



General Committee Meeting Agenda

**Tuesday, June 19, 2018
7 p.m.**

**Council Chambers
Aurora Town Hall**



Town of Aurora General Committee Meeting Agenda

Tuesday, June 19, 2018
7 p.m., Council Chambers

Councillor Pirri 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. Community Presentations

(a) Jill Foster, CEO and Claudia Olguin, Coordinator of Community Led-
Initiatives, Aurora Public Library

Re: Aurora Public Library Newcomer Initiatives

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 Item C1 to C3 be approved:

C1. PDS18-064 – Traffic Calming Measures at Pedersen Drive and Golf Links Drive

Recommended:

1. That Report No. PDS18-064 be received for information.

C2. PDS18-065 – Award of Contract for Consulting Services – Assessment of Bridges and Culverts

Recommended:

1. That Report No. PDS18-065 be received; and
2. That the total approved budget for Capital Project No. 42068 be increased to \$39,025 with additional funding of \$14,025 provided from the Storm Sewer Reserve fund.

C3. PDS18-067 – Municipal Access Agreement – Town of Aurora and Rogers Communications Canada Inc.

Recommended:

1. That Report No. PDS18-067 be received; and
2. That the Mayor and Town Clerk be authorized to renew the Municipal Access Agreement between the Town of Aurora and Rogers Communications Canada Inc. to permit the installation of equipment within Town-owned right-of-ways.

6. Advisory Committee Meeting Minutes

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. PDS18-076 – Library Square

Presentation to be provided by David Leinster, Partner, The Planning Partnership

Recommended:

1. That Report No. PDS18-076 be received; and
2. That the current design for Library Square be approved; and
3. That the Option 1 schematic design for the expansion to the Church Street School which includes the three (3) floors and theatre be approved; and
4. That the allocation of existing project funding for the tendering of the parking lot, the laneway and the components of the square which would provide connections to the square/library be approved, and that Council commit to funding for the square and building, which will come back in new year for final funding approval; and
5. That the above budget includes a 1% contribution to the Town's Public Art Reserve Fund in accordance with the Official Plan requirements.

R2. CMS18-017 – Enhanced Recreation Facility Advertising and Sponsorship Programs – Revised

Presentation to be provided by John Firman, Manager of Business Support.

Recommended:

1. That Report No. CMS18-017 be received; and
2. That staff be authorized to implement the enhanced Recreation Facility Advertising and Recreation Facility Sponsorship programs; and
3. That the Director of Community Services be given delegated authority to execute all future recreation facility advertising and facility sponsorship agreements.

R3. CMS18-019 – Menorah Lighting Ceremony – Follow-up

Recommended:

1. That Report No. CMS18-019 be received; and
2. That the addition of a Menorah lighting ceremony to the calendar of annual special events starting in 2018 be approved; and
3. That funding be approved for the Menorah lighting ceremony event in the amount of \$6,200 for 2018 from the Council Operating Contingency account and the ongoing operating expenses will be submitted as part of the 2019 base operating budget.

R4. FS18-018 – 2018 Interim Forecast Update – as at April 30, 2018

Recommended:

1. That Report No. FS18-018 be received for information.

R5. OPS18-016 – Cleaning of Catch Basins, Storm Retention Tanks and Oil Grit Separators

Recommended:

1. That Report No. OPS18-016 be received; and
2. That catch basin cleaning resume in 2018 and future years based on a four year rotating cycle, adjusted as required to maintain the functionality of the storm water conveyance system; and
3. That staff conduct a full condition assessment of all storm water catch basins in the current inventory, develop a maintenance and repair protocol, including a funding plan to be included in future Roads, Water and Sewer Operating budgets.

- R6. PDS18-066 – Application for Site Plan Approval**
Board of Trustees of the Aurora United Church
15186 Yonge Street, 12 and 16 Tyler Street, 55 and 57
Temperance Street
File Number: SP-2018-02
Related File Numbers: OPA-2016-05 and ZBA-2016-13

Recommended:

1. That Report No. PDS18-066 be received; and
2. That the Site Plan Application File SP-2018-02 (Board of Trustees of the Aurora United Church) to permit the construction of a two-storey Place of Worship and a seven-storey Retirement Residence 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, including the Section 37 Agreement, required to give effect to same.

- R7. PDS18-070 – Applications for Zoning By-law Amendment and Site Plan Approval**
Bara Group (Aurora) Inc.
15086, 15094 and 15106 Yonge Street
Part of Lots 1 and 2, Registered Plan 9 and Lots 51 and 52
Registered Plan 246
File Numbers: ZBA-2017-04 and SP-2018-03

Recommended:

1. That Report No. PDS18-070 be received; and
2. That the Application for Zoning By-law Amendment File Number ZBA-2017-04 (Bara Group (Aurora) Inc.) to amend the 'Special Mixed Density Residential (R7) Zone' and the 'Promenade Downtown Shoulder - Central Commercial (PDS1) Zone' to 'Promenade Downtown Shoulder - Central Commercial (PDS1-XX) Exception Zone' be approved; and
3. That the implementing Zoning By-law Amendment be presented at a future Council meeting; and

4. That the Application for Site Plan Approval File Number SP-2018-03 (Bara Group (Aurora) Inc.) to permit the development of two 3.5-storey stacked townhouse buildings, with a total of 59 units and associated underground parking, be approved; and
5. That a total of 59 units of water and sewage capacity be allocated to the Approval of the Site Plan Application; and
6. 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.

**R8. PDS18-071 – Draft Plan of Condominium Application
Stirling Cook Holdings Inc.
74 Old Bloomington Road
Unit 22, York Region Vacant Land Condominium Plan
(YRVLCP) No. 1159
File: CDM-2018-01
Related Files: ZBA-2013-04 and SP-2014-06**

Recommended:

1. That Report No. PDS18-071 be received; and
2. That the Application for Draft Plan of Condominium (Standard Condominium) File No. CDM-2018-01 (Stirling Cook Holdings Inc.) for a residential condominium consisting of six residential townhouse units, 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.

**R9. PDS18-072 – Acceptance of Municipal Services
Knights Creek Home Corp.
Registered Plan 65M-4410**

Recommended:

1. That Report No. PDS18-072 be received; and
2. That the ownership, operation and maintenance of the works within the roads, right-of-ways and other lands dedicated to the Town as contained within Registered Plan 65M-4410, being Knights Creek Home Corp. Residential Subdivision be assumed; and
3. That the necessary By-law be brought forward for enactment to assume for public use the highways within Registered Plan 65M-4410 and to establish as public highway any applicable reserves.

R10. PDS18-075 – Applications for Official Plan Amendment and Zoning By-law Amendment
Dormer Hill Inc.
14029 Yonge Street
Part of Lot 72 Concession 1
File Numbers: OPA-2017-02, ZBA-2017-01
Related Files: CDM-2017-01, SP-2018-01, and SUB-2017-01

Recommended:

1. That Report No. PDS18-075 be received; and
2. That the Application to Amend the Official Plan File Number OPA-2017-06 (Dormer Hill Inc.), to amend the "Cluster Residential" designation to reduce the minimum setback from the centreline of Yonge Street to 40.0 m to the rear lot lines, reduce the minimum separation from an "Estate Residential" designation to 20 m, and remove the requirement for a Block Plan, be approved; and
3. That the Application to Amend the Zoning By-law File Number ZBA-2017-01(Dormer Hill Inc.), to rezone the "Oak Ridges Moraine Rural (RU-ORM) Zone" to "Detached Fourth Density Residential R4(X) Exception Zone" and "Oak Ridges Moraine Environmental Protection EP-ORM Zone" to permit the development of 27 single-detached dwelling units be approved; and
4. That the implementing by-laws be presented at a future Council meeting.

