:</b>	John Lenchak (Vice Chair) and Councillor Sandra Humfries
<b>Other Attendees:</b>	Chris Catania, Accessibility Advisor, Samantha Yew, Deputy Clerk, and Nicole Trudeau, Council/Committee Secretary

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The Chair called the meeting to order at 4:01 p.m.

**1. Approval of the Agenda**

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

That the agenda as circulated by Legislative Services be approved.

**Carried**

**2. Declarations of Pecuniary Interest and General Nature Thereof**

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

**3. Receipt of the Minutes**

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**Accessibility Advisory Committee Meeting Minutes of February 1, 2017**

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

That the Accessibility Advisory Committee meeting minutes of February 1, 2017,  
be received for information.

**Carried**

**4. Delegations**

- (a) Richard Doust, Member of Trails and Active Transportation Committee  
Re: Bike Aurora Day**

Mr. Doust provided an overview of Bike Aurora Day, an event organized by the Trails and Active Transportation Committee, which is scheduled to take place from 9 a.m. to 1 p.m., on Saturday, June 24, 2017.

The Committee expressed support for the event and provided comments and feedback on accessibility features.

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

That the delegation of Richard Doust be received for information.

**Carried**

**5. Matters for Consideration**

- 1. Memorandum from Planner,  
Re: Application for Site Plan Amendment, The Gathering Place of  
Aurora, 210 Edward Street, Part of Block B & C, Edward Street,  
Reg. Plan 488, Part 1, 65R13909, Related File Numbers: OPA-2016-  
02 and ZBA-2016-06, File Number: SP-2016-09**

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Staff provided an overview of the proposed application for site plan amendment, and the Committee reviewed the site plan and drawings and discussed accessibility standards to be considered as part of the site plan amendment.

**Moved by Jo-anne Spitzer  
Seconded by Gordon Barnes**

1. That the memorandum regarding Application for Site Plan Amendment, The Gathering Place of Aurora, 210 Edward Street, Part of Block B & C, Edward Street, Reg. Plan 488, Part 1, 65R13909, Related File Numbers: OPA-2016-02 and ZBA-2016-06, File Number: SP-2016-09 be received; and
2. That the following Accessibility Advisory Committee comments regarding the Application for Site Plan Amendment be considered by staff:
  - (a) Request barrier-free path of travel from the accessible parking spaces to the proposed new entry enclosure; and
  - (b) Request to ensure the proper location of accessible parking spaces; and
  - (c) Request to install accessible doors at the proposed new entry enclosure; and
  - (d) Request for the applicant to submit more detail on the proposed new entry enclosure, through a second submission of the application, to be circulated for further comment.

**Carried**

## **6. Informational Items**

2. **Extract from Council Meeting of December 13, 2016  
Re: Accessibility Advisory Committee Meeting Minutes of November 2, 2016**

**Moved by Gordon Barnes  
Seconded by Jo-anne Spitzer**

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1. That the Extract from Council Meeting of December 13, 2016, regarding the Accessibility Advisory Committee meeting minutes of November 2, 2016, be received for information.

**Carried**

- 3. Extract from Council Meeting of January 31, 2017  
Re: Accessibility Advisory Committee Meeting Minutes of December 1, 2016**

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

1. That the Extract from Council Meeting of January 31, 2017, regarding the Accessibility Advisory Committee meeting minutes of December 1, 2016, be received for information.

**Carried**

## **7. New Business**

Jo-anne Spitzer expressed concern about snow being ploughed into handicapped spaces in commercial/retail parking lots. The Committee was reminded to contact the Accessibility Advisor and/or Access Aurora in order to track complaints.

Tyler Barker suggested that a visit to the Abilities Centre, a fully accessible, multi-use facility in Whitby, would be beneficial for the Committee. He proposed to also invite Sport Aurora, the Mayor and Members of Council.

In anticipation of National Access Awareness Week in June, the Committee discussed potential speakers and events to engage public accessibility awareness, education, and appreciation.

Tyler Barker noted that a portable, fully accessible washroom trailer will be unveiled at the Whitchurch-Stouffville Strawberry Festival during the Canada Day weekend. The Committee discussed the possibility of securing the trailer for upcoming Town events.

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## **8. Adjournment**

**Moved by James Hoyes**

**Seconded by Gordon Barnes**

That the meeting be adjourned at 5:09 p.m.

**Carried**

Committee recommendations are not binding on the Town unless adopted by Council at a later meeting.





**Town of Aurora  
Accessibility Advisory Committee  
Meeting Minutes**

**Date:** Wednesday, April 5, 2017

**Time and Location:** 4 p.m., Leksand Room, Aurora Town Hall

**Committee Members:** Tyler Barker (Chair), Gordon Barnes, James Hoyes, Jo-anne Spitzer, and Councillor Sandra Humfryes (arrived 4:47 p.m.)

**Member(s) Absent:** John Lenchak (Vice Chair)

**Other Attendees:** Chris Catania, Accessibility Advisor, and Nicole Trudeau, Council/Committee Secretary

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The Chair called the meeting to order at 4:05 p.m.

**1. Approval of the Agenda**

**Moved by Jo-anne Spitzer  
Seconded by Gordon Barnes**

That the agenda as circulated by Legislative Services be approved.

**Carried**

**2. Declarations of Pecuniary Interest and General Nature Thereof**

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

**3. Receipt of the Minutes**

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**Accessibility Advisory Committee Meeting Minutes of March 1, 2017**

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

That the Accessibility Advisory Committee meeting minutes of March 1, 2017, be received for information.

**Carried**

**4. Delegations**

**(a) Laurie Mueller, Sport Aurora  
Re: Sport Plan – Support for Persons with a Disability**

Ms. Mueller presented an overview of the Sport Plan, highlighting the vision, goals and key recommendations of the Sport Plan, along with the barriers and needs to sport and physical activity participation.

The Committee endorsed the Sport Plan and expressed support and commitment in continuing the discussion and dialogue with Sport Aurora.

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

That the comments of the delegation be received for information.

**Carried**

**5. Matters for Consideration**

**1. Memorandum from Senior Policy Planner  
Re: Site Plan Application, RCG Aurora North GP Inc., 800 St. John's  
Sideroad, WHITCHURCH CON 2 PT LOT 26 RP 65R32530 PART 1  
Related File Numbers: ZBA-2012-09, By-law No. 5890-16, File  
Number: SP-2017-01**

Staff provided an overview of the site plan application, and the Committee reviewed the site plan and drawings and discussed accessibility standards to be considered as part of the site plan application.

**Moved by Gordon Barnes  
Seconded by Jo-anne Spitzer**

1. That the memorandum regarding Site Plan Application, RCG Aurora North GP Inc., 800 St. John's Sideroad, WHITCHURCH CON 2 PT LOT 26 RP 65R32530 PART 1, Related File Numbers: ZBA-2012-09, By-law No. 5890-16, File Number: SP-2017-01, be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application be considered by staff:
  - (a) Request for the applicant to confirm the location and total number of parking spaces, including accessible parking spots, through a second submission of the application, to be circulated for further comment.

**Carried**

**2. Memorandum from Planner**

**Re: Site Plan Application (Submission 3), P.A.R.C.E.L. Inc., S/W Corner of Yonge Street and Elderberry Trail, Pt of Lot 72, Concession 1, File Number: SP-2014-07, Related Files: OPA-2008-04, ZBA-2008-14**

Staff provided an overview of the site plan application, and the Committee reviewed the site plan and drawings and discussed accessibility standards to be considered as part of the site plan application.

**Moved by Councillor Humfryes  
Seconded by Jo-anne Spitzer**

1. That the memorandum regarding Site Plan Application (Submission 3), P.A.R.C.E.L. Inc., S/W Corner of Yonge Street and Elderberry Trail, Pt of Lot 72, Concession 1, File No. SP-2014-07, Related Files: OPA-2008-03, ZBA-2008-14, be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application (Submission 3) be considered by staff:
  - (a) Request for accessible parking spots, curb cuts and entrance ramps on all levels of underground parking (P1 and P2); and

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- (b) Request barrier-free path of travel for common access areas related to the ground floor plan including accessible turning spaces, and minimum doorway and corridor widths; and
- (c) Request power door operators to be provided at the entrance door and throughout the common access areas, including all levels of underground parking (P1 and P2).

**Carried**

## **6. Informational Items**

### **3. Memorandum from Accessibility Advisor Re: 2017 Community Recognition Awards**

Staff provided an overview of the memorandum and encouraged Committee members to participate and nominate an individual, group or business for an award, including the Inclusivity Award, as winners will be recognized at the 2017 Community Recognition Awards on Monday, May 29, 2017.

**Moved by Gordon Barnes  
Seconded by Councillor Humfryes**

- 1. That the memorandum regarding 2017 Community Recognition Awards be received for information

**Carried**

## **7. New Business**

Staff agreed to investigate developing and sharing information on best practices or options meant to assist the planning, design and development process to ensure new developments are accessible and meet or exceed the requirements under the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c. 11, as amended, and the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended.

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## **8. Adjournment**

**Moved by James Hoyes**

**Seconded by Councillor Humfryes**

That the meeting be adjourned at 5:50 p.m.

**Carried**

Committee recommendations are not binding on the Town unless adopted by Council at a later meeting.



**Town of Aurora  
Finance Advisory Committee  
Meeting Minutes**

**Date:** Wednesday, March 22, 2017

**Time and Location:** 5:30 p.m., Holland Room, Aurora Town Hall

**Committee Members:** Councillor Michael Thompson (Chair) and Mayor Geoffrey Dawe

**Member(s) Absent:** Councillor Harold Kim

**Other Attendees:** Doug Nadorozny, Chief Administrative Officer, Dan Elliott, Director of Financial Services/Treasurer, Marco Ramunno, Director of Planning and Building Services, Jason Gaertner, Manager, Financial Planning, Karen Oreto, Financial Analyst, Tracy Evans, Financial Analyst, Budget, and Linda Bottos, Council/Committee Secretary

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The Chair called the meeting to order at 5:37 p.m.

**1. Approval of the Agenda**

**Moved by Mayor Dawe  
Seconded by Councillor Thompson**

That the agenda as circulated by Legislative Services be approved.

**Carried**

**2. Declarations of Pecuniary Interest and General Nature Thereof**

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

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### **3. Receipt of the Minutes**

#### **Finance Advisory Committee Meeting Minutes of February 22, 2017**

**Moved by Mayor Dawe**

**Seconded by Councillor Thompson**

That the Finance Advisory Committee meeting minutes of February 22, 2017, be received for information.

**Carried**

### **4. Delegations**

None

### **5. Consideration of Items**

#### **1. Review of Financial Information – Planning and Building Services (PBS)**

**Re: (1) Line-by-Line Analysis**

**(2) Long-term Development**

**(3) Other Areas of Focus**

Staff provided detail to the highlighted items of the line-by-line analysis of the 2017 approved budget for Planning and Building Services, as compared to the budget and actuals of 2014 through 2016. Staff presented and discussed aspects of the 2017-2026 long-term development activity forecast for building permits and the 2012-2016 building permits summary. It was noted that all departments use this same growth basis to facilitate improved budgeting and long-range planning.

**Moved by Mayor Dawe**

**Seconded by Councillor Thompson**

1. That the comments and suggestions of the Review of Financial Information – Planning and Building Services (PBS) be referred to staff for consideration and action as appropriate.

**Carried**

Finance Advisory Committee Meeting Minutes  
Wednesday, March 22, 2017

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**2. Review of Town's Current Schedule of Reserve Funds as of December 31, 2016**

The Committee consented to consider Item 2 prior to consideration of Item 1.

Staff introduced and reviewed the schedule of reserve funds and associated by-laws related to reserves for existing infrastructure, reserves for new infrastructure, reserve funds for special purposes, Central York Fire Services-managed reserved funds, and Aurora Public Library-managed reserve funds. The Committee and staff discussed various aspects, and it was agreed that this information would be linked to the Corporation's financial health report on the Town's website.

**Moved by Mayor Dawe  
Seconded by Councillor Thompson**

1. That the comments and suggestions of the Review of Town's Current Schedule of Reserve Funds as of December 31, 2016, be referred to staff for consideration and action as appropriate.

**Carried**

**6. New Business**

Mayor Dawe inquired about the Citizen Budget status. Staff advised that further information would be provided on a future Committee agenda.

**7. Adjournment**

**Moved by Mayor Dawe  
Seconded by Councillor Thompson**

That the meeting be adjourned at 6:42 p.m.

**Carried**

Committee recommendations are not binding on the Town unless adopted by Council at a later meeting.





**Town of Aurora  
Strategic Plan Steering Committee  
Meeting Minutes**

**Date:** Thursday, March 30, 2017

**Time and Location:** 4 p.m., Holland Room, Aurora Town Hall

**Committee Members:** Mayor Geoffrey Dawe (Chair), Councillor Michael Thompson

**Member(s) Absent:** Councillor Sandra Humfries

**Other Attendees:** Doug Nadorozny, Chief Administrative Officer, Anthony Ierullo, Manager of Long Range and Strategic Planning, and Linda Bottos, Council/Committee Secretary

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The Chair called the meeting to order at 4:15 p.m.

**1. Approval of the Agenda**

**Moved by Councillor Thompson  
Seconded by Mayor Dawe**

That the agenda as circulated by Legislative Services be approved.

**Carried**

**2. Declarations of Pecuniary Interest and General Nature Thereof**

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

**3. Receipt of the Minutes**

None

#### **4. Delegations**

None

#### **5. Matters for Consideration**

None

#### **6. Informational Items**

##### **1. Verbal Update from Chief Administrative Officer Re: Creation of Corporate Strategy**

Staff provided background to the relationship between the mission, vision, and values of the Town's Strategic Plan and the Corporation's business plan. Staff noted the continuing work of the Executive Leadership Team in aligning the priorities of the departmental business plans with the Strategic Plan, which serves as a model for the entire organization. It was further noted that enhanced key performance indicators are being considered in order to demonstrate progress. Staff advised that a report will be submitted to Council outlining the recommended priorities, actions and key performance indicators, which will serve as the framework for the Budget 2018 considerations.

**Moved by Councillor Thompson  
Seconded by Mayor Dawe**

1. That the Verbal Update from Chief Administrative Officer regarding Creation of Corporate Strategy be received for information.

**Carried**

##### **2. Updated Town of Aurora Strategic Plan**

Staff and Committee discussed aspects of the updated 2017-2031 Town of Aurora Strategic Plan. The Committee made observations and suggestions regarding the reporting of accountability, actions and measurement, progress and achievements, access to financial information, updates with a stronger connection to previous Strategic Plan rather than a new Plan, historical information, and highlighting of new goals and objectives.

**Moved by Councillor Thompson  
Seconded by Mayor Dawe**

1. That the Updated Town of Aurora Strategic Plan be received; and
2. That the comments and suggestions of the Committee regarding the Updated Town of Aurora Strategic Plan be referred to staff for consideration and action as appropriate.

**Carried**

## **7. New Business**

The Committee agreed to hold the next meeting during the first week of May.

## **8. Adjournment**

**Moved by Councillor Thompson  
Seconded by Mayor Dawe**

That the meeting be adjourned at 5:12 p.m.

**Carried**

Committee recommendations are not binding on the Town unless otherwise adopted by Council at a later meeting.



**Town of Aurora  
Environmental Advisory Committee  
Meeting Minutes**

**Date:** Thursday, April 6, 2017

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

**Committee Members:** Councillor Paul Pirri (Chair), Councillor Tom Mrakas (Vice Chair), Irene Clement, Larry Fedec (arrived 7:04 p.m.), Melville James, Jennifer Sault, Sara Varty (arrived 7:04 p.m.), Nancee Webb, Kristina Zeromskiene (arrived 7:04 p.m.), and Mayor Geoffrey Dawe (ex-officio member)

**Member(s) Absent:** None

**Other Attendees:** Christina Nagy-Oh, Program Manager, Environmental Initiatives, and Linda Bottos, Council/Committee Secretary

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The Chair called the meeting to order at 7:02 p.m.

**1. Approval of the Agenda**

**Moved by Jennifer Sault  
Seconded by Irene Clement**

That the agenda as circulated by Legislative Services be approved.

**Carried**

**2. Declarations of Pecuniary Interest and General Nature Thereof**

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

Environmental Advisory Committee Meeting Minutes  
Thursday, April 6, 2017

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### **3. Receipt of the Minutes**

#### **Environmental Advisory Committee Meeting Minutes of November 24, 2016**

**Moved by Nancee Webb**

**Seconded by Melville James**

That the Environmental Advisory Committee meeting minutes of November 24, 2016, be received for information.

**Carried**

### **4. Delegations**

None

### **5. Matters for Consideration**

#### **1. Memorandum from Mayor Dawe**

**Re: Anti-Idling**

The Mayor provided a brief overview of the memorandum. The Committee expressed support for the campaign, and provided suggestions to increase public awareness regarding idling vehicles.

**Moved by Nancee Webb**

**Seconded by Larry Fedec**

1. That the memorandum regarding Anti-Idling be received for information; and
2. That the Environmental Advisory Committee recommend to Council:
  - (a) That staff be directed to draft an anti-idling by-law; and
  - (b) That staff be directed to draft an anti-idling education campaign that details the effects of idling vehicles.

**Carried**

Environmental Advisory Committee Meeting Minutes  
Thursday, April 6, 2017

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## **6. Informational Items**

### **2. Memorandum from Program Manager, Environmental Initiatives Re: Bring Your Own Bottle Initiative at Town Facilities**

Staff provided background information regarding the initiative. The Committee inquired about the elimination of the sale of bottled water and pop. Staff advised that pop will be removed from one beverage machine at the Stronach Aurora Recreation Complex as a pilot project for the month of September 2017.

**Moved by Sara Varty  
Seconded by Kristina Zeromskiene**

1. That the memorandum regarding Bring Your Own Bottle Initiative at Town Facilities be received for information.

**Carried**

### **2. Extract from Council Meeting of December 13, 2016 Re: Environmental Advisory Committee Meeting Minutes of November 24, 2016**

The Committee inquired about whether there has been any follow-up regarding New Business Motions No. 3 and No. 4. The Chair and staff indicated that updates will be provided at a future meeting.

**Moved by Irene Clement  
Seconded by Jennifer Sault**

1. That the Extract from Council Meeting of December 13, 2016, regarding the Environmental Advisory Committee meeting minutes of November 24, 2016, be received for information.

**Carried**

Environmental Advisory Committee Meeting Minutes  
Thursday, April 6, 2017

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## **7. New Business**

Councillor Mrakas noted that nominations for the 2017 Community Recognition Awards are being accepted, and he encouraged Committee members to make submissions.

Staff advised that Rick Hansen Public School is requesting volunteers for Aurora's Annual Clean-up Day on Saturday, April 22, 2017.

## **8. Adjournment**

**Moved by Councillor Mrakas**

**Seconded by Nancee Webb**

That the meeting be adjourned at 7:35 p.m.

**Carried**

Committee recommendations are not binding on the Town unless adopted by Council at a later meeting.



**Town of Aurora  
Parks, Recreation and Cultural Services  
Advisory Committee  
Meeting Minutes**

**Date:** Thursday, April 20, 2017

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

**Committee Members:** Councillor Tom Mrakas (Chair), Councillor Michael Thompson (Vice Chair), Juergen Daurer, Richard Doust, Stephen Kimmerer, Eric McCartney, and Brian Trussler

**Member(s) Absent:** Reg Chappell

**Other Attendees:** Allan Downey, Director of Parks, Recreation and Cultural Services, and Linda Bottos, Council/Committee Secretary

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

**1. Approval of the Agenda**

**Moved by Juergen Daurer  
Seconded by Brian Trussler**

That the agenda as circulated by Legislative Services be approved.

**Carried**

**2. Declarations of Pecuniary Interest and General Nature Thereof**

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



Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes  
Thursday, April 20, 2017

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### **3. Receipt of the Minutes**

**Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes  
of February 16, 2017**

**Moved by Brian Trussler**

**Seconded by Eric McCartney**

That the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of February 16, 2017, be received for information.

**Carried**

### **4. Delegations**

None

### **5. Matters for Consideration**

#### **1. PRCSAC17-002 – Canine Commons Update**

Staff provided background and reviewed elements of the report. The Committee and staff discussed various issues, including options for an alternate park location, replacement and disposal of wood chips, fencing, sponsorship opportunities, and maintenance. Staff noted that a service level needs to be identified for this park.

**Moved by Juergen Daurer**

**Seconded by Richard Doust**

1. That Report No. PRCSAC17-002 be received; and
2. That the Parks, Recreation and Cultural Services Advisory Committee recommend to Council:
  - (a) That staff proceed with the priority site capital upgrades and maintenance requirements; and

Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes  
Thursday, April 20, 2017

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- (b) That these upgrades be funded in the 2017 Capital and Operational budgets and all related works be completed in 2017; and
- (c) That future PRCSAC Operational budgets be funded sufficiently to conduct the ongoing service level increase at the Canine Commons Leash Free Park, as outlined in this report.

**Carried**

## **6. Informational Items**

### **2. Extract from Council Meeting of March 28, 2017**

**Re: Parks and Recreation and Cultural Services Advisory Committee Meeting Minutes of February 16, 2017**

**Moved by Stephen Kimmerer  
Seconded by Juergen Daurer**

- 1. That the Extract from Council Meeting of March 28, 2017, regarding the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of February 16, 2017, be received for information.

**Carried**

## **7. New Business**

Eric McCartney inquired about park lighting and whether there are plans to update and replace the old light standards. Staff advised that there is a plan to review the lighting requirements of all trails and parks toward standardization.

Eric McCartney inquired about drawings for the proposed Library Square, and staff advised that concept plans had been received, which will be first reviewed by Council.

Eric McCartney inquired about trail signage, and staff advised that signs are in the process of being installed.

Eric McCartney inquired about the timing of meeting agenda distribution and staff provided a response.

Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes  
Thursday, April 20, 2017

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Eric McCartney inquired about education pamphlets regarding dog waste, and staff provided an update.

Staff provided an update regarding the involvement of By-law Services to ensure that all dogs using the leash-free park are licensed, noting that any dog without a dog tag will not be allowed in the park and dog owners/walkers may be fined.

Staff provided an update on a recent meeting with Highland Gate Developments Inc. regarding the Highland Gate area park, noting that they will be seeking public input and the trails issues will be considered by the Trails and Active Transportation Committee.

Staff provided updates regarding the proposed multi-use sports facility, the need for additional baseball diamonds, and the new Ice Allocation Policy.

Staff noted that a public consultation meeting will be held on April 24, 2017, regarding concept plans for Library Square and the Cultural Precinct.

## **8. Adjournment**

**Moved by Stephen Kimmerer  
Seconded by Eric McCartney**

That the meeting be adjourned at 8:15 p.m.

**Carried**

Committee recommendations are not binding on the Town unless otherwise adopted by Council at a later meeting.



100 John West Way  
Box 1000  
Aurora, Ontario  
L4G 6J1  
**Phone:** 905-727-3123 ext. 4274  
**Email:** tmrakas@aurora.ca  
**www.aurora.ca**

**Town of Aurora**

## **Memorandum**

**Date:** June 6, 2017  
**To:** Mayor and Members of Council  
**From:** Councillor Tom Mrakas  
**Re:** **Correspondence from Chair, OMB Reform Working Group**

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### **Recommendation**

- 1. That the memorandum regarding Correspondence from Chair, OMB Reform Working Group, be received for information.**

### **Attachments**

Attachment 1 – Correspondence from Chair, OMB Reform Working Group, addressed to Minister Bill Mauro and Attorney General Yasir Naqvi

Attachment 1

Dear Minister Bill Mauro and Attorney General Yasir Naqvi,

After many months and many meetings, conversations and consultations about the need for change, Elected Officials across this Province have been eagerly waiting for the Bill to be presented that will reform the OMB.

When the Provincial review of the OMB began last Fall it was indicated to all Stakeholders that the outcome of that review would be a Bill that would be presented in the Spring 2017. As we are now well into Spring, many are anxious to see the Bill presented for public comment and review. We look forward to reviewing a Bill that reflects the concerns raised by the public, businesses and government alike. A Bill that addresses the need for change in scope and power of authority of the OMB, the impact of which will be a much needed return to the authority of local municipalities to uphold their own provincially approved Official Plans.

Much work has been done with regards to advocating for change. All are hopeful that the requests from residents and elected officials have not been taken lightly. On behalf of the OMB Reform Working Group, we look forward to reviewing this Bill in the coming weeks and are hopeful that this Government will make those impactful reforms that are long overdue.

Regards,  
Tom Mrakas



Chair, OMB Reform Working Group

Committee Members

Tom Mrakas (Aurora)  
Michael Thompson (Aurora)  
Marianne Meed Ward  
(Burlington)  
Nicholas Ermata  
(Cambridge)  
Frank Sebo (Georgina)  
Gathy Downer (Guelph)  
Yvonne Fernandes  
(Kitchener)  
Karen Rea (Markham)  
Nirmala Armstrong  
(Markham)  
Don Hamilton (Markham)  
Christina Bisanz  
(Newmarket)  
Karen Cilevitz (Richmond  
Hill)  
David West (Richmond Hill)  
Pat Molloy (Uxbridge)  
Marilyn lafrate (Vaughan)  
Alan Shefman (Vaughan)  
Mary Ann Grimaldi  
(Welland)  
Steve Yamada (Whitby)



**Town of Aurora  
General Committee Report**

**No. CS17-017**

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**Subject:** Sign Variance Request for the Canadian Disc Institute at 15000 Yonge Street

**Prepared by:** Mandie Crawford, Manager of Bylaw Services

**Department:** Corporate Services

**Date:** June 6, 2017

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## **Recommendation**

- 1. That Report No. CS17-017 be received; and**
- 2. That the request for a variance to Bylaw No. 5840-16, being a by-law respecting signs within the Town of Aurora, for the Canadian Disc Institute at 15000 Yonge Street, be denied.**

## **Executive Summary**

The purpose of this report is to provide Council with recommendations concerning a request to permit a sandwich board (A-frame), which is currently not a permitted sign type under Bylaw No. 5840-16, being a by-law respecting signs within the Town of Aurora.

- The request for variance concerns a sign that was not lawfully erected under the previous by-law and therefore is not exempt from the current by-law under section 4.9
- The applicant at 15000 Yonge Street currently has one permanent ground sign and one wall sign obtained through the variance process that provides good visibility for the business
- The Planning Division does not support the reasoning for the variance request.
- The sign requested by the applicant is a duplication of information
- The Sandwich board sign does not meet the criteria used for approving sign variance requests

## **Background**

On March 29, 2016 Council repealed By-law No.4897-07.P, being a by-law to regulate temporary signs and By-law No. 4898-07.P, being a by-law to regulate permanent signs and enacted Sign By-law No. 5840-16, being a by-law respecting signs within the Town of Aurora. This consolidation of the by-laws brought all sign types under the current by-law.

The current sign by-law gives businesses more options, including permitting newer types of temporary signs and extending time periods for mobile type signs. However, the current by-law did remove Sandwich Board signs (also known as A-frame signs) as a permitted sign type. Therefore Council approval is required for the sign variance request.

Over the last several months, By-law Officers have begun enforcement efforts and are in the education stage of enforcement. Officers have visited eighty-four (84) businesses with signs that do not comply, over half of which displayed Sandwich Board signs. These have been removed and officers are advising business owners of their alternate options and the enhanced provisions for permitted signage.

## **Analysis**

**The request for variance concerns a sign that was not lawfully erected under the previous by-law and therefore is not exempt from the current by-law under section 4.9**

The Sandwich Board sign at 15000 Yonge Street was not in compliance with the previous by-law. Several complaints have been investigated by By-Law Services since 2007 concerning illegal signage at this location. The business owner did not comply with requests from the Town to bring the signage into compliance.

As a result of continuous non-compliance, the sign was not lawfully erected and therefore does not qualify as a 'grandfathered' sign under provision 4.9 of the current sign by-law.

**The applicant at 15000 Yonge Street currently has one permanent ground sign and one wall sign obtained through the variance process that provides good visibility for the business**

In 2016 Council approved a sign variance to permit a wall sign in addition to an existing ground sign. The ground sign is visible to both north and south traffic. The sign affixed to the front of the building faces the street so that anyone looking directly at the building could clearly see this sign approved by Council.

Both signs advertise the name of the company and can be seen from a distance of over 50 feet. (see Attachment No. 1)

**The Planning Division does not support the reasoning for the variance request.**

Planning Division has identified that the business at 15000 Yonge Street falls under the "Village Streets" segment of the streetscape plan for the Town. The streetscape plan identifies that the buildings are mostly in house form, many of which have been converted to commercial uses.

The streetscape plan also identifies that the signage in this area is inconsistent. The Planning Division does not support the request for variance as it would contribute to the inconsistent appearance of the area.

Bringing the businesses at and near 15000 Yonge Street into compliance with the current sign by-law will assist in making signage more consistent.

**The sign requested by the applicant is a duplication of information**

The information on the requested sign is a duplication of information on the two current signs, with the exception of a few detailed bullets. This bulleted information supports the other signage and as a result is redundant information. (See Attachment No. 1) Additionally, the signage currently erected at 15000 Yonge Street provides good visibility for pedestrians and passing cars, so there is no need for an additional sign.

**The Sandwich board sign does not meet the criteria used for approving sign variance requests**

Staff have reviewed the application using the evaluation criteria for assessing sign variance approvals. The request for the Sandwich Board Sign does not meet the criteria in four of the applicable conditions.

The following table compares the proposal to the Sign By-law No. 5840-16



The following table provides the criteria for assessing sign variance approvals.

<b>Table for Evaluating Sign Variance Criteria</b>	
<p><b>1. Physical difficulties</b> <i>Where due to special circumstances, pre-existing condition of the building, layout or topography of the subject land, it is difficult to comply with the provisions of the Sign By-law.</i></p>	<p>The new addition (constructed 2013) at the front of the building does not represent a pre-existing condition which presents a difficulty to comply with the Sign By-law.</p>
<p><b>2. Consistency with the architectural features of the building</b> <i>Where the proposed sign blends well with the architectural features of the building and granting the sign variance will result in a more aesthetically pleasing visual appearance of the building for the community.</i></p>	<p>Staff review revealed that the proposed sign will not result in a more aesthetically pleasing visual appearance of the building</p>
<p><b>3. Consistency with the character of the neighbourhood</b> <i>Where the Sign Variance, if granted, will not alter the essential character of the neighbourhood and will have no adverse impact on the Town's cultural heritage</i></p>	<p>As these types of signs are not permitted, this would be the only location to have this type of sign and as such would not be in keeping with the character of the neighbourhood.</p>
<p><b>4. No adverse impact to the adjacent property or general public</b> <i>Such adverse impact may include but is not limited to: illumination, obstruction of other signage, obstruction of natural light, distance to the adjacent buildings and properties, etc.</i></p>	<p>This sign would impact other businesses who would see this as an unfair advantage because it is additional advertising that they are not permitted to have</p>
<p><b>5. Adherence to Corporate Branding</b> <i>Where not granting a Sign Variance results in a conflict in corporate branding requirements such as updated/new logos or trademarks.</i></p>	<p>N/A</p>
<p><b>6. Impact on safety, traffic and accessibility</b> <i>The proposed Sign Variance, if granted, will not increase fire or traffic hazard or otherwise endanger public safety or negatively impact accessibility.</i></p>	<p>N/A</p>

June 6, 2017

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Report No. CS17-017

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### **Advisory Committee Review**

N/A

### **Financial Implications**

None

### **Communications Considerations**

N/A

### **Link to Strategic Plan**

Variances to By-law No. 5840-16, being a by-law respecting signs within the Town of Aurora support the Strategic Plan goal of Enabling a Diverse, Creative and Resilient Economy through its accomplishments in satisfying requirements of the objective supporting small business and encouraging a more sustainable business environment.

### **Alternative(s) to the Recommendation**

Council may consider the following options as alternatives:

1. Approve the application with condition that the sign be removed when the office is closed for business. This would mean that this is the only business in the Town of Aurora who is permitted a Sandwich Board sign.
2. Approve the application without conditions. This may lead to other businesses coming before Council requesting sandwich board signs.

### **Conclusions**

The current Sign By-law enacted March 29, 2016 provides new sign options for business owners and also extends the length of time permitted temporary signs may be displayed while reducing excessive signage leading to sign pollution.

June 6, 2017

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Report No. CS17-017

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Sandwich board signs were eliminated from the current by-law for both safety and aesthetic reasons. Currently, By-law Officers are in an educational phase, visiting businesses and advising of the options available to them for signage. Businesses that have had Sandwich Board signs are now removing them to bring their premises into compliance.

The signage currently erected at 15000 Yonge Street provides good visibility for pedestrians and passing cars. Permitting a third sign at 15000 Yonge Street could also be seen as giving one business an unfair advertising advantage over any other similar businesses.

### **Attachments**

Attachment No. 1 – Photographs of Signage at 15000 Yonge Street.

### **Previous Reports**

November 17, 2015 – Report No. BBS15-013

February 2, 2016 – Report BBS16-001

### **Pre-submission Review**

Agenda Management Meeting review on May 17, 2017

#### **Departmental Approval**



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**Techa van Leeuwen  
Director  
Corporate Services**

#### **Approved for Agenda**



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**Doug Nadorozny  
Chief Administrative Officer**

Attachment No. 1









**Town of Aurora**

**General Committee Report**

**No. PBS17-021**

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**Subject:** Draft Plan of Condominium Application  
Brookfield Homes (Ontario) Aurora Ltd.  
555 William Graham Dr.  
Block 30, Plan 65M-4467  
File: CDM-2016-05

**Prepared by:** Caitlin Graup, Planner

**Department:** Planning and Building Services

**Date:** June 6, 2017

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### **Recommendations**

- 1. That Report No. PBS17-021 be received; and**
- 2. That the Draft Plan of Condominium File No. CDM-2016-05 for a mixed use condominium consisting of two four (4)-storey buildings, with a total of 179 residential units including 508.4 square metres of commercial space, subject to conditions set out in Appendix "A" to this report be approved; and**
- 3. That the Mayor and Town Clerk be authorized to execute any Agreement(s) referenced in the Conditions of Approval, including any and all documents and ancillary agreements required to give effect to same.**

### **Executive Summary**

This report provides Council with background information and details related to the proposed Plan of Condominium submitted at 555 William Graham Drive.

- Draft Plan of Subdivision, Zoning By-law Amendment, and Site Plan applications on the subject property have previously been submitted and approved.
- The Draft Plan of Condominium seeks approval for condominium tenure and consists of two four (4)-storey buildings, with a total of 179 residential condominium units and 3 commercial/retail units (total commercial space of 508.4 square metres).
- The Draft Plan of Condominium Application has been circulated for comments and recommendations for approval.

## **Background**

### **Application History**

Draft Plan of Subdivision (D12-04-11) and Zoning by-law Amendment (D-14-12-11) applications were approved by Council on March 26, 2013. The Brookfield Draft Plan of Subdivision and Zoning By-law Amendment Applications were submitted to permit a 399 lot Plan of Subdivision including single detached and townhouse units and two future development blocks including a 50 unit single detached condominium and the 182 unit (179 residential units and 3 commercial units) mixed use residential/commercial block.

A Site Plan Application (SP-2014-11) for the subject lands was also heard by Council on July 14, 2015. At that meeting, Council passed the following resolution:

THAT Report No. PL15-031 be received; and

THAT Site Plan Application File: SP-2014-11 (Brookfield Homes (Ontario) Aurora Ltd.) be approved to permit the development of the subject lands for two (2), four (4) storey buildings; and

THAT the Mayor and Town Clerk be authorized to execute the Site Plan Agreement, including any and all documents and ancillary agreements required to give effect to same.

The Site Plan Agreement was executed and registered and the building is currently under construction. The subject Draft Plan of Condominium application was submitted to the Town on December 19, 2016.

### **Location / Land Use**

The subject lands are located in the central portion of the 2C Secondary Plan Area. The subject lands are approximately 1.43 hectares in area, with a frontage of approximately 197 metres on the west side of Leslie Street and a property depth of approximately 80 metres (Figure 2). The subject lands have the following characteristics:

- Frontage on three public streets: Leslie Street, Radial Drive and William Graham Drive;
- Proposed access on William Graham Drive and Radial Drive.

### **Surrounding Land Uses**

The surrounding land uses are as follows:

- North: Environmental Protection Area (McLeod Woodlot);
- South: William Graham Drive, Apartment Residential and Institutionally-Zoned Lands for future phases of York Region Christian Seniors retirement residence;
- East: Leslie Street, proposed Business Park;
- West: Residential (Brookfield Plan of Subdivision, Townhouses).

### **Policy Context**

#### **Provincial Policies**

All Planning Act development applications are subject to provincial policies. The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest. These policies support the development of strong communities through the promotion of efficient land use and development patterns. The Growth Plan for the Greater Golden Horseshoe (GGH) Area to 2041. The Growth Plan provides a framework which guide decisions on how land will be planned, designated, zoned and designed. The Lake Simcoe Protection Plan (LSPP) is a provincial document that provides policies which addresses aquatic life, water quality, water quantity, shorelines and natural heritage, other threats and activities (including invasive species, climate change and recreational activities) and implementation.