R11. CS18-016 – Aurora Farmer's Market and Artisans Fair By-law

Recommended:

1. That Report No. CS18-016 be received; and
2. That the Aurora Farmer's Market and Artisans Fair By-law be amended to provide increased flexibility for the operation of the Market; and
3. That the amending By-law be brought forward to a future Council meeting for enactment.

8. Notices of Motion

- (a) Councillor Gaertner**
Re: ASHRAE Energy Audit

9. New Business

10. Closed Session

11. Adjournment



Town of Aurora

General Committee Report

No. PDS18-064

Subject: Traffic Calming Measures at Pedersen Drive and Golf Links Drive
Prepared by: Michael Bat, Traffic/Transportation Analyst
Department: Planning and Development Services
Date: June 19, 2018

Recommendations

1. That Report No. PDS18-064 be received for information.

Executive Summary

This report presents to Council the results of the traffic calming warrant analysis for Pedersen Drive and Golf Links Drive.

In accordance to the Town's Traffic Calming Policy (Policy No. 62), revision dated April 8, 2015 (the Town's Traffic Calming Policy), the subject locations did not satisfied the minimum requirements.

Therefore, based on the results of the analysis it is recommended that traffic calming measures on Pedersen Drive (between Kirkvalley Crescent and Gateway Drive) not be implemented and the existing speed humps on Golf Links Drive (between Murray Drive and to a point approximately 240 m west of Yonge Street) be maintained.

Background

In response to inquiries received from residents on traffic calming requests, Town staff undertook warrant analysis following the procedures and methodologies outlined in the Town's Traffic Calming Policy. The subject locations are illustrated in Figure 1.

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Report No. PDS18-064

Analysis

Existing Road Conditions

Pedersen Drive: is a two-lane minor collector road with single lane per travel direction. It has an urban cross-section with curbs on both sides of the road and sidewalks provided along the south side of the road. The existing pavement is measured 9.5 metres wide and in accordance to the Town Zoning By-law No. 4574-04.T the posted speed limit is 40 km/h.

Golf Links Drive: is a two-lane local road with single lane per travel direction. It has an urban cross-section with curbs on both sides of the road and sidewalks provided along the south side of the road. The existing pavement is measured 8.0 metres wide and in accordance to the Town Zoning By-law No. 4574-04.T the posted speed limit is 40 km/h.

Town's Traffic Calming Policy

As outlined in the Town's Traffic Calming Policy, a total of three warrants must be satisfied in order for traffic calming measures to be considered, they are described below:

Warrant No. 1: Petition, will ensure that residents in the immediate area are in support of traffic calming measures.

Warrant No. 2: Safety Requirements, will ensure traffic calming measures are installed so as to create an increase in traffic safety.

Warrant No. 3: Technical Requirements, will ensure that traffic calming measures are implemented on streets that have a proven need for such measures.

Following the Town's Traffic Calming Policy, the warrant analysis results are summarized in Table 1 for Pedersen Drive and Table 2 for Golf Links Drive.

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Report No. PDS18-064

Table 1: Pedersen Drive – Between Kirkvalley Crescent and Gateway Driveway

Warrant	Criteria	Requirement	Site Parameters	Yes / No
Warrant No. 1 (Petition)	Petition	Minimum 70%	71%	Yes
	Warrant 1 Met?			Yes
Warrant No. 2 (Safety Requirements)	Emergency Response	Consultation	No Comments	Yes
	Transit Services	Consultation	No Comments	Yes
	Sidewalks	Minimum 1 side	South Side	Yes
	Road Grade	Maximum 5%	< 2%	Yes
	Warrant 2 Met?			Yes
Warrant No. 3 (Technical Requirements)	Minimum Speed	85 th Percentile Minimum 15 km/h Over Posted Speed Limit	14 km/h Over Posted Speed Limit	No
	Minimum Volumes	Between 1,500 and 8,000 Vehicles Per Day	1,328 Vehicles Per Day	No
	Minimum Block Length	Minimum 120 m	Approx. 200 m	Yes
	Special Circumstances	-	None	-
	Warrant 3 Met?			No
All Warrants 1 - 3 Met?				No

Table 2: Golf Links Drive between Murray Drive and to a point approximately 240 m west of Yonge Street

Warrant	Criteria	Requirement	Site Parameters	Yes / No
Warrant No. 3 (Technical Requirements)	Minimum Speed	85 th Percentile Minimum 15 km/h Over Posted Speed Limit	8 km/h Over Posted Speed Limit	No
	Minimum Volumes	Between 750 and 8,000 Vehicles Per Day	2,281 Vehicles Per Day	Yes
	Warrant 3 Met?			No

Note: Speed humps are currently installed and therefore only Warrant No. 3 was reviewed.

As shown in Tables 1 and 2, both locations did not satisfied the minimum requirements for warrant no. 3. According to “Figure 1: Traffic Calming Process Flow Chart” enclosed

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in the Town's Traffic Calming Policy, the traffic calming proposal status for the subject locations are defined in Step G and Step H:

- Step G: Warrant 3 consists of evaluations of speeds, traffic volumes and block lengths. Failure to meet any one of the technical warrants would result in a location being rejected for implementation of traffic calming measures.
- Step. H: If the proposal does not meet the criteria outlined in Warrant 3, then a report will be submitted to Council indicating that staff does not recommend proceeding with the study, outlining the reasons why. If Council requests that the study continue a recommendation from Council must be forwarded to Staff requesting the study continue. Alternatively, if Council decides not to continue with the study then a letter will be sent to the proponents indicating that the study will not continue.

10-Year Road Construction Program

Should the Council decided to replace the existing traffic calming measures on Golf Links Drive, it should be installed after the completion of the planned road resurfacing project scheduled for 2019.

Advisory Committee Review

Not applicable.

Legal Considerations

Not applicable.

Financial Implications

None.

Communications Considerations

Staff will notify the residents of the Council direction on this matter.

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Report No. PDS18-064

Link to Strategic Plan

This report supports the Strategic Plan goal of Support an Exceptional Quality of Life for All by examining traffic patterns and identify potential solutions to improve movement and safety at key intersections in the community.

Alternative to the Recommendation

Council may direct staff to implement the traffic calming measures on Pedersen Drive and to replace the existing speed humps with new ones on Golf Links Drive.

Conclusions

In response to inquiries received from residents on traffic calming requests, Town staff undertook warrant analysis following the procedures and methodologies outlined in the Town's Traffic Calming Policy.

Based upon the information enclosed in this report, the subject locations did not satisfied the minimum requirements outlined in the Town's Traffic Calming Policy.

Attachments

Figure 1: Key Map – Subject Locations

Previous Reports

None.