#### **York Region Official Plan (YROP)**

The subject lands are designated as “Urban Area” within the York Region Official Plan. York Region’s vision for the Urban Area is to strategically focus growth while conserving resources and to create sustainable lively communities. Under the York Region’s Official Plan, one regional urbanization goal is to enhance the Region’s urban structure through city building, intensification and compact, complete communities.

#### **Town of Aurora Official Plan – 2C Secondary Plan (OPA 73)**

As illustrated on Figure 3, the subject lands are designated as “Mixed-Use Residential/Commercial” “and “Urban Residential 2 (UR2)” by the Town’s Official Plan Amendment No. 73. The Mixed-Use Residential/ Commercial designation permits apartment dwellings, local commercial uses and special needs housing. The UR2 designation permits street, block, stacked and back-to-back townhouse dwellings, small plex type (eg quadraplex) multiple unit buildings and small scale/low-rise apartments. The maximum height of buildings in both designations shall be six (6) storeys or 20.0 metres, whichever is less.



### **Zoning By-law 2213-78, as amended**

The subject lands are currently split zoned “Residential Commercial (C7-4) Exception Zone” and “Residential Commercial (C7-5) Exception Zone” by the Town of Aurora Zoning By-law 2213-78, as amended. The “Residential Commercial (C7-4) and (C7-5) Exception Zones” were approved by By-law 5525-13 as part of the 2C Draft Plan of Subdivision and Zoning By-law approvals to implement the 100-250 unit mixed-use residential/ commercial development block. The existing zoning of the subject and surrounding lands is detailed on Figure 3, attached.

The “C7-4” Exception Zone permits the following uses:

- convenience retail stores; personal service shops and dry cleaning distribution stations or depots (provided that the combined gross floor area of all above uses does not exceed 3,500 square metres)
- animal hospital;
- bake shops, special
- banks or financial institution;
- business and professional office;
- clinic;
- day care centre;
- health centre;
- restaurant;
- restaurants, take out;
- retail store;
- school, commercial;
- tavern and public house; and
- a minimum of 50 apartment dwelling units above the first storey only.

The “C7-5” Exception Zone permits all commercial uses outlined in the C7-4 zone above in addition to the following residential uses:

- dwelling apartment units;
- row-house dwelling units;
- stacked townhome dwelling units;
- back-to-back townhome dwelling units;
- triplex units;
- double duplex units; and
- a minimum of 50 residential dwelling units shall be provided.

### **Reports and Studies**

The majority of reports were previously submitted, reviewed, and approved as part of the Draft Plan of Subdivision, Zoning By-law Amendment and Site Plan applications. As part of the Plan of Condominium application, the applicant has submitted the following study, which has been reviewed by Town Staff:

---

<b>Report Name</b>	<b>Report Author</b>
Phase 1 Environmental Site Assessment	Tetra Tech

## **Proposed Application**

### **Proposed Plan of Condominium**

As illustrated on Figures 4A, 4B, 4C and 4D, the proposed draft plan of condominium proposes 3 retail units (located in Building A South) for a total of 508.4 square metres (5,472 square feet) of commercial space. Also proposed are 67 residential condominium dwelling units located in Building A South and 112 residential condominium dwelling units located in Building B North for a total of 179 residential condominium dwelling units.

Proposed building elevations are shown as Figure 7.

### **Conditions of Approval**

The proposed draft plan of condominium conditions of approval have been formulated in consultation with Town departments and external agencies. The conditions include standard and site-specific conditions relevant to the development. In addition to the condominium conditions of approval, the Owner will be required to adhere to the existing Draft Plan of Subdivision and Site Plan conditions of approval which apply to the subject lands. Recommended conditions of approval are provided in Appendix "A" to this report.

## **Analysis**

### **Planning Considerations**

#### Provincial Policy Statement (PPS)

The PPS encourages the development of strong communities through the promotion of efficient land use and development patterns. The proposed development provides an appropriate range and mix of residential to meet the long-term needs. It is Planning Staff's opinion that the proposed Draft Plan of Condominium application is consistent with the PPS.

#### Lake Simcoe Protection Plan (LSPP)

It is Planning Staff's opinion that the proposed Draft Plan of Condominium conforms to the Lake Simcoe Protection Plan. The Lake Simcoe Region Conservation Authority (LSRCA) has the opportunity to review the reports and plans prepared in support of the application for Draft Plan of Condominium. The LSRCA has no objection to the approval of the Draft Plan of Condominium subject of conditions of approval outlined in Appendix 'A'.

June 6, 2017

Page 6 of 8

Report No. PBS17-021

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#### York Region Official Plan (YROP)

York Region has completed its review of the subject application and has no objection to the approval of the Draft Plan of Condominium subject to the conditions outlined in Appendix 'A'.

#### Town of Aurora Official Plan – 2C Secondary Plan (OPA 73)

Planning Staff are of the opinion that the proposed Draft Plan of Condominium conforms to the land use and development policies of the Official Plan and is compatible with the surrounding land uses. The proposed commercial uses and residential condominium dwelling units are a permitted use in accordance with the "Mixed-Use Residential/Commercial" and "Urban Residential 2 (UR2)" designations.

#### Zoning By-law 2213-78, as amended

The subject lands are currently split zoned "Residential Commercial (C7-4) Exception Zone" and "Residential Commercial (C7-5) Exception Zone" by the Town of Aurora Zoning By-law 2213-78, as amended. Staff have evaluated the proposed development and have determined the subject proposal meets the zoning provisions of the C7-4 and C7-5 zone categories. Planning Staff are of the opinion that the proposed residential development is appropriate and conforms to the Zoning By-law.

#### **Department/Agency Comments**

The proposed applications were circulated to all internal and external agencies for review and comments. In general, all circulated agencies are satisfied with the revisions and have no further comments at this time, subject to conditions of approval outlined in Appendix 'A'. All technical matters will be resolved within an implementing agreement to the justification of the Town.

#### External Agency Comments

The Lake Simcoe Region Conservation Authority, Regional Municipality of York, Rogers, Powerstream, Enbridge, Bell Canada, and Canada Post have reviewed the application and have no objection to the approval of the Draft Plan of Condominium subject to conditions of approval, the majority of which are provided in the registered subdivision and site plan agreements.

#### **Advisory Committee Review**

No Communication Required.

### **Financial Implications**

The development of the subject lands will generate development charges. The proposed development will also generate yearly tax assessment to the Town.

### **Communications Considerations**

Not Applicable.

### **Link to Strategic Plan**

The subject proposal supports the Strategic Plan goal of supporting an exceptional quality of life for all through its accomplishment in satisfying requirements in the following key objectives within this goal statement:

Strengthening the fabric of our community: approval of the subject application will assist in collaborating with the development community to ensure future growth includes housing opportunities for everyone.

Promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business: By approving the subject lands to permit service commercial uses, this will help Develop plans to attract businesses that provide employment opportunities for our residents.

### **Alternatives to the Recommendation**

1. Direct staff to report back to another General Committee Meeting addressing any issues that may be raised at the General Committee Meeting.
2. Refusal of the application with an explanation for the refusal.

### **Conclusions**

Planning and Building Services reviewed the proposed Draft Plan of Condominium application in accordance with the provisions of the Provincial, Regional, the Town's Official Plan, Zoning By-law and municipal development standards respecting the subject lands. The proposed Draft Plan of Condominium application for 179 condominium dwelling units and 508.4 square metres of commercial space is considered to be in keeping with the development standards of the Town. The lands will be developed in accordance with the approved and registered agreements that will address all private servicing and site plan/ subdivision related issues. Staff recommends approval of the Draft Plan of Condominium application file: CDM-2016-05; subject to the conditions set out in 'Appendix A' to this report.

### **Attachments**

Figure 1 – Location Map  
Figure 2 – Existing Official Plan Designation  
Figure 3 – Existing Zoning By-law  
Figure 4 – Draft Plan of Condominium  
Figure 5 – Registered Plan of Subdivision, Plan 65M-4467  
Figure 6 – Site Plan  
Figure 7 – Proposed Building Elevations

Appendix “A” – Conditions of Approval

### **Previous Reports**

General Committee Report No. PL15-031, dated July 14, 2015;

General Committee Report No. PL15-026, dated April 21, 2015, Removal of Holding (H) Provision;

General Committee Report No. PL13-009, dated March 13, 2013; and

Public Planning Meeting Report No. PL12-032, dated June 27, 2012.

### **Pre-submission Review**

Agenda Management Team Meeting review on May 17, 2017.

### **Departmental Approval**

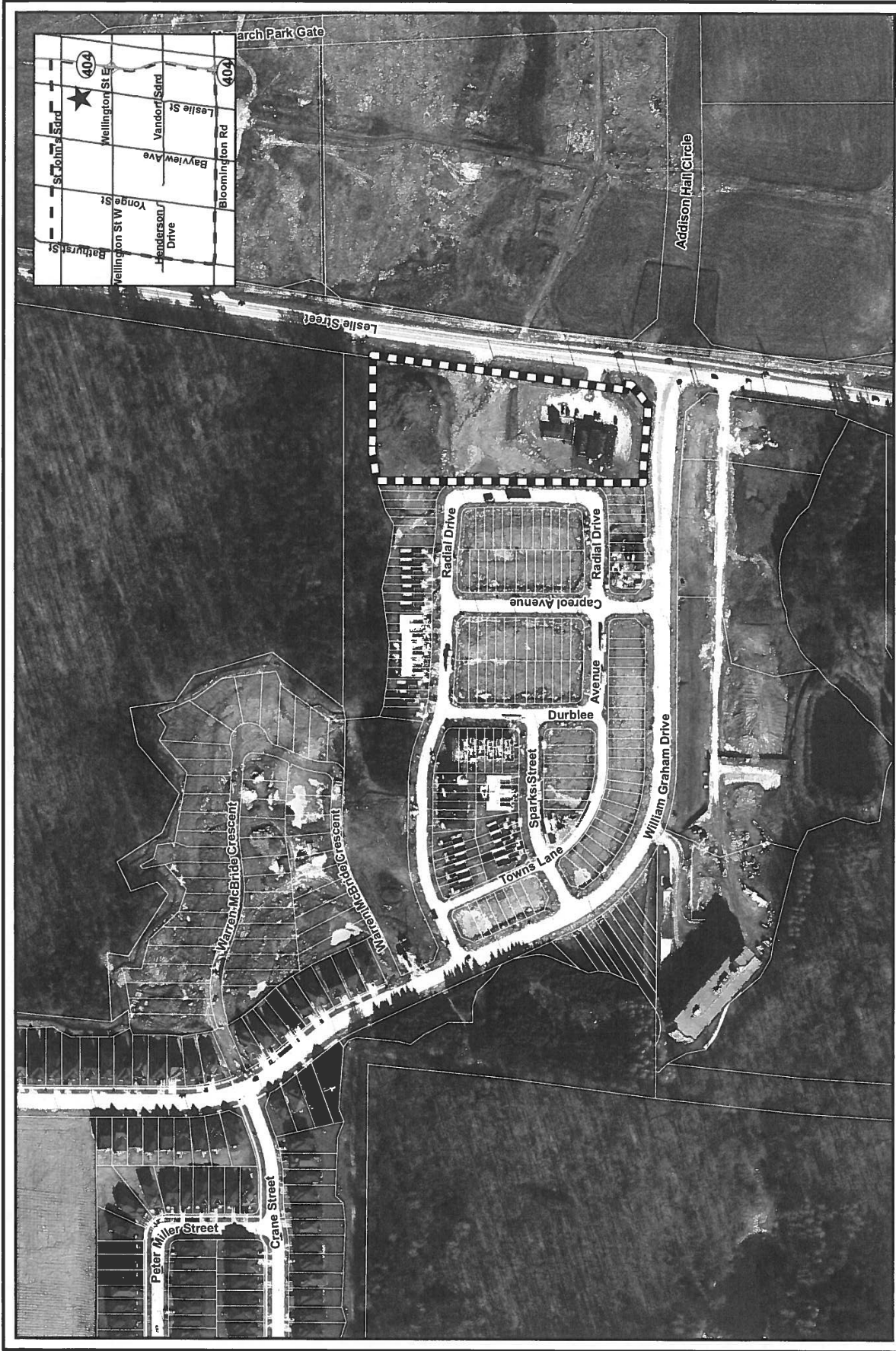


**Marco Ramunno, MCIP, RPP  
Director  
Planning and Building Services**


### **Approved for Agenda**





**Doug Nadorozny  
Chief Administrative Officer**




**LOCATION MAP**  
 APPLICANT: Brookfield Homes (Ontario) Aurora Limited  
 FILE: SP-2014-11  
 FIGURE 1

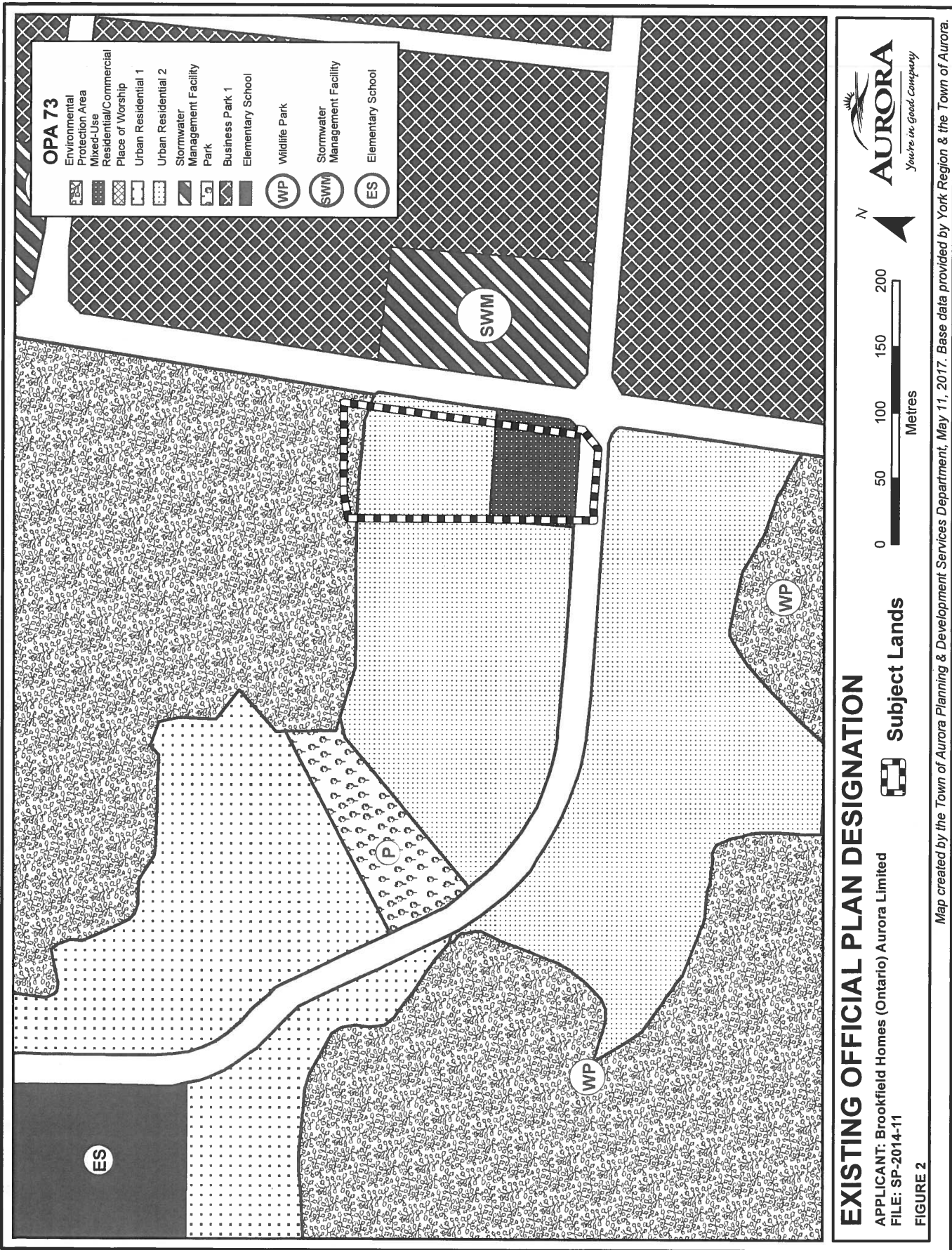
 **Subject Lands**

 N

 0 50 100 150 200 Metres

 **AURORA**  
*You're in Good Company*

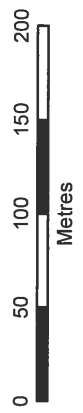
Map created by the Town of Aurora Planning & Development Services Department, May 11, 2017. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2016. © First Base Solutions Inc., 2016 Orthophotography.



**EXISTING OFFICIAL PLAN DESIGNATION**

APPLICANT: Brookfield Homes (Ontario) Aurora Limited  
FILE: SP-2014-11

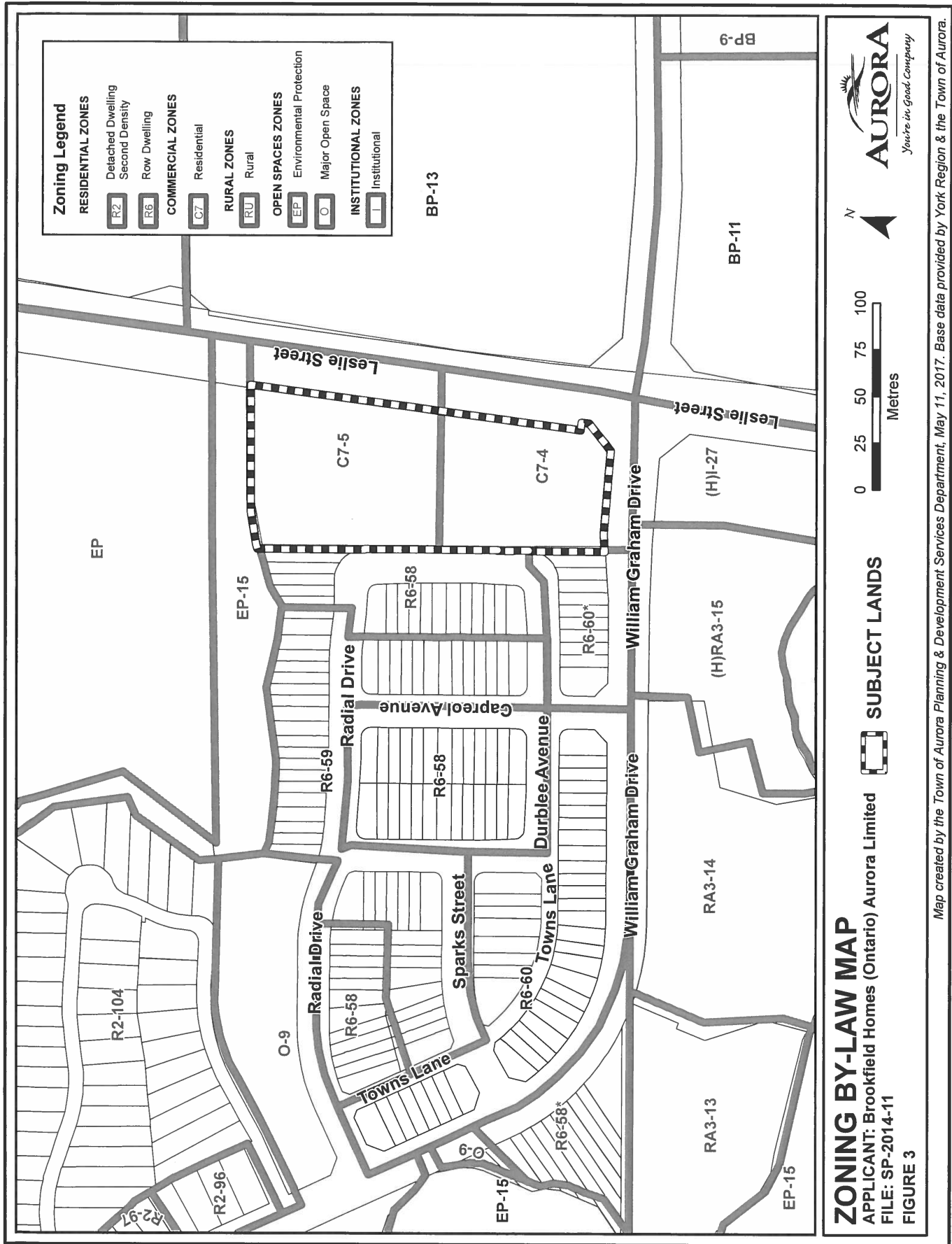
 **Subject Lands**



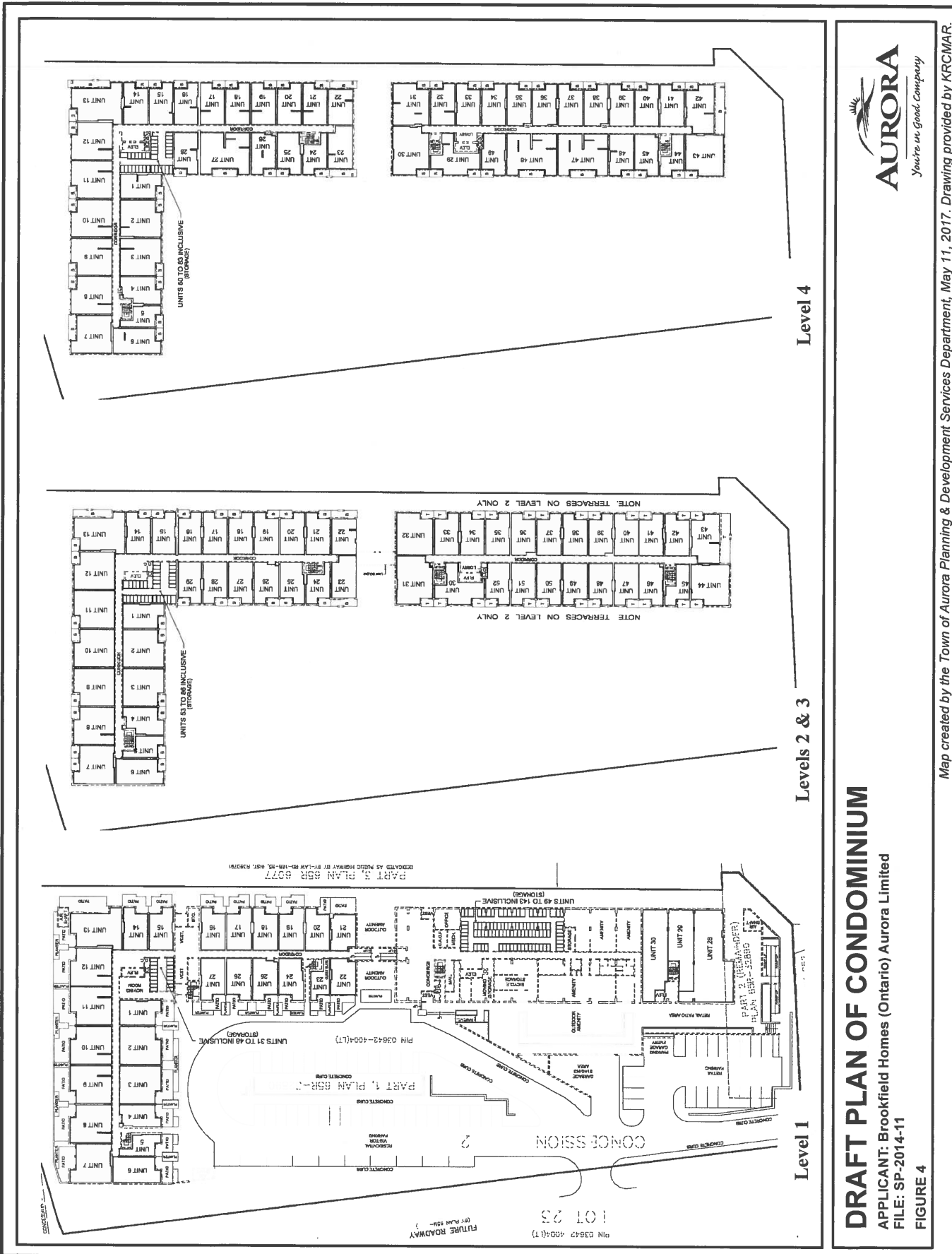
Map created by the Town of Aurora Planning & Development Services Department, May 11, 2017. Base data provided by York Region & the Town of Aurora.

**FIGURE 2**











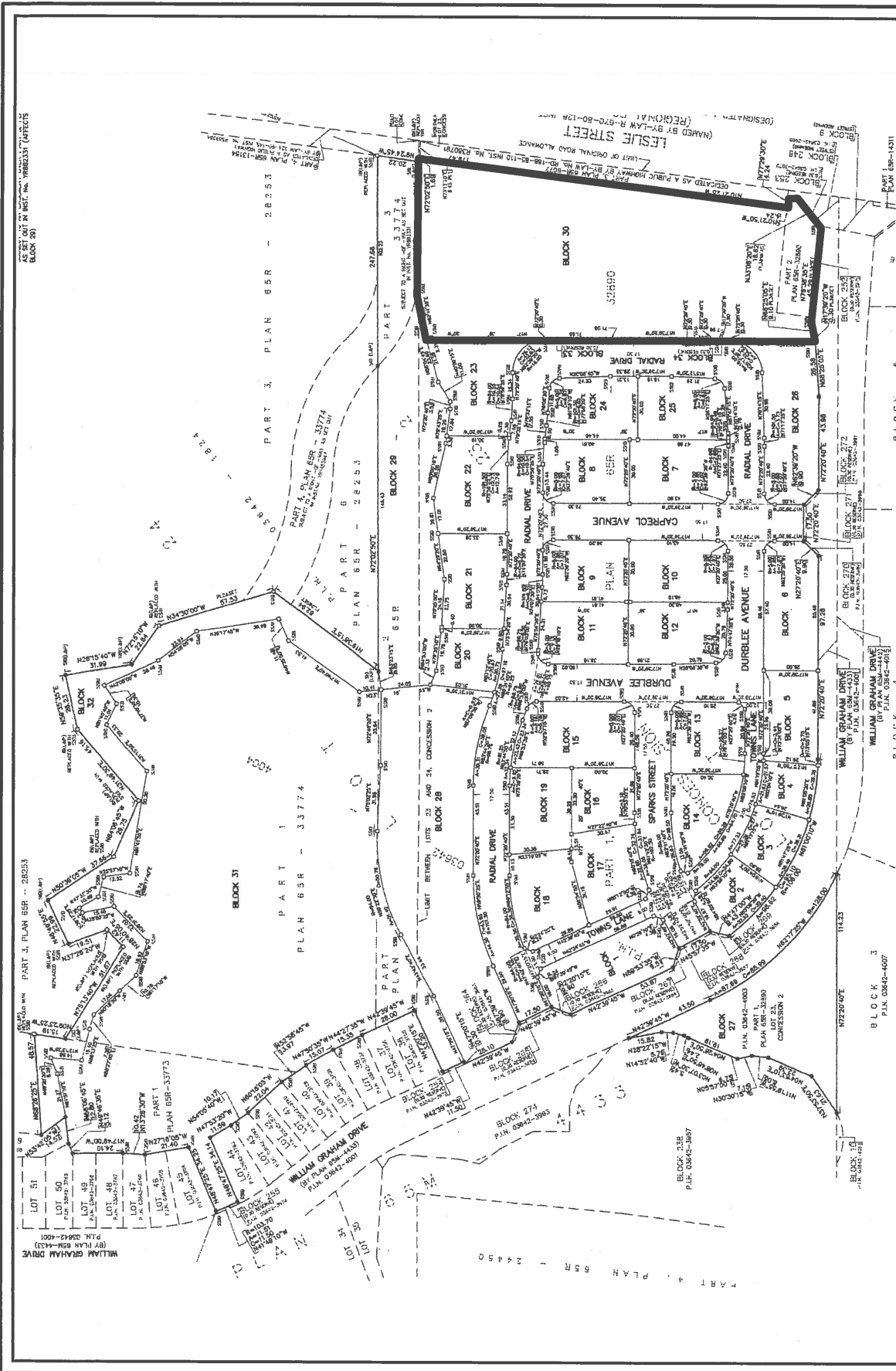
**Subject Lands**

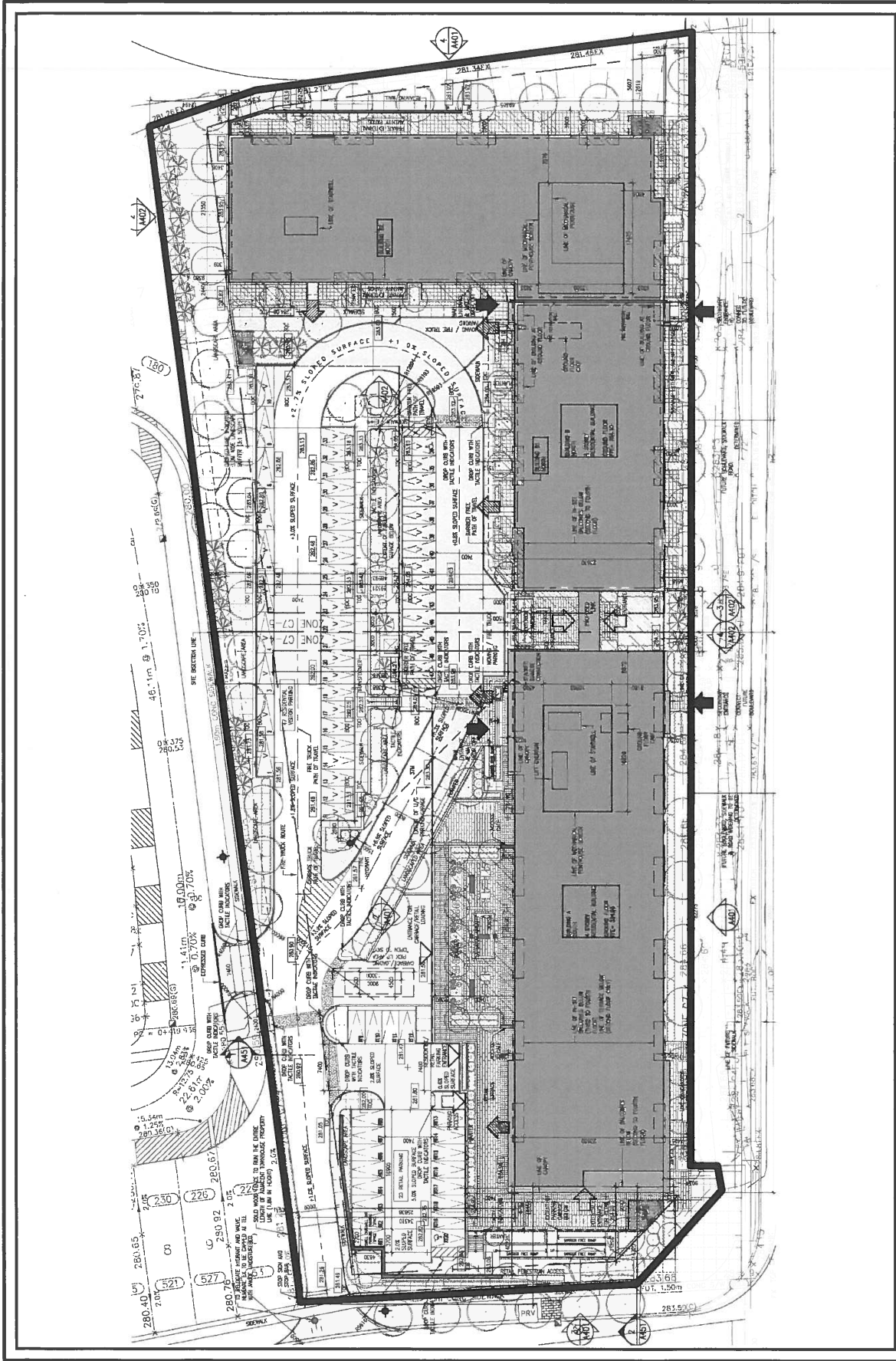
**REGISTERED PLAN OF SUBDIVISION, PLAN 65M-4467**

APPLICANT: Brookfield Homes (Ontario) Aurora Limited  
 FILE: SP-2014-11

FIGURE 5

Map created by the Town of Aurora Planning & Development Services Department, May 11, 2017. Drawing provided by Rady-Pentek & Edward Surveying Ltd.





**Subject Lands**

**SITE PLAN**  
 APPLICANT: Brookfield Homes (Ontario) Aurora Limited  
 FILE: SP-2014-11  
 FIGURE 6

Map created by the Town of Aurora Planning & Development Services Department, May 11, 2017. Drawing provided by Quadrangle Architects Limited.



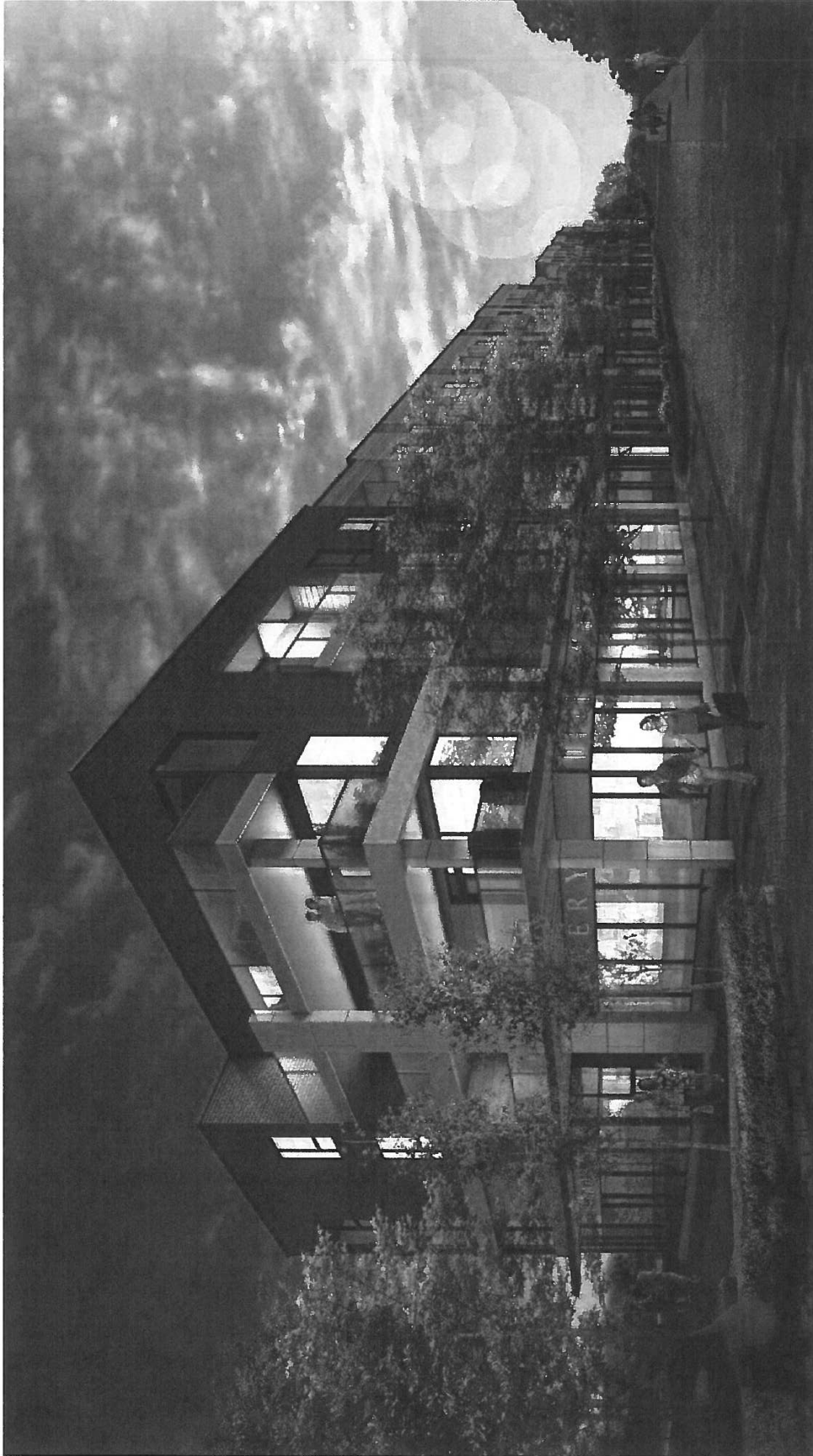
**PROPOSED BUILDING ELEVATIONS**

APPLICANT: Brookfield Homes (Ontario) Aurora Limited  
FILE: SP-2014-11

FIGURE 7A



Map created by the Town of Aurora Planning & Development Services Department, May 11, 2017. Drawing provided by Quadrangle Architects Limited.



**PROPOSED BUILDING ELEVATIONS**

APPLICANT: Brookfield Homes (Ontario) Aurora Limited  
FILE: SP-2014-11

FIGURE 7B



Map created by the Town of Aurora Planning & Development Services Department, May 11, 2017. Drawing provided by Quadrangle Architects Limited.