Pre-submission Review

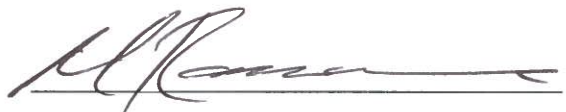
Agenda Management Team Meeting review on May 31, 2018

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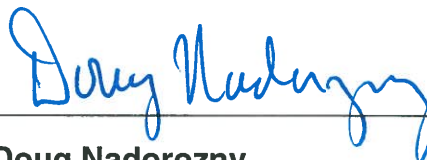
Report No. PDS18-064

Departmental Approval



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

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

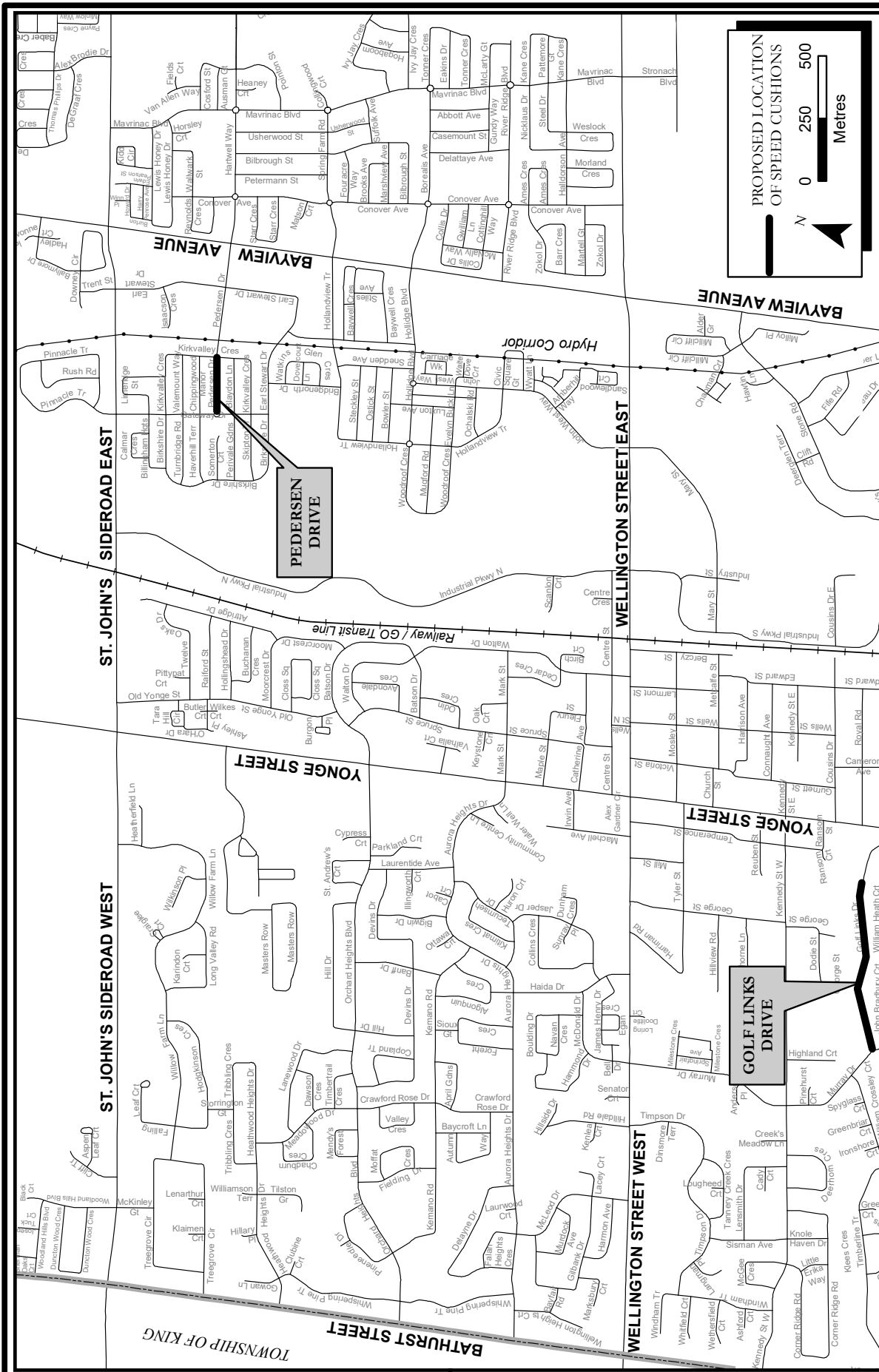


Figure 1
Key Map - Subject Locations

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT

PDS18-064

Map created by the Town of Aurora Planning and Development Services Department, February 15th, 2018. Base data provided by Aurora - GIS and York Region. This is not a legal survey.





Town of Aurora

General Committee Report

No. PDS18-065

Subject: Award of Contract for Consulting Services – Assessment of Bridges and Culverts

Prepared by: Patrick Ngo, Municipal Engineer

Department: Planning and Development Services

Date: June 19, 2018

Recommendation

1. That Report No. PDS18-065 be received; and
2. That the total approved budget for Capital Project No. 42068 be increased to **\$39,025 with additional funding of \$14,025 provided from the Storm Sewer Reserve Fund.**

Executive Summary

To receive Council authorization to increase the total approved budget for Capital Project No. 42068 to \$39,025, representing an increase of \$14,025 to be funded from the Storm Sewer Reserve Fund.

Background

The Town has an ongoing program to evaluate, maintain and upgrade the bridge and culvert structures periodically in order to comply with the Ministry of Transportation requirements and to ensure the structures are safe and in good repair.

The capital funding for this project has been approved by Council in 2018 in the amount of \$25,000.

Analysis

The capital funding for this project has been approved by Council in 2018 in the amount of \$25,000. This report requests Council authorization to increase the total approved budget for the project to \$39,025 with additional funding of \$14,025 provided from the Storm Sewer Reserve Fund.

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Report No. PDS18-065

Advisory Committee Review

Not applicable.

Legal Considerations

The awarding of this contract is in accordance with the Town's Procurement By-law.

Financial Implications

Table 1 is a financial summary for Capital Project Number 42068 as based on the Proposal submitted by Safe Roads Engineering.

Table 1

Approved Budget	
Capital Project 42068	\$25,000.00
Total Approved Budget	\$25,000.00
Less previous commitments	0.00
Funding available for the subject Contract	\$25,000.00
Contract Award excluding HST	\$38,350.00
Non-refundable taxes (1.76%)	\$675.00
Total Funding Required	\$39,025.00
Budget Variance	(\$14,025.00)

As indicated in Table 1, the project requires an additional \$14,025. This increase is due to the addition of provisional items for potential extra works involving bridge and culvert remedial investigation and arborist assessment.

It is recommended that additional funding in the amount of \$14,025 be provided for this project from the Storm Sewer Reserve Fund.

Communications Considerations

Not applicable.

Link to Strategic Plan

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Report No. PDS18-065

This project supports the Strategic Plan Goal of Supporting an **Exceptional Quality of Life for All** by investing in sustainable infrastructure. This ensures vehicular and pedestrian safety is provided to meet the needs and expectations of our community

Alternative to the Recommendation

Not applicable.

Conclusions

The RFP review has complied with the Procurement By-law requirements and it is recommended that the total budget for Capital Project No. 42068 has to be increased to \$39,025 with additional funding of \$14,025 to be provided from the Storm Sewer Reserve Fund.

Attachments

None

Previous Reports

None

Pre-submission Review

Agenda Management Team Meeting review on May 31, 2018

Departmental Approval

A handwritten signature in black ink, appearing to read 'M. Ramunno', written over a horizontal line.

**Marco Ramunno
Director
Planning and Development Services**

Approved for Agenda

A handwritten signature in blue ink, appearing to read 'Doug Nadorozny', written over a horizontal line.

**Doug Nadorozny
Chief Administrative Officer**



Town of Aurora

General Committee Report

No. PDS18-067

Subject: Municipal Access Agreement - Town of Aurora and Rogers Communications Canada Inc.

Prepared by: Patrick Ngo, Municipal Engineer

Department: Planning and Development Services

Date: June 19, 2018

Recommendation

1. That Report No. PDS18-067 be received; and
2. That Council authorize the Mayor and Clerk to renew the Municipal Access Agreement between the Town of Aurora and Rogers Communications Canada Inc. to permit the installation of equipment within Town owned right-of-ways.

Executive Summary

This report seeks Council approval to renew the Municipal Access Agreement with Rogers Communications Canada Inc. for a one (1) year term with the option to renew for further one (1) year on the same terms and conditions of the current agreement which expires at the end of June, 2018.

- Town staff and Rogers are negotiating a new Municipal Access Agreement to address a few issues with the telecommunication providers.
- Renewing the agreement for another year will ensure that an agreement still exists while the parties continue to negotiate

Background

Rogers Communications Canada Inc. ("Rogers") entered into a Municipal Access Agreement with the Town on June 2008. This agreement will expire at the end of June. In anticipation of the expiry of the agreement, the Town has been in negotiations with Rogers in regard to entering into a new agreement with new terms and conditions. The new agreement has not yet been finalized, therefore, staff recommend that the existing agreement be renewed for a one (1) year term with the option to renew for a further one

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(1) year on the same terms and conditions of the existing agreement so that there is an agreement in place pending the outcome of the negotiations.

Analysis

Town staff and Rogers are negotiating a new Municipal Access Agreement to update the terms and conditions

The existing agreement has been in place for ten (10) years and therefore, requires updating. Negotiations are underway but an agreement has not yet been finalized. It is anticipated that the agreement will be finalized by the end of the year. A report on the new agreement will be presented to council for execution as soon as it becomes available.

Renewing the agreement will ensure that an agreement still exists while the parties continue to negotiate

A renewal of the agreement is required to ensure that the existing terms and conditions, including indemnification and insurance provisions, continue in order to minimize risk to the Town.

Advisory Committee Review

Not applicable.

Legal Considerations

Legal Services has been working with Rogers on the renewal agreement. Legal Services is also involved in discussions relating to the new agreement.

Financial Implications

None.

Communications Considerations

Not applicable.

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Report No. PDS18-067

Link to Strategic Plan

This project supports the **Strategic Plan Goal of Supporting an Exceptional Quality of Life for all** by investing in sustainable infrastructure. This ensures vehicular and pedestrian safety is provided to meet the needs and expectations of our community.

Alternative to the Recommendation

Not Applicable

Conclusions

Because the existing agreement is set to expire by the end of June, staff recommend that the Town enter into a renewal agreement with Rogers on the same terms and conditions of the existing agreement so that there is an agreement in place pending the outcome of the negotiations.

Attachments

Not applicable.

Previous Reports

Report No. PW08-024, dated June 17, 2008.

Pre-submission Review

Reviewed by the Chief Administrative Officer and Director of Planning and Development Services.

Departmental Approval



Marco Ramunno
Director
Planning and Development Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



Town of Aurora

General Committee Report

No. PDS18-076

Subject: Library Square

Prepared by: Fausto Filipetto, Senior Policy Planner

Department: Planning and Development Services

Date: June 19, 2018

Recommendations

- 1. That Report No. PBS18-076 be received; and**
- 2. That the current design for Library Square be approved; and**
- 3. That the Option 1 schematic design for the expansion to the Church Street School which includes the three (3) floors and theatre be approved; and**
- 4. That the allocation of existing project funding for the tendering of the parking lot, the laneway and the components of the square which would provide connections to the square/library be approved, and that Council commit to funding for the square and building, which will come back in new year for final funding approval; and**
- 5. That the above budget includes a 1% contribution to the Town's Public Art Reserve Fund in accordance with the Official Plan requirements.**

Executive Summary

The intent of this report is to seek Council approval of the current design for Library Square as well as the schematic for the Church Street School expansion. Furthermore, the intent is to also seek budgeting for the tendering of the the parking lot, the laneway and the components of the square which would provide connections to the square/library.

The report can be summarized as follows:

- The concept plan for Library Square has been modified to include a vehicle “turn around” to allow for book drop offs currently being used in the current configuration by the library;
- the construction costs for the square are approximately \$5,000,000;

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- staff are recommending that Council approve a schematic design for the expansion to the Church Street School which includes the three (3) floors, with a theatre on the top floor;
- the construction costs for the three (3) floor building which includes a theatre would be approximately \$21,300,000;
- some sample uses for the square include ; special events, concerts, fairs (arts and otherwise), family events, passive gathering spaces, plein air painting classes, movie nights and fitness classes; and
- the proposed theatre is designed to be an adaptable space (retractable seating) which would allow for a multitude of events from theatrical and concert performances to lectures, film screenings and ceremonies.

Background

On December 5, 2016, Council provided direction regarding a concept plan for the Cultural Precinct that would involve the demolition of the former library and former senior's centre. This decision was made taking into consideration public input obtained from the vast public consultation that took place in 2016 as part of the Council endorsed public consultation strategy with respect to the Cultural Precinct. Fotenn Planning + Design prepared two alternative revisions of the Library Square Concept Plans which were presented to Council on May 16, 2017. At that meeting, Council received the revised concept plans and directed staff to move forward with the procurement process for design services in the next planning stages for Library Square. The contract for the detailed design phase was awarded to The Planning Partnership on September 5, 2017.

Two design options were presented to Council at the meeting held on December 12, 2017. The first option included an elevated or upper square, while the second included a lowered Square. Council endorsed the lowered square option as the preferred option. Council also asked staff to examine the acquisition of a small portion of the property to the north to allow for additional parallel parking spaces and improved connection through the site from Yonge Street to Victoria Street. The concept was therefore revised as requested by Council and was approved on January 30, 2018.

At this meeting Council also increased the budget for design work for the project to \$1,077,500 to allow for additional work with respect to detailed drawings, specifications, and tender documents. Council also approved additional funding from the Council Discretionary Reserve Fund to allow for detailed design of Library Square. Council has now approved a total of \$2,340,135 in support of the Cultural Precinct.

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Report No. PDS18-076

Analysis

The Square

Since the last approval of the Plan in January, the concept plan for Library Square has been modified to include a vehicle “turn around” to allow for book drop offs currently being used in the current configuration by the library. This is proposed to be located at the easterly end of the laneway into the square from Yonge Street. This revision was prepared to address concerns raised by the Aurora Public Library and staff understand that the revised Plan is now acceptable to the Library. Staff are recommending that Council approve the current design of Library Square. However, this does not preclude Council from making future decisions such as the inclusion of a skating rink during the winter. The plan has been attached to this report as Figure 1.

Sample uses of the Square:

- special events, concerts, etc.
- fairs (arts and otherwise)
- family events
- passive gathering spaces
- plein air painting classes
- movie nights
- fitness classes

The Addition to the Church Street School

At this time staff are also asking Council to approve the schematic design with respect to the addition to the Church Street School. The addition is proposed to be connected to the existing building by way of a glass atrium which would serve as access into the square from Victoria Street. This design would also give prominence to the existing historic building by separating it from the proposed addition. The building addition would be used for additional community space, which was widely stated as required by both staff and residents. Staff are putting forward three alternatives for the new building at this time, being:

- Option 1: a three (3) floor building with a theatre on the top floor;
- Option 2: a two (2) floor building with a theatre on the top floor; and
- Option 3: a two (2) floor building without a theatre.

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Report No. PDS18-076

The addition to the Church Street School would provide a number of opportunities for Town and community uses

The Town of Aurora prides itself on the quality programming it offers to the community. Cultural programming has been identified through corporate planning documents as an area to build upon and enhance in part of its effort to provide an exceptional quality of life for all. Currently the Town provides a variety of cultural programming through its service agreement with the Aurora Cultural Centre, but also on its own account offering programs.

Expansion in this area has been limited by the availability of suitable, purpose-built space. The expansion of 22 Church Street would provide just such needed space and amenities.

The Cultural Master Plan highlights the communities support for community, cultural and performance spaces through the following statements:

- Cultural resources and amenities as essential to the quality of life that makes Aurora a place where people will want to live, work and invest;
- Downtown needs a new 'marquee' attraction to succeed; it was in this context that many raised the issue of a potential new performing arts centre;
- Cultural Master Plan - Strategic Direction #2: Expand Culture's Role in Economic Development:
 - Leverage Cultural and Heritage Resources to Support Downtown Revitalization - consistent with recommendations in the Aurora Promenade Concept Plan; examine opportunities to extend cultural facilities and opportunities in Library Square.