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

TOWN OF AURORA  
Planning & Development Services

**DRAFT PLAN OF CONDOMINIUM**  
Conditions of Draft Approval

**Appendix "A"**

**CONDITIONS OF APPROVAL**

***Draft Plan of Standard Condominium  
Brookfield Homes (Ontario) Aurora Ltd.  
Block 30, Plan 65M-4467  
555 William Graham Drive  
CDM-2016-05***

THE CONDITIONS OF THE COUNCIL OF THE CORPORATION OF THE TOWN OF AURORA (THE "TOWN") TO BE SATISFIED PRIOR TO THE RELEASE FOR REGISTRATION OF THE DRAFT PLAN OF CONDOMINIUM CDM-2016-05 ARE AS FOLLOWS:

- 1) Approval shall relate to the Draft Plan of Standard Condominium prepared by KRCMAR dated March 14, 2016 (the "Plan") with respect to the lands described as Block 30, Plan 65M-4467, Town of Aurora, Regional Municipality of York (the "Lands").
- 2) The Plan and associated conditions of draft approval may require revisions, to the satisfaction of the Town, to implement or integrate any recommendations resulting from studies required as a condition of draft plan approval. Further, minor redline revisions to the Plan to ensure property alignment with existing or proposed units and/or facilities on the Lands or on lands adjacent to the Plan may also be required.
- 3) The Owner of the Lands (the "Owner") shall enter into and execute agreement(s) with the Town agreeing to satisfy any conditions of the Town, legal, financial and otherwise if required by the Town, at the sole expense of the Owner.
- 4) The Owner shall demonstrate compliance with the provisions of the Site Plan Agreement dated July 14, 2015 between Brookfield Homes (Ontario) Aurora Limited and the Town registered on title to the Lands as Instrument No. YR2424654 on February 1, 2016 (the "Site Plan Agreement") and related Residential Subdivision Agreement dated March 26, 2013 between Brookfield Homes (Ontario) Aurora Limited and the Town registered on title to the Lands as Instrument No. YR2367218 on October 5, 2015 to the satisfaction of the Town prior to the Town's approval of the Plan for registration.
- 5) The Owner shall provide to the Town a copy of the final version of the Standard Condominium declaration and description for the Plan to be registered on title.
- 6) The Owner shall provide to the Town a certificate from the Owner's consultant stating that the buildings have been substantially completed in accordance with the *Condominium Act*, 1998, S.O. 1998, c. 19, as amended, and that they have been surveyed and built including all site works in accordance with the plans forming part of the Site Plan Agreement to the satisfaction of the Town prior to the Town's approval of the Plan for registration.



Brookfield Homes (Ontario) Aurora Ltd.  
CDM-2016-05  
Conditions of Approval  
Page 2

- 7) The Owner shall demonstrate to the Town that all Outside Works in relation to the Site Plan Agreement are substantially completed to the satisfaction of the Director of Infrastructure & Environmental Services prior to the Town's approval of the Plan for registration.

#### **York Region**

- 8) Prior to final approval, the Owner shall provide confirmation that all of the conditions of the site plan approval issued for the subject property on September 03, 2015 under Regional File No. SP-A-012-14, have been satisfied.
- 9) Prior to final approval, the Owner shall execute all Regional agreements and obtain all of the necessary permits required as part of the site plan approval for the subject property issued on SP-A-012-14 under File No. SP-A-012-14.
- 10) Prior to final approval, the Owner shall confirm that all of the works within the Regional ROW have been completed to the satisfaction of the Region or that the Region holds sufficient securities to cover the cost of any outstanding works. Should there be insufficient security to cover the cost of the remaining works, the Owner shall arrange for the deposit of additional securities in the amount sufficient to cover the cost of all outstanding works.
- 11) Prior to final approval, the Owner shall provide confirmation that all transfers of obligation have been completed where Regional agreements require responsibility to change from the Owner to the Condominium Corporation.

#### **Enbridge Gas Requirements**

- 12) The Owner shall contact Enbridge Gas Distribution's Customer Connections department for service and meter installation details and to ensure all gas piping is installed prior to the commencement of site landscaping (including, but not limited to: tree planting, silva cells, and/or soil trenches) and/or asphalt paving.
- 13) The Owner acknowledges that all costs are the responsibility of the Owner if the gas main needs to be relocated as a result of changes in the alignment or grade of the future road allowances or for temporary gas pipe installations pertaining to phase construction.
- 14) The Owner will provide easement(s) to Enbridge Gas Distribution at no cost.
- 15) The Owner will provide a 3 metre by 3 metre exclusive use location that cannot project into the municipal road allowance in the event a pressure reducing regulator station is required.

#### **Clearances**

The Town's Planning and Building Services Department shall advise that Conditions 1 to 5 inclusive have been satisfied, stating briefly how each condition has been met.

The Town's Infrastructure and Environmental Services Department shall advise that Conditions 6 to 8 have been satisfied, stating briefly how each condition has been met.

Brookfield Homes (Ontario) Aurora Ltd.  
CDM-2016-05  
Conditions of Approval  
Page 3

York Region shall advise the Town of Aurora that Conditions 8 to 11 have been satisfied in a clearance letter to the Town of Aurora detailing how each condition has been met.

Enbridge Gas Distribution Inc. shall advise the Town of Aurora that Conditions 12 to 15 have been satisfied in a clearance letter to the Town of Aurora detailing how each condition has been met.





**Town of Aurora**

**General Committee Report**

**No. PBS17-042**

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**Subject:** Application for Site Plan Approval  
MBH Aurora Lodging GP LTD  
Lot 1, Registered Plan 65M-4324  
Northwest corner of Goulding Avenue and Eric T. Smith Way  
File Number: SP-2017-04  
Related Files: D14-05-04 & D12-05-1A

**Prepared by:** Fausto Filipetto, Senior Policy Planner

**Department:** Planning and Building Services

**Date:** June 6, 2017

---

## **Recommendations**

- 1. That Report No. PBS17-042 be received; and**
- 2. That site plan application number SP-2017-04 (MBH Aurora Lodging GP LTD) to permit the development of the subject lands for a four storey, 108 room hotel be approved; and**
- 3. That the Mayor and Town Clerk be authorized to execute the site plan agreement, including any and all documents and ancillary agreements required to give effect to same.**

## **Executive Summary**

This report seeks Council approval of a site plan application.

- This report provides background information, evaluation and recommendations regarding the site plan application submitted by MBH Aurora Lodging GP LTD to permit the development of the subject lands for a four storey, 108 room hotel totaling 4,837.2 square metres (52,067.2 square feet).
- Planning and Building Services has reviewed the subject application in accordance with the provisions of the Town's Official Plan, Zoning By-law and municipal development standards respecting the subject lands.
- All departments have provided comment and are able to support the site plan application provided technical comments are addressed.

- All technical revisions to the proposed plans will be reviewed by Town Staff prior to the execution of the site plan agreement.
- Staff recommends approval of site plan application number SP-2017-04.

## **Background**

The subject lands were formerly part of the larger Town owned lands known municipally as 15059 Leslie Street. The lands were rezoned by the Town from Rural General to a site-specific Business Park zone and a Plan of Subdivision was registered.

## **Location / Land Use**

As illustrated on Figure 1, the subject lands are located within the former Town lands business park subdivision; on the northwest corner of Goulding Avenue and Eric T. Smith Way. The lands are 0.8 Hectares (2 Acres) in size and are currently vacant.

## **Surrounding Land Uses**

The surrounding land uses are as follows:

North: Open Space and Watercourse;  
South: Eric T. Smith Way and vacant employment land;  
East: Goulding Avenue and vacant employment land; and  
West: vacant employment land.

## **Policy Context and Zoning**

**The site plan application is consistent with Provincial, Regional and Town land use planning policy.**

### *Town of Aurora Official Plan*

The subject lands are designated “Business Park” in the Bayview Northeast Area 2B Secondary Plan. “The Business Park designation is intended to provide opportunities for a mix of high quality employment uses and a variety of supporting commercial and community facilities geared to satisfying the needs of residents, businesses and employees in the Town of Aurora and the Region. The Business Park designation permits an integrated mix of employment activities and businesses that occur within buildings and on sites that are designed, and landscaped to present a high quality, prestige image.” The Business Park designation specifically permits “hospitality and accommodation related uses including hotels and motels and other alternative forms providing extended-stay accommodation.”

*Zoning By-law 2213-78, as amended*

The subject lands are zoned “Business Park (BP-4i) Exception Zone.” The BP-4i Zone specifically permits the site to be used for a hotel. A preliminary zoning review has identified the following areas of non-compliance with the Zoning By-law:

<b>Section</b>	<b>Provision</b>	<b>Required</b>	<b>Proposed</b>
27.D.8.2.3	Landscape Strip	3.0 metres	2.0 metres
27.D.8.2.4	Floor Area Ratio (Maximum)	50%	60%
27.D.8.2.6	Required Parking	153 Spaces	100 Spaces

The applicant will be submitting a Minor Variance Application, complete with supporting analysis, in order to seek relief from the identified By-law provisions.

## **Analysis**

### *Proposed Site Plan*

As illustrated on Figure 2, the site plan proposes a four storey, 108 room hotel totaling 4,837.2 square metres (52,067.2 square feet). A total of 103 parking spaces and three check-in stalls will be provided primarily along the south side of the building, fronting Eric T. Smith Way. As illustrated on Figure 3, landscaped strips are proposed long both road frontages as well as along the west property line. Landscaping is also proposed within the parking areas, as well as on along the sides of the building.

The Building Elevations are illustrated on Figures 4 and 5. The applicant is proposing a four storey, flat roof hotel. The hotel’s name and logo are proposed to be elevated from the rest of the building.

### *Site Plan Review and Comments*

The proposed site plan was reviewed by both internal departments and external agencies. There were no objections to the proposed site plan, however comments were provided which were technical in nature. It is anticipated that the majority of the comments would be addressed in the next site plan submission. Given the Town’s goal of promoting development of their employment lands and given that this application is being processed by the Office of Business Concierge team as part of the new economic development, Staff are recommending site plan approval at this time, subject to the resolution of any outstanding issues.

## **Advisory Committee Review**

The site plan was before the Accessibility Advisory Committee on May 10, 2017 and the Committee's comments were provided to the applicant as part of the comprehensive set of first submission comments.

## **Financial Implications**

At the time of site plan agreement, fees and securities will be applied to the development. The development of the subject lands generates development charges and cash in lieu of parkland fees. It should be noted that the proposed development will be subject to the Development Charges Deferral Agreement, as previously authorized by Council.

## **Communications Considerations**

Site plan applications submitted under Section 41 of the Planning Act do not require public notification. All planning applications are listed on the Town's website through the Planning Application Status List which is reported to Council and updated quarterly.

## **Link to Strategic Plan**

The proposed site plan application supports the Strategic Plan goal of Enabling a diverse, creative and resilient economy through the following key objective within this goal statement:

Promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business:

The application will assist in attracting business in accordance with the Develop plans to attract businesses that provide employment opportunities for our residents action item.

## **Alternatives to the Recommendation**

1. Council has the option of directing staff to report back once all outstanding comments are addressed; or
2. Council may also defuse the application with an explanation for the refusal.

June 6, 2017

Page 5 of 5

Report No. PBS17-042

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## **Conclusions**

Planning and Building Services reviewed the subject site plan application in accordance with the provisions of the Town's Official Plan, Zoning By-law and municipal development standards. All technical revisions to the proposed plans will be reviewed by Town Staff prior to the execution of the site plan agreement. Staff are therefore recommending approval of the site plan application number SP-2017-04 at this time.

## **Attachments**

- Figure 1 - Location Map
- Figure 2 - Proposed Site Plan
- Figure 3 - Proposed Landscape Plan
- Figure 4 - Proposed Front (South) Building Elevation
- Figure 5 - Proposed Side & Rear Building Elevations

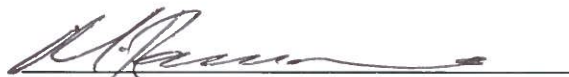
## **Previous Reports**

None.

## **Pre-submission Review**

Agenda Management Team Meeting review on May 17, 2017.

## **Departmental Approval**



**Marco Ramunno, MCIP, RPP  
Director,  
Planning and Building Services**

## **Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**

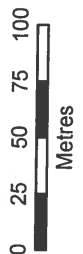


**LOCATION MAP**

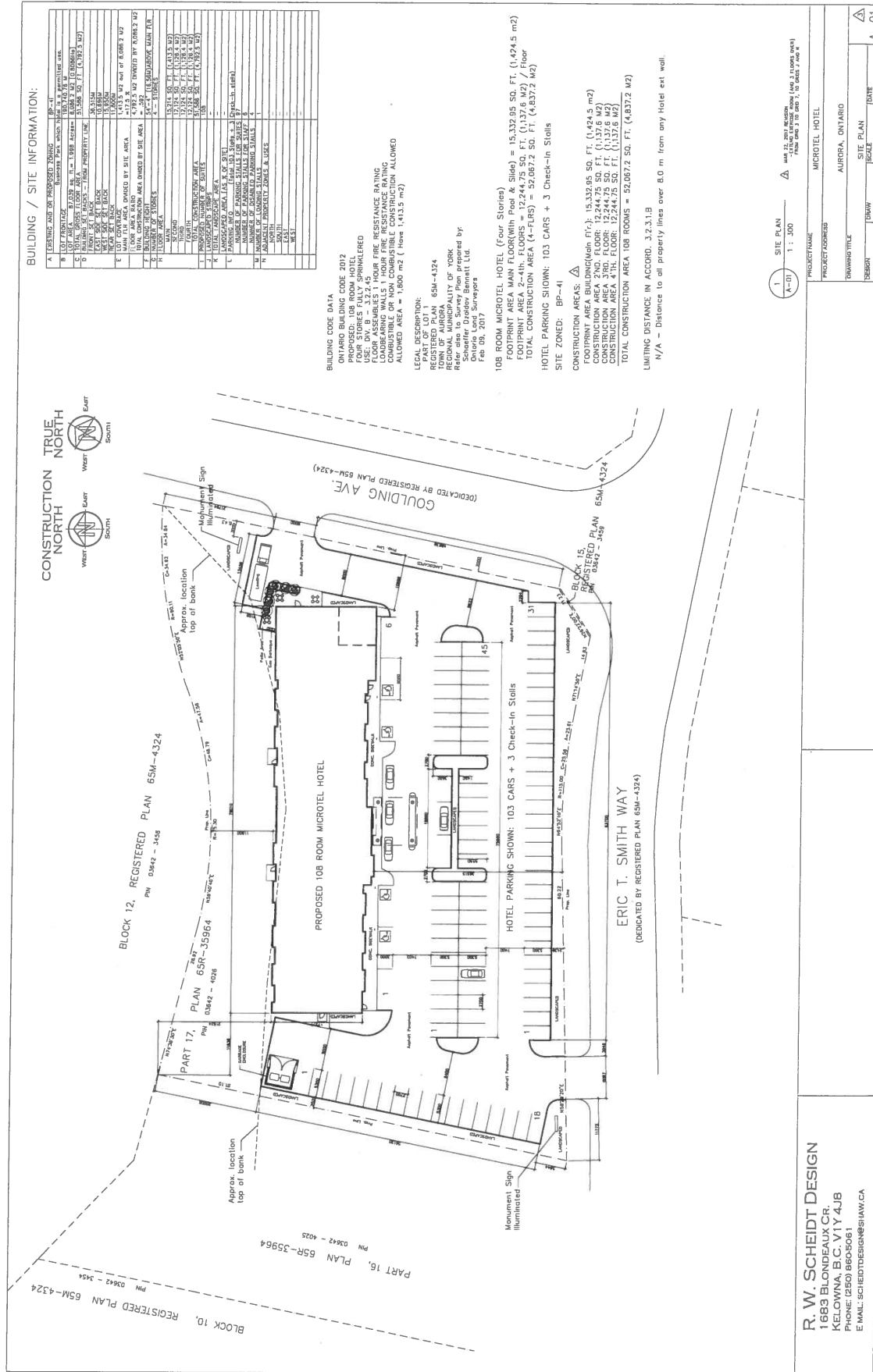
APPLICANT: MBH Aurora Lodging GP LTD  
FILE: SP-2017-04

**FIGURE 1**

 **SUBJECT LANDS**



Map created by the Town of Aurora Planning & Development Services Department, May 10, 2017. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2016, © First Base Solutions Inc., 2016 Orthophotography.



**BUILDING / SITE INFORMATION:**

A	EXISTING ZONE OR PROPOSED ZONING	RS-4
B	PROPOSED ZONE	RS-4
C	PROPOSED ZONE	RS-4
D	PROPOSED ZONE	RS-4
E	PROPOSED ZONE	RS-4
F	PROPOSED ZONE	RS-4
G	PROPOSED ZONE	RS-4
H	PROPOSED ZONE	RS-4
I	PROPOSED ZONE	RS-4
J	PROPOSED ZONE	RS-4
K	PROPOSED ZONE	RS-4
L	PROPOSED ZONE	RS-4
M	PROPOSED ZONE	RS-4
N	PROPOSED ZONE	RS-4
O	PROPOSED ZONE	RS-4
P	PROPOSED ZONE	RS-4
Q	PROPOSED ZONE	RS-4
R	PROPOSED ZONE	RS-4
S	PROPOSED ZONE	RS-4
T	PROPOSED ZONE	RS-4
U	PROPOSED ZONE	RS-4
V	PROPOSED ZONE	RS-4
W	PROPOSED ZONE	RS-4
X	PROPOSED ZONE	RS-4
Y	PROPOSED ZONE	RS-4
Z	PROPOSED ZONE	RS-4

**BUILDING CODE DATA**

PROPOSED BUILDING CODE 2012  
 PROPOSED: 108 ROOM MICROTEL HOTEL  
 FOUR STORES FULLY SPRINKLERED  
 FLOOR ASSEMBLIES 1 HOUR FIRE RESISTANCE RATING  
 LOADBEARING WALLS 1 HOUR FIRE RESISTANCE RATING  
 ALLOWED AREA = 1,800 m<sup>2</sup> (Note: 1,413.3 m<sup>2</sup>)

**LEGAL DESCRIPTION:**

PART OF LOTS 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

**LEGAL DESCRIPTION:**

108 ROOM MICROTEL HOTEL (Four Stories)  
 FOOTPRINT AREA MAIN FLOOR (With Pool & Stairs) = 15,332.95 SQ. FT. (1,424.5 m<sup>2</sup>)  
 FOOTPRINT AREA 2<sup>ND</sup>-4<sup>TH</sup> FLOORS = 12,244.75 SQ. FT. (1,137.6 m<sup>2</sup>) / Floor  
 TOTAL CONSTRUCTION AREA (4-FLOORS) = 52,067.2 SQ. FT. (4,837.2 m<sup>2</sup>)  
 HOTEL PARKING SHOWN: 103 CARS + 3 Check-in Stalls  
 SITE ZONED: BP-4  
 CONSTRUCTION AREA: 52,067.2 SQ. FT. (4,837.2 m<sup>2</sup>)  
 FOOTPRINT AREA BUILDING (Main Floor): 15,332.95 SQ. FT. (1,424.5 m<sup>2</sup>)  
 CONSTRUCTION AREA 2<sup>ND</sup> FLOOR: 12,244.75 SQ. FT. (1,137.6 m<sup>2</sup>)  
 CONSTRUCTION AREA 3<sup>RD</sup> FLOOR: 12,244.75 SQ. FT. (1,137.6 m<sup>2</sup>)  
 CONSTRUCTION AREA 4<sup>TH</sup> FLOOR: 12,244.75 SQ. FT. (1,137.6 m<sup>2</sup>)  
 TOTAL CONSTRUCTION AREA 108 ROOMS = 52,067.2 SQ. FT. (4,837.2 m<sup>2</sup>)  
 LIMITING DISTANCE IN ACCORD. 3.2.3.1.B  
 N/A - Distance to all property lines over 8.0 m from any Hotel ext wall.

1 SITE PLAN  
 A-01 SITE PLAN  
 1:500  
 DATE: March 22, 2017  
 PROJECT NAME: MICROTEL HOTEL  
 PROJECT ADDRESS: AURORA, ONTARIO  
 DRAWING TITLE: SITE PLAN  
 DRAWN: SCALE: 1:500  
 DATE: March 22, 2017  
 A-01

**R. W. SCHEIDT DESIGN**  
 1683 BLONDEAUX CR  
 KELOWNA, B.C. V1Y 4J8  
 PHONE: (250) 860-5061  
 E-MAIL: SCHEIDTDESIGN@SHAW.CA

**FIGURE 2**

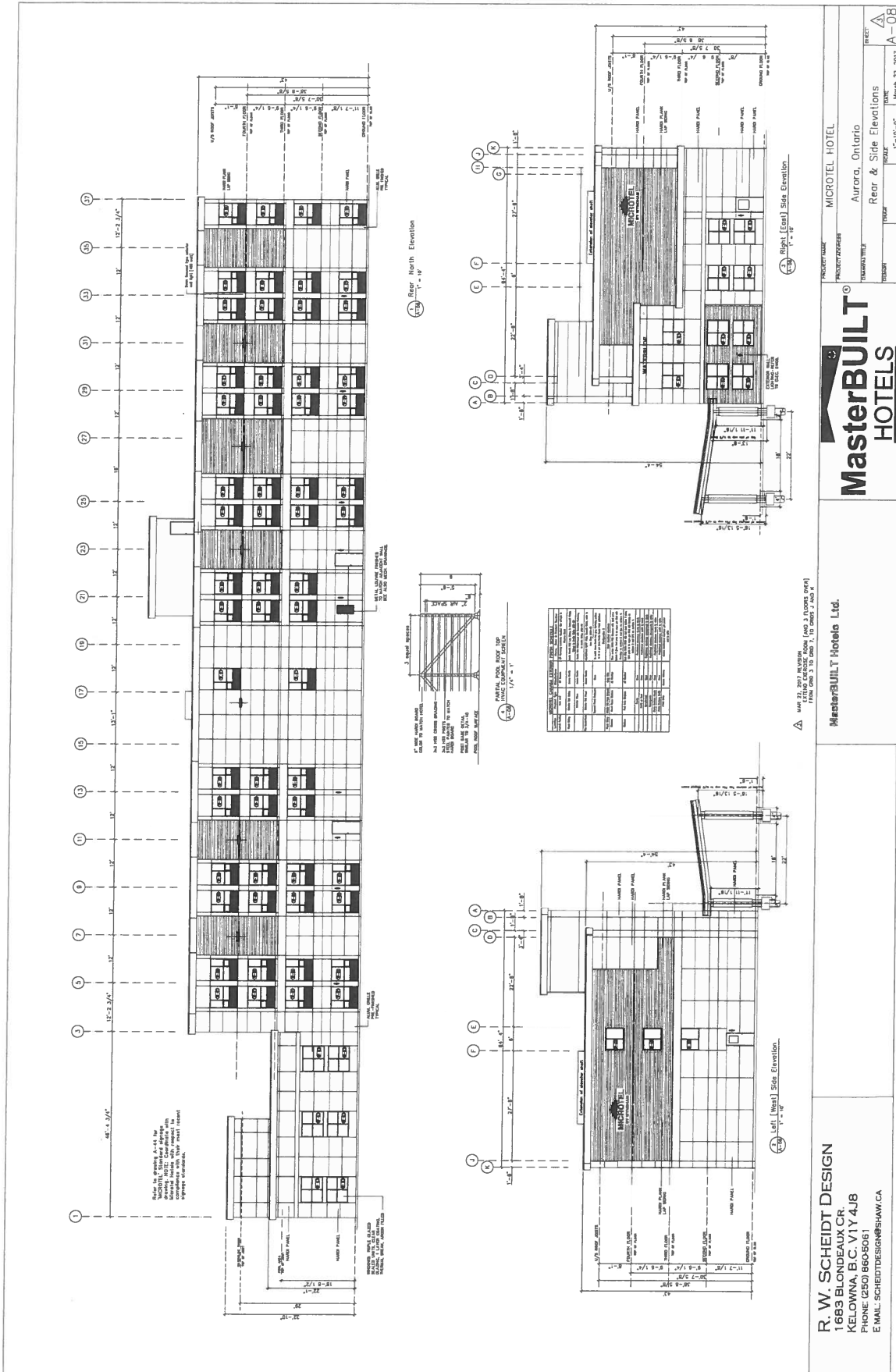






<p><b>MasterBUILT® HOTELS</b></p>	
<p>PROJECT: MICROTEL HOTEL LOCATION: Aurora, Ontario ELEVATION: Front Elevation SCALE: 1/4" = 1'-0" DATE: March 08, 2017</p>	<p>PROJECT: MICROTEL HOTEL LOCATION: Aurora, Ontario ELEVATION: Front Elevation SCALE: 1/4" = 1'-0" DATE: March 08, 2017</p>
<p>MasterBUILT Y Hotels Ltd.</p>	<p>MasterBUILT Y Hotels Ltd.</p>
<p>R. W. SCHEIDT DESIGN 1 683 BLONDEAUX CR. KELOWNA, B.C. V1Y 4J8 PHONE: (250) 860-5061 E-MAIL: SCHEIDTDESIGN@SHAW.CA</p>	<p>R. W. SCHEIDT DESIGN 1 683 BLONDEAUX CR. KELOWNA, B.C. V1Y 4J8 PHONE: (250) 860-5061 E-MAIL: SCHEIDTDESIGN@SHAW.CA</p>

**FIGURE 4**



**FIGURE 5**

**R. W. SCHEIDT DESIGN**  
1683 BLONDEAUX CR.  
KELOWNA, B.C. V1Y 4J8  
PHONE: (250) 860-5061  
E-MAIL: SCHEIDTDESIGN@SHAW.CA

**MasterBUILT® Hotels Ltd.**

**MasterBUILT® HOTELS**

**MICROTEL HOTEL**  
Aurora, Ontario  
Rear & Side Elevations  
SCALE: 1" = 10'-0"  
DATE: March 22, 2017  
PROJECT: A-08



**Town of Aurora**

**General Committee Report No. PBS17-044**

---

**Subject:** Application for Site Plan Approval  
RCG Aurora North GP Inc.  
800 St. John's Sideroad  
Northeast corner of Bayview Avenue & St. John's Sideroad  
**File Number:** SP-2017-01  
**Related Files:** OPA-2012-02 & ZBA-2012-09

**Prepared by:** Fausto Filipetto, Senior Policy Planner

**Department:** Planning and Building Services

**Date:** June 6, 2017

---

## **Recommendations**

- 1. That Report No. PBS17-044 be received;**
- 2. That site plan application number SP-2017-01 (RCG Aurora North GP Inc.) to permit the development of the subject lands for six commercial buildings be approved; and**
- 3. That the Mayor and Town Clerk be authorized to execute the site plan agreement, including any and all documents and ancillary agreements required to give effect to same.**

## **Executive Summary**

This report seeks Council approval of a site plan application.

- This report provides background information, evaluation and recommendations regarding the site plan application submitted by RCG Aurora North GP Inc. to permit the development of the subject lands for a six building, multi-tenant development totaling 6,446 square metres (69,380 square feet).
- Planning and Building Services has reviewed the subject application in accordance with the provisions of the Town's Official Plan, Zoning By-law and municipal development standards respecting the subject lands.
- All departments have provided comment and are able to support the site plan application provided technical comments are addressed.

- All technical revisions to the proposed plans will be reviewed by Town staff prior to the execution of the site plan agreement.
- staff recommends approval of site plan application number SP-2017-01.

## **Background**

The applicant has obtained both an Official Plan and Zoning By-law Amendment in order to permit for the proposed development of the subject lands for a six building, multi-tenant development. Both the Official Plan and Zoning By-law Amendment were obtained in August 2016.

## **Location / Land Use**

As illustrated on Figure 1, the subject lands are located on the northeast corner of Bayview Avenue and St. John's Sideroad and are currently vacant. The subject lands are 2.43 hectares (6 acres) in size.

## **Surrounding Land Uses**

The surrounding land uses are as follows:

North: Open Space/Watercourse;  
South: St. John's Sideroad, Commercial & Residential Land Uses;  
East: Open Space/Watercourse; and  
West: Bayview Avenue & Residential Land Uses.

## **Policy Context and Zoning**

**The site plan application is consistent with Provincial, Regional and Town land use planning policy.**

### *Town of Aurora Official Plan*

The applicant obtained an Official Plan Amendment (No. 11) to redesignate the subject lands from "Convenience Commercial" to "Community Commercial" to allow for the proposed development. The "Community Commercial" designation "is intended to provide opportunities for low-rise multi-tenant buildings to accommodate uses which generally cater to weekly shopping and service needs of residents and businesses in the community including: drug stores, specialty stores, retail stores, offices, places of entertainment, studios, personal services, and recreational and health establishments...Food stores and supermarkets are also permitted..." The applicant is

proposing a six building, multi-tenant development. Any occupant will need to comply with the policies of the Town's Official Plan, including permitted use.

*Zoning By-law 2213-78, as amended*

The subject lands are zoned "Service Commercial (C4-26) Exception Zone" The subject lands were rezoned in August 2016 in order to permit for the development of the subject lands for the proposed six building, multi-tenant development. Any building occupant will need to comply with provisions of the Zoning By-law, including permitted uses. Furthermore, the Building Services division is currently reviewing the proposed site plan for zoning compliance.

## **Analysis**

*Proposed Site Plan*

As illustrated on Figure 2, the site plan proposes a six building, multi-tenant development totaling 6,446 square metres (69,380 square feet). The applicant has identified that Building A will be used for a supermarket. Other identified uses at this time include restaurant, medical and personal services. A total of 288 parking spaces, including 8 barrier free spaces will be provided primarily internal to the development. As illustrated on Figure 3, landscaped strips are proposed long both road frontages. Landscaping is also proposed along portions of the north and east property boundary as well as internally within the parking area and along some of the building facades.

A breakdown of the building areas is as follows:

<b>Building</b>	<b>Area</b>
Building A	3,050 m <sup>2</sup> (32,853 f <sup>2</sup> )
Building B	353 m <sup>2</sup> (3,800 f <sup>2</sup> )
Building C	827 m <sup>2</sup> (8,900 f <sup>2</sup> )
Building D	925 m <sup>2</sup> (9,955 f <sup>2</sup> )
Building E	408 m <sup>2</sup> (4,390 f <sup>2</sup> )
Building F	808 m <sup>2</sup> (8,700 f <sup>2</sup> )
Mechanical/Electrical Rooms	56 m <sup>2</sup> (800 f <sup>2</sup> )
<b>Total</b>	<b>6,446 m<sup>2</sup> (69,380 f<sup>2</sup>)</b>

The Building Elevations are illustrated on Figures 4 to 9. Given that the rear facades of the buildings will be facing the street frontages, the applicant is working with staff as well as the Town's Architectural Consultants, The Planning Partnership, in order to ensure an appropriate design.

### *Site Plan Review and Comments*

The proposed site plan was reviewed by both internal departments and external agencies. There were no objections to the proposed site plan, however comments were provided which were technical in nature. As previously mentioned, the applicant is working with staff as well as the Town's Architectural Consultants with respect to the building elevations. Staff are recommending site plan approval at this time, subject to the resolution of any outstanding issues, as it is expected that the majority of the issues should be addressed by the applicant's revised submission which is currently being reviewed.

### **Advisory Committee Review**

The site plan was before the Accessibility Advisory Committee on April 5, 2017 and the Committee's comments were provided to the applicant as part of the comprehensive set of first submission comments. The Committee's comments will be addressed through the site plan process.

### **Financial Implications**

At the time of site plan agreement, fees and securities will be applied to the development. The development of the subject lands generates development charges and cash in lieu of parkland fees.

### **Communications Considerations**

Site plan applications submitted under Section 41 of the Planning Act do not require public notification. All planning applications are listed on the Town's website through the Planning Application Status List which is reported to Council and updated quarterly.

### **Link to Strategic Plan**

The proposed site plan application supports the Strategic Plan goal of Enabling a diverse, creative and resilient economy through the following key objective within this goal statement:

Promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business:

The application will assist in attracting business in accordance with the Develop plans to attract businesses that provide employment opportunities for our residents action item.

## **Alternatives to the Recommendation**

1. Council has the option of directing staff to report back once all outstanding comments are addressed; or
2. Council may also defuse the application with an explanation for the refusal.

## **Conclusions**

Planning and Building Services reviewed the subject site plan application in accordance with the provisions of the Town's Official Plan, Zoning By-law and municipal development standards. All technical revisions to the proposed plans will be reviewed by Town staff prior to the execution of the site plan agreement. Staff are therefore recommending approval of site plan application number SP-2017-01 at this time.

## **Attachments**

- Figure 1 - Location Map
- Figure 2 - Proposed Site Plan
- Figure 3 - Proposed Landscape Plan
- Figure 4 - Proposed Building Elevations (Building A)
- Figure 5 - Proposed Building Elevations (Building B)
- Figure 6 - Proposed Building Elevations (Building C)
- Figure 7 - Proposed Building Elevations (Building D)
- Figure 8 - Proposed Building Elevations (Building E)
- Figure 9 - Proposed Building Elevations (Building F)

## **Previous Reports**

Public Planning Report No. PL12-038, dated September 24, 2012;  
Public Planning Report No. PL14-058, dated September 24, 2014;  
Public Planning Report No. PL15-023, dated March 25, 2015; and  
Council Report No. PDS16-059, dated July 12, 2016 (Approved OPA and ZBA).

## **Pre-submission Review**

Agenda Management Team Meeting review on May 17, 2017.