The proposed theatre is designed to be an adaptable space (retractable seating) which would allow for a multitude of events from theatrical and concert performances to lectures, film screenings and ceremonies. The design also allows the room to completely transform into a space that could accommodate an endless array of activities including meetings, gatherings, and banquets at an affordable cost for internal and external users.

Sample uses of the Theatre space (black box):

- live performances, (community and professional) including theatre, music, comedy, improv, variety acts, etc.
- movie screenings
- presentations/ceremonies
- recitals/rehearsals
- auditions for various events
- acting lessons

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- panel discussions/debates
- workshops/lectures
- dinner theatre

Sample uses of the multi-purpose/community programming rooms:

- theatre and music programs
- summer camps (dance, theater, arts)
- visual arts programs and lessons
- leadership courses and camps
- gross motor programs for preschool
- language classes
- small seminars/presentations
- media arts (television, filmmaking, photography, etc.)
- fiber arts
- music lessons

A proper dance studio (including proper flooring, mirrored wall, etc.) will enhance the Town's ability to offer dance and fitness classes.

The proposed expansion will also provide much needed storage space for the Aurora archive collection, but more importantly, will allow the Aurora Museum & Archives to provide heritage programming to schools and other users groups that is currently not possible due to lack of space. School groups will once again have a place to come and learn the stories of their own community.

The three (3) floor option in combination with the ancillary spaces such as reception, office, storage, maintenance and café/multi-purpose area, elevator, washrooms, etc. will make the Church Street School a central hub for cultural activities in Aurora. The Town will be positioned to be the lead force that can help bring all of the partners together as envisioned through the Cultural Master Plan.

Staff are recommending that Council approve the schematic for three (3) floor building with a theatre on the top floor, which has been attached to this report as Figures 2 to 6. With the loss of community space (approximately 20,000 square feet) thorough the demolition of the former library and former seniors centre, the three (3) floor addition (approximately 26,000 square feet) would not only replace but plan for the increasing demand for community and cultural spaces of our growing population.

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Report No. PDS18-076

Project Phasing and Scheduling

At this time, staff are requesting that Council approve the current design of Library Square and approve the building schematic with respect to the expansion to the Church Street School. Staff are also requesting Council's approval of the procurement of the new parking lot, the laneway, as well as some pedestrian connections through the square to the Library. This would allow for the required phasing during construction. Staff are recommending the final budget and tendering approval for the square and building occur in the new year. This proposed scheduling would allow for portions of the square to be used for staging during the construction of the new building.

A proposed timeline for the phasing of the project is as follows:

Summer 2018

- approval of the Plan for Library Square
- approval of the Schematic for the new building
- approval of funding for tendering and construction of the parking lot, laneway and connections
- tendering and construction of the parking lot, laneway and connections
- submission of application for the Canada Cultural Spaces Fund (CCSF)

Fall 2018

- response with respect to application for CCSF

Winter 2019

- approval of funding for tendering and construction of the square and new building, *including 1% of the capital budget for the new building to be dedicated to public art, in accordance with Subsection 4.4.a.iv of the Official Plan*
- tendering for construction of the square and new building

Spring 2019

- commence construction of new building
- commence construction of portions of the square not being impacted or used for staging for construction of new building

Fall 2021

- construction completion for both the square and new building

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Report No. PDS18-076

Budgeting and Funding

Staff reported previously on the general cost of construction of the square as well as the new building. The costs were reported to be approximately \$5,000,000 for the construction of the square, not inclusive of a skating rink, and \$10,000,000 for the construction of the new building and atrium. The cost for the construction of the square remains at approximately \$5,000,000. However, the cost estimate for the new building did not include a theatre and consisted of a two floor design; consistent with Option 3 in this report. The additional floor and theatre recommended in this report is the result of discussions between Town Departments and partners with respect to their programing needs.

Option 1: Three floor building with theatre \$21,300,000, with 25% soft costs

Option 2: two floor building with a theatre \$13,792,187, with 25% soft costs

Option 3: two floor building without theatre \$9,200,000, with 20% soft costs

With respect to funding sources, Council has endorsed some funding for the project from the Hydro Fund. Furthermore, staff are currently drafting an application for funding through the Canada Cultural Spaces Fund (CCSF). The objectives of this fund are to contribute to improved physical conditions for professional arts and heritage related collaboration, creation, presentation, preservation, and exhibition; and to provide increased and improved access for Canadians to arts and culture. Funding through CCSF is available to cover up to 50% of eligible project costs up to a maximum of \$15,000,000. This funding pool aligns with the strategic objectives expressed through various Council approved documents including:

- The Town of Aurora Strategic Plan which identifies the goal of supporting an exceptional quality of life for all and objective of celebrating and promoting our culture under the first Pillar of Success: Community;
- the Aurora Promenade Concept Plan which seeks to leverage the distinct heritage and culture of Aurora as an attraction through enhancing the Cultural Precinct with additional facilities and enhanced public spaces; and
- the Cultural Master Plan which aims to attract new and creative talents, boost tourism, and enhance quality of life, cultural resources and opportunities in Aurora - the plan also cites the expressed community need for a cultural hub to support networking and collaboration through the development of a multi-use cultural facility within Library Square.

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Report No. PDS18-076

It should be noted that one of the criteria for the awarding of this grant is that the Town would have to demonstrate that funding is available to carry two thirds of the project.

Advisory Committee Review

The current design for Library Square was before the Accessibility Advisory Committee (AAC) on May 9, 2018 and the Heritage Advisory Committee (HAC) on May 14, 2018.

The HAC received the memo from staff for information. Overall the AAC did have some concerns with the accessibility of the plan as proposed. One of the concerns was the distance of the new book drop off compared to the existing one. The AAC also requested that the number of barrier free parking spaces be increased. While increasing the amount of barrier free parking spaces could be accommodated, the current book drop off would have to be eliminated to create the new square.

Legal Considerations

None.

Financial Implications

As mentioned, Council has now approved a total of \$2,340,135 in support of the Cultural Precinct. Staff are recommending that Council approve the allocation of existing project funding for the tendering of the parking lot, the laneway and the components of the square which would provide connections to the square/library. Staff believe this amount to be in the \$1,000,000 range. The \$1,000,000 in funding originally allocated by Council in support of the development of Library Square could be applied to this tender.

Communications Considerations

The plans included in this report are a result of a vast amount of consultations with general public, stakeholders and the Town's partners. Furthermore, the Library Square project has a webpage on the Town's website.

Link to Strategic Plan

The Cultural Precinct Plan, including the redesign of Library Square and expansion of the Church Street School, supports the Strategic Plan goal of Supporting an exceptional quality of life for all through the following key objectives:

- Develop a Cultural Master Plan that includes heritage, music, and art to promote more cohesive and coordinated cultural services;

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Report No. PDS18-076

- expand opportunities and partnerships that contribute to the celebration of culture in the community; and
- actively promote and support a plan to revitalize the downtown that includes culture.

Alternatives to the Recommendation

1. Council has the options of making further revisions to the plan for Library Square;
2. Council also has the option of not including a theatre in the Church Street School expansion, as well as proceeding with a two floor design instead of three. However, as stated in this report, there is a need for a theatre as well as an increased amount of community space to serve the growing population of Aurora; particularly in the Downtown.

Conclusions

As detailed in this report, the the concept plan for Library Square has been modified to include a vehicle “turn around” to allow for book drop offs currently being used in the current configuration by the library. Plans have also been prepared for the addition to the Church Street School. The plans consist of a three (3) floor schematic with a theatre on the top floor. Two other options are also provided to Council; consisting of either two (2) floors with a theatre or two (2) floors without a theatre. Staff are requesting Council’s approval of the three (3) floor schematic at this time.

Attachments

Figure 1 - Design for Library Square/New Community Facility
Figure 2 - Basement Floor Plan
Figure 3 - Ground Floor Plan
Figure 4 - Second Floor Plan
Figure 5 - Conceptual Section

Previous Reports

- PBS17-066 - Award of Contract for Library Square Site Plan, September 5, 2017;
- PBS17-096 - Preferred Design for Library Square, December 5, 2017;

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Report No. PDS18-076

- PBS17-100 - Preferred Design for Library Square - Additional Information December 12, 2017; and
- PDS18-014 - Updated Design for Library Square, January 30, 2018.

Pre-submission Review

Executive Leadership Team review on June 12, 2018.

Departmental Approval



Marco Ramunno
Director
Planning and Development Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer

PARKING AND LOADING CURRENT CONCEPT

Accessible Parking

Parking

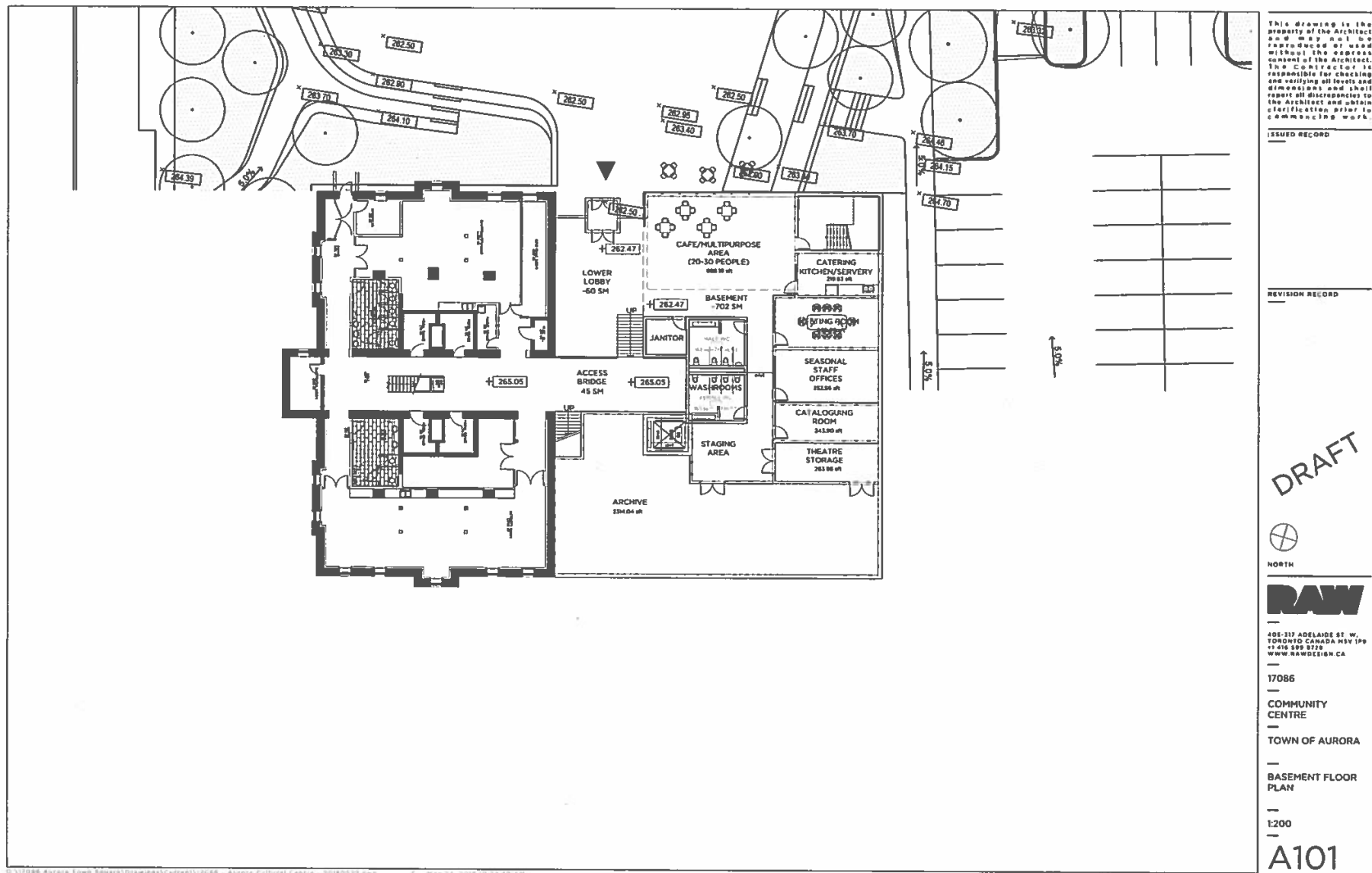
Deliveries

A. 57m drive in from Church Street

84 TOTAL PARKING SPACES (not including street parking)



FIGURE 1



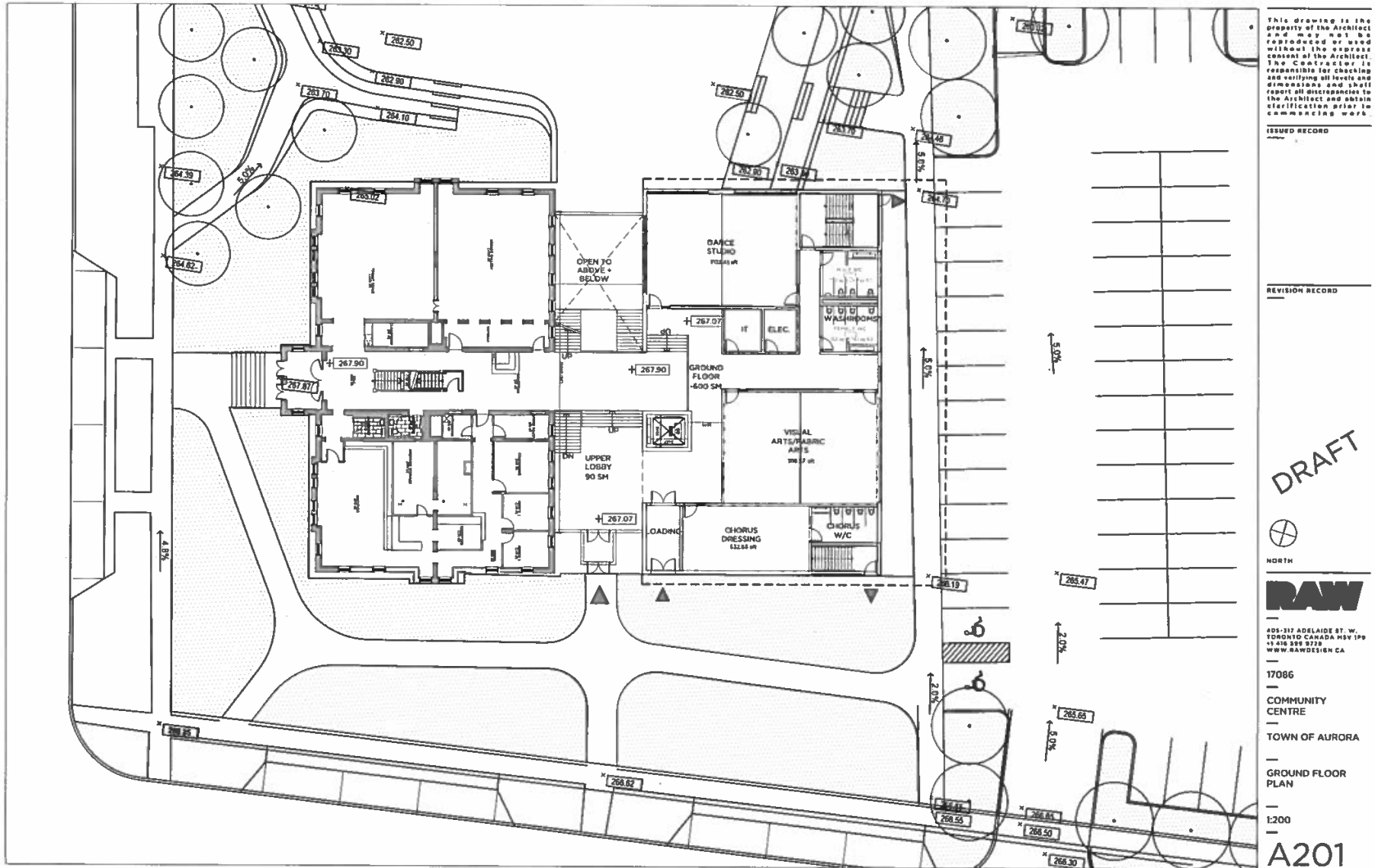
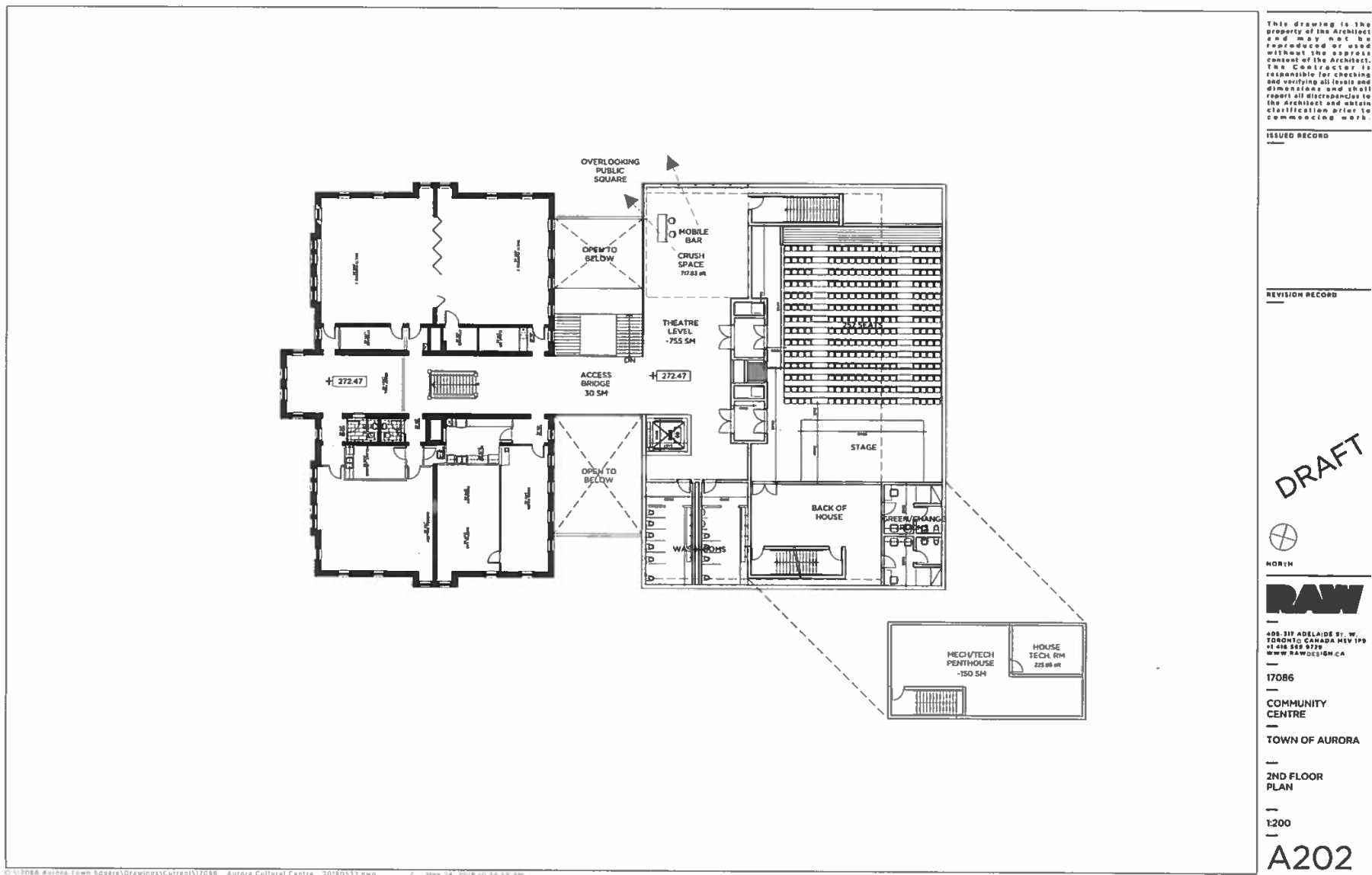


FIGURE 3



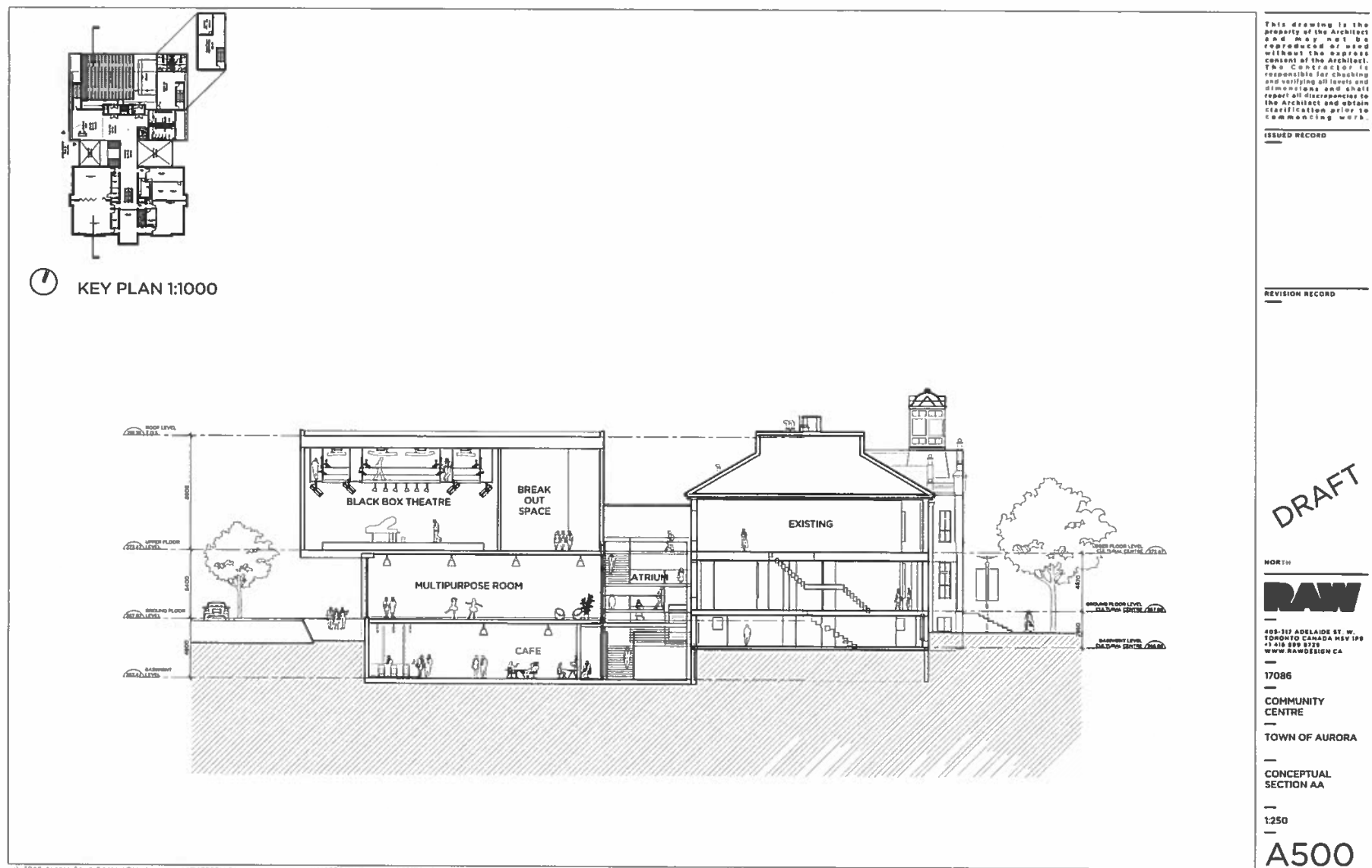


FIGURE 5



Town of Aurora

General Committee Report

No. CMS18-017

Subject: Enhanced Recreation Facility Advertising and Sponsorship Programs - Revised