June 6, 2017

Page 6 of 6

Report No. PBS17-044

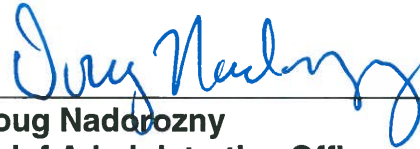
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**Departmental Approval**

**Approved for Agenda**

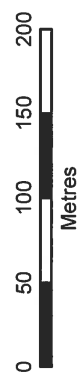
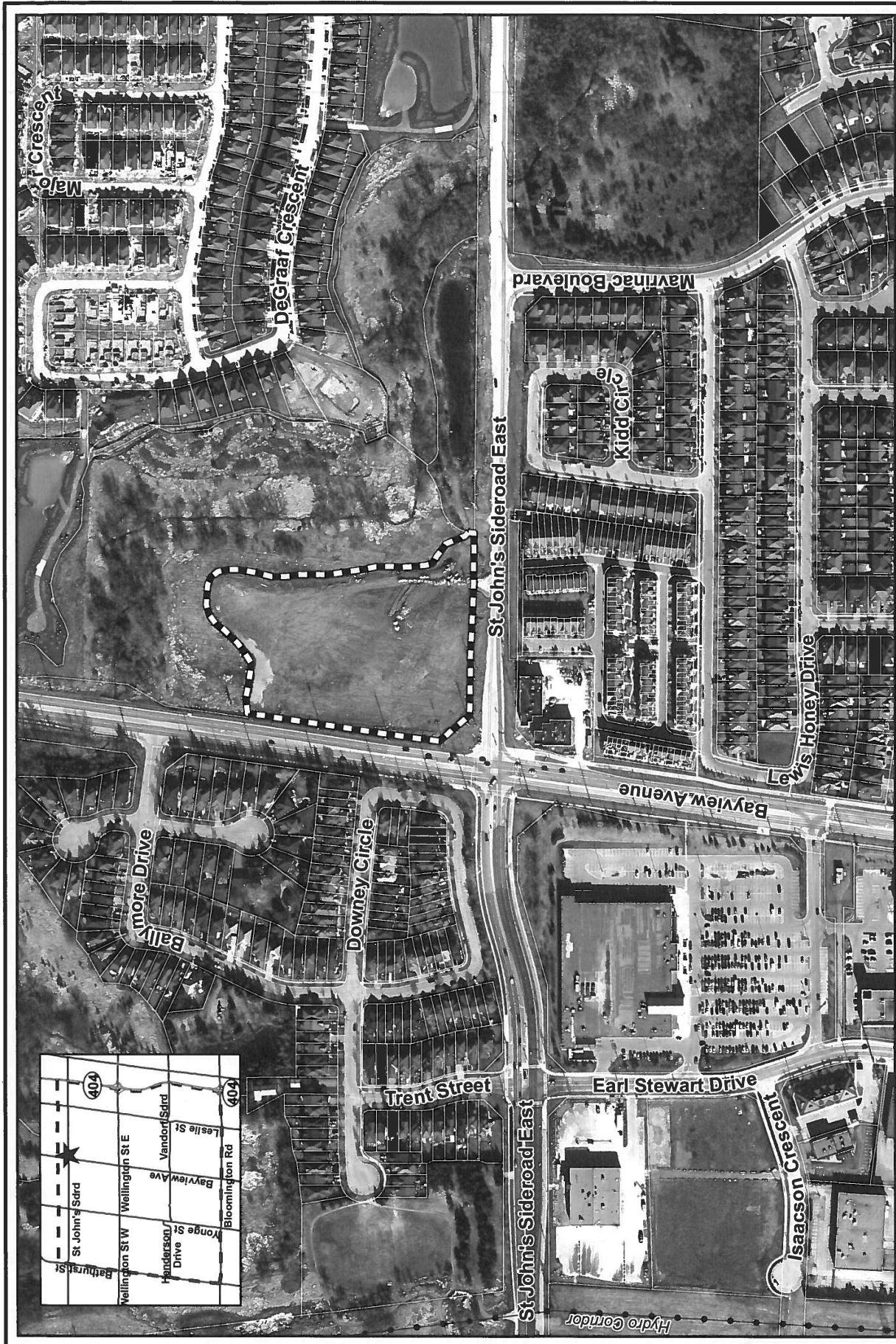


**Marco Ramunno, MCIP, RPP  
Director,  
Planning and Building Services**



**Doug Nadrozny  
Chief Administrative Officer**

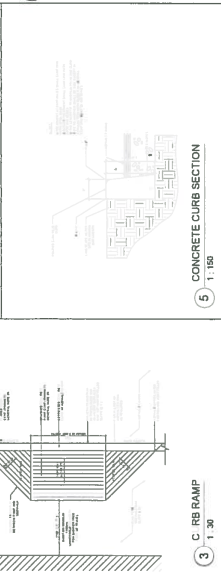
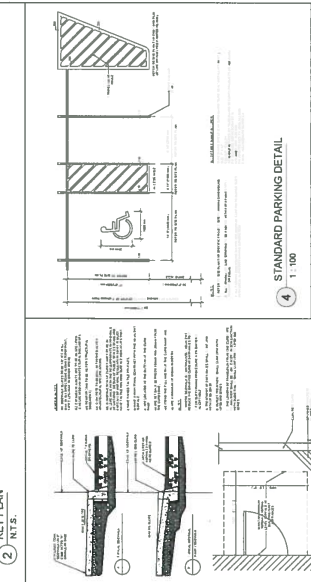
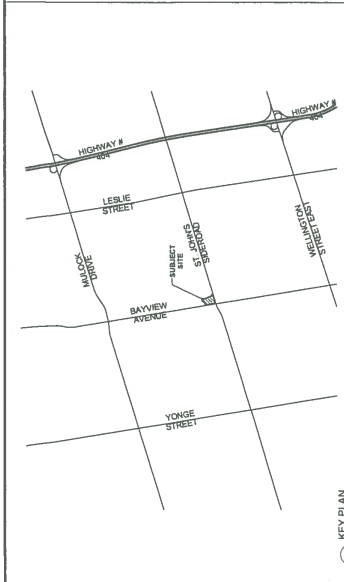
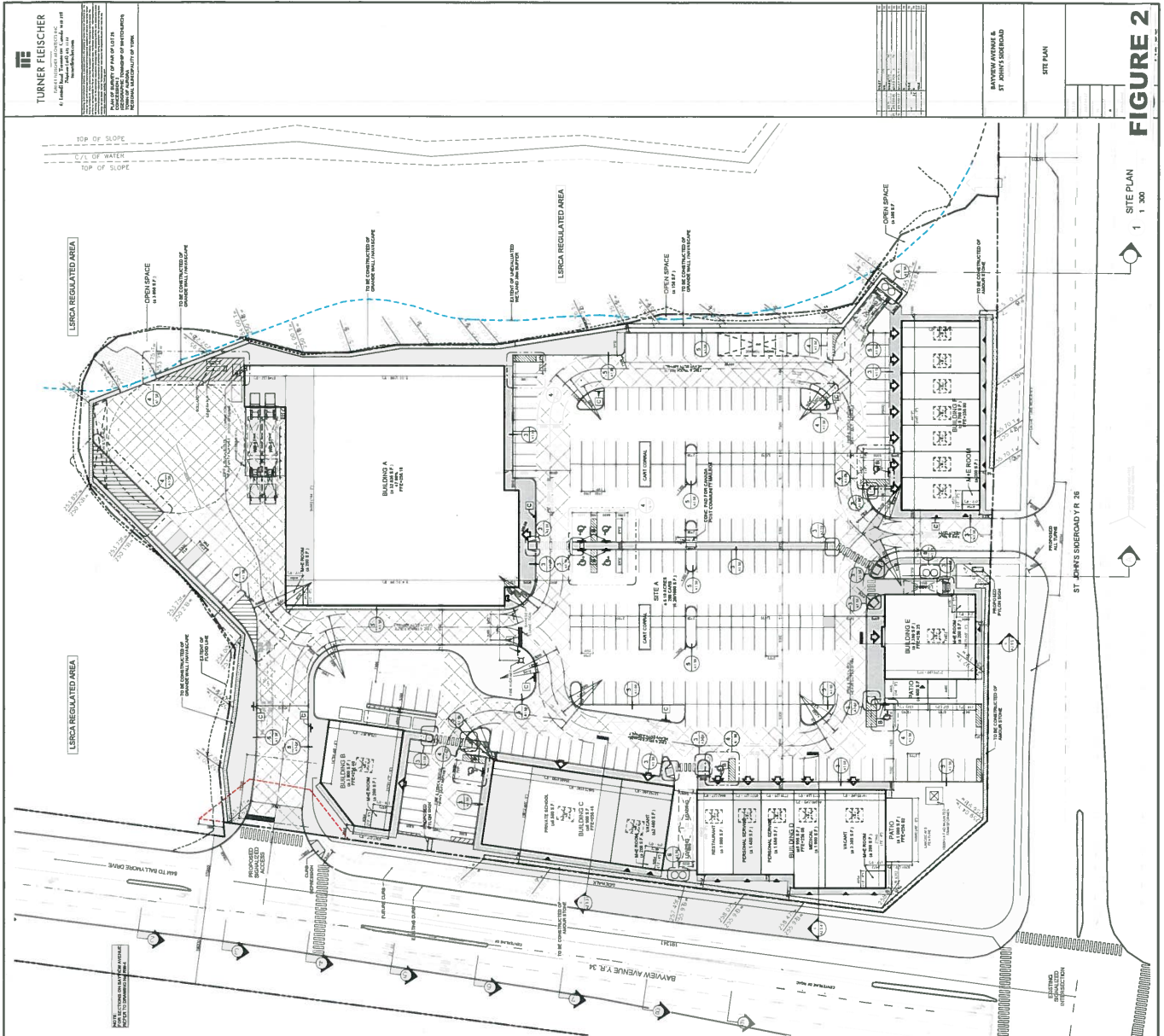




 Subject Lands

**LOCATION MAP**  
 APPLICANT: RCG Aurora North GP Ltd.  
 FILE: SP-2017-01  
**FIGURE 1**

Map created by the Town of Aurora Planning & Building Services Department, May 10, 2017. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2016. © First Base Solutions Inc., 2016 Orthophotography.



PROVISIONS	REQUIRED	PROVIDED
LOT AREA (M <sup>2</sup> )	5,000 S.M.	4,217.00 S.M.
LOT FRONTAGE (M)	30.0 M	143.8 M
FRONT YARD (M)	3.0 M	3.0 M
REAR YARD (M)	3.0 M	3.0 M
LOT COVERAGE	35%	29.27%
LOADING HEIGHT (MM)	10.0 M	7.3 M
LOADING SPACES	8 SPACES	8 SPACES
<b>STAIRS</b>		
SITE AREA (HA)	15.0 ACRES	2.27 HA
TOTAL SITE AREA	18.0 ACRES	2.52 HA
BUILDING A AREA (FT <sup>2</sup> )	132,000 S.F.	13,000 S.F.
BUILDING B AREA	18,000 S.F.	18,000 S.F.
BUILDING C AREA	18,000 S.F.	18,000 S.F.
BUILDING D AREA	18,000 S.F.	18,000 S.F.
BUILDING E AREA	18,000 S.F.	18,000 S.F.
BUILDING F AREA	18,000 S.F.	18,000 S.F.
M.T. ROOM AREA	4,000 S.F.	4,000 S.F.
TOTAL RETAIL AREA	146,000 S.F.	18,371 S.F.
TOTAL BUILDING AREA	146,000 S.F.	18,448 S.F.
PARKING REQUIRED	4,181/1000 S.F.	4,501/1000 S.F.
PARKING PROVIDED	4,201/1000 S.F.	4,201/1000 S.F.
ACCESSIBLE PARKING REQUIRED	3 CARS	3 CARS
ACCESSIBLE PARKING PROVIDED	3 CARS	3 CARS
LANDSCAPE COVERAGE	1.11%	1.11%
LOT COVERAGE	29.55%	29.55%

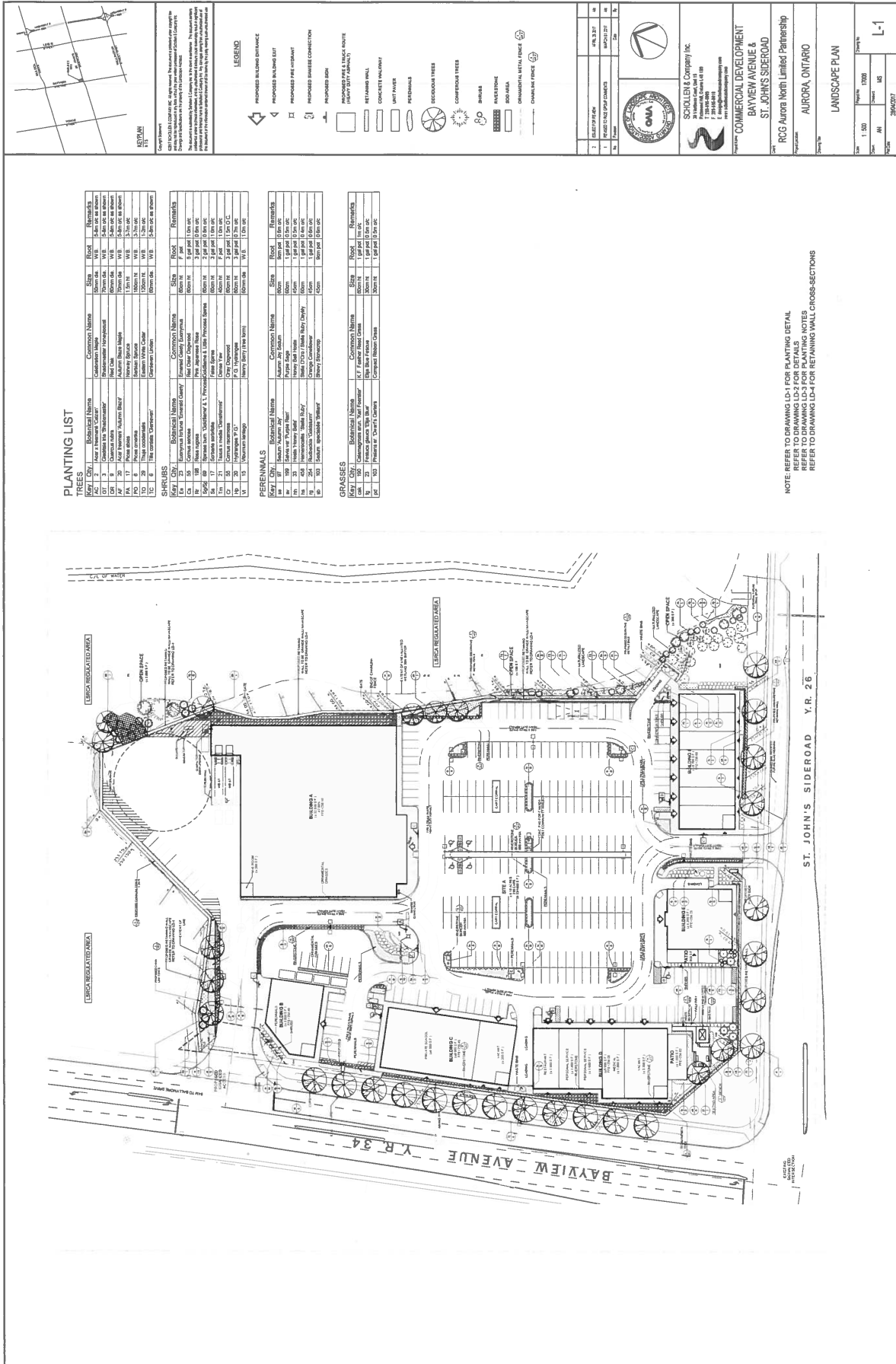


FIGURE 3

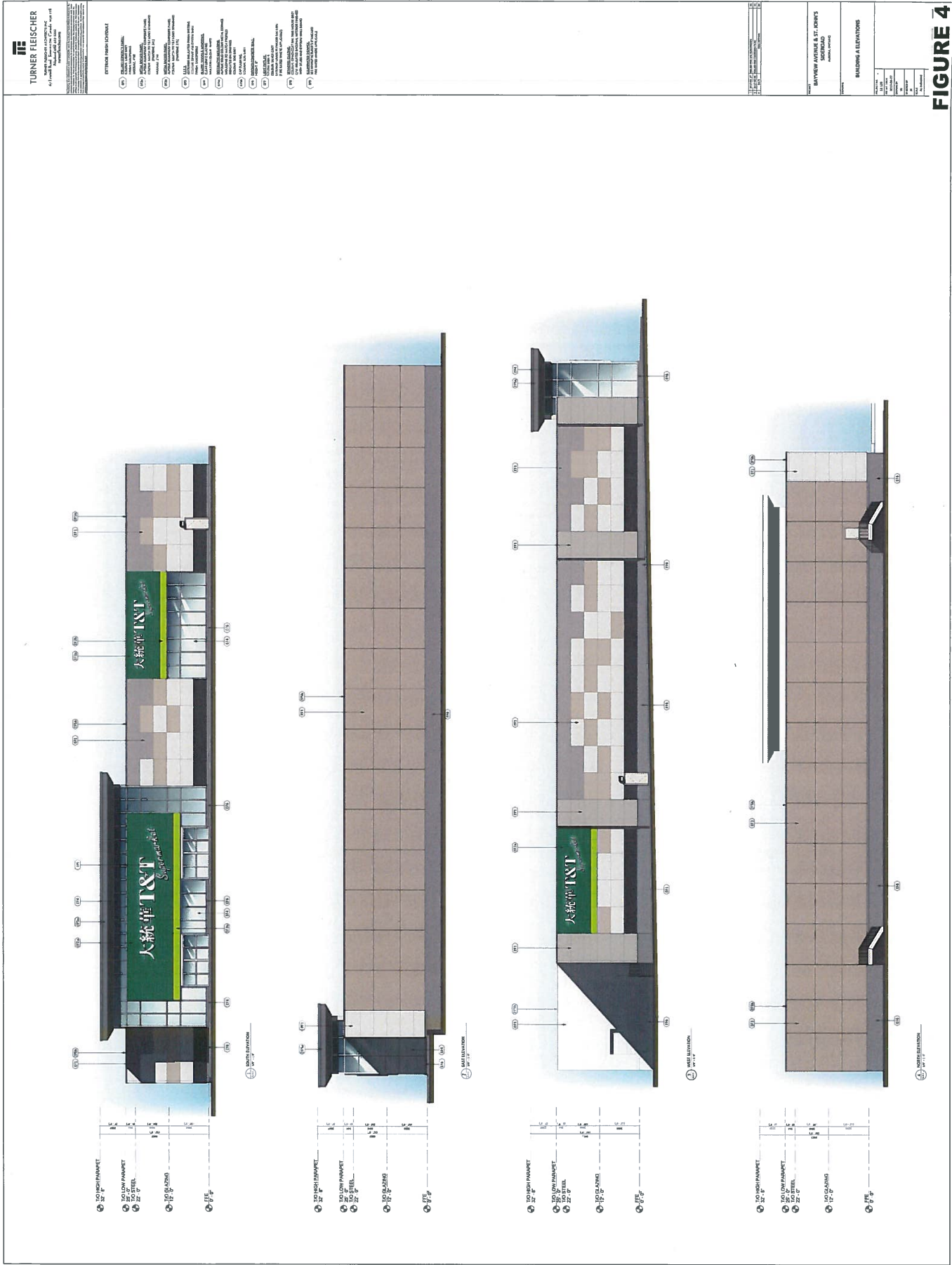
LANDSCAPE PLAN

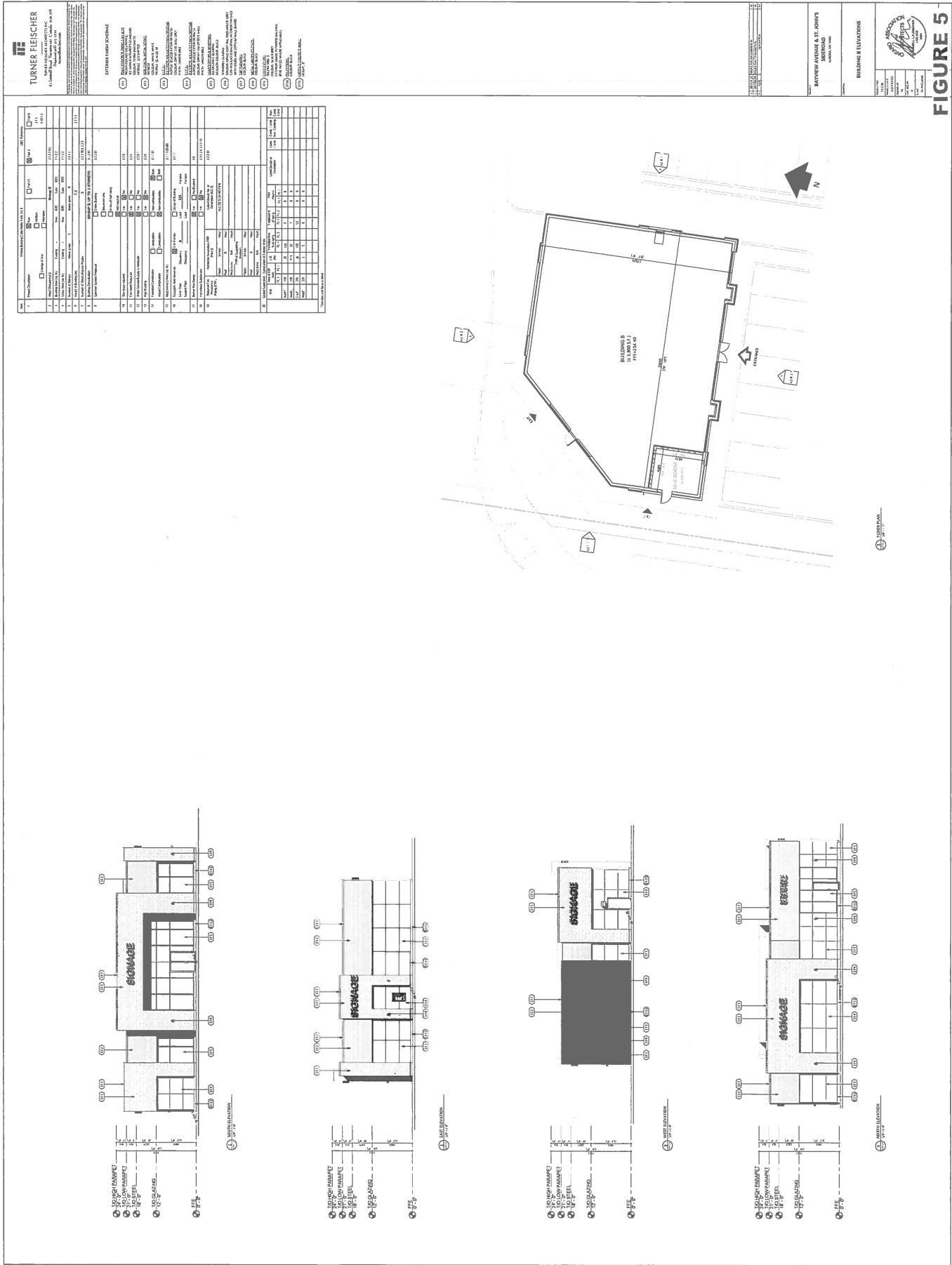
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 Date: 17000  
 Drawn: MS  
 Checked: MS  
 Project: 20060017

PROJECT: COMMERCIAL DEVELOPMENT  
 BAYVIEW AVENUE &  
 ST. JOHN'S SIDEROAD  
 CLIENT: RCC Aurora North Limited Partnership  
 LOCATION: AURORA, ONTARIO

NOTE: REFER TO DRAWING LQ-1 FOR PLANTING DETAIL  
 REFER TO DRAWING LQ-2 FOR PLANTING NOTES  
 REFER TO DRAWING LQ-3 FOR PLANTING NOTES  
 REFER TO DRAWING LQ-4 FOR RETAINING WALL CROSS-SECTIONS

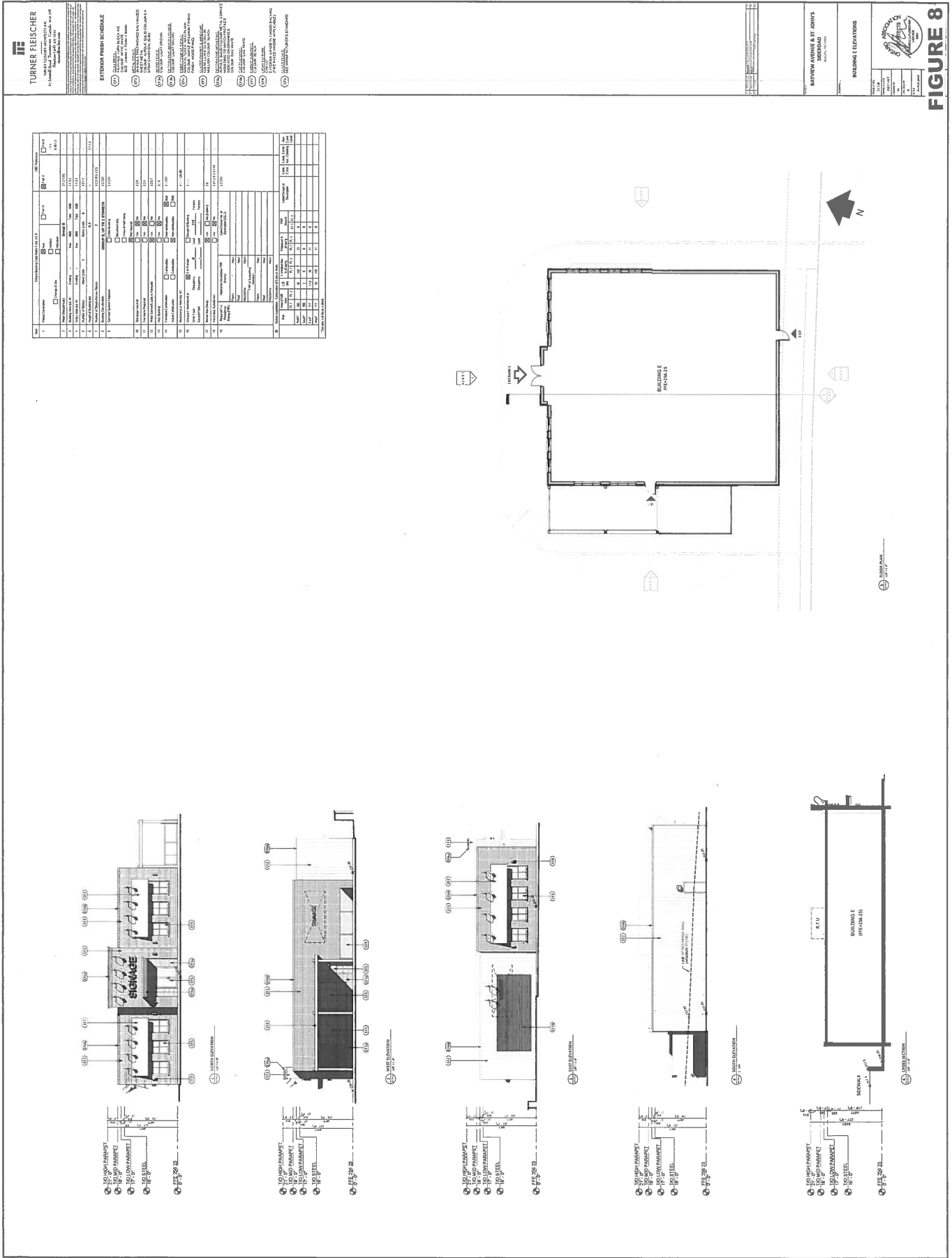




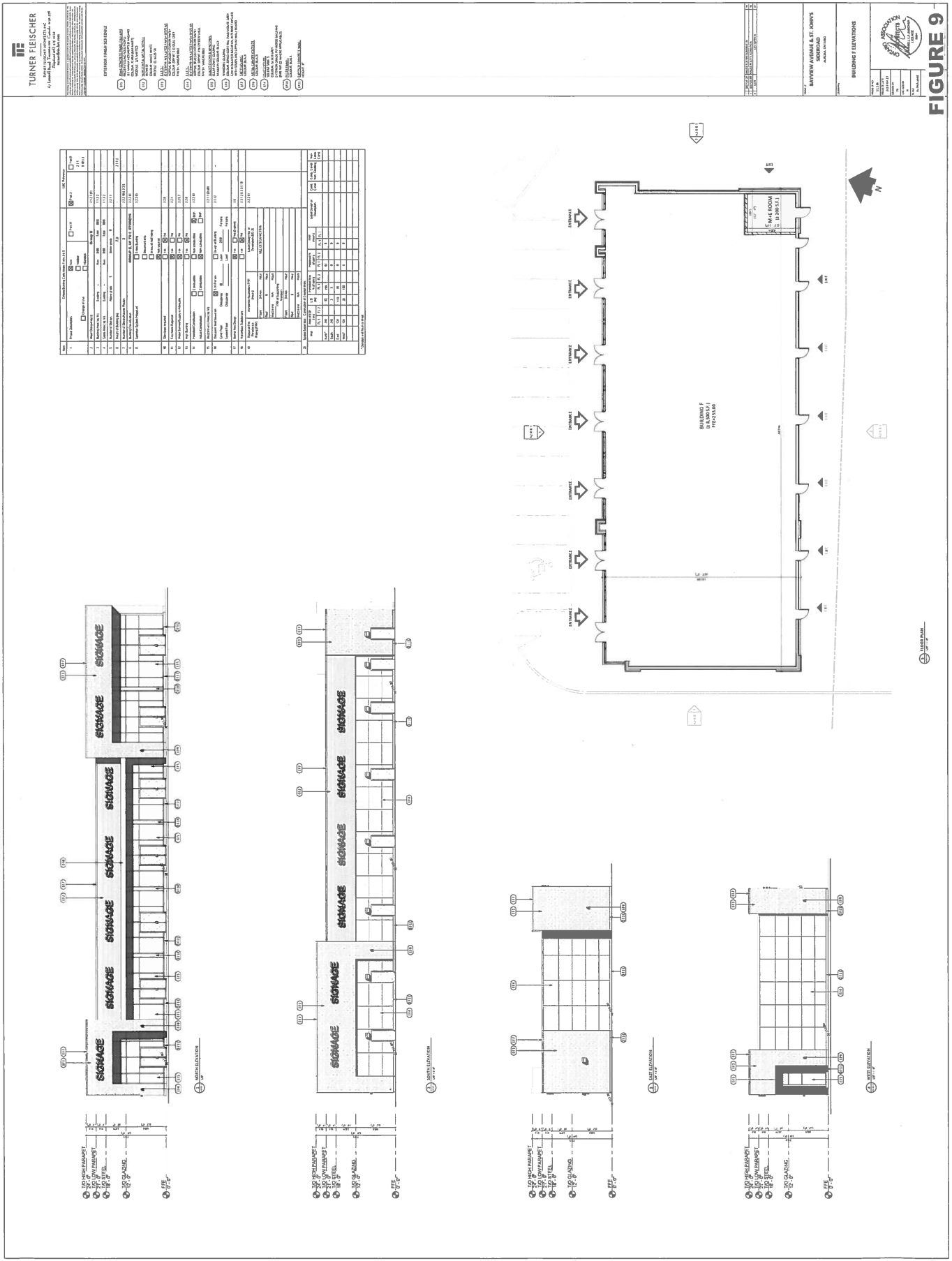














**Town of Aurora  
General Committee Report No. PBS17-016**

---

**Subject: Applications for Zoning By-law Amendment and  
Draft Plan of Subdivision  
2352107 Ontario Inc.  
1588 St. John's Sideroad  
Part of Lot 26, Concession 3  
File Numbers: ZBA-2015-05 SUB-2015-02**

**Prepared by: Lawrence Kuk, Planner**

**Department: Planning and Building Services**

**Date: June 6, 2017**

---

## **Recommendations**

- 1. That Report No. PBS17-016 be received; and**
- 2. That Application to Amend the Zoning By-law File No. ZBA-2015-05 (2352107 Ontario Inc.), to implement the proposed Draft Plan of Subdivision be approved; and**
- 3. That Application for Draft Plan of Subdivision File No. SUB-2015-02 (2352107 Ontario Inc.), to allow the development of a business park development consisting of nine (9) Employment blocks, one (1) Environmental Buffer block and one (1) Environmental Protection area for a total of 19.38 hectare of the subject lands be approved, subject to the conditions outlined in Schedule "A" of this report; and**
- 4. That the implementing Zoning By-law Amendment be presented at a future Council Meeting; and**
- 5. That the Urban Design Guidelines for the subject lands, prepared by Ware Malcomb, dated May 2015, as amended be approved; and**
- 6. That the Mayor and Town Clerk be authorized to execute a Subdivision Agreement, including any and all documents and all of the Agreements reference in the Conditions of Approval, including any ancillary agreements required to give effect to same.**

## **Executive Summary**

This report seeks Council's approval to the application for a Zoning By-law Amendment and Draft Plan of Subdivision on 1588 St. John's Sideroad. The proposed Draft Plan of Subdivision consists of nine (9) Employment blocks, one (1) Environmental Buffer block and one (1) Environmental Protection area on a 19.38 hectare parcel of land.

- Planning Staff supports the approval of the Proposed Draft Plan of Subdivision and the Zoning by-law Amendment;
- The proposed Zoning By-law Amendment and Draft Plan of Subdivision are consistent with the Provincial and Regional policies;
- The proposed Draft Plan of Subdivision conforms to the density, height and urban design requirements of the Official Plan;
- The Zoning By-law Amendment will provide that no more than 20% of the total employment within the Business Park 1 designation shall be allocated for retail uses.
- Sanitary sewer will be connected to Leslie Street, Water Servicing will be connected to both Leslie Street and St. John's Sideroad.
- Traffic signals at Leslie Street and Street "A" and St. John's Sideroad and Street "A" are not warranted. Access at Street "B" and St. John Sideroad is limited to Right in / Right out.
- The proposed 12m wide walkway will lead to a proposed trail across the Environmental Protection area.

## **Background**

### **Application History**

The subject Zoning By-law Amendment and Draft Plan of Subdivision applications was heard at the Public Planning Meeting on December 16, 2015. At that meeting, Council received the report and directed the applications to proceed to a future General Committee meeting for consideration.

At that meeting Council passed the following resolution:

"THAT Report No. PL15-098 be received; and

THAT comments presented at the Public Planning meeting be addressed by Planning & Development Services in a comprehensive report outlining recommendations and options at a future General Committee meeting."

### **Location / Land Use**

The subject property is located on the north-east corner of Leslie Street and St. John's Sideroad East, municipally known as 1588 St. John's Sideroad East (Figure 1). The total area of land holdings is approximately 19.38 hectares in size. The subject lands have the following characteristics:

- Site has frontage along two regional arterial roads;
- Site located approximately 450m west of provincial Highway 404, where a proposed future interchange at St. John's Sideroad is to be constructed;
- Limited vegetation of the southern end of the site due to previous horse farming activities on site; and,
- Northern portion of the site is heavily vegetated and is comprised of a woodland, watercourse and valleyland.

### **Surrounding Land Uses**

The surrounding land uses are as follows:

North: Municipal boundary between the Town of Aurora and Town of Newmarket and Residential development;

South: St. John's Sideroad and existing rural farmland;

East: Existing rural farmland, residential development (Coppervalley Estates Inc. Sub-2015-05); and

West: Leslie Street, environmental valley lands and residential development (Mattamy Phase 5 Sub-2011-02).

### **Policy Context**

#### **Provincial Policies**

All Planning Act development applications are subject to provincial policies. Brief overviews of the Provincial Policy Statement (PPS), Growth Plan for the Greater Golden Horseshoe (GGH) and Lake Simcoe Protection Plan (LSPP), as amended were outlined in Planning Report PL15-098.

#### **Town of Aurora Official Plan – Aurora 2C Secondary Plan – OPA 73**

The subject lands is designated as "Business Park 1", "Environmental Protection Area" and "Stormwater Management Facility" by the Aurora 2C Secondary Plan (Official Plan Amendment No. 73) (Figure 2). The Business Park 1 designation promotes high quality and prestigious employment generating land uses. A maximum of 20 percent of the total employment within the Business Park 1 shall be allocated for ancillary uses such as small scale standalone retail and commercial uses.

The Environmental Protection Area Designation is to identify, protect and enhance the natural heritage features and functions that will form a strong and permanent component of the broader area 2C Greenlands system.

The intent of the Storm Water Management Facility designation is to manage development impacts on Watercourses and the lake system in order to maintain and enhance water quantity and quality.

Other provisions in the Official Plan as it applies to the subject lands are outlined within Planning Report PL15-098.

Zoning By-law 2213-78, as amended

The subject lands are currently zoned "Rural General (RU) Zone" by the Town of Aurora Zoning By-law 2213-78, as amended (Figure 3). The current zoning does not permit the development as proposed by the Draft Plan of Subdivision application and as such the Owner has submitted an application to amend the Zoning by-law to implement the proposed business park development. Exceptions to the Business Park categorical zone standards of the Town's comprehensive by-law have also been sought to implement the future Business Park uses.

### **Reports and Studies**

A comprehensive list of submission materials as part of a complete application to the proposed Draft Plan of Subdivision and Zoning By-law Amendment applications were outlined in Planning Report PL15-098.

### **Proposed Applications**

#### **Proposed Plan of Subdivision**

As illustrated on Figure 4, the proposed Draft Plan of Subdivision proposes nine (9) Employment blocks, one (1) Environmental Buffer block and one (1) Environmental Protection area. York Region expropriated a small portion (0.63 ha) of the subject lands under YR2201826 as a road widening. The Region indicated that this portion of the expropriation is no longer required. As such, the portions of blocks 6 to 9 inclusive will be included as part of the Draft Plan of Subdivision.

The Applicant is proposing three (3) vehicular accesses into the proposed subdivision. The Applicant is proposing a full move non-signalized intersection at Leslie Street and two vehicular accesses off St. John's Sideroad. The proposed Street "A" will end at the easterly lot line of the subject lands with a block identified for a future road connection to the adjacent property designated as business park lands.

There is a 12m walkway easement between Blocks 3 and 4 which leads into the Environmental Protection area. The future off-road trail within the Environmental Protection Area will run east /west towards Leslie Street.

The following is a breakdown of the proposed Draft Plan of Subdivision:

Proposed Land Use	Total number of Blocks	Block Numbers on Draft Plan	Area (ha)
<b>Lands Currently Held</b>			
Employment	9	1 – 9	6.45
Environmental Protection Area	1	10	10.40
10 m Buffer	1	11	0.46
Future Development	1	12	0.01
Future Road	1	13	0.02
To be Conveyed to Region (daylight triangle off Leslie Street and St. John's Sideroad)	2	14 – 15	0.09
0.3m Reserves	3	16-19	0.01
Roads			1.31
<b>Lands to be Acquired from the Region</b>			
Employment		6 – 9	0.54
Roads			0.09
<b>Total</b>	19		19.38

**Proposed Zoning By-law Amendment**

As shown in Figure 5, the Applicant proposes to rezone the subject lands from “Rural General (RU) Zone” to “Business Park (BP-X1) Exception Zone”, “Business Park (BP-X2) Exception Zone”, “Major Open Space (O-XX) Exception Zone” and “Environmental Protection (EP-XX) Exception Zone”. The Owner has submitted a draft Zoning By-law which is currently under review by staff. The following is a table to compare the requirements of the parent zoning versus the applicant’s request for an amendment to the zoning by-law.

The following is a list of the permitted uses within the Business Park (BP) Zone.

<b>Existing Principle Permitted Uses (27.D.2)</b>	<b>Accessory Uses (27.D.3)</b>
Convention Centre	Parking Garage
Data Processing Centre	(within a building of a principle use is industrial):  Ancillary Retail and Warehousing
Day Nursery, Day Center-adult – intergenerational, provided no part of the building is used for industrial uses or warehouses	(within a building of a principle use is Office):  Convenience retail store Dry Cleaning Distribution depot Motor vehicle rental establishment Personal service shop Private Club Restaurant
Fitness Centre	(within a building of a principle use is hotel or motel): Motor vehicle rental establishment Personal service shops Restaurant Retail Store Theatre
Food Processing Establishment	
Industrial Use, if conducted within wholly enclosed buildings	
Hotel/ Motel	
Office	
Park, Public	
Printing, media and communications establishment	
Public Authority	
Research and Training Facility	
Warehouse, if more than 200 metres distant from Wellington Street and Highway 404	

The following are the proposed uses within the Business Park exception zones:

<b>BP (X-1) Exception Zone</b>	<b>BP (X-2) Exception Zone</b>
All uses set out in Section 27.D.2 and 27.D.3	All uses set out in Section 27.D.2 and 27.D.3
Enclosed Commercial Self Storage Facility	Animal Hospital
Banquet Hall	Financial Institutions
Parking Garage	Drive-Through Facility
	School, Commercial
	Clinic
	Medical and Dental Laboratories
	Office
	Parking Garage
	Place of Entertainment
	Private Park
	Restaurant
	Retail Store
	Service Shops
	Studio
	Banquet Hall

The following are the proposed development standards within the Business Park Exception zones (BP-X1 and BP-X2).

	Existing BP Zone Requirements	Proposed BP-X1 Exception Zone	Proposed BP-X2 Exception Zone
Lot Area (minimum)			
Lots adjacent to Hwy 404	1.0 ha	N/A	N/A
Other Locations	0.8 ha	0.23 ha	0.23 ha
Lot Frontage (minimum)	60 m	30 m	30 m
Setback (minimum)			
Adjacent to Highway 404	13.7 m	Front Yard	3.0 m
Adjacent to Wellington St and Leslie St.	9 m	Exterior Side Yard	3.0 m
Adjacent to Other Streets	6 m	Yard adjacent to St. John's Sideroad	6.0 m
Yard adjacent to Open Space	10 m	Yard Adjacent to an Open space or Environmental Protection zone	3.0 m
Other Yards	3.0 m	Yards adjacent to Leslie Street	N/A
		Yards adjacent to all other lot lines	3.0 m



	Existing BP Zone Requirements	Proposed BP-X1 Exception Zone	Proposed BP-X2 Exception Zone
Landscaping Requirements (minimum)			
Lots fronting on arterials	6.0 m	Adjacent to St. John's Sideroad	6.0 m
Lots fronting on other roads	3.0 m		4.0m
Adjacent to Open Space zone	10.0 m	Adjacent to Leslie Street	N/A
Adjacent to other lot lines	3.0 m	Adjacent to Other Streets	3.0 m
		Adjacent to Open Space zone	0m
		Adjacent to all other lot Lines	3.0m
Building Specifications			
Floor area ratio (maximum)	50%	Min. - 92.5%	Max. 25.2%
Height (maximum)	4 storeys	7 storeys	7 storeys
Distance between two buildings on the same lot (minimum)	0.25 times the sum of the building heights or 12m whichever is greater	3.0 m	3.0 m
Loading Space Requirements	See Section 27.D.4.5 for details	In accordance with 27.D.4.5	In accordance with 27.D.4.5
Parking Space Requirements	See Section 27.D.4.6 for details	In accordance with 27.D.4.6	In accordance with 27.D.4.6

Note: Final zoning performance standards will be evaluated by Staff in detail prior to the implementing Zoning By-law Amendment being brought forward to Council for enactment.

**Analysis**

**Planning Considerations**

Provincial Policy Statement (PPS)

**It is Planning Staff’s opinion that the proposed Zoning By-law Amendment and Draft Plan of Subdivision applications are consistent with the PPS.**

The PPS requires Planning authorities to promote economic development and competitiveness by providing opportunities for a diversified economic base, suitable sites for employment uses and a wide range of economic activities and ancillary uses. Moreover, the PPS requires natural features and areas shall be protected for the long term. The proposed business park development provides an appropriate range of employment uses to meet the long-term needs. It protects the employment lands uses for the future. Furthermore, the proposed business park includes a 10.40 hectare of environmental protection area to ensure the long term ecological function of the natural heritage system.

Places to Grow Plan for the Greater Golden Horseshoe

**It is Planning Staff’s opinion that the proposed Zoning By-law Amendment and Draft Plan of Subdivision applications are consistent with the Growth Plan.**

Places to Grow requires municipalities to ensure there are available land for employment to accommodate forecasted growth to support the Greater Golden Horseshoe. The proposed Draft Plan of Subdivision accommodates future employment in Aurora. The Growth Plan requires the designated greenfield area to achieve a minimum density target that is not less than 50 jobs combined per hectare. The table below demonstrates how the proposed Draft Plan of Subdivision has met the Growth Plan density requirements.

Proposed Land Use	Area (ha)	Assumed FSI	Gross Floor Area (sq. ft.)	Sq. ft. per Employee	Employees	Jobs per hectare
Employment Uses (BP X1) Blocks 3,4,5 and 6	3.64	Min. 0.925	362,356	N/A	N/A	N/A
Commercial Uses (BP X2) Blocks 1, 2, 7, 8 and 9	3.34	Max. 0.252	90,535	500	181	54
<b>Total</b>	<b>6.98</b>					

Note: Employment uses in blocks 3, 4, 5 and 6 by nature will generate above 50 jobs/ ha.

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Lake Simcoe Protection Plan (LSPP)

**It is Planning Staff's opinion that the proposed Zoning By-law Amendment and Draft Plan of Subdivision applications are consistent with the LSPP.**

The Lake Simcoe Conservation Authority (LSRCA) reviewed the Environmental Impact Study, Hydrogeological report, Lake Simcoe Protection Plan Conformity Matrix, Stormwater Management Report and Functional Servicing Report. The LSRCA have no objection to the approval of the applications for the Zoning By-law Amendment and Draft Plan of Subdivision subject to the conditions outlined in schedule "A" of this report. As such, it is Planning Staff's opinion that the proposed applications conforms to the Lake Simcoe Protection Plan.

York Region Official Plan

**York Region has no objection to the approval of the Draft Plan of Subdivision subject to the conditions outlined in Schedule "A".**

The subject property is located within Wellhead Protection Area D and Q (WHPA-D & Q) with a vulnerability score of 2. Water Resources has no concerns with respect to the proposed Zoning By-law Amendment and Draft Plan of Subdivision.

Policy 4.3.11 of the York Region Official Plan (YROP-2010) allows for a limited amount of ancillary uses on employment lands, as does the Aurora 2C Secondary Plan (Policy 3.4.1. n), which allows no more than 20% of the total employment within the Business Park 1 designation for ancillary uses. The Region has reviewed the applicant's draft zoning by-law provisions with respect to minimum and maximum Gross Floor Area ratios within the Business Park Exception Zones in order to limit the retail uses to 20% of the entire site.

York Region has no objection to the proposed Draft Plan of Subdivision subject to the conditions outlined in Schedule "A" of this report.

Town of Aurora Official Plan – Aurora 2C Secondary Plan (OPA 73)

**The proposed Draft Plan of Subdivision conforms to the permitted uses, height, FSI, landscape and urban design requirements of the Official Plan.**

The majority of the subject lands are designated as "Business Park 1". The northerly portion of the subject lands are designated as "Environmental Protection Area" with a small portion of the site designated as "Stormwater Management Facility".

Section 3.4.1b) of OPA 73, the "Business Park 1" designation permits prestige industrial, all types of business and professional offices and accessory retail, restaurants and service commercial. Moreover, section 3.4.1 f) requires all permitted uses to be located within wholly enclosed buildings with no outside storage. It is Planning Staff's opinion that the proposed uses listed earlier in this report are consistent with the direction of the Official Plan.

Section 3.4.1 d) of OPA 73 limits the overall building height to a maximum of 7 storeys. The proposed zoning by-law amendment demonstrates that the overall height of any building in this business park will not exceed 7 storeys.

Section 3.4.1 e) of OPA 73 limits building density to a floor space index (FSI) of 2.5. FSI is calculated by taking the gross floor area of all buildings on a lot and divided by the lot area. Using the statistics provided by the applicant, all buildings zoned BP-X1 (employment uses) will have a minimum FSI of 0.925. All buildings zoned BP-X2 (Commercial uses) will have a maximum FSI of 0.252. Therefore, the proposed subdivision will conform to the Official Plan's requirement of a maximum FSI of 2.5.

Section 3.4.1 j) of OPA 73 requires a landscape buffer between lands designated as Business Park 1 and the Environment Protection Area. As illustrated on figure 4, the applicant proposed a 10 metre landscape woodland buffer and proposed an Open Space Exception Zone to separate the proposed business park development and the Environmental Protection Area.

Section 3.4.1 k) of OPA 73 requires all development within the Business Park 1 designation to prepare and conform to the Area 2C Urban Design Guidelines. The applicant submitted an urban design guideline prepared by Ware Malcomb dated May 2015. Planning Staff reviewed the proposed urban design guidelines and is satisfied in principle subject to the conditions outline in Schedule "A".

**Only 20% of the total GFA within the proposed Business Park will have standalone Ancillary Commercial Uses.**

Section 3.4.1n) of OPA 73 states that no more than 20% of the total employment within the Business Park 1 designation shall be allocated for Ancillary Uses. Ancillary Uses are considered to be small-scale retail and standalone commercial uses.

The following table demonstrates how the proposed subdivision conforms to section 3.4.1 n) of OPA 73.

	Area Zoned BP-X2
Total Area within BP-X2	33,380 m <sup>2</sup> (3.34 ha)
Max. GFA within lands zoned BP-X2 for Ancillary Commercial Uses (i) (33,380 m <sup>2</sup> x 0.252)	8,411m <sup>2</sup> (90,535 ft <sup>2</sup> )
Total GFA permitted within the proposed business park subdivision: Min. GFA in BP-X1 (33,664 m <sup>2</sup> ) + Max. GFA in BP-X2 (8411 m <sup>2</sup> )	42, 076 m <sup>2</sup>
Percentage of Ancillary Commercial use (8,411m <sup>2</sup> / 42, 076 m <sup>2</sup> )	20%

(i) The draft Zoning By-law limits the maximum Gross Floor Area permitted within lands zoned BP-X2 to 25.2% of the lot.

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Given the discussions above, it is Planning Staff's opinion that the proposed Draft Plan of Subdivision conforms to section 3.4.1 n) of OPA 73.

Zoning By-law 2213-78, as amended

**Planning Staff support the proposed Zoning By-law Amendment to allow the development of the proposed 19.38 hectare business park.**

In order to implement the proposed Draft Plan of Subdivision and achieve the goals and vision of the urban design guidelines, an amendment to the Zoning by-law is required. Recognizing that each subdivision and building design has differing characteristics, the proposed site specific provisions are necessary to apply specificity to the bylaw with respect the proposed subdivision being considered by Council.

Furthermore, Planning Staff have evaluated the implementing Zoning By-law to ensure specific policy requirements of OPA 73 are implemented, specifically a maximum of 20% of Ancillary Commercial Uses.

As a result, Planning staff are of the opinion that the proposed rezoning is considered to be an appropriate development standards of the Town.

Prior to final development of individual blocks, the Owner will be required to apply for a site plan approval to implement the proposed zoning by-law. Future site plan applications will be brought to Council for approval.

**Department / Agency Comments**

The proposed Zoning Amendment and Draft Plan of Subdivision applications were circulated to all internal and external agencies for review and comments. All circulated agencies are satisfied with the Plan and have no further comments subject to the conditions outlined in Schedule "A". The following are highlighted discussions from the circulation.

Sanitary and Water Servicing

**Sanitary sewer will be connected to Leslie Street and Water Servicing will be connected at both Leslie Street and St. John's Sideroad. The proposed Street "A" will be a 20m Municipal Road with an additional 3m allowance for LIDs.**

The Town's Development Engineer reviewed the proposed business park development and has no concerns with the proposed stormwater management, road and municipal services subject to the conditions of approval listed in this report.

Schedule "C" of Official Plan Amendment No. 73 illustrates all Municipal Minor Collector Road to be 20 m. As such, the proposed right of way (ROW) is based on the Town's

existing engineering standards for 20m ROW with an additional 3m for Low impact Developments (LIDs) purposes.

The proposed stormsewers, erosion control, quality and quantity control, water balance and phosphorous removal have been reviewed in accordance to the Town's engineering standards with no further comments subject to the conditions listed in this report.

An oversized storm sewer is proposed within the Street A to service Blocks 1 to 7. Blocks 8 and 9 will be controlled within the blocks through rooftop storage, parking lot storage, underground storage or a combination. Water quality protection can be provided through the use of infiltration/biofiltration LID systems along the roadside and within Blocks 1 to 7, whereas Blocks 8 and 9 will utilize an infiltration system within an easement. Post-development infiltration rates and phosphorous runoff will match pre-development rates through the infiltration/biofiltration LID systems.

#### Transportation

**Traffic signals at Leslie Street and Street "A" and St. John's Sideroad and Street "A" are not warranted. Access at Street "B" and St. John Sideroad is limited to Right in / Right out.**

The Draft Plan of Subdivision has frontage on Leslie Street to the west and St. John's Sideroad to the South. Both Leslie Street and St. John's Sideroad is shown as Regional Arterial Road on schedule "C" of OPA no. 73. The Town's Traffic Analyst and York Region has reviewed the supporting Transportation Impact study (TIS) prepared by nexTrans Engineering, dated June 2016 with no further comments subject to the conditions of approval listed in this report.

York Region has determined that a traffic signal is not warranted at the proposed intersection of Leslie Street and Street "A" and St. John's Sideroad and Street "A". However, as a condition of approval, the Region requires the applicant to monitor the intersection of Leslie Street and Street "A" for a period of two years after the completion. If the monitoring reports indicate that there are operational issues affecting Leslie Street and St. John's Sideroad, or the levels of service become unacceptable, the Region will restrict certain movements (i.e. to a right-in/right-out or no left turns out) in the future.

Moreover, York Region confirmed that a Right in/Right out operation is sufficient at the proposed intersection of St. John's Sideroad and Street "B".

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#### Cultural Heritage

**A stage 4 Archaeological Assessment was conducted, a total of 7,847 artifacts were recovered and recorded in accordance with the Ministry's standards and no further archaeological concerns with the site.**

The subject site is representative of an initial mid- 19<sup>th</sup> century occupation of the site which extended well into the late 20<sup>th</sup> century. The applicant submitted a Stage 4 Archaeological Assessment prepared by This Land Archaeology Inc. The Stage 4 Archaeological Assessment found a total of 7,847 artifacts consisting of architectural, ceramics, glass, bone and other artifacts. These artifacts will be held in trust for the People of Ontario by This Land Archaeology Inc. until such time as it can be permanently transferred to a public institution.

The heritage report prepared by Phillip H. Carter and Paul Oberst state that a small cairn be constructed of used stones from the Lundy Farmhouse. The location of the cairn should be secured on Block 13, to the north of Block 4. The report also provided proposed wording with regards to a commemorative plaque.

Staff reviewed the assessment and has no further archaeological concerns with the findings subject to the conditions outlined in Schedule "A". The conditions of approval relate to construct a cairn comprised of stones, install a heritage plaque to commemorate the former Lundy farmhouse and receiving a clearance letter from the Ministry of Tourism, Culture and Sport.

#### Landscaping/ Trails

**The proposed 12m wide walkway will lead to a proposed trail across the Environmental Protection area towards Leslie Street.**

As per Schedule "B" of OPA no. 73 and the Town of Aurora Trails Master Plan, a future local neighbourhood trail is proposed to run across the environmental protection area towards Leslie Street. The proposed trail will become part of a comprehensive trail networking system in the Town. The applicant proposed a 12 metre wide walkway easement to connect Street "A" and over Block 4 of the Draft Plan of Subdivision to the neighbourhood trail.

Parks, Recreation and Cultural Services have reviewed the proposed Draft Plan of Subdivision and have no further comments subject to the conditions outlined in Schedule "A". The conditions of approval relates to conveyances of the Environmental Protection and Buffer blocks to the Town. In addition, the Owner will provide a vegetation management plan detailing all vegetation that will be removed and/or preserved. A compensation planting plan will be required based on the Town's Tree Removal and Compensation Policies.

#### Lake Simcoe Region Conservation Authority (LSRCA)

The Lake Simcoe Conservation Authority (LSRCA) reviewed the Environmental Impact Study, Hydrogeological report, Lake Simcoe Protection Plan Conformity Matrix, Stormwater Management Report and Functional Servicing Report. The LSRCA have no objection to the approval of the applications for the Zoning By-law Amendment and Draft Plan of Subdivision subject to the conditions outlined in Schedule "A" of this report. As such, it is Planning Staff's opinion that the proposed applications conforms to the Lake Simcoe Protection Plan.

#### Town of Newmarket

The proposed applications were circulated to the Town of Newmarket for comments. The Town of Newmarket had no comments with the proposed subdivision.

### **Public Comments**

At the December 16, 2015 Public Planning Meeting, Staff received a comment from the public with regards to the restricted percentage of lands allocated for ancillary commercial uses in the Aurora 2C Secondary Plan Area.

#### Response to Public Comment

The original proposed Zoning By-law Amendment at the December 16, 2015 Public Planning Meeting illustrated a concept that was predominately ancillary commercial uses. Since the Public Planning Meeting the applicant considered staff comments made and revised the Draft Plan of Subdivision and draft Zoning By-law to conform to the provision of Official Plan Amendment No. 73 with regards to limiting ancillary commercial uses to 20% of the total allowable GFA within the proposed Business Park. As discussed earlier, the proposed draft Zoning By-law limits ancillary commercial uses to lands zoned BP-X2 and sets out a maximum Gross Floor Area (GFA) for each block.

As such, no changes are required to OPA no. 73 and both the Region and the Town has no further concerns and is of the opinion that the proposed Draft Plan of Subdivision conforms to section 3.4.1 n) of OPA 73.

### **Advisory Committee Review**

Not applicable.



### **Financial Implications**

The site will be developed through a Subdivision Agreement; as such fees & securities will be required with the Subdivision Agreement. Future development of this site will also require site plan approval applications. Future building permits may generate Development Charges and cash in lieu of parkland.

### **Communications Considerations**

Notice of Complete Application and Notice of Public Planning Meeting for the subject applications were outlined in Planning Staff report no. PL15-098.

All interested parties were notified that the proposed Zoning By-law Amendment and Draft Plan of Subdivision applications would be heard at the June 6, 2017 General Committee Meeting.

### **Link to Strategic Plan**

The proposed Zoning By-law Amendment and Draft Plan of Subdivision supports the Strategic Plan Goal of Enabling a Diverse, Creative and Resilient Economy through promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business;

The proposed plan of subdivision also supports the Strategic Plan Goal of Supporting environmental stewardship and sustainability and the objectives of encouraging the stewardship of Aurora's natural resources and promoting and advancing green initiatives. The goal and these objectives are supported through the plan of subdivision process by conducting detailed analysis and evaluation of natural features, as well as identifying means of securing, protecting and enhancing those features both during the development process and after the site is built.

### **Alternatives to the Recommendation**

1. Direct staff to report back to Council addressing any issues that may be raised at the General Committee Meeting; or
2. Refusal of the applications with an explanation for the refusal.

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## **Conclusions**

Planning and Building Services has reviewed the proposed Zoning By-law Amendment and Draft Plan of Subdivision applications in accordance with Provincial Policy, the provisions of the Regional and Town's Official Plan, and in context of the surrounding and future land uses. The subject proposal is considered to represent proper and orderly development of the subject lands and conforms to the policies of OPA 73. Therefore, Staff recommends approval of the Zoning By-law Amendment and Draft Plan of Subdivision subject to conditions of approval set out in Schedule 'A'.

## **Attachments**

- Figure 1: Location Map
- Figure 2: Existing Land Use (OPA No. 73)
- Figure 3: Existing Zoning By-law
- Figure 4: Proposed Draft Plan of Subdivision
- Figure 5: Proposed Zoning By-law

Schedule A - Conditions of Draft Plan Approval

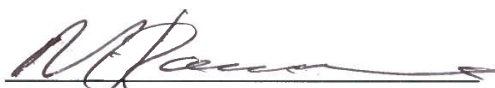
## **Previous Reports**

Public Planning Report No. PL15-098, dated December 16, 2015.

## **Pre-submission Review**

Agenda Management Team Meeting review on May 17, 2017

## **Departmental Approval**

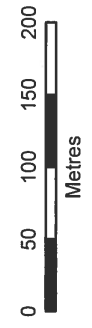


**Marco Ramunno, MCIP, RPP  
Director  
Planning and Building Services**

## **Approved for Agenda**



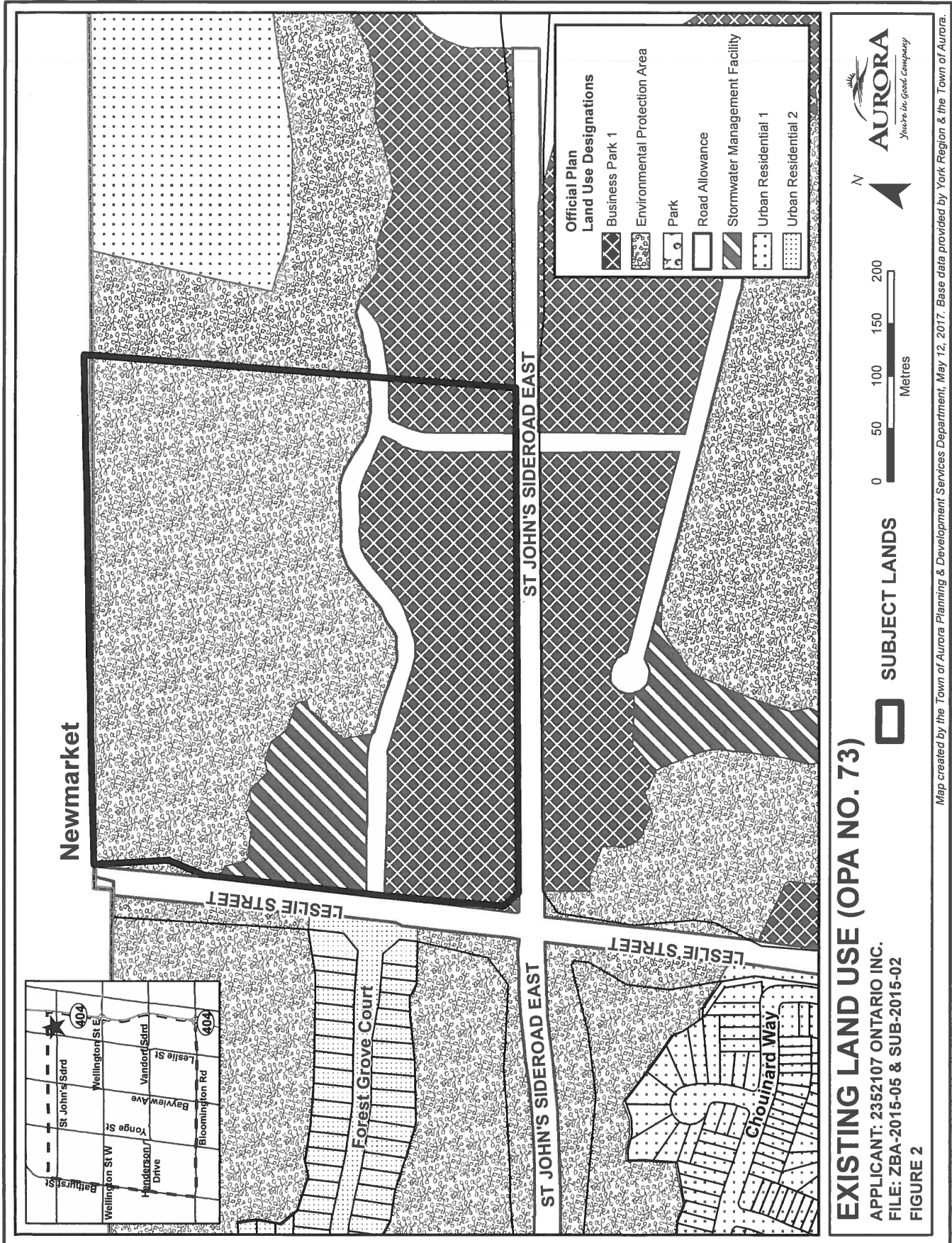
**Doug Nadorozny  
Chief Administrative Officer**

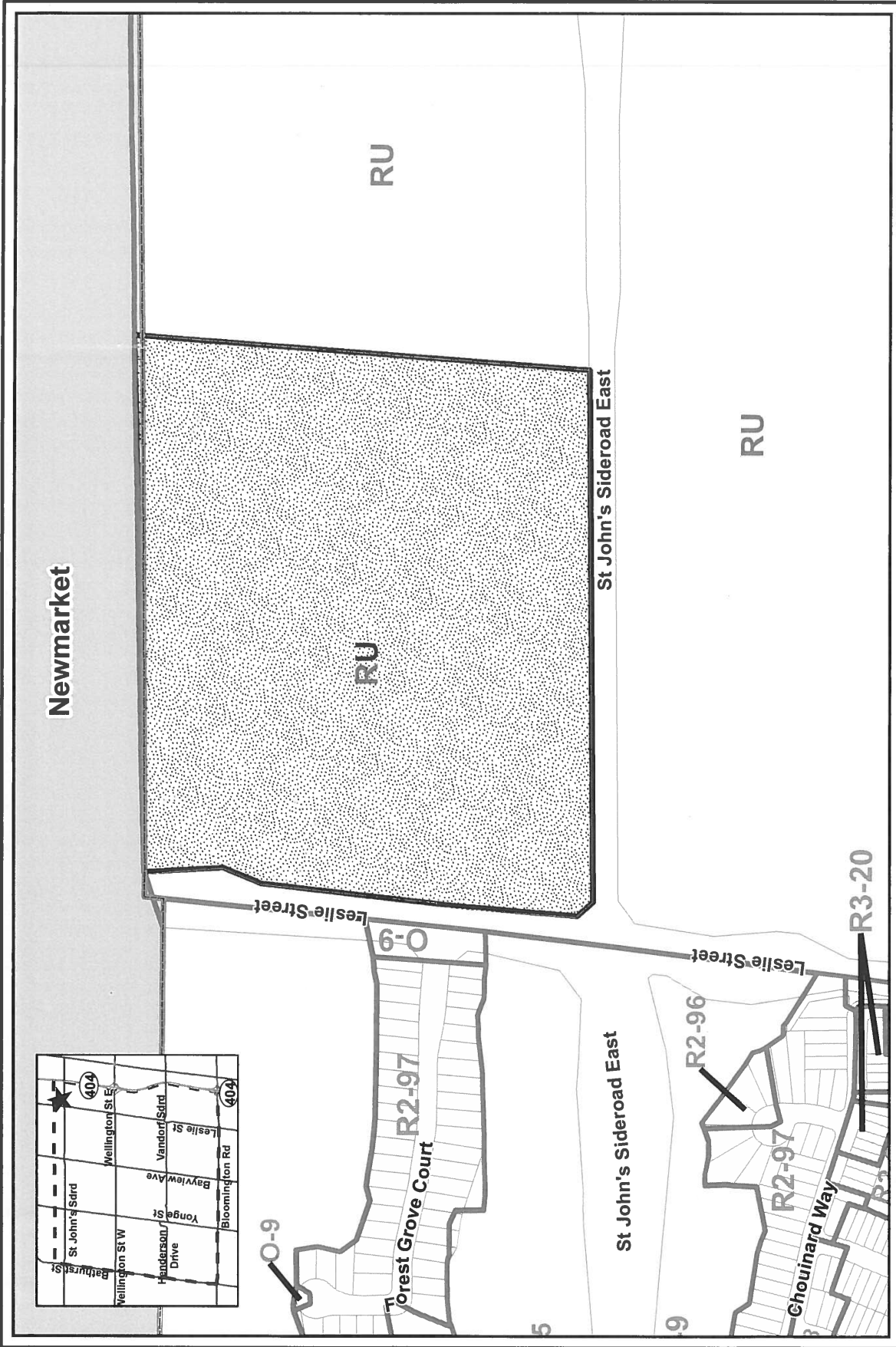


 Subject Lands

**LOCATION MAP**  
 APPLICANT: 2352107 ONTARIO INC.  
 FILE: ZBA-2015-05 & SUB-2015-02  
 FIGURE 1

Map created by the Town of Aurora Planning & Development Services Department, May 12, 2017. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2016, © First Base Solutions Inc., 2016 Orthophotography.





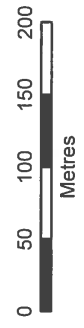
**Existing Zoning By-law**

APPLICANT: 2352107 ONTARIO INC.  
FILE: ZBA-2015-05 & SUB-2015-02

FIGURE 3

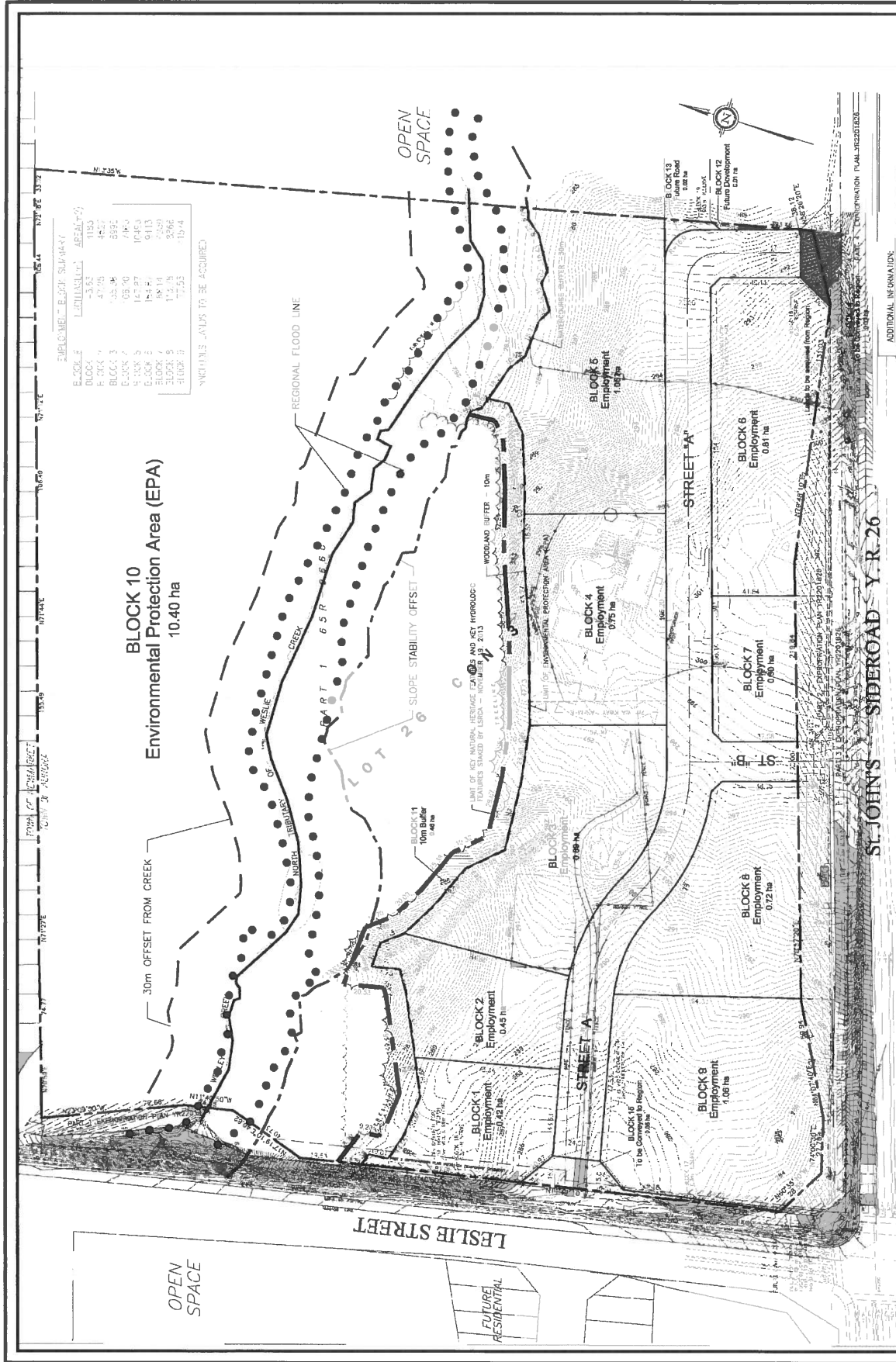


**Subject Lands**



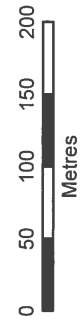
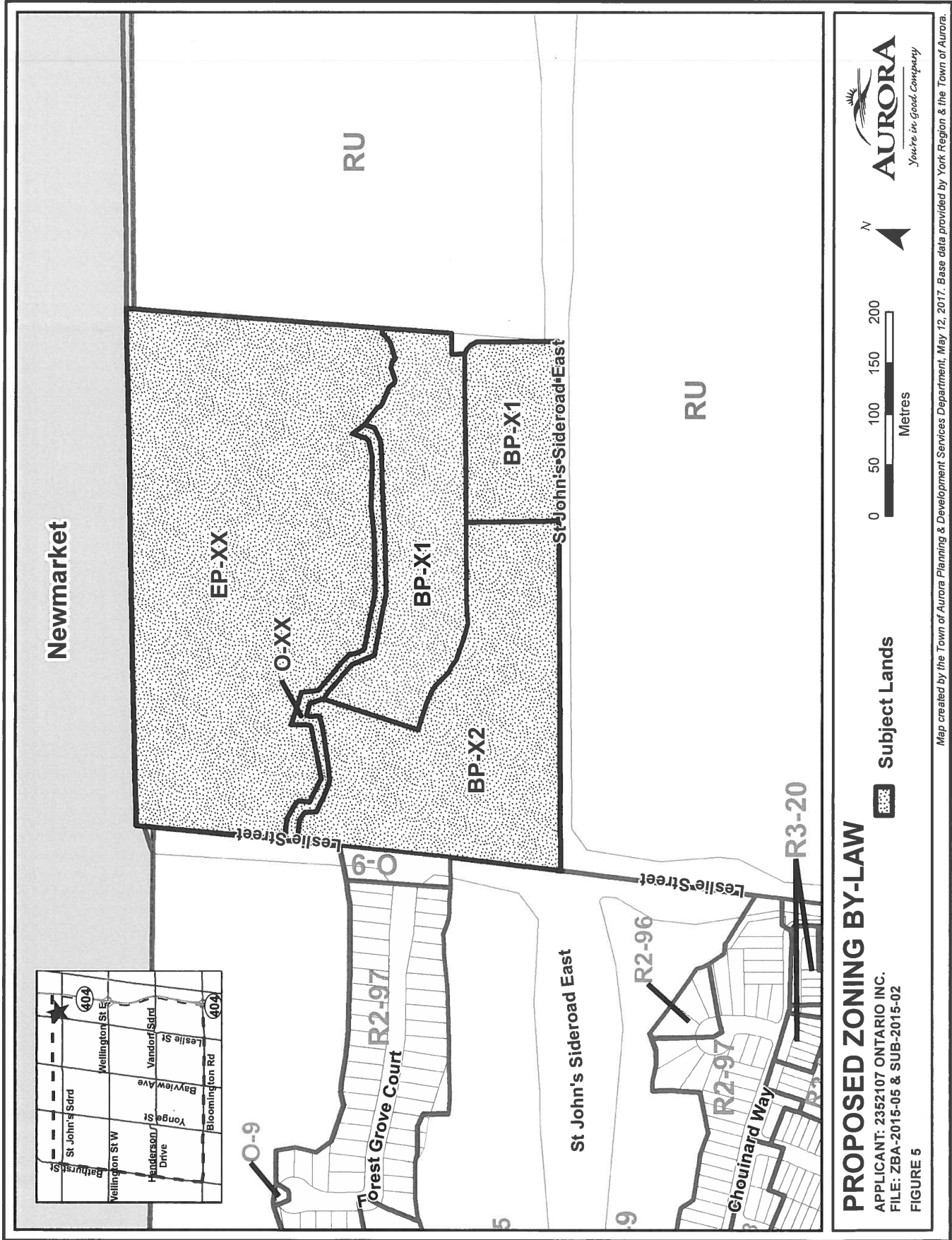
Map created by the Town of Aurora Planning & Development Services Department, May 12, 2015. Base data provided by York Region & the Town of Aurora.





**PROPOSED DRAFT PLAN OF SUBDIVISION**  
 APPLICANT: 2352107 ONTARIO INC.  
 FILE: ZBA-2015-05 & SUB-2015-02  
 FIGURE 4

Map created by the Town of Aurora Planning & Development Services Department, May 12, 2017. Base data provided by Humphries Planning Group Inc.



**Schedule "A"**

**CONDITIONS OF APPROVAL**

**DRAFT PLAN OF SUBDIVISION SUB-2015-02  
2352107 Ontario Inc. (the "Owner")**

**1588 St. John's Sideroad, legally described as Part of Lot 26, Concession 3  
being Part 1 on 65R-9660 except Parts 11 and 12 on 65R-13020 (the "Lands")**

**THE CONDITIONS OF AURORA COUNCIL THAT SHALL BE SATISFIED BY THE  
OWNER PRIOR TO THE RELEASE FOR REGISTRATION OF ANY M-PLAN OF  
THE LANDS (the "Plan"), ARE AS FOLLOWS:**

**Planning & Building Services: Planning Division Conditions**

1. Approval of the final Plan shall relate to the Draft Plan of Subdivision SUB-2015-02 prepared by Humphries Planning Group Inc. dated February 6, 2017 (the "Draft Plan").
2. The Draft Plan and associated conditions of Draft Plan approval may require revisions, to the satisfaction of the Town, to implement or integrate any recommendations resulting from studies required as a condition of draft approval. Further, minor redline revisions to the Draft Plan may be required to ensure property alignment with existing or proposed lots, blocks, streets, and/or facilities on lands adjacent to this Draft Plan.
3. Prior to Registration of the Plan, the Lands shall be appropriately zoned by a Zoning By-law that has come into effect in accordance with the provisions of the *Planning Act*, R.S.O. 1990, c.P.13, as amended (the "*Planning Act*").
4. The Owner shall, prior to registration of the Plan, enter into and execute agreement(s) with The Corporation of the Town of Aurora, including but not limited to a Subdivision Agreement, agreeing to satisfy all conditions, legal, financial (including fees and securities) and otherwise of the Town. The Subdivision Agreement and related documents shall be registered on title against the Lands, as provided for in the *Planning Act*, at the sole expense of the Owner.
5. Prior to registration of the Plan, the Owner shall prepare a Green Building and Development report for the development of the Lands related to Environmental Protection, Energy Efficiency, Solar Gain, Energy Technologies, Water Conservation, Green Materials and Waste Reduction, Reduction of Noise Pollution, Indoor Air Quality and Residential Information/Education Package, all to the satisfaction of the Town's Director of Planning & Building Services. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement any and all recommendations of this report to the satisfaction of the Town.



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6. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement any and all recommendations of the Environmental Impact Statement prepared by Beacon Environmental dated April 2016, as amended.
7. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement the recommendations and measures contained within the Urban Design Guidelines prepared by Ware Malcomb dated July 2016, as amended, for the design and construction of all buildings, walkways, landscaping and all other elements within the Draft Plan. Strict compliance with the Urban Design Guidelines shall be undertaken by the Owner unless otherwise approved by the Town's Director of Planning & Building Services.
8. A clause shall be added to the Subdivision Agreement stating that, prior to registration of the Plan, the Owner shall provide the Town with a plan to demonstrate a suitable location on Block 11 on the Draft Plan for a heritage plaque commemorating the Lands, and shall construct at the Owner's sole expense, a cairn comprised of stones from the former Lundy farmhouse to the satisfaction of the Town's Director of Planning & Building Services.

Legal Services Conditions

9. Prior to registration of the Plan, the Owner shall provide a Solicitor's Title Opinion for the Lands.
10. A clause shall be added to the Subdivision Agreement stating that, immediately following registration of the Plan, the Owner shall grant, convey and dedicate the following property interests in the Lands at no cost and free of all encumbrances to the Town to the satisfaction of the Town Solicitor:
  - all streets and road widenings on the M-Plan as public highways;
  - all 0.3 m reserves, as may be required;
  - all lands required for municipal purposes, as may be required; and,
  - all easements required for municipal purposes, as may be required.
11. A clause shall be added to the Subdivision Agreement stating that, immediately following the registration of the Plan, the Owner shall consent to registration by the Town of the Subdivision Agreement, and any ancillary agreements as necessary, in priority of all encumbrances to the Town to the satisfaction of the Town Solicitor and to pay to the Town its associated fees for the preparation and registration of same.
12. A clause shall be added to the Subdivision Agreement stating that the Owner shall satisfy any cash-in-lieu of parkland requirements to the satisfaction of the Town Solicitor in accordance with: a) the Town's By-law Number 4291-01.F,

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as amended or successor thereto and applicable policies; and b) any related Parkland Agreements imposed by the Town.

Stormwater Management

13. Prior to the registration of the Plan, the Owner shall agree to submit a detailed Stormwater Management Report to the satisfaction of the Town to substantiate that the Lands meet the current stormwater quantity, quality and water balance control targets in accordance with the latest Ministry of Environment and Lake Simcoe Region Conservation Authority guidelines and the Town's Infrastructure & Environmental Services Department Policy #68 (Stormwater Management Facility and Facility Block Design, Safety and Maintenance) and master plan. The Owner shall also provide a separate operations and maintenance manual quantifying the frequency of inspections and maintenance requirements and costs for individual items and areas of the stormwater management system to the satisfaction of the Town.
14. Prior to the registration of the Plan, in accordance with the Town's Policy #68, (Stormwater Management Facility and Facility Block Design, Safety and Maintenance) the Owner shall pay to the Town a non-refundable cash contribution to be determined, by and to the satisfaction of the Town, in accordance with the recommended maintenance and monitoring requirements of the storm water management report.
15. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement all the recommendations contained in the Functional Servicing Report (FSR) dated February 2017, and addendum dated April 26, 2017 prepared by SCS Consulting Group Ltd. to the satisfaction of the Town's Director of Infrastructure & Environmental Services and the Lake Simcoe Region Conservation Authority.
16. Prior to registration of the Plan, the Owner shall prepare a report which establishes protocols for any on-site quality and quantity control design requirements which shall include maintenance recommendations for Employment Blocks 1 to 9 inclusive on the Draft Plan. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement any and all recommendations of this report and provide the Town with evidence that the Owner's engineer has reviewed the design of each these Blocks with the maintenance requirements and certifies their compliance with the said protocols and that on-site controls have been constructed and installed in accordance with the approved design. A further clause shall be added to the Subdivision Agreement stating that the Owner shall include in all Offers of Purchase and Sale Agreements for Employment Blocks 1 to 9 inclusive on the Draft Plan, a notice advising prospective purchasers of these detailed design and maintenance requirements.

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Roads and Municipal Services

17. Prior to registration of the Plan, the Owner shall prepare and submit detailed engineering design drawings and reports for the layout and construction of roads and services (i.e. water, storm and sanitary) in accordance with the Town of Aurora Infrastructure & Environmental Services Design Criteria Manual to the satisfaction of the Town's Director of Infrastructure & Environmental Services.
18. Prior to registration of the Plan, the Owner shall provide detailed engineering drawings which will include but not be limited to grading control plans (including any retaining walls and details), plan and profile drawings of all underground and above ground services, general plans (notes, above and below ground), drainage plans, composite utility plans (to include above and non-standard below ground utilities, services, driveways and boulevard tree locations etc), stormwater management plans, detail plans, erosion and sediment control plans, illumination and signalization plans etc. to the satisfaction of the Town's Director of Infrastructure & Environmental Services. Any proposed final grading shall eliminate retaining walls, unless approved otherwise by the Director of Infrastructure & Environmental Services. Retaining walls along the north tributary and St John's Sideroad should be avoided. Construction details and notes, material descriptions, location and dimensions including top and bottom of wall elevations, heights and length of all retaining walls approved by the Director of Infrastructure & Environmental Services shall be provided in the detailed engineering plans. The approved retaining walls shall include drainage systems with positive outlets, shall not permit surface drainage to drain over the top of the wall, and when there is the option, shall be located on private property instead of public property.
19. Prior to registration of the Plan, the Owner shall submit a capacity study of the Town's water distribution system to the Lands in order to determine that the proposed development can be adequately serviced to the satisfaction of the Town.
20. A clause shall be added to the Subdivision Agreement stating that the Owner acknowledges that the proposed watermain on St John's Sideroad may not be available for direct connection by the Owner to the new watermain on St. John's Sideroad and that the Region of York may not permit the connection to the Leslie Street chamber, and that both Leslie Street and St. John's Sideroad are under construction by the Region of York and any works within the R.O.W. may be limited by the Region of York for a period of five (5) years.
21. Prior to registration of the Plan, the Owner shall submit plans acceptable to the Town, detailing any phasing of construction and development, together

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- with the means by which construction access to the Lands will be gained during any construction or phasing. Should phasing be necessary or requested, a clause shall be added to the Subdivision Agreement stating that the Owner shall comply with the phasing plan and make all builders aware of the phasing plan.
22. A clause shall be added to the Subdivision Agreement stating that all construction access to the completion of house construction may be limited as may be determined in consultation with the Town and the Region, to the satisfaction of the Town and approved by Central York Fire Services until such time as the first occupancy (as approved by the Chief Building Official) of the subdivision.
  23. At the time of second submission of detailed engineering drawings, the Owner shall pay engineering fees to the Town in the amount of 1% of the estimated cost of all the works necessary for the construction of the subdivision servicing including all grading, drainage and infrastructure works etc., as estimated by the consultant for the project. Upon execution of the Subdivision Agreement, the Owner shall pay an additional fee to a total fee of 6.0% in accordance with the Town's Fees and Services By-Law as amended or successor thereto, of the estimated cost of all works to the satisfaction of the Town's Director of Infrastructure & Environmental Services.
  24. A clause shall be added to the Subdivision Agreement stating that the Owner shall, prior to registration, provide servicing securities to the Town, in a form acceptable to the Town's Director of Financial Services and in such amount as approved by the Town's Director of Infrastructure & Environmental Services.
  25. A clause shall be added to the Subdivision Agreement stating that the Owner shall construct or pay for the construction of roads, bicycle lanes, curbs, gutters, sidewalks (in accordance with applicable Town policy), underground and above ground services, street lights and illumination, street signs, utilities, storm water management facilities, etc., and any and all other works necessary for the development and servicing of the Lands to the satisfaction of the Town's Director of Infrastructure & Environmental Services.
  26. A clause shall be added to the Subdivision Agreement stating that the Owner shall convey Block 13 on the Draft Plan to the Town for future road purposes, at no charge and free of all encumbrances, to the satisfaction of the Town's Director of Infrastructure & Environmental Services.
  27. Prior to registration of the Plan, the Owner shall prepare a Traffic Study to the satisfaction of the Town's Director of Infrastructure & Environmental Services. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement any and all recommendations of the approved Traffic Study. If

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the approved Traffic Study recommends the signalization of the intersections of Leslie Street and Street 'A' on the Draft Plan at any time within the study time horizon, and the signalization is not included in the Region's cost of reconstruction of Leslie Street, a further clause shall be added to the Subdivision Agreement stating that the Owner shall construct at its sole expense, or provide the Town with a one-time cash contribution in such amount as prescribed by the Town for proposed or future signalization of the intersections of Leslie Street and Street 'A' on the Draft Plan to the satisfaction of the Town's Director of Infrastructure & Environmental Services.

28. A clause shall be added to the Subdivision Agreement stating that the Owner shall reimburse the Town for snow removal and winter maintenance costs for the roads and sidewalks within the Draft Plan based on the ratio of occupied/unoccupied blocks within the Draft Plan as determined by the Director of Infrastructure & Environmental Services.
29. A clause shall be added to the Subdivision Agreement stating that the Owner shall reimburse the Town for street lighting maintenance costs within the Draft Plan based on the current level of occupancy to the satisfaction of the Director of Infrastructure & Environmental Services.
30. A clause shall be added to the Subdivision Agreement stating that the Owner shall connect the sanitary servicing on the Lands to the sanitary sewer on St. John's Sideroad and that no Development Charge Credits shall apply to the said connection.
31. Prior to undertaking any grading on the Lands, and in connection with the Town's issuance of a Topsoil Removal Permit (if required), the Owner shall submit a Lot Grading and Erosion Control Plan for any grading within the Draft Plan for approval by the Town and the Lake Simcoe Region Conservation Authority that shall include a Certificate of Decommissioning for any well(s) and septic systems and proposed methods for:
  - a) erosion and sediment control prior to and during construction including the extent of grading/filling, the access location and erosion control detail, the location of spoil pile storage and the location and nature of sediment control works; and
  - b) progressive stripping and grading to ensure minimum duration of exposed soil areas to the extent practical.
32. Prior to the registration of the M-Plan, the Owner have an Environmental Site Assessment (under O. Reg. 153/04 as amended O. Reg. 511/09) undertaken by a qualified person registered to ensure that the Lands are suitable for the proposed use. If in the opinion of the qualified person, the Environmental Site

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Assessment indicates the Lands may not be suitable for the proposed uses, the qualified person shall so advise the Ministry of the Environment and the Town. Prior to registration of the Plan, the Owner shall do further investigative studies and to do all work required to make the Lands suitable for the proposed use.

33. A clause shall be added to the Subdivision Agreement stating that the Owner shall grade, seed and/or sod, and maintain, to the satisfaction of the Town, all lots and/or blocks on the Lands to be left vacant for longer than six (6) months, and all portions of public highways that are not paved and all drainage swales.
34. A clause shall be added to the Subdivision Agreement stating that the Owner shall grant the required easements to the appropriate authority for public utilities, drainage purposes, turning circles, or any other services as deemed necessary. Any off site easements and works necessary to connect watermains, storm sewers and sanitary sewers to outfall trunks and storm water management facilities on external lands shall be satisfactory to and granted to the appropriate authorities. No works off site or connections to existing infrastructure may be undertaken prior to execution of the Subdivision Agreement.
35. A clause shall be added to the Subdivision Agreement stating that the Owner shall construct, at its sole expense, a concrete pedestrian sidewalk including illumination requirements, along the frontage of the Lands along Leslie Street in accordance with Town and Region of York requirements and to the satisfaction of the Town's Director of Infrastructure & Environmental Services. Any cash-in-lieu payment to the Town may be subject to any inclusions or requirements set forth under the Town's Development Charge, as amended or successor thereto, at the time of signing the Subdivision Agreement.
36. The Owner shall satisfy the Director of Infrastructure & Environmental Services that the services to be installed within, and in conjunction with the Draft Plan will provide for sidewalks which meet the Town's standards along the Lands' frontage onto roadways that have/will have transit services.
37. The Owner shall satisfy the Director of Infrastructure & Environmental Services that the services include illumination in accordance with the Town's design standards along all streets which have or will have transit services, sidewalks, pedestrian access and bus stop locations.
38. Prior to registration, the Owner shall submit a geotechnical report for review and approval by the Town, which deals with the relative elevations of foundations and footings, the requirements for engineered fill based on existing subsurface conditions, and the requirements for road and municipal

- services construction, to the satisfaction of the Chief Building Official and Director of Infrastructure & Environmental Services.
39. Prior to registration, the Owner shall submit Internal and External Traffic Studies for review and approval by the Town. A clause shall be added to the Subdivision Agreement stating that all road work and construction shall be in accordance with the approved Internal Traffic Study, which shall include works relating to road cross-sections (in accordance with the latest Development Standards as approved by the Town), parking controls, bike ways, pavement markings, pedestrian crossings, sidewalks, access driveways locations, traffic signage including bicycle route signage and other requirements as set out in the said Internal Traffic Study.
  40. Prior to registration, the Owner shall demonstrate compliance with the Town's standard configuration with respect to all road bends on the Plan to the satisfaction of the Town's Director of Infrastructure & Environmental Services.
  41. A clause shall be added to the Subdivision Agreement stating that the Owner shall design, pay for, and construct all traffic control devices (including temporary pavement markings) as specified in the approved Internal Traffic Study prior to the occupancy of any building, to the satisfaction of the Town.
  42. A clause shall be added to the Subdivision Agreement stating that the Owner shall install signage to the satisfaction of the Town on bicycle routes on the collector or minor collector road in accordance with the Town's Traffic Demand Management Policy ("TDM").
  43. Prior to registration of the Plan, the Owner shall ensure that all dead end streets, sides of road allowances requiring restricted access, and exterior side yard and rear yard flankages of the Blocks on the Plan requiring restricted access as designated by the Town's Director of Infrastructure & Environmental Services shall be terminated in 0.3 metre reserves to prohibit access at certain locations.
  44. A clause shall be added to the Subdivision Agreement stating that the Owner shall provide sanitary sewer and storm sewer inspection testing and acceptance in accordance with the York Region Sanitary Inspection, Testing and Acceptance Guideline requirements dated September 2011 and as amended from time to time and the requirements of the Director of Infrastructure & Environmental Services. Storm sewer and manhole inspection testing and acceptance shall follow the requirements and policies of the Town.
  45. A clause shall be added to the Subdivision Agreement stating that the Owner shall:

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- (a) retain and pay for a qualified company acceptable to the Town to provide a video (CCTV) inspection of all sanitary and storm sewers and to prepare a letter report of the findings and conclusions prior to occupancy and within 6 months prior to the Owner requesting assumption of the subdivision by the Town;
- (b) if as a result of carrying out the video (CCTV) inspection, modifications or rectifications are required, provide for, at its own expense, such modifications or rectifications as required through such means as agreed to by the Town; and
- (c) not request the final release of securities or assumption of the roads on the Plan by the Town until such CCTV inspection and rectifications, if any, are complete and accepted by the Town's Director of Infrastructure & Environmental Services.

The report shall summarize and identify sewer pipe material used in accordance to Town and Region Specification and any deleterious materials to be cleaned, settlements or deflections, if any, and provide qualified justification stamped by a Professional Engineer registered in the Province of Ontario, for possible deviation from required Region, Town and OPS standards and specifications with recommendations to mitigate construction impacts if any.

- 46. Prior to registration, the Owner shall submit a revised Stormwater Management Report and Hydrogeological Reports which addresses water balance; demonstrates that the post development water balance is acceptable; and provides any recommendations required for mitigation. A clause shall be added to the Subdivision Agreement stating that the Owner shall carry-out said recommendations/mitigation measures set out in the Reports to the satisfaction of the Town and the Lake Simcoe Region Conservation Authority.
- 47. A clause shall be added to the Subdivision Agreement stating that the Owner shall prepare and submit an overall Composite Utility Plan showing the location (shared or otherwise) of all required utilities (on-grade, or above-grade or non-standard below grade, including on-site servicing facilities and streetscaping). The plan consider the requirements of those utility providers (including natural gas, hydro, and telecommunications service providers) that will conduct works within the Lands and the respective standards and specification manuals, where applicable, of the utility providers.
- 48. A clause shall be added to the Subdivision Agreement stating that natural gas, telecommunication service providers and cable television services, including other street hardware, where possible, shall be constructed underground



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within the road allowances or other appropriate easements to the satisfaction of the Town.

49. A clause shall be added to the Subdivision Agreement stating that the Owner shall grant access, on reasonable terms and conditions, to any telecommunications service providers indicating an interest to locate within a municipal right-of-way. The Owner shall advise any telecommunications service provider intending to locate within a municipal right-of-way, of the requirement to enter into a Municipal Access Agreement with the Town, and to satisfy all conditions, financial and otherwise of the Town.

#### Environmental Protection and Buffer Lands

50. A clause shall be added to the Subdivision Agreement stating that the Owner shall convey Block 10 on the Draft Plan to the Town for environmental protection purposes, at no charge and free of all encumbrances, to the satisfaction of the Director of Parks, Recreation & Cultural Services.
51. A clause shall be added to the Subdivision Agreement stating that the Owner shall convey Buffer Block 11 on the Draft Plan to the Town for buffer purposes, at no charge and free of all encumbrances to the satisfaction of the Director of Parks, Recreation & Cultural Services.
52. A clause shall be added to the Subdivision Agreement stating that the Owner shall grant to the Town at no charge and free of all encumbrances, a permanent Easement which is a minimum 12m wide over a portion of Block 4 on the Draft Plan for trail access purposes as described on a deposited reference plan to the satisfaction of the Director of Parks, Recreation & Cultural Services.
53. A clause shall be added to the Subdivision Agreement stating that the Owner shall, in regard to the Environmental Protection Area Block 10 and Buffer Block 11 on the Draft Plan:
- a) not disturb or otherwise use any portion of the these Blocks for the storage of topsoil or fill materials;
  - b) not encroach into these Blocks without prior written approval of the Director of Parks, Recreation & Cultural Services;
  - c) install on-site temporary Paige wire protection fencing along the boundaries of these Blocks prior to any development disturbance, and to maintain in place the temporary fencing for the duration of development construction;

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- d) install on-site permanent black vinyl chain link fencing, in accordance with Town standards, on the municipal side of lot lines for the abutting Employment Blocks 1, 2, 3, 4 and 5 on the Draft Plan; and
- e) include a clause within all Offers of Purchase and Sale Agreements with prospective purchasers of Employment Blocks 1, 2, 3, 4 and 5 on the Draft Plan, advising that fence gates and/or other means of access will not be permitted to access the abutting Blocks 10 and 11 on the Draft Plan from their properties as these Blocks are intended for conservation and naturalization and are to remain, as much as possible, in their natural state, although portions may be used for a public trail system and trail amenities, and the Town of Aurora will not be responsible for any related inconvenience or nuisance which may present itself.

#### Vegetation Management

54. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement on-site a Vegetation Management Plan (the "VMP") to the satisfaction of the Director of Parks, Recreation & Cultural Services which shall be prepared by a consulting landscape architect in coordination with a certified arborist or registered professional forester, or other environmental specialist, as required, and shall include, but not be limited to, the following:
- a) a vegetation inventory & assessment: identifying all vegetation greater than 50mm DBH for individual tree assessments and/or identify perimeter at canopy of woodlands, groups or stands or vegetation; identifying vegetation on adjacent property that may be impacted; and including inventory that identifies species, size and condition;
  - b) identification of all vegetation removals and identification of all protection measures including tree preservation zones for vegetation designated to be preserved; an at-grade impact assessment to support vegetation removals and/or preservation measures;
  - c) an assessed value for all vegetation identified to be damaged or removed based on the Town's Tree Removal/Pruning & Compensation Policy.
  - d) provisions for compliance monitoring and protection/mitigation specifications and implementation of all arboricultural requirements for trees designated to be preserved during construction; and provisions for post construction performance monitoring and rehabilitation specifications;
  - e) compliance with the Town's minimum tree preservation standards;

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- f) a compensation planting plan providing plantings equal to or greater than the assessed value for all vegetation identified to be damaged or removed from the Lands, which compensation planting shall be completed in addition to the Town's minimum planting standards; and
  - g) coordination of naturalization and restoration plantings and vegetation related recommendations from the approved Environmental Impact Statement prepared by Beacon Environmental dated April 2016, as amended.
55. The Owner shall remove trees on the Lands in accordance with the Town's By-law Number 5850-16, as amended (the "Tree By-law). In the alternative, prior to registration, the Owner shall submit a tree removal plan to the Director of Parks, Recreation & Cultural Services and enter into an agreement regarding implementation of the tree removal plan.
56. Prior to the commencement of any demolition, topsoil removal, grading or construction activities on the Lands, the Owner shall construct temporary Paige post and wire protection fencing for all vegetation and natural areas to be preserved in accordance with the VMP. A clause shall be added to the Subdivision Agreement stating that the Owner shall maintain this fencing in good condition for the duration of development on the Lands and provide signage panels on protection fencing identifying the purpose of the fencing and indicating no disturbance beyond the fence to the satisfaction of the Director of Parks, Recreation & Cultural Services.

#### Landscaping Requirements

57. Prior to registration, the Owner shall provide landscape design plans for approval by the Director of Parks, Recreation & Cultural Services detailing landscape works for street tree planting on all road allowances within the Plan. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement said landscape works in accordance with Town standards to the satisfaction of the Director of Parks, Recreation & Cultural Services. As an alternative, and at the sole discretion of the Town, the Town may consider through the Subdivision Agreement, the Owner's payment of cash-in-lieu of the value of street tree plantings in accordance with the approved landscape plans to the satisfaction of the Director of Parks, Recreation & Cultural Services.
58. Prior to registration of the Plan, the Owner shall provide landscape design plans for approval by the Director of Parks, Recreation & Cultural Services detailing landscape works for all proposed fencing, landscape structures, subdivision entry features, buffer plantings or any other landscape features required by urban and architectural design guidelines or as required by Town

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- standards. A clause shall be added to the Subdivision Agreement stating that the Owner shall implement said landscape works to the satisfaction of the Director of Parks, Recreation & Cultural Services.
59. A clause shall be added to the Subdivision Agreement stating that the Owner shall provide consistent and continuous minimum 300mm depth topsoil for all areas associated with tree and shrub plantings within the Plan to the satisfaction of the Director of Parks, Recreation & Cultural Services. These areas shall include all boulevards designated for street tree plantings.
60. A clause shall be added to the Subdivision Agreement stating that the Owner shall provide the Town the right of first refusal of surplus topsoil at no cost to the Town and shall provide the Town with prior notification of topsoil removal from the Plan.
61. A clause shall be added to the Subdivision Agreement stating that the Owner shall perform topsoil testing in accordance with Town standards by an approved agency to determine nutrient availability for all topsoil sources to be utilized within the Plan and that the Owner shall implement fertilizers and soil amendments in accordance with topsoil test recommendations, to the satisfaction of the Director of Parks, Recreation & Cultural Services.
62. A clause shall be added to the Subdivision Agreement stating that the Owner shall include in all Offers of Purchase and Sale Agreements with purchasers of Employment Blocks 1 to 9 inclusive on the Draft Plan, a notice clearly setting out the details of any fencing or urban design feature that is to be installed on the Block being purchased. Such notice shall clearly identify specifications relating to location, timing of installation, colour, materials, height and other design details of the fencing or urban design features. A further clause shall be added to the Subdivision Agreement stating that the Owner shall include in the purchase price of the Block, any fencing that is required by the Town. The Owner shall demonstrate compliance with this condition for any sales that occur prior to the execution of the Subdivision Agreement.
63. A clause shall be added to the Subdivision Agreement stating that the Owner shall, prior to registration, pay a one-time financial contribution for the purposes of supplementing the Town's on-going annual maintenance costs associated with landscape works on municipal lands, such works as required by the Town's standards and/or approved urban and architectural design guidelines. The amount of the contribution shall be equal to twenty-five percent (25%) of the total cost of plant material installed on municipal lands within the Plan, with the exception of naturalization and restoration plantings within the Blocks 10 and 11 on the Draft Plan.

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64. A clause shall be added to the Subdivision Agreement stating that the Owner shall, prior to registration, provide landscape securities to the Town, in a form acceptable to the Town's Director of Financial Services, and in the amount of one hundred percent (100%) of the estimated costs of the landscape works, to ensure performance and compliance of all landscape works, to the approval and satisfaction of the Director of Parks, Recreation & Cultural Services.
65. A clause shall be added to the Subdivision Agreement stating that the Owner shall, prior to registration, pay landscape fees for the review of landscape plans and the administration of implementation of the landscape works, in a manner satisfactory to the Town, based on the percentage amount of estimated landscape works as set out in the Town's Fees and Charges By-law 5900-16, as amended. The estimated cost of the landscape works shall be provided by the consulting landscape architect and approved by the Town.

Planning & Building Services: Building Division Conditions

66. The Owner shall, prior to registration, submit a schedule certified by an Ontario Land Surveyor indicating the areas and frontages of the lots, blocks and/or units within the Plan, to the satisfaction of the Director Planning & Building Services.
67. Prior to registration of the Plan, the Owner shall engage the services of a qualified noise consultant to complete a Noise Study which assesses projected nuisances caused by noise or vibration within the development to the satisfaction of the Director of Planning & Building Services.
68. The Owner shall, prior to registration, submit reference plans, engineering details, specifications and recommendations for any retaining walls to be constructed on the Lands for a which a building permit is required under the *Building Code Act*, 1992, S.O. 1992, c. 23, as amended, and O. Reg. 332/12 (Building Code), (the "*Building Code Act*"), indicating therein any restrictions such as setback limits for structures and landscaping to the satisfaction of the Director of Planning & Building Services and Director of Infrastructure & Environmental Services. If any restrictions are identified, a clause shall be added to the Subdivision Agreement stating that the Owner shall register Restrictive Covenants on title to the restricted lands to the satisfaction of the Town and that the Owner shall include in all Offers of Purchase and Sale Agreements for the restricted Blocks on the Plan, a notice advising prospective purchasers of the registration of Restrictive Covenants on title to their lands.
69. Prior to registration of the Plan, the Owner shall obtain a permit under the Building Code Act for the decommissioning of any septic system and shall

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submit a Consultant's Certificate upon completion of the decommissioning to the satisfaction of the Chief Building Official.

70. Prior to registration of the Plan, the Owner shall obtain a permit under the *Building Code Act* for the demolition of any buildings or structures prior to the demolition of said buildings or structures to the satisfaction of the Chief Building Official.

York Region Conditions

71. The road allowances included within the draft plan of subdivision shall be named to the satisfaction of the Town of Aurora and York Region.
72. The Owner shall agree in the Subdivision Agreement that the Owner shall save harmless the Town of Aurora and York Region from any claim or action as a result of water or sanitary sewer service not being available when anticipated.
73. Prior to final approval, the engineering drawing showing the layout of the watermains and sewers shall be submitted to the Infrastructure Asset Management Branch for review and record.
74. The Owner shall agree in the Subdivision Agreement that any direct connection (temporary or permanent) to a York Region water or wastewater system requires Regional approval prior to construction. Engineering drawings showing details of the connection shall be submitted to the Infrastructure Asset Management Branch for review and approval.
75. Prior to Final Plan Approval, the Owner shall conduct and submit a Conceptual Source Water Impact and Assessment Mitigation Plan (SWIAMP), to the satisfaction of the Region, to identify and address any potential water quality and water quantity threats to the municipal groundwater supplies. The SWIAMP shall be prepared by a qualified professional, to the satisfaction of Regional Environmental Services staff in the Water Resources group. The SWIAMP must follow the York Region document Guidance for Proposed Developments in Wellhead Protection Areas In York Region (October 2014). When formalized, the SWIAMP should be addressed to the Regional Municipality of York or have a reliance letter attached to it. A SWIAMP is required for any of the activities listed below if they will occur on the site for the storage or manufacture of:
- (a) petroleum-based fuels and or solvents;
  - (b) pesticides, herbicides, fungicides or fertilizers;
  - (c) construction equipment;
  - (d) inorganic chemicals;

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- (e) road salt and contaminants as identified by the Province;
  - (f) the generation and storage of hazardous waste or liquid industrial waste, and waste disposal sites and facilities;
  - (g) organic soil conditioning sites and the storage and application of agricultural and non-agricultural source organic materials; and,
  - (h) snow storage and disposal facilities.
76. Prior to final approval, the Owner shall have prepared, by a qualified professional transportation consultant, a functional transportation report / plan outlining the required road improvements for this subdivision. The report/plan, submitted to Development Engineering for review and approval, shall explain all transportation issues and shall recommend mitigative measures for these issues. The report shall also provide TDM plan to the satisfaction of the Transportation Service Department.
77. The Owner shall agree in the Subdivision Agreement, in wording satisfactory to Development Engineering to implement the recommendations of the functional transportation report/plan as approved by Community Planning and Development Services Division.
78. Prior to final approval and concurrent with the submission of the subdivision servicing application (MOE) to the area municipality, the Owner shall provide a set of engineering drawings, for any works to be constructed on or adjacent to the York Region road, to Community Planning and Development Services Division, Attention: Manager, Development Engineering, that includes the following drawings:
- (a) Plan and Profile for the York Region road and intersections;
  - (b) Grading and Servicing;
  - (c) Intersection/Road Improvements, including the recommendations of the Traffic Report;
  - (d) Construction Access Design;
  - (e) Utility and underground services Location Plans;
  - (f) Signalization and Illumination Designs;
  - (g) Line Painting;
  - (h) Traffic Control/Management Plans;
  - (i) Erosion and Siltation Control Plans;
  - (j) Landscaping Plans, including tree preservation, relocation and removals;
  - (k) Requirements of York Region Transit/Viva
79. Prior to final approval, the Owner shall submit a detailed Development Charge Credit Application to York Region, if applicable, to claim any works proposed within the York Region Right-of-Way. Only those works located in their ultimate location based on the next planning upgrade for this Right-of-Way will

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- be considered eligible for credit, and any work done prior to submission without prior approval will not be eligible for credit.
80. Prior to final approval, the Owner shall provide drawings for the proposed servicing of the site to be reviewed by the Engineering Department of the area municipality. Three (3) sets of engineering drawings (stamped and signed by a professional engineer), and MOE forms together with any supporting information shall be submitted to Community Planning and Development Services Division, Attention: Mrs. Eva Pulnicki, P.Eng.
81. Prior to final approval, the location and design of the construction access for the subdivision work shall be completed to the satisfaction of Community Planning and Development Services Division and illustrated on the Engineering Drawings.
82. Prior to final approval, the Owner shall demonstrate, to the satisfaction of Community Planning and Development Services Division, that all existing driveways along the Regional road frontage of this subdivision will be removed as part of the subdivision work, at no cost to York Region.
83. Prior to final approval, the Owner shall demonstrate, to the satisfaction of Community Planning and Development Services Division that elevations along the streetline shall be 0.2 metres above the ultimate centreline elevations of St. John's Sideroad improvements project designed by Capital Planning & Delivery, York Region.
84. Prior to final approval, the Owner shall submit drawings depicting the following to the satisfaction of York Region staff:
- (a) All existing woody vegetation within the York Region road right of way,
  - (b) Tree protection measures to be implemented on and off the York Region road right of way to protect right of way vegetation to be preserved,
  - (c) Any woody vegetation within the York Region road right of way that is proposed to be removed or relocated. However, it is to be noted that tree removal within York Region road right of way shall be avoided to the extent possible/practical. Financial or other compensation may be sought based on the value of trees proposed for removal.
  - (d) A planting plan for all new and relocated vegetation to be planted within the York Region road right of way, based on the following general guideline:
  - (e) Tree planting shall be undertaken in accordance with York Region standards as articulated in Streetscaping Policy and using species from the York Region Street Tree Planting List. These documents may be obtained from the Forestry Section. If any landscaping or features other than tree planting (e.g. flower beds, shrubs) are proposed in the York Region right-of-way by the Owner or the area municipality for aesthetic purposes they must



- be approved by Development Engineering and shall be maintained by the area municipality with the exception of the usual grass maintenance,
- (f) For landscape features not maintained to York Region's satisfaction, the area municipality will be responsible for the cost of maintenance or removal undertaken by the Region.
85. Prior to final approval, the Owner shall agree that the following lands will be conveyed to York Region for public highway purposes, free of all costs and encumbrances, to the satisfaction of York Region Solicitor:
- (a) a widening across the full frontage of the site where it abuts Leslie Street of sufficient width to provide a minimum 18.0 metres from the centreline of construction of Leslie Street and,
  - (b) a widening across the full frontage of the site where it abuts St. John's Sideroad of sufficient width to provide a minimum 18.0 metres from the centreline of construction of St. John's sideroad, and
  - (c) a 15.0 metre by 15.0 metre daylight triangle at the NE and SE corners of Leslie Street and Street 'A', and
  - (d) a 15.0 metre by 15.0 metre daylight triangle at the NE corner of Leslie Street and St. John's Sideroad, and
  - (e) a 10.0 metre by 10.0 metre daylight triangle at the NW and NE corners of St. John's Sideroad and Street 'B', and
  - (f) a 15.0 by 15.0 metre daylight triangle at the NW corner of St. John's Sideroad and Street 'A', and
  - (g) a 0.3 metre reserve across the full frontage of the site, except at the approved access locations, adjacent to the above noted widening, where it abuts Leslie Street at Street 'A' and adjacent to the St. John's Sideroad at Street 'A' and Street 'B' widenings, and
  - (h) an additional 2.0 metre widening, 40.0 metres in length, together with a 60.0 metre taper for the purpose of a westbound right turn lane at the intersection of Leslie Street and St. John's Sideroad, and
  - (i) an additional 2.0 metre widening, 40.0 metres in length, together with a 60.0 metre taper for the purpose of a north bound right turn lane at the intersection of Leslie Street and Street 'A', and
  - (j) an additional 2.0 metre widening, 40.0 metres in length, together with a 60.0 metre taper for the purpose of west bound right turn lanes at the intersections of St. John's Sideroad at Street 'A' and Street 'B'.
86. Prior to final approval, the Owner shall provide a solicitor's certificate of title in a form satisfactory to York Region Solicitor, at no cost to York Region with respect to the conveyance of the above noted lands to York Region.
87. The Region requires the Owner to submit, in general accordance with the requirements of the Environmental Protection Act and O. Reg. 153/04 Records of Site Condition Part XV.1 of the Act (as amended) ("O. Reg.

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153/04”), a Phase I environmental site assessment (“Phase I ESA”) of the Owner’s lands that are the subject of the application, including the lands to be conveyed to the Region (the “Conveyance Lands”). The Phase I ESA cannot be more than 2 years old as of the actual date title to the Conveyance Lands is transferred to the Region. If the Phase I ESA is linked to different phases of development and there will be multiple conveyances of lands, the Phase I ESA prepared in respect of a specific conveyance and phase of development cannot be more than two years old as of the actual date of transfer of title to the Region. If a Phase I ESA is or would be more than two years old as of the actual date of transfer of title to the Region, the Phase I ESA will need to be either updated or a new Phase I ESA obtained by the Owner in accordance with the requirements of this section. The Region, at its discretion, may require further study, investigation, assessment and delineation to determine whether any remedial or other action is required regardless of the findings or conclusions of the Phase I ESA. Any Phase II environmental site assessment required by or submitted to the Region must be prepared in general accordance with the requirements of O. Reg. 153/04 (as noted above). Reliance on the Phase I ESA and any subsequent environmental reports or other documentation prepared in respect of the environmental condition of the lands must be provided to the Region and: (i) will be addressed to “The Regional Municipality of York”; (ii) contain wording to the effect that the Region is entitled to rely on such reports or documentation in their entirety; and (iii) the terms and conditions of the reliance extended (including any wording seeking to limit liability) must be satisfactory to the Region.

The Owner shall also provide the Region’s Development Engineering with a certified written statement from the Owner or the Owner’s authorized representative that no contaminant, pollutant, waste of any nature, hazardous substance, toxic substance, dangerous goods, or other substance or material defined or regulated under applicable environmental laws is present at, on, in or under lands to be conveyed to the Region (including soils, substrata, surface water and groundwater, as applicable): (i) at the time of conveyance, at a level or concentration that exceeds the Environmental Protection Act O. Reg. 153/04 (as amended) full depth generic site condition standards applicable to the intended use of such lands by the Region or any other remediation standards published or administered by governmental authorities applicable to the intended land use; and (ii) in such a manner, condition or state, or is emanating or migrating from such lands in a way, that would contravene applicable environmental laws.

The preparation and delivery of the Phase I ESA, any subsequent environmental reports, other documentation, reliance and the Owner’s certified written statement shall be provided at no cost to the Region.

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88. The Owner shall agree in the Subdivision Agreement, in wording satisfactory to Community Planning and Development Services Division, to be responsible to decommission any existing wells on the owner's lands in accordance with all applicable provincial legislation and guidelines and to the satisfaction of the area municipality.
89. The Owner shall agree in the Subdivision Agreement, prior to the development approval of Blocks 1 and 6 to 9, that accesses to Blocks 1 and 6 to 9 shall be via the internal road network and direct accesses to Leslie Street and St. John's sideroad will not be permitted.
90. Prior to final approval, the Owner shall demonstrate, to the satisfaction of Community Planning and Development Services Division that Street 'A' & Street 'B' shall be designed to intersect at a right angle, or on a common tangent to Leslie Street and St. John's Sideroad.
91. Prior to final approval, the Owner shall demonstrate, to the satisfaction of Community Planning and Development Services Division, that the throat width of Street 'A' and Street 'B' shall be designed to accommodate the recommendations of the transportation report approved by York Region.
92. Prior to final approval, the intersection of Leslie Street at Street 'A' and intersections of St. John's sideroad at Street 'A' and Street 'B' shall be designed to the satisfaction of Community Planning and Development Services Division with any interim or permanent intersection works including turning lanes, profile adjustments, illumination and/or signalization as deemed necessary by Development Engineering.
93. Prior to final approval, the Owner shall demonstrate, to the satisfaction of Community Planning and Development Services Division, that all local underground services will be installed within the area of the development lands and not within York Region's road allowance. If a buffer or easement is needed to accommodate the local services adjacent to York Region's Right of Way, then the Owner shall provide a satisfactory buffer or easement to the Area Municipality, at no cost to the Region.
94. The Owner shall agree in the Subdivision Agreement, in wording satisfactory to Community Planning and Development Services Division that the Owner will be responsible for determining the location of all utility plants within York Region right-of-way and for the cost of relocating, replacing, repairing and restoring any appurtenances damaged during construction of the proposed site works. The Owner must review, or ensure that any consultants retained by the Owner, review, at an early stage, the applicable authority's minimum vertical clearances for aerial cable systems and their minimum spacing and cover requirements. The Owner shall be entirely responsible for making any

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- adjustments or relocations, if necessary, prior to the commencement of any construction.
95. The Owner shall agree in the Subdivision Agreement to monitor the intersection of Street 'A' and Leslie Street for a period of two years after the completion of the first phase and two years after the last phase of the proposed development. If the monitoring reports indicate that there are operational issues affecting Leslie Street and St. John's Sideroad, or the levels of service become unacceptable, the Region will restrict certain movements (i.e. to a right-in/right-out or no left turns out) in the future.
  96. The Owner shall provide a Letter of Credit with the equivalent amount of the monitoring costs, completion of supplement study and costs required to restrict certain movements (i.e. to a right-in/right-out or no left turns out). All costs will be borne by the applicant. Prior to the release of the Letter of Credit, the Owner shall submit the final monitoring and supplement study report to the satisfaction of the Regional Municipality of York, Transportation Planning Division. If the Owner fails to complete the final monitoring and supplement study report the Region shall have the option to draw upon the Letter of Credit for the estimated amount of the cost of completing the monitoring, supplement study and the modification and mitigation of accesses movements
  97. The Owner shall demonstrate that the location of Street 'A' onto St. John's Sideroad shall be aligned with the future N/S collector road on the south side of St. John's Sideroad, as identified in Schedule C of the Aurora 2C Secondary Plan.
  98. The Owner shall demonstrate that the proposed Street B intersection at St. John's Sideroad will be limited to a Right-in/Right-out (RIRO) operation only. This access shall be designed to Regional standards and requirements with a provision of an exclusive westbound right-turn lane.
  99. The Owner shall provide direct shared pedestrian/cycling connections from the proposed subdivision to Leslie Street and St. John's Sideroad to accommodate active transportation and public transit. A drawing is required to show the location of these facilities to the satisfaction of the Region.
  100. Prior to final approval, the Owner shall satisfy the Regional Municipality of York Transportation Services Department that the services to be installed within or in conjunction with the Plan will provide for sidewalks on both sides of the roadways listed below, unless only one side of the street lies within the limits of the subject lands. The sidewalks shall meet the local municipality's standards, and be provided by the Owner along the subject lands' frontage onto roadways that will have transit services.

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Future YRT/Viva transit services are planned for the following roadways or sections of:

- Street "A"
- St John's Sideroad
- Leslie Street

101. Prior to final approval, the Owner shall satisfy the Regional Municipality of York Transportation Services Department and the area municipality that the services to be installed by the Owner within or in conjunction with the Plan will provide a concrete pedestrian access connection from the internal roadway to the Regional roadway as follows:

- From "Street "A" to "Leslie Street"
- From "Street "A" to "St. John's Sideroad"

The concrete pedestrian access connection shall meet the local municipality's standards for sidewalks and shall be owned and maintained by the area municipality.

102. The Owner shall agree in the Subdivision Agreement to convey lands to the local municipality to provide for such pedestrian access connection referred to in Condition 31 above.

103. The Owner shall satisfy the Regional Municipality of York Transportation Services Department that the services to be installed within or in conjunction with the Plan will provide the passenger standing areas/shelter pads (to be identified at the Site Plan Stage) and shall be installed to the satisfaction of the local municipality and York Region Transit. The Region confirms that all such passenger standing areas/shelter pads shall be owned and maintained by the Region and that the local municipality shall have no responsibility for those, notwithstanding that they may be included in the Subdivision Agreement.

The passenger standing areas/shelter pads shall be provided at no cost to York Region and shall be provided concurrently with construction of necessary sidewalks. The Owner may apply for a development charge credit, in accordance with the York Region - Road Works development charge credit guideline for passenger standing areas and shelter pads.

Landscaping should not interfere with the bus stops passenger standing areas, shelters or corner sightlines. Bus stops located in front of the employment areas shall be incorporated into the landscape design.

The bus stop locations determined during the design phase are subject to change. Prior to construction of the passenger standing areas/shelter pads,

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- the Owner/consultant shall confirm with YRT/Viva the final bus stop locations/requirements. The Owner/consultant is to contact YRT/Viva Facilities Supervisor (tel. 905-830-4444 ext.77760) to confirm final details.
104. Prior to final approval, the Owner shall submit drawings showing, as applicable, the sidewalk locations, concrete pedestrian access, passenger standing areas and shelter pads to the satisfaction of York Region.
105. "Street A" shall be designed to accommodate transit vehicles to the satisfaction of the area municipality and York Region Transit. The minimum pavement width for transit vehicles is 3.5 m. The minimum curb radius for transit vehicles is 15 m. These standards are according to the Canadian Transit Handbook and the Ontario Urban Transit Association.
106. The Owner shall agree in the Subdivision Agreement to advise all potential purchasers of the future introduction of transit services in this development as identified in Condition 30. This includes potential transit routes, bus stops and shelter locations. This shall be achieved through distribution of information/marketing materials (YRT/Viva route maps, Future Plan maps & providing YRT/Viva website contact information) at sales offices and appropriate notification clauses in purchase agreements. The YRT/Viva route maps and the Future Plan maps are available from YRT/Viva upon request.
107. The Owner shall satisfy the Regional Municipality of York Transportation Services Department that the services to be installed within or in conjunction with the Plan will include illumination in accordance with the local municipality's design standards along all streets which will have transit services, sidewalks, pedestrian access and bus stop locations.
108. Prior to final approval, the Owner shall provide a copy of the Subdivision Agreement to the Corporate Services Department, outlining all requirements of the Corporate Services Department.
109. The Owner shall enter into an agreement with York Region, agreeing to satisfy all conditions, financial and otherwise, of the Regional Corporation; Regional Development Charges are payable prior to final approval in accordance with By-law # 2012-36.

Lake Simcoe Region and Conservation Authority Conditions

110. That this approval is applicable to the Draft Plan of Subdivision prepared by Humphries Planning Group Inc. (February 6, 2017).

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111. That prior to final plan approval and any major site alteration, the following shall be prepared to the satisfaction of the Town and the Lake Simcoe Region Conservation Authority (LSRCA):
  - a. A detailed Stormwater Management Report in conformity with the designated stormwater management policies of the Lake Simcoe Protection Plan (LSPP) (DP-4.8 – 4.11) and the LSRCA Technical Guidelines for Stormwater Management;
  - b. A detailed Erosion/Sedimentation Control Plan;
  - c. A detailed Grading and Drainage Plan;
  - d. An updated Water Balance;
  - e. A Phosphorous Budget in accordance with Designated Policy 4.8 of the LSPP;
  - f. A detailed Low Impact Development Evaluation demonstrating the means to maximize the use of Low Impact Development (LID) measures consistent with Policy 1.6.6.7 of the Provincial Policy Statement (2014).
112. That the owner shall agree in the Subdivision Agreement to carry out or cause to be carried out the recommendations and requirements contained within the plans and reports as approved by the LSRCA.
113. That the owner shall agree in the Subdivision Agreement to retain a qualified professional to certify in writing that the works were constructed in accordance with the plans and reports as approved by the LSRCA.
114. That the owner shall agree in the Subdivision Agreement to ensure that proper erosion and sediment control measures will be in place, including erosion and sediment control to address the protection of natural features, in accordance with the approved Grading and Drainage Plan, and Erosion and Sediment Control Plan prior to any site alteration or grading.
115. That the owner shall agree in the Subdivision Agreement to maintain all existing vegetation up until a minimum of 30 days prior to any grading or construction on-site in accordance with 4.20b.-DP of the Lake Simcoe Protection Plan.
116. That the owner shall agree in the Subdivision Agreement to grant any easements required for storm water management purposes to the Town.
117. That the owner shall agree in the Subdivision Agreement to dedicate and transfer the Environmental Protection block to the Town of Aurora.
118. That prior to final plan approval the proponent will provide any relevant correspondence with the MNR related to the Endangered Species Act to the LSRCA.

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119. That prior to final plan approval a detailed Restoration / Mitigation Plan shall be prepared to the satisfaction of the LSRCA and Municipality.
120. That prior to final plan approval, a Trails Impact Study shall be prepared to the satisfaction of the LSRCA and the Municipality.
121. That prior to final plan approval, a Monitoring Plan shall be prepared to the satisfaction of the LSRCA and the Municipality.
122. That prior to final plan approval, the Owner shall successfully amend the Zoning By-law to rezone the lands from Rural (RU) Zone to Business Park Exception Zones (BP-XX1), (BP-XX2) and (BP-XX3), Open Space (OS-XX) Exception Zone and Environmental Protection (EP-XX) Exception Zone.
123. That prior to final plan approval, the Owner shall obtain a permit from the LSRCA for any development within an area subject to Ontario Regulation 179/06 under the *Conservation Authorities Act*.
124. That prior to final plan approval, the owner shall pay all development fees to the LSRCA in accordance with the approved fees policy, under the *Conservation Authorities Act*.

Central York Fire Services Conditions

125. A clause shall be added to the Subdivision Agreement to ensure that prior to and during construction of buildings, a minimum or temporary street signage must be in place to assist emergency response and access for emergency vehicles shall be maintained at all times.
126. A clause shall be added to the Subdivision Agreement to ensure that prior to construction of buildings, all roads must be complete to a minimum base coat and be able to support emergency vehicles with site access acceptable to Central York Fire Services.
127. A clause shall be added to the Subdivision Agreement to ensure that prior to construction of buildings, water supply for firefighting, including hydrants must be installed and operational.

Canada Post

128. The owner/developer agrees to include on all offers of purchase and sale, a statement that advises the prospective purchaser/renter that mail delivery will be from a designated Community Mailbox.



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129. The owner/developer will be responsible for notifying the purchaser/renter of the exact Community Mailbox locations prior to the closing of any unit sale.
130. The owner/developer will consult with Canada Post Corporation to determine suitable locations for the placement of Community Mailbox and to indicate these locations on the appropriate servicing plans.
131. The owner/developer will provide the following for each Community Mailbox site and include these requirements on the appropriate servicing plans:
  - (a) An appropriately sized sidewalk section (concrete pad) to place the Community
  - (b) Mailboxes on.
  - (c) Any required walkway across the boulevard.
  - (d) Any required curb depressions for wheelchair access.
132. The owner/developer further agrees to determine and provide a suitable temporary Community Mailbox location(s), which may be utilized by Canada Post until the curbs, sidewalks and final grading have been completed at the permanent Community Mailbox locations.

Ministry of Tourism, Culture and Sport Condition

133. The Owner shall agree in the Subdivision Agreement that no grading or other soil disturbances shall take place on the Draft Plan prior to the Ministry of Tourism Culture and Sport confirming that all archaeological resource concerns have met licencing and resources conservation requirements.

**Clearances**

134. Final approval for registration may be issued in phases to the satisfaction of the Town subject to all applicable fees provided that:
  - a) Phasing is proposed in an orderly progression services; and
  - b) All government agencies agree to registration by phases and provide clearances, as required in Conditions 135 to 145 inclusive, for each phase proposed for registration; furthermore, the required clearances may relate to lands not located within the phase sought to be registered.
135. The Town's Planning & Building Services: Planning Division shall advise that Conditions 1 to 8 inclusive have been satisfied, stating briefly how each condition has been met.

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136. The Town's Legal Services Division shall advise that Conditions 9 to 12 inclusive have been satisfied, stating briefly how each condition has been met.
137. The Town's Infrastructure and Environmental Services Department shall advise that Conditions 13 to 49 and 68 inclusive have been satisfied, stating briefly how each condition has been met.
138. The Town's Financial Services Department shall advise that Condition 24 has been satisfied, stating briefly how each condition has been met.
139. The Town's Parks, Recreation & Cultural Services Department shall advise that Conditions 50 to 65 inclusive have been satisfied, stating briefly how each condition has been met.
140. The Town's Planning & Building Services: Building Division shall advise that Conditions 38, 66 to 70 inclusive have been satisfied, stating briefly how each condition has been met.
141. York Region shall advise that Conditions 71 to 109 inclusive have been satisfied; the clearance letter shall include a brief statement detailing how each condition has been met.
142. The Lake Simcoe Region Conservation Authority shall advise that Conditions 15, 46, 110 to 124 inclusive have been satisfied; the clearance letter shall include a brief statement detailing how each condition has been met.
143. Central York Fire Services shall advise that Conditions 22, 125 to 127 inclusive have been satisfied; the clearance letter shall include a brief statement detailing how the condition has been met.
144. Canada Post shall advise that Conditions 128 to 132 inclusive have been satisfied; the clearance letter shall include a brief statement detailing how each condition has been met.
145. The Ministry of Tourism shall advise that Condition 133 have been satisfied; the clearance letter shall include a brief statement detailing how each condition has been met.



**Town of Aurora  
General Committee Report**

**No. CS17-016**

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**Subject:** Animal Control By-Law Amendments  
**Prepared by:** Mandie Crawford, Manager of Bylaw Services  
**Department:** Corporate Services  
**Date:** June 6, 2017

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## **Recommendation**

- 1. That Report No. CS17-016 be received; and**
- 2. That amendments to By-law No. 5642-14, being a by-law to regulate various matters relating to the licensing and keeping of animals in the Town of Aurora, be enacted at a future Council meeting.**

## **Executive Summary**

The purpose of this report is to provide recommended changes to By-law 5642-14, being a by-law to regulate various matters relating to the licensing and keeping of animals in the Town of Aurora, (Animal Control By-Law), to better protect both residents and animals within the Town of Aurora.

- Amending the Town's Animal Control By-law to include Dangerous Dog provisions will enable Animal Control Officers to better protect the public
- Clarifying language and requirements relating to control of animals while on leash will also improve public safety
- Improving provisions for animal care related to extreme weather will assist with animal protection and wellbeing

## **Background**

At the Council Meeting of Tuesday, April 11, 2017, the following motion carried:

"That staff investigate and report back to Council on the implications of introducing amendments to By-law No. 5642-14 similar to those enacted by the City of Toronto."

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On July 15, 2014, a consolidated Animal Control By-law was enacted replacing By-law No. 4747-05.P (dogs) and By-law No. 4749-05.P (cats). Over the past several years there has been an increased effort and awareness respecting animal control and protection.

Currently, Aurora's contracted Animal Control Officers use Provincial Legislation, the *Dog Owners Liability Act, RSO 1990, c.D.16, (DOLA)*, for dog bites and attacks. This process takes significant time, is restricted to more serious offences and requires a hearing before a Provincial Court Judge.

On January 31, 2017, The Council of the City of Toronto amended their Municipal Code effective March 1, 2017 to provide new regulations for the care and control of dangerous dogs and for the protection of animal well-being. These regulations reflect concerns for both public and animal safety and well-being.

## **Analysis**

### **Amending the Town's Animal Control By-law to include dangerous dog provisions will enable Animal Control Officers to better protect the public**

The Dog Owners' Liability Act, is provincial legislation that speaks to the liability and responsibilities of dog owner's, restricts pit bulls and gives Peace Officers the powers to seize and/or quarantine animals under certain conditions. It also gives Provincial Judges the ability to order a dangerous dog to be destroyed.

This legislation may not be appropriate in all circumstances where a minor bite or attack has occurred and been investigated. Introducing "dangerous dog" provisions in the Town's Animal Control By-law would enable officers to impose restrictions such as muzzling and/or requiring a dog to receive behavioral training. This may adequately address the risk and allow dog owner's to keep their pet under certain restrictions.

Amendments to the by-law regarding "dangerous dogs" would include the following:

- Adding the definition of "dangerous dog" which would apply to dogs that have bitten, attacked or pose a menace to the public
- Provisions for Officers in consultation with the Manager of Bylaw Services to deem a dog as "dangerous" through an investigation of severity of the behaviour or bite. Provisions would allow for an appeal to the Director who would have the ability to lift the "dangerous dog" designation if they are of the opinion the dog

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has been rehabilitated.

- Requiring “dangerous dogs” receive professional behavioural training for dogs that could be rehabilitated.
- Prohibiting dangerous dogs at the off leash dog park
- Muzzling of dangerous dogs when off the property of the owner
- Requiring increased license fee to offset the extra administration for “dangerous dogs

One or all of the restrictions could be imposed upon the dog depending on the severity of the bite or dangerous behavior, the frequency of aggressive actions or attacks and would be progressive in nature if there is a reoccurrence.

Exemptions would be in place for dogs where an investigation of the attack reveals the dog was acting in self-defense.

Introducing “dangerous dog’ provisions with the Town of Aurora Animal Control By-law would not restrict Officers from laying charges under DOLA, if deemed appropriate due to the severity of the situation.

### **Clarifying language and requirements relating to control of animals while on leash will also improve public safety**

The current by-law defines leash without provisions to the type or length and is not consistent with current best practices concerning restraining devices and leashes.

Amendments to the By-law regarding leashes would include:

- Clarifying the language around the “leashing of animals” by requiring the owner to have the “leash in hand” and imposing a restriction to a length of three meters will address the concerns that although the dogs are leashed they may not be under control of the owner.
- Adding a restriction to the by-law that restricts the handling or care of dogs on leashes to three at a time will improve public safety.
- Limiting the number of animals under one person’s care in the dog park to three will ensure that owners or caretakers of dogs are better able to watch the behavior of dogs under their control

### **Improving provisions for animal care related to extreme weather will ensure animals are protected**

The OSPCA and other animal control agencies have updated their best practices for the protection of animals in extreme environmental situations. These include the housing or keeping of animals in vehicles in warm weather or extreme cold conditions and housing them in places without adequate shelter and water.

Amendments to the by-law regarding care of animals will include:

- Adding provisions restricting the keeping of animals in vehicles during extreme warm weather as identified by Environment Canada.

### **Advisory Committee Review**

N/A

### **Financial Implications**

Financial implications include increased fees for licensing for owners of “dangerous dogs” to cover the cost of added administration including monitoring, review and following up on conditions of owners with dogs deemed as dangerous. Additionally there may be extra fees associated with special tags on dogs deemed to be dangerous so that they are easily identified by Animal Control Officers and the general public.

### **Communications Considerations**

Bylaw Services and Communications will create a communications strategy concerning the new provisions and the updating of existing requirements through social media, the web site, media releases as well as through the licensing renewal process and any other educational opportunities.

### **Link to Strategic Plan**

Updating the current by-law supports the Community Goal of Supporting an exceptional quality of life for all, including the general public, dog owners and their pets.

## **Alternative(s) to the Recommendation**

Council may consider the following options as alternatives:

1. Choose to take no action at this time. This would restrict Animal Control Officers to using only provincial legislation that often delays protective measures that may be imposed by a court of Law.
2. Choose to amend the bylaw to include some but not all of the provisions outlined in the report.

## **Conclusions**

DOLA is the current legislation Animal Control Officers use for the protection of the public from dangerous dogs. This process requires Court attendance and legal processes which may be not appropriate for offences that require some action but are not one of the more serious offences.

Adding provisions under the current by-law to address leash lengths and their use, the number of animals on leash that an individual may handle and have oversight of while in the dog park will give Animal Control Officers more preventative and appropriate tools for enforcement. It will also assist dog owners with options for rehabilitation of dogs instead of answering to charges in court.

Adding provisions for the keeping of animals during extreme weather conditions will reduce health risks to animals.

## **Attachments**

Attachment No. 1 – Animal Control Comparison Chart

## **Previous Reports**

N/A

## **Pre-submission Review**

Agenda Management Meeting review on May 17, 2017

June 6, 2017

Page 6 of 6

Report No. CS17-016

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**Departmental Approval**



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**Techa van Leeuwen  
Director  
Corporate Services**

**Approved for Agenda**



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**Doug Nadorozny  
Chief Administrative Officer**



Attachment No. 1

## Animal Control Comparison Chart

By-law Provision	City of Toronto Amendments	Town of Aurora - Current	Comments
Definitions	New definitions were added for Dangerous Dog, Dangerous Act and Attack which mirror the language of Dog Owners Liability Act (DOLA). Definition also added for extreme weather	These items are not defined in by-law	Provincial legislation, Dog Owners Liability Act (DOLA) contains provisions for proceedings against owners of dogs who have bitten or pose a menace to safety
Requirements for Dangerous Dog	Requirements include: Muzzled when off property, not permitted in off-leash dog parks, requires city issued dangerous dog tag, warning sign posted on owners property, microchipped, photograph of dog and mandatory dog training	Requirements include: when dog bites on private property a warning is issued, when dog bites on public property a notice to muzzle is issued	City of Toronto requirements apply to dogs that have bitten, attacked or pose a menace. Town of Aurora requirements apply to dogs that have bitten only. DOLA is overarching provincial legislation and includes dogs that pose a menace to the safety of person or animals
Protection from Extreme weather	Animals not to be kept out in extreme weather unless they have access to enclosure that provides protection	General provisions related to care including an "environment that is appropriate" as well provisions for dogs who are kept outdoors to have access to protective shelter	Toronto defines Extreme weather alert as issued by Medical Officer of Health or Environment Canada
Dog Walking	Maximum of three dogs unless commercial dog walking permit issued	No restrictions on number of dogs being walked	Aurora does have a maximum # of dogs per dwelling of three with the exception of apartment res. zones maximum of two dogs
Appeals	Orders to Comply may be appealed to the Exec. Director of MLS to consider if the dog was acting in self defence	Notice to Muzzle may be at the owners request subject to a hearing in accordance with Aurora Appeal Tribunal By-law	In Toronto, Executive Director has delegated authority to make decisions, in Aurora the Committee of Adjustment is also the Tribunal for animal control
Rights of Entry and penalties	Increased Rights of Entry and Increased penalties	Similar Rights of Entry, penalties as set out in the Municipal Act	Very similar provisions



**Town of Aurora  
General Committee Report**

**No. FS17-025**

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**Subject:** Creation of New Winter Control Reserve Fund

**Prepared by:** Dan Elliott, Director of Finance - Treasurer

**Department:** Financial Services

**Date:** June 6, 2017

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### **Recommendation**

- 1. That Report No. FS17-025 be received; and**
- 2. That the necessary bylaw to create a Winter Control Reserve Fund be brought forward by staff for adoption; and**
- 3. That \$500,000 be transferred from the Tax Rate Stabilization Reserve Fund into the new Winter Control Reserve Fund; and**
- 4. That the strategy for the use of the new reserve fund set out in Report No. FS17-025 be incorporated into the annual year-end surplus control bylaw passed by Council each fall.**

### **Executive Summary**

This report proposes the creation of a new Winter Control Reserve Fund and a proposed Reserve Fund strategy to insulate the annual operating budget results from significant fluctuations in winter severities and the costs related to winter control operations of plowing and de-icing.

- As operating budgets get more refined each year, the ability of unplanned surplus revenues to off-set over expenditures becomes more unlikely.
- To mitigate unexpected year-end variances, winter related expenditures generally beyond the control of staff are proposed to be buffered by the use of reserve funds.

## **Background**

Winter control operations include snow plowing and ice control activities for roads and sidewalks along with Town owned parking lots including all facilities. The costs of winter control vary significantly depending on the weather, both in number of events, duration, and amount of precipitation, along with the frequency of thaw-freeze events. The operating budget for winter control consists of the following elements:

- Standby fees to contractor for the winter, to have available trucks and operators in the event they are required by us. (fixed cost)
- Stand-by premiums for certain Town equipment operators (fixed cost)
- Basic winter patrol hours and premiums for staff, including nights (fixed cost)
- Granular and liquid ice control materials (variable on weather)
- Activity costs of the contractor when they are activated (variable on weather)
- IES department staff, equipment and overtime costs of Town employees activated for winter control activities. (variable on weather)

Winter control responses are driven by Council adopted service level standards, and are activated regardless of the status of budgets. However, all winter control activities are conducted with efficiency in mind, but more emphasis is placed on effectiveness in meeting the service standards, so to avoid litigation against the town. The severity of the winter will drive the costs of materials, contractor costs, and staff overtime and shift premiums for winter operations activities.

If no winter control events occurred in the season, the costs of the winter control program would be limited to the fixed costs of stand-by fees of the contractor, stand-by fees for staff, and the winter patrol hours and premiums for nightly roads monitoring.

## **Analysis**

### **Winter control costs vary annually depending on the frequency, severity and timing of precipitation events**

The following table shows the budgets and actuals for winter control operations costs for the IES Roads section, excluding winter control costs of the Parks Division, or any costs related to bylaw enforcement or parking control.

	Winter Control Budget	Winter Control Costs Actual	Variance Fav. (unfav.)	Variance % of Budget
2017	1,563,687	Ytd 849,374	714,313	45%
2016	1,507,437	1,403,922	103,515	7%
2015	1,499,564	1,317,100	182,464	12%
2014	1,386,615	1,484,176	(97,561)	(7%)
2013	1,321,100	1,565,729	(244,629)	(19%)
2012	1,352,149	1,291,921	60,228	4%

The winter control variances are substantively beyond the control of management, and average out over time. As can be seen from 2013, material impacts to year end variances can arise from poor weather winters. It is proposed that a new Winter Control Reserve Fund be created, to be considered part of the Town's stabilization group of reserve funds, to insulate the year end budget results from the variations in weather and these uncontrollable variances which occur for winter operations.

Any annual budget variance arising in the winter control budget section would be transferred to or be funded from the new Winter Control Reserve Fund. The creation of this reserve fund strategy could be seen as deemphasizing budget management for winter control activities. To mitigate against complacency in this respect, staff propose a new annual report.

Each spring, a winter control season report will be prepared by staff outlining the financial impacts of the past winter season, and the budget variances that arose therefrom, both for the prior year fall portion, and the current year spring portion. The report would outline the specific actions undertaken to constrain the costs of winter control while meeting the service level established by Council, particularly when the budget becomes overspent. Overspending would be a last resort effort to meet the service level requirements.

Any to/from reserve transfers would be annually authorized as part of the year-end surplus control bylaw, and would only be used as a last resort to balance the year-end results as required.

It is proposed that initially, the Winter Control reserve fund be funded with a transfer from the tax rate stabilization reserve fund in the amount of \$500,000, and that an upset limit on this new reserve fund be set at 1.5 times the annual winter control budget of the prior year.

## **Advisory Committee Review**

Finance Advisory Committee reviewed a draft of this report at its meeting of April 26, 2017.

## **Financial Implications**

By creating the Winter Control Reserve Fund and funding all winter control budget variances to/or from the reserve fund will remove from the operating budget potentially significant budget variances which are beyond staff control. As budgets and year end operating budget variances have become tighter and tighter, and the prospects of surpluses arising from development revenues fall, it is important to have in place funding safeguards for events and circumstances which are beyond the control of management.

Regular reporting of reserve fund balances is done through the year end reporting and budget processes. As well, the website Reserve Fund schedule is updated periodically through the year for continuous reference by staff, Council and the public.

The new winter control reserve fund would be a stabilization reserve, and accordingly, an initial funding transfer from the existing tax rate stabilization reserve will have no impact on the Town financially, from an operating perspective, or from a financial security perspective.

## **Communications Considerations**

None. Once created, the new reserve fund, together with its applicable descriptive schedule will be available on our Budget and Financial Information web page.

## **Link to Strategic Plan**

Initiatives which improve management accountability and clarity of results contribute to achieving the Strategic Plan guiding principle of ***“Leadership in Corporate Management”*** and improves transparency and accountability to the community.

June 6, 2017

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Report No. FS17-025

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### **Alternative(s) to the Recommendation**

1. May choose not to create a separate winter control stabilization reserve fund, and more actively use the tax rate stabilization reserve fund to balance the actual expenditures for winter control to its budget each year.
2. Choose status quo, with no new reserve fund, and no active balancing of winter control costs to budgets.

### **Conclusions**

Stabilizing the fluctuations in annual winter control costs through the use of a new Winter Control stabilization reserve fund will remove a significant uncontrollable source of budget variance from the year end budget to actual results. Removing this significant source of variance will increase the clarity of the remaining budget items upon which management is held accountable.

### **Attachments**

None

### **Previous Reports**

None

### **Pre-submission Review**

Agenda Management Team review on May 18, 2017

#### **Departmental Approval**



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**Dan Elliott, CPA, CA  
Director of Financial Services  
- Treasurer**

#### **Approved for Agenda**



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**Doug Nadorozny  
Chief Administrative Officer**



**Town of Aurora  
General Committee Report**

**No. FS17-026**

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**Subject:** Reserve Fund Strategy for External Legal and Occasional Human Resources expenses

**Prepared by:** Dan Elliott, Director of Financial Services - Treasurer

**Department:** Financial Services

**Date:** June 6, 2017

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## **Recommendations**

- 1. That Report No. FS17-026 be received; and**
- 2. That the strategy for the use of the tax rate stabilization reserve fund for external legal costs and occasional human resources costs as set out in Report No. FS17-026 be incorporated into the annual year-end surplus control bylaw passed by Council each fall.**

## **Executive Summary**

This report proposes a reserve fund strategy to be incorporated into the annual financial processes to mitigate year-end operating results from costs which may be significant and occasional for the organization. The expected outcome is that management reporting on year end variances will be more focused on expenses and revenues controllable by management and which are not blurred by impacts of unusual or unexpected circumstances.

- As operating budgets get more refined each year, the ability of unplanned surplus revenues to off-set over expenditures gets more unlikely.
- To mitigate unexpected year-end variances, expenditures generally beyond the control of staff are proposed to be buffered by the use of reserve funds
- Winter control cost variances are proposed to be similarly managed in a separate Report No. FS17-025.
- External legal costs and occasionally human resource costs can be extensive, often beyond the direct control of management, and can have a material impact on year end operating results.

## **Background**

Reserve Funds can be used to mitigate budget variances which arise from external volatility which is beyond the direct control of management and staff. External legal fees and occasionally certain human resource costs are examples of such costs.

## **Analysis**

### **Reserve funds can be used to mitigate unexpected budget variances**

External legal costs are incurred in response to litigation, investigations, legal opinions, or defense of the Town in OMB or other legal or quasi-judicial proceedings. These costs may also include fees for expert witnesses including planners. The circumstances which trigger these costs are beyond the direct control of management. Often, Council has knowledge of these pending costs before they are incurred, such as likely OMB appeals.

Human resource costs which are not budgeted in the annual operating budget but which are incurred in response to sudden or necessary circumstances may include the following:

- Costs of periodic compensation and benefits program reviews, updates, and implementation
- With the specific approval of Council, to fund organizational restructuring costs
- Costs of proceedings and any costs of any fines, penalties and awards under judicial or quasi-judicial processes related to labour, such as but not limited to Ontario Human Rights, WSIB, or wrongful dismissal, including any costs of any escalated grievances under collective bargaining agreements which require external resources to arbitrate, investigate or resolve.
- Unplanned pay equity adjustments of a material nature.
- Necessary severance payments and related legal costs

### **Material year end budget variances can arise from unanticipated legal or human resources costs**

In many of these situations, Council may be involved in the decision which triggers or approves the costs during closed session meetings, or becomes aware of their likelihood in advance. However, as these costs are not usually included in the operating budget, they have direct and perhaps material impacts to the year-end operating budget results for which staff are held to account.



June 6, 2017

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Report No. FS17-026

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It is proposed in this report that budget variances in the external legal budget line item, and any unbudgeted human resources costs of the nature listed above be funded from the tax rate stabilization reserve each year as part of the year end processes, provided that a confidential report to Council detailing any such funding transfers and the basis for such is made to Council within three months of the year end. Annual permission for such would be granted in the Surplus control bylaw passed by Council each fall.

To mitigate the perceived risk of misuse of this strategy, prior to the subject costs being incurred, the CAO would approve them and the use of the reserve fund as the identified source of funding. Further, within three months of the end of the year, a closed session report would be brought to Council outlining the circumstances and the amounts which were funded from the stabilization reserve fund. The report would be in closed session due to the specifics related to legal proceedings and identifiable persons named in the report.

Use of the above strategy will insulate the year end budget results from issues not in the direct control of management, leaving the remaining year end results more accountable upon the administration and management of the Town.

### **Advisory Committee Review**

Finance Advisory Committee reviewed a draft of this report at its meeting of April 26, 2017.

### **Financial Implications**

Currently, unexpected external legal costs or human resources related costs are absorbed to the best of management's ability within existing budgets, however, they can often be material enough to still result in budget overruns at year end. Adopting the proposed strategy of using the Tax Rate Stabilization Reserve Fund for funding budgetary variances arising from external legal fees and certain Human Resources costs will remove from the operating budget potentially significant budget variances which are beyond staff control. Use of the reserve will not be automatic, but rather only when necessary and appropriate. As budgets and year end operating budget variances have become tighter and tighter, and the prospects of surpluses arising from development revenues fall, it is important to have in place funding safeguards for events and circumstances that were not anticipated by management when the budget was proposed.

June 6, 2017

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Regular reporting of reserve fund balances is done through the year end reporting and budget processes. As well, the website Reserve Fund schedule is updated periodically through the year for continuous reference by staff, Council and the public.

Any external legal costs or human resources costs so funded from the Tax Rate Stabilization reserve must be reported to a Closed Session of Council within three months of the year-end for transparency with Council. General statements of such transfers will be made in the annual year-end financial report by staff to the public sessions of General Committee/Council.

### **Communications Considerations**

None, the implementation of the proposed reserve fund strategy will be incorporated into the annual public report establishing a year-end surplus control strategy and bylaw.

### **Link to Strategic Plan**

Initiatives which improve management accountability and clarity of results contribute to achieving the Strategic Plan guiding principle of ***“Leadership in Corporate Management”*** and improves transparency and accountability to the community.

### **Alternative(s) to the Recommendation**

1. May choose to create separate External Legal and Human Resources reserve funds, similar to the separately proposed winter control stabilization reserve fund.
2. May choose status quo and Receive Only this report and not adopt the proposed reserve fund strategy.

### **Conclusions**

Stabilizing budget variances arising from external legal costs or certain human resource related costs through the automatic use of the Tax Rate Stabilization Reserve will remove a significant uncontrollable source of budget variance from the year end budget to actual results upon which management is held accountable. Confidential reports will be provided to Council each year for in respect of any such use of the reserve fund.

June 6, 2017

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Report No. FS17-026

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**Attachments**

None

**Previous Reports**

None

**Pre-submission Review**

Agenda Management Team review on May 18, 2017

**Departmental Approval**



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**Dan Elliott, CPA, CA  
Director of Financial Services  
- Treasurer**

**Approved for Agenda**



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**Doug Nadorozny  
Chief Administrative Officer**



**Town of Aurora  
General Committee Report**

**No. FS17-027**

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**Subject:** Hotel Development Charges - Deferrals

**Prepared by:** Dan Elliott, Director of Financial Services - Treasurer

**Department:** Financial Services

**Date:** June 6, 2017

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### **Recommendation**

- 1. That Report No. FS17-027 be received; and**
- 2. That, until the current Town Development Charge Bylaw No. 5585-14 is repealed, the Treasurer and CAO be authorized to enter into and sign Development Charge Deferral Agreements for hotel or motel developments which defer the excess amounts that the development is required to pay over the amount determined for an office building of the same gross floor area, provided that such hotel/motel have non-lodging uses whose Gross Floor Area (GFA) does not exceed 33% of the GFA used for lodging; and**
- 3. That the similar authorization to enter deferral agreements for hotels or motels approved on August, 11, 2015 be withdrawn; and**
- 4. That staff undertake a detailed review of development charges for hotels and motels in the next update of the Town's Development Charge by-law.**

### **Executive Summary**

This report is to update the current development charges deferral arrangement for hotel or motel developments to reflect recent updates made by the Region of York.

- Following the last Development Charge (DC) bylaw updates of both York Region and the Town, the resultant Development Charges were found to be prohibitive in attracting new hotels or motels to locate in Aurora, or elsewhere in the Region. The Town's current DC charge for a hotel is 4.25 times that of an office building of similar size.
- In August, 2015, the Town approved a deferral arrangement which effectively reduced the Town's DC amount for hotels/motels to be equivalent to an equal sized office building.

June 6, 2017

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Report No. FS17-027

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- The Town cannot amend its DC bylaw without conducting a complete DC Background study, an extensive body of work which is not scheduled to occur until late 2018 for adoption in early 2019. A deferral arrangement can be used in the interim period if needed.
- York Region is about to approve new DC charges which would have hotel/motel charges be 7% higher than an office building of similar size.
- Staff recommend no quantum change to our current deferral agreement authorization at this time. The 7% on a sample hotel represents approximately \$12,600. At this time, a 7% increase is thought to be detrimental to our economic development initiatives work to attract hotels to Town.
- Staff recommend a qualifier similar to that proposed by York Region's draft DC bylaw be added to our deferral arrangement authority to ensure that hotels and motels only benefit from the arrangement, and no other types of development.

## **Background**

In April, 2014, the Town adopted an updated Development Charge (DC) By-law 5585-14 under the *Development Charges Act, 1997*, S.O. 1997, c.27 as amended (the "DC Act"). In the course of the update, treatment of hotels and motels was amended to reflect wording and treatment as contained in York Region's DC bylaw. The intent of the change was to harmonize the calculations and interpretations of the two bylaws for ease of understanding and administration.

Subsequent to that, in August of 2015, upon discovering the prohibitive DC charges resulting from the special hotel/motel formula or the Region and Town, Aurora adopted resolutions in report PL15-060 to permit deferral of the excess of the Town's DC's calculated over the amount that would be payable if the hotel was a commercial office building, and that such deferral would remain in place until a change of use of the structure occurred. The Town is not updating its DC bylaw until early 2019, so the interim deferral arrangement was agreed to rather than undertake the extensive and resource intensive process of the full DC bylaw update earlier than expected.

York Region was pressured in part by actions of the Town of Aurora to reexamine the way hotel/motel DC's were calculated as part of its current review and update of its DC bylaw. The Region has recently released its DC Background Study and draft DC rates which will be soon approved for implementation mid-June 2017.

Due to the change at the Region, the Town should review and reconsider its deferral policy previously adopted to evaluate its continuing applicability and impact.

## **Analysis**

### **The York Region formula for hotel DC's has changed for 2017**

York Region's expiring DC bylaw calculated hotel DC's as follows:

A hotel shall be charged twenty five percent of the prevailing retail rate for the total gross floor area of the hotel, and each suite used for the purposes of providing lodging shall be charged the prevailing small apartment rate.

The new proposed bylaw simply sets a rate per square foot of the total facility for each class of retail, non-retail (industrial/commercial/institutional), and hotel/motel. Those rates are currently proposed as \$55.98, \$22.20 and \$10.98 respectively. However, the Hotel definition has been updated to permit non-lodging use GFA to be up to 33% of the GFA used for lodging. If the non-lodging component exceeds the 33% threshold, the whole of the structure is assessed Development Charges at the rate applicable to the other uses.

### **The Town's DC bylaw only has one category rate for non-residential property**

While the Region has retail and non-retail groups, the Town's bylaw does not make this separation.

### **Region Hotel DC's old and new**

Using a previous example hotel plan of a 46,110 square foot, 87 suite hotel, this development would currently pay \$2,017,954 in Regional DC's, while under the proposed rates, it would pay only \$506,288, or 25.1% of the prevailing charge.

### **Town's current deferral arrangement has similar outcomes**

Using the same example, the hotel would be required to pay \$766,534 in Town DC's, but after the existing deferral agreement, would be required to pay only \$180,290 or 23.5% of the prevailing charge. The difference to increase it to the same percentage as the Region's outcome, 25.1%, would be about \$12,600 additional charge.

### **Staff recommend no quantum change to the deferral arrangement at this time.**

The current deferral policy sets the net amount payable equal to the commercial office DC's payable for the project. The Town's current deferral policy closely approximates the outcomes of the Region's detailed DC background study. To match the Region's outcomes, the deferral policy for the Town would need to be amended to set the net amount payable equal to 1.07 times the commercial DC's payable for the project.

However, this is only one hotel example; other proposed developments would have a different outcome depending on the GFA and number of guest suites. At this time, staff believe that increasing the amount payable under the Town's deferral arrangement would be detrimental to the several interested hotels which have made serious inquiries in the past number of months.

**Staff recommend a qualification similar to York Region's new qualifier be added to our deferral arrangement**

York Region's proposed treatment caps the percentage of GFA not designated to guest suites at 33% of the GFA of guest suites uses. If the combined gross floor area of other such uses are greater than 33% of the combined gross floor area of the lodging quarters, the entirety of the structure will be assessed at the rate applicable to such other uses. To maintain consistency with York Region, staff recommend adding this percentage use qualifier to our deferral policy. This would ensure the primary goal of the deferral being to help attract a hotel development to Town remains true, while ensuring other types of development are not incidentally also attracted and not paying rightful amounts of Development Charges.

**Advisory Committee Review**

None

**Financial Implications**

The following table outlines comparative DC rates for the example hotel.

Table 1: Estimated Hotel Development Charges

Municipality	Regional DC	Education DC	Local DC	Total DC
Aurora – today full charge	\$2,017,954.13	\$49,348.91	\$766,533.88	\$2,833,836.92
Aurora – with deferral	\$2,017,954.13	\$49,348.91	\$180,290.10	\$2,247,593.14
Aurora – new Region and revised deferral	\$506,287.80	\$49,348.91	\$180,290.10	\$735,926.81

Town of Aurora

Note: Calculations based on 46,110 gross sq.ft, 87 suite hotel

The current Town share DC charge for the sample hotel is the same charge as an office building which is 4.25 times its gross floor area. Staff continue to believe that the current rate is a significant barrier to the development of a hotel and conversely the Town's ability to attract a hotel to the area. As a result, staff are recommending that the Town defer the portion of the development charge that is greater than the development charge for a similarly sized employment land use. This approach ensures that the Town is collecting the relevant development charge for a comparatively sized office building. The recommended deferral of development charges will result in a \$573,600 deferral of fees to the Town for the example hotel used above.

### **Communications Considerations**

The Planning and Building Services Department, and the Office of Economic Development will discuss the authorized deferral arrangement with any potential hotel/motel developer or investor. Notation will also be made on our Development Charges webpage.

### **Links to Strategic Plan**

The report supports the Strategic Plan goal of ***Enabling a Creative, Diverse and Resilient Economy*** through its accomplishment in satisfying requirements in the following key objectives within this goal statement:

**Promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business:** Through the analysis of the market feasibility of hotel development charges and recommendations to improve the Town ability to attract a hotel.

**Supporting small business and encouraging a more sustainable business environment:** By improving the Town's ability to attract a hotel which has been proven to be an essential component of a successful and sustainable. The report directly supports the following Strategic Plan action: *Work with community partners to establish a hotel and/or convention centre that meets the growing needs of our businesses and residents.*



### **Alternative(s) to the Recommendation**

1. Council may choose to retain the existing deferral authorization with a “receive only” resolution.
2. Council may choose to increase the amount payable under the deferral arrangement by 7% or any other increment.
3. Council may choose to withdraw its previous authorization and impose the full DC charge for hotels/motels as determined by our prevailing DC Bylaw 5585-14. This would be achieved by adopting recommendations #1 and #3 only of this report.

### **Conclusions**

Aurora’s development charges for hotels and motels as determined under our current DC bylaw and that of the Region of York are prohibitively expensive compared to other jurisdictions in the GTA. York Region is about to adopt an updated DC bylaw which reduces its DC charge to a hotel by about 75%. Previously, the Town authorized staff to enter into DC deferral agreements for hotels/motels which would defer the excess of the DC’s otherwise payable beyond the amount which would be payable for a similarly sized office development. Staff now recommend that the previous deferral authorization be amended to set the effective rate for hotels and motels to that of an office building 7% larger in GFA than the subject hotel, aligning with the outcome of the Region of York’s detailed study.

### **Attachments**

None

### **Previous Reports**

August 11, 2015 Council Report PL15-060 Hotel Development Charges

### **Pre-submission Review**

Agenda Management Team review on May 17, 2017

June 6, 2017

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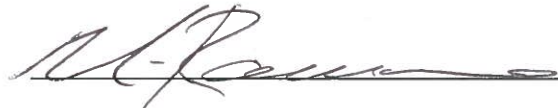
Report No. FS17-027

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**Departmental Approval**

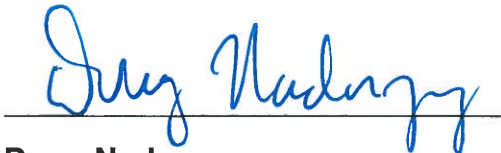


**Dan Elliott, CPA, CA  
Director of Financial Services  
- Treasurer**



**Marco Ramunno  
Director of Planning and  
Building Services**

**Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**



**Town of Aurora  
General Committee Report**

**No. IES17-026**

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**Subject: On-Street Parking Concerns on Wiles Court**

**Prepared by: Jamal Massadeh, Traffic and Transportation Analyst**

**Department: Infrastructure and Environmental Services**

**Date: June 6, 2017**

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### **Recommendation**

- 1. That Report No. IES17-026 be received; and**
- 2. That parking be prohibited at any time on the west side of Wiles Court from Murray Drive to a point 58 metres north of Murray Drive; and**
- 3. That a by-law be enacted to implement the above recommendation; and**
- 4. That a letter be sent to all affected residents outlining Council's direction.**

### **Executive Summary**

This report has been prepared to address residents' and Town Operations Division safety concerns caused by vehicles parked on both sides of Wiles Court and seek Council approval for implementing parking prohibitions on the west side of Wiles Court from Murray Drive to a point 58 metres north of Murray Drive to improve traffic operation and increase safety for residents and public services.

### **Background**

Staff received several concerns from Wiles Court residents and Town operations staff regarding vehicles parked on both sides of Wiles Court, which hinders two-way traffic flow and the movement of emergency, snow, garbage and street cleaning vehicles.

## **Analysis**

### **Existing condition and road characteristics of Wiles Court**

Wiles Court is a cul-de-sac with an urban cross-section (curbs and sidewalks), a pavement width of 8.0 metres from Murray Drive to a point 80 metre north of Murray Drive, a sidewalk along the west side of the street. Wiles Court has a speed limit of 40km/h.

Currently, there are no parking prohibitions on Wiles Court and there have been no reported traffic collisions in the past 3-years. Appendix "A" shows the area in question and the proposed parking prohibitions.

### **On-site investigation and observation of vehicles parked on both sides of Wiles Court**

Staff conducted a number of on-site investigations and have observed vehicles parked on both sides of Wiles Court and based on the available pavement width of 8.0 metres, there is insufficient width to accommodate vehicles parked on both sides of the street and two-way vehicular traffic. In consideration of the investigation, it is recommended that parking be prohibited on at least one side of the street to alleviate the safety concerns and provide adequate width to accommodate for two-way traffic operations.

### **Pre-policy road conditions grandfathered unless issues identified**

The Town's policy is applicable to any new roads that were in the approval process at the time or after the policy adoption. Retroactive application is only considered when an issue is identified or raised by the community as is permitted by the policy. This request from the community is sufficient to respond to the requested change and is in alignment with the policy.

### **Town existing parking policies and recommendations**

The Town of Aurora policies recommend that on-street parking will:

- "not be permitted on a local road with pavement width less than 7.5 metres";
- ***"be permitted on one side of a local road with a pavement width greater than 7.5 metres and less than 8.5 metres"***,
- "not be permitted on collector road with pavement width less than 8.5 metres"; and
- "be permitted on one side of a collector road with a pavement width greater than 8.5 metres and less than 11.0 metres"

Based on Wiles Court pavement width of 8.0 meters, there is insufficient width to accommodate vehicles parked on both sides and two-way vehicular traffic. In consideration of the above, it is recommended that parking be prohibited on the west side of Wiles Court. The west side was selected for the parking prohibition due to the lower number of available on-street parking spaces. The east side of the street has more available parking, where residents and their visitors can utilize. It is worth mentioning that the proposed parking prohibitions on the west side will result on a loss of only two (2) parking spaces.

### **Advisory Committee Review**

No committee is in place at this time.

### **Financial Implications**

The approximate cost for the installation of the no parking signs is estimated at \$500.00 and the necessary funds are available from the Operating Budget.

### **Communications Considerations**

The effected residents will be notified of the new restrictions to the on street parking on the west side of Wiles Court from Murray Drive to a point 58 metres north of Murray Drive. The new restriction will enhance safety and two-way traffic operations and will only benefit residents and Town Operations staff in a positive way.

### **Link to Strategic Plan**

Strategic Plan goal of **Supporting an Exceptional Quality of Life for All**

Objective 1: Improve transportation, mobility and connectivity

- Examine traffic patterns and identify potential solutions to improve movement and safety for motorists and pedestrians

### **Alternative(s) to the Recommendation**

1. Council may wish to rescind the proposed parking restrictions on the west side of Wiles Court from Murray Drive to a point 58 metres north of Murray Drive.

## **Conclusions**

Wiles Court has a pavement width of 8.0 meters and there is insufficient width to accommodate vehicles parked on both sides without hindering emergency access and two-way traffic operations.

The proposed parking prohibitions on the west side of Wiles Court from Murray to a point 58 metres north of Murray Drive will increase pedestrians' safety, emergency access and two-way traffic flow. The proposed recommendations will result on loss of only two (2) parking spaces.

The following recommendation should be adopted:

That parking be prohibited at any time on the west side of Wiles Court from Murray Drive to a point 58 metres north of Murray Drive.

## **Attachments**

Appendix "A" – Map showing area in question

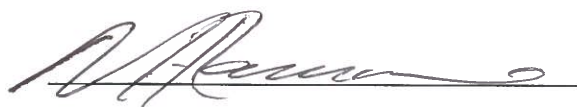
## **Previous Reports**

None.

## **Pre-submission Review**

Agenda Management Team Meeting review on May 17, 2017

### **Departmental Approval**

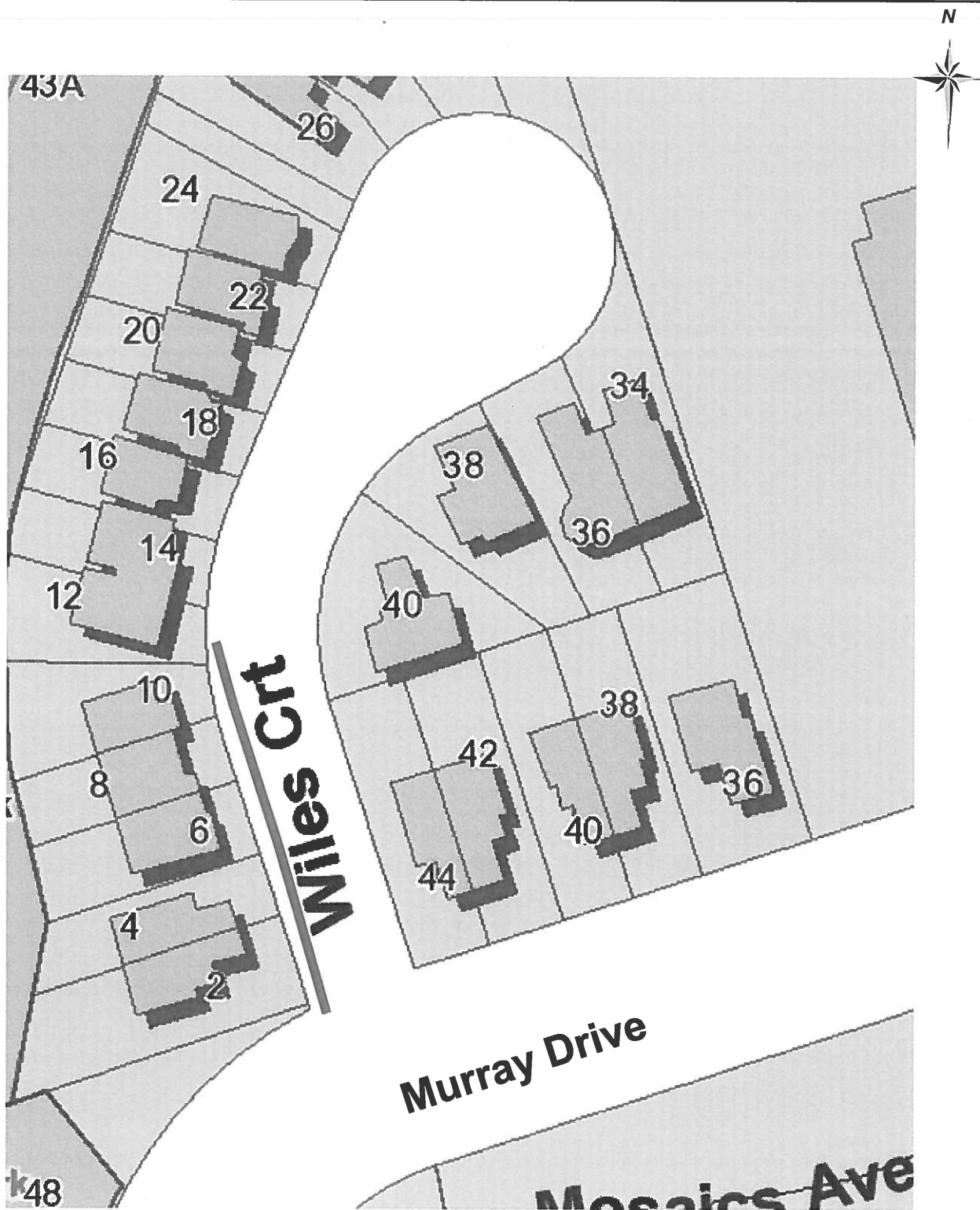


**Marco Ramunno  
Acting Director  
Infrastructure and Environmental Services**

### **Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**



Proposed Parking Restrictions

APPENDIX "A"

MAP SHOWING AREA IN QUESTION





**Town of Aurora  
General Committee Report**

**No. IES17-027**

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**Subject: Vandorf Sideroad Maximum Rate of Speed Amendment**

**Prepared by: Glen McArthur, Municipal Engineer**

**Department: Infrastructure and Environmental Services**

**Date: June 6, 2017**

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### **Recommendation**

- 1. That Report No. IES17-027 be received; and**
- 2. That the prescribed maximum rate of speed on Vandorf Sideroad from Leslie Street to 600m west of Leslie Street be reduced from 60km/h to 50km/h; and**
- 3. That the necessary By-law be enacted at the Council meeting of June 13, 2017.**

### **Executive Summary**

This report has been prepared to recommend that the necessary By-law be enacted at the Council meeting of June 13, 2017 to reduce the maximum rate of speed permitted on Vandorf Sideroad from Leslie Street to 600 metres west of Leslie Street from 60km/h to 50km/h to meet Ministry of Transportation – Ontario (MTO) Geometric Highway Design standards and to address safety concerns.

### **Background**

Vandorf Sideroad, 300 metres east of Bayview to Leslie Street was reconstructed during the summer of 2016. Before reconstruction, Vandorf Sideroad had a vertical curve on top of a hill located between Leslie Street and 600 metres west of Leslie Street that did not meet Ministry of Transportation – Ontario (MTO) Geometric Highway Design Standards for a posted maximum speed limit of 60km/h. The curvature was not flat enough for the existing posted maximum speed limit of 60km/h.

This vertical curve was flattened as much as feasibly possible during reconstruction, however to meet MTO Geometric Highway Design Standards, the section of road from Leslie Street to 600m west of Leslie Street has to have the maximum posted speed limit reduced from 60km/h to 50km/h.



The Oak Ridges Trail runs along this section of Vandorf Sideroad and cyclists also use this roadway.

## **Analysis**

**Maximum posted speed limit on Vandorf from Leslie Street to 600m west, it is recommended to be reduced from 60km/h to 50km/h.**

By reducing the maximum posted speed as noted above, the newly reconstructed roadway on Vandorf Sideroad 300m east of Bayview to Leslie Street will meet MTO Geometric Highway Design Standards improving vehicles ability to stop before hitting another object in front of them. Appendix "A" attached shows the area in question.

The Oak Ridges trail runs along this section of roadway, which pedestrians and cyclists use. Therefore reducing the maximum posted speed limit will improve pedestrian and cyclist safety as well.

## **Advisory Committee Review**

No committee is in place at this time.

## **Financial Implications**

The approximate cost for the installation of the new speed limit signs is estimated at \$500.00 and the necessary funds are available from the Operating Budget.

## **Communications Considerations**

Not Applicable.

## **Link to Strategic Plan**

This amendment supports the strategic plan goal of supporting an exceptional quality of life for all by improving road safety for motorists, cyclists and pedestrians.

## **Alternative(s) to the Recommendation**

Council may choose to not move forward with the By-law, which may result in increased liability to the Town, should a vehicle accident occur on Vandorf Sideroad between Leslie Street and 600m west of Leslie Street.

## **Conclusions**

It is recommended that the necessary By-law be enacted at the Council meeting of June 13, 2017 to amend the parking and traffic control By-law 4574-04.T to reduce the prescribed maximum rate of speed on Vandorf Sideroad from Leslie Street to 600m west of Leslie Street from 60km/h to 50km/h.

## **Attachments**

Appendix "A" – Key Plan Location of Proposed Maximum Rate of Speed Amendment.

## **Previous Reports**

None.

## **Pre-submission Review**

Agenda Management Team Meeting review on May 17, 2017.

### **Departmental Approval**

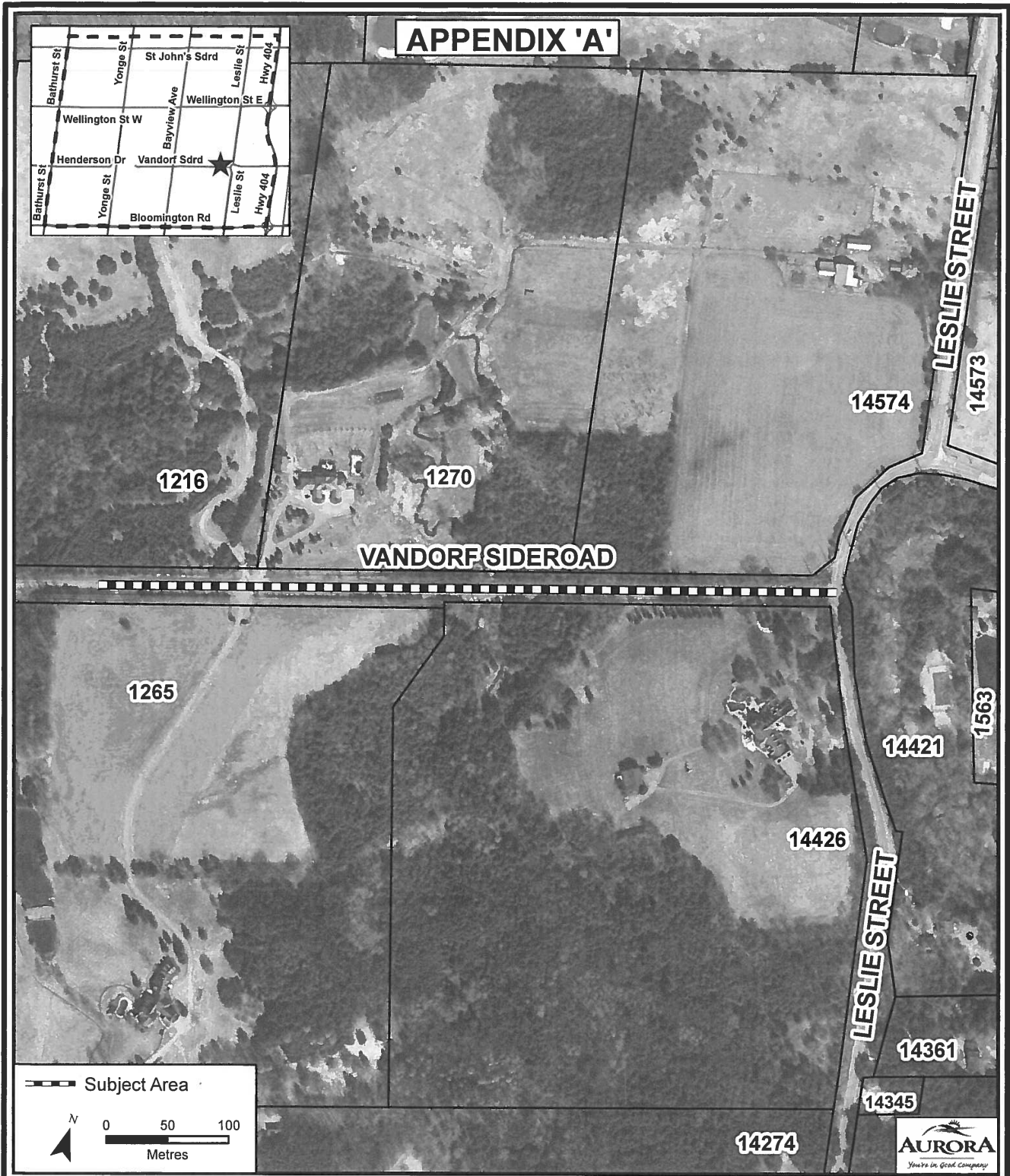


**Marco Ramunno, MCIP, RPP  
Acting Director  
Infrastructure and Environmental Services**

### **Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**



**KEY PLAN  
LOCATION OF PROPOSED MAXIMUM RATE OF SPEED AMENDMENT**

INFRASTRUCTURE AND ENVIRONMENTAL SERVICES DEPARTMENT

IES17-027

Map created by Town of Aurora Infrastructure & Environmental Services on September 20th, 2016. Base data provided by York Region and Aurora - GIS. This is not a legal survey.



**Town of Aurora  
General Committee Report**

**No. IES17-028**

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**Subject:**            **Cleaning of Catch Basins, Storm Detention Tanks and Oil Grit Separators**

**Prepared by:**    Jim Tree, Acting Manager, Roads Operations

**Department:**    Infrastructure and Environmental Services

**Date:**             June 6, 2017

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### **Recommendation**

- 1. That Report No. IES17-028 be received; and**
- 2. That Capital Project #42063 Catch Basin Cleaning be approved; and**
- 3. That funding for the work be allocated from the Storm Sewer Reserve Fund; and**
- 4. That staff report back to Council with the Request for Quotation results including cost implications, recommendations for moving forward with the work and a plan of action associated with a future maintenance program for this infrastructure.**

### **Executive Summary**

The purpose of this report is to provide Council with information on the current situation associated with storm sewer infrastructure conditions and to obtain Council approval to proceed with issuing a Request for Quotation with the intent of awarding a contract for maintenance of the storm sewer infrastructure and the following:

- Staff attempts to conduct the storm sewer maintenance works in-house were unsuccessful
- Disposal of storm sewer liquid effluent and solid waste must be disposed of at an approved waste processing plant outside of Aurora
- Some storm sewer catch basins and containment structures are full and non-functional at this time
- Storm sewer infrastructure maintenance management plan be implemented to avoid system failures and potential financial risk

- In-year financial contribution from the Storm Water Management Reserve Fund will be required followed by an annual Operating Budget contribution

## **Background**

Historically, external contract services were retained to complete routine maintenance to the storm sewer infrastructure which involved the bi-annual cleaning and removal of debris from our catch basins and other storm water retention devices which are mostly located within the municipal road allowance. Currently the Town manages in excess of 5,000 catch basin and 39 other storm water containment devices. Prior to 2014, this work was contracted out.

## **Analysis**

### **Staff attempts to conduct the storm sewer maintenance works in-house were unsuccessful**

It was determined in 2015 that the storm sewer cleaning program would be completed in-house as a maintenance function utilizing an existing sewer flusher/vacuum truck within the Town of Aurora fleet.

This program was unable to be completed in-house due to shortfalls in both financial and labour resources. As a result, a very limited number of catch basins were cleaned to date.

### **Disposal of storm sewer liquid effluent and solid waste must be disposed of at an approved waste processing plant outside of Aurora**

In the past, it was common practice with most municipalities to “decant” the liquid waste effluent that was generated from the storm sewer directly back into the storm sewer. This was later prohibited by the Ministry of Environment as the effluent was deemed to be harmful to the environment. Alternatively, the practice by most municipalities was to divert this effluent into the sanitary sewer whereby the waste would be conveyed through the system and receive the appropriate treatment at the sewage treatment facility in Pickering, Ontario. In addition to the liquid waste, there is a significant quantity of solid waste material that is generated that must also be disposed of in an environmentally responsible manner. Before 2014, this material was returned to the IES yard at Scanlon Court and later removed from the yard by a Ministry of Environment licensed disposal company.

In April 2017, staff reviewed the maintenance of storm sewers. Disposing of storm sewer effluent is prohibited by York Region Bylaw No 2011-56. Further discussions with staff have revealed that the Region of York prohibits this effluent to be introduced to the sanitary sewer system as it has a direct impact on the capacity of the main sewage treatment plant located in Pickering, Ontario.

The Region of York has taken the position that the introduction of this waste water can overtax the sewage treatment facility and has advised Town staff that they will not permit this waste to enter the sanitary sewage infrastructure under any circumstances anywhere within York Region.

Staff is looking to establish a procedure to deal with this.

**Some storm sewer catch basin and containment structures are full and non-functional at this time**

There are a number of storm sewer catch basins that have been filled with solid debris to the point where they have become non-functional. While it is unknown at present exactly how many of these catch basins remain in this condition, staff remain vigilant in their efforts to identify and list those catch basins that are in the worst state.

Actions are, and will continue to be taken, using external resources to treat the most severely impacted infrastructure as high priority emergency cases. Staff have made arrangements to improve the functionality of this infrastructure and to dispose of the waste products in accordance with all applicable legislation.

With limited background information on the maintenance history of this particular infrastructure, it remains unclear as to the overall cleanliness condition of the entire storm sewer inventory of catch basins and containment structures; however, it does appear that prior to 2014 all of the infrastructure would have been serviced on a two-year cycle. The entire inventory of storm sewer catch basin and containment structures require continuous inspection and/or maintenance to ensure that the entire system remains functional.

**Storm sewer infrastructure maintenance management plan be implemented to avoid system failures and potential financial risk**

Staff are recommending to Council that immediate action be initiated to improve the function of the storm sewer system. As a first step in this process and in recognition of

the limitations and challenges associated with performing this particular service, staff suggest that a Request for Quotation be issued for this service.

The external service provider will be required to provide an all-inclusive service for the removal and disposal of all waste in accordance with applicable legislation and provide the Town with disposal records to confirm that waste has been handled lawfully.

Staff will compile a list of the most heavily loaded catch basins and commence with a cleanout program on a priority basis. With the application of mosquito larvicide soon to commence, the cleaning of lower priority catch basins will resume in the fall following the mosquito breeding in season.

Staff continue to inspect and monitor the condition of all storm water containment infrastructure and to prepare a maintenance management schedule that will address the ongoing maintenance requirements. It is conceivable that the frequency of cleaning this infrastructure could be reduced as a result of the discontinuation of using road sand in the winter roads maintenance program.

**In-year financial contribution from the Storm Water Management Reserve Fund will be required followed by an annual Operating Budget contribution**

To resume the cleaning of storm sewer infrastructure, it will be necessary to fund the work from an alternative source as the 2017 IES Roads Operations budget does not contain sufficient funding to pay for this service.

A conservative estimate of \$95,000 interim amount was arrived at as a starting point to enable the maintenance and to consider this the benchmark for the ongoing annual budget allocation for IES Operations. This entire program will need to be reviewed in order to establish the following:

- Evaluation of all storm water management containment infrastructure inventory to establish maintenance needs analysis.
- Frequency of cleaning based on conditions.
- Volume of cleaning.
- Allowances for less road sand entering the system.
- Current market costs for the cleaning service including disposal.
- Any potential future piggybacking with other municipalities.

These considerations will form part of the larger picture in developing the Storm Water Infrastructure Management Plan.

## **Advisory Committee Review**

Not applicable.

## **Financial Implications**

Discussions with the Director of Financial Services have confirmed that sufficient funds are available and continue to be collected for the purposes of maintaining all aspects of the storm water infrastructure throughout the municipality.

Staff is recommending that an interim upset limited amount of \$95,000 from Capital Project #42063 Catch Basin Cleaning be allocated from the Storm Water Management Reserve Fund to provide for the maintenance of storm sewer catch basins, storm detention tanks and oil grit separators for the remainder of the 2017 operating year.

## **Communications Considerations**

There are no communication related issues.

## **Link to Strategic Plan**

Invest in Sustainable Infrastructure:

- Maintain and expand infrastructure to support forecasted population growth through technology, waste management, roads, emergency services and accessibility
- Establish policies and programs that enhance the accessibility and safety of new and existing facilities and infrastructure

## **Alternative(s) to the Recommendation**

Option 1: Council may choose to not proceed with funding the cleaning of storm sewer catch basin, storm detention tanks and oil grit separators; however, this may result in degradation of the infrastructure and create potential operational issues and concerns including public liability associated with inoperable infrastructure.



## **Conclusions**

To provide Council with information on the current situation associated with storm sewer infrastructure conditions and to obtain Council approval to proceed with issuing a Request for Quotation with the intent of awarding a contract for maintenance of the storm sewer infrastructure.

## **Attachments**

Attachment #1 - Photo of Catch Basin Conditions

## **Previous Reports**

None.

## **Pre-submission Review**

Agenda Management Meeting review on May 17, 2017

## **Departmental Approval**



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**Al Downey**  
Director  
Infrastructure and Environmental Services

## **Approved for Agenda**



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**Doug Nadorozny**  
Chief Administrative Officer

**Attachment #1**





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<b>Notice of Motion</b>	<b>Councillor John Abel</b>
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**Date:** June 6, 2017

**To:** Mayor and Members of Council

**From:** Councillor Abel

**Re: Twinning With an Indigenous Community: A Canada 150 Municipal Legacy**

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Whereas the Town of Aurora recognizes that the contributions and experiences of Indigenous peoples are part of our country's shared history; and

Whereas municipalities are taking a leadership role in critical areas of importance; and

Whereas the Town of Aurora supports the work of all levels of government in advancing reconciliation and renewing a nation-to-nation relationship with Indigenous peoples based on mutual understanding and respect; and

Whereas the Town of Aurora is hosting its first-ever Indigenous Festival and New Beginnings Pow Wow as part of our Canada 150 celebrations and wishes to make a commitment to ongoing conversation and partnership with Canada's Indigenous peoples; and

Whereas municipalities will often twin with other like-minded communities to foster friendship, understanding, and awareness;

1. Now Therefore Be It Hereby Resolved That staff be directed to investigate twinning with an Indigenous community in Ontario and report back with details for Council consideration; and
2. Be It Further Resolved That, if the Town of Aurora does move forward and twin with an Indigenous community, that the Federal department of Indigenous and Northern Affairs be notified and requested to poll communities so that a registrar of communities interested in twinning can be developed; and

Notice of Motion from Councillor Abel

Re: Twinning With an Indigenous Community: A Canada 150 Municipal Legacy

June 6, 2017

Page 2 of 2

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3. Be It Further Resolved That, if Aurora does twin with an Indigenous community, a notice be sent to the Federation of Canadian Municipalities, the Association of Municipalities of Ontario, and all Ontario municipalities, to encourage twinning between Indigenous and non-Indigenous communities.