Prepared by: John Firman, Manager of Business Support

Department: Community Services

Date: June 19, 2018

Recommendation

- 1. That Report No. CMS18-017 be received; and**
- 2. That staff be authorized to implement the enhanced Recreation Facility Advertising and Recreation Facility Sponsorship programs; and**
- 3. That the Director of Community Services be given delegated authority to execute all future recreation facility advertising and facility sponsorship agreements.**

Executive Summary

This report recommends enhancements to the Recreation Facility Advertising and Recreation Facility Sponsorship programs to increase the available assets to include outdoor recreation facilities. Considerations include:

- Research from other Ontario municipalities has helped identify a variety of additional indoor and outdoor opportunities to increase advertising and sponsorship revenues
- Local businesses and industry professionals have identified recreation facility advertising as an opportunity to help support local businesses
- The Town's primary outdoor community youth sport organizations have requested support in meeting their goals of providing affordable programming for their members
- The proposed mission statement for the Recreation Facility Advertising and Sponsorship programs is *"To build sustainable community partnerships that connect businesses and community groups to fulfill the Town's strategic goals"*

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Report No. CMS18-017

- Key program changes include the addition of outdoor recreation assets and shared advertising opportunities with user groups
- Examples of advertising signage and sponsorship recognition are provided to help identify the difference in appearance between these programs
- Sponsorships of entire buildings (i.e.: an entire recreation centre) or parks would continue to be in accordance with the Town's Facility Naming Rights Policy
- The approved part-time to full-time conversion of the Facility Advertising and Sponsorship Coordinator will enable the implementation of the program enhancements
- Advertising revenue is allocated to general revenue and sponsorship revenue is allocated to the Recreation Sponsorship Reserve Fund

Background

Since the inception of the Recreation Facility Advertising Program, staff have continued to identify and implement program enhancements limited to indoor advertising within recreation facilities, and in 2015 implemented the new Recreation Facility Sponsorship Program. The combined programs have realized an increase in gross revenue of approximately 625% over the past eight (8) years, from \$21,000 to \$155,500 annually.

In Report No. PRS16-042 received by Council August 9, 2016, staff presented a detailed review of the current status of the Facility Advertising and Sponsorship Programs. Subsequent to that report, staff has continued to review best practices, consult with other municipalities, industry professionals, as well as existing and prospective clients to identify program growth and enhancement opportunities.

The Facility Advertising Program is currently limited to indoor recreation facilities with annual growth achieved every year since its inception, and a 30% increase since 2015. With limited options available, and an increasing demand for alternate uses of indoor space, such as the Aurora Sports Hall of Fame and the loss of the Aurora Public Library lobby, continued program growth is unlikely or minimal at best.

Current and prospective advertising clients have expressed an interest in potential advertising opportunities at outdoor recreation facilities to further engage prospective customers.

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Report No. CMS18-017

The Facility Sponsorship Program is a newer program and has a greater potential for growth, however, current and prospective sponsorship clients have also expressed interest in greater flexibility of options including outdoor recreation facilities.

Currently, 100% of net revenue from the advertising program goes to general revenue and 100% of net revenue from the sponsorship program goes into the Recreation Sponsorship Reserve account with these funds currently being designated for youth programming.

Several current and prospective sponsorship program clients have expressed interest in supporting other areas of programming, such as senior's programs, children's programs, or other program areas.

Staff has also reviewed the non-monetary objectives and opportunities to support and engage the community within these programs, in accordance with the Town's Strategic Plan.

As a result of this review, staff has identified a number of recommendations as outlined in this report to enhance the programs to both increase revenue and to provide opportunities to support the community.

The part-time to full-time conversion of the Facility Advertising and Sponsorship Coordinator is required in order to manage the increased advertising and sponsorship program opportunities outlined in this report. The conversion to full-time was approved and funded in the 2018 Operating Budget. The advertising and sponsorship efforts will now handled by one (1) full-time staff effective July 1.

Analysis

Research from other Ontario municipalities has helped identify a variety of additional indoor and outdoor opportunities to increase advertising and sponsorship revenues

Staff surveyed and reviewed program information with numerous Ontario municipalities that currently offer similar programming, including larger municipalities with successful programs, York Region municipalities, and other Ontario municipalities with similar populations. This research has provided insights into advertising and sponsorship options that have been successful in other communities.

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Report No. CMS18-017

Local businesses and industry professionals have identified recreation facility advertising as an opportunity to help support local businesses

Staff met with numerous existing and potential advertising and sponsorship clients, as well as representatives of the Aurora Chamber of Commerce and Welcome Wagon, and with industry professionals, to obtain insights into how these programs can best be suited to support local businesses. Staff also consulted with the Town's Economic Development Officer.

Our primary outdoor community youth sport organizations have requested support in meeting their goals of providing affordable programming for their members

Currently the Town provides free office space to the four primary youth, indoor user groups (Aurora Minor Hockey Association, Aurora Jr. A Tigers Hockey Club, Central York Girls Hockey Association, and the Aurora Skating Club), however, outdoor users groups do not receive the same benefits.

Acknowledging that the Town does not have the facilities to offer this same support to our two (2) primary youth outdoor user groups, the Town can support these groups (Aurora Youth Soccer Club and Aurora King Baseball Association) by providing shared access to outdoor advertising opportunities. This program would be structured similar to the rink board advertising agreement with the Aurora Tigers Jr. A Hockey Club.

The proposed mission statement for the Recreation Facility Advertising and Sponsorship programs

Staff recommends the following mission statement to act as a guiding principle for the Recreation Facility Advertising and Sponsorship programs:

To build sustainable community partnerships that connect businesses and community groups to fulfill the Town's strategic goals

In addition to being a revenue generation tool for the Town, the facility advertising and sponsorship programs are also intended to support the local business community. The facility advertising program has been considered a competitively priced option to provide local businesses with an opportunity to promote their business within facilities that draw a high volume of local and regional clientele. The facility sponsorship program also provides local businesses with a vehicle in which to engage the community by demonstrating support for recreational programming.

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Report No. CMS18-017

Key program changes include the addition of outdoor recreation assets and shared advertising opportunities with user groups

Further to the ongoing review of the programs, staff recommends the following changes:

Sponsorship Enhancements

Recommendations:

1. That all net revenue continue to be placed into the Recreation Sponsorship Reserve account and that sponsors be allowed to designate in which of the following program areas the funds are to be used:
 - a. Community programs (children, family, adults)
 - b. Youth programs
 - c. Senior programs
 - d. Aquatic programs
 - e. Fitness program
 - f. Parks and Trails
2. Expand sponsorship assets to include outdoor recreation facilities, including but not limited to:
 - a. Ball diamonds
 - b. Rectangular sports fields
 - c. Dog park
 - d. Splash pads
 - e. Tennis courts
 - f. Skateboard parks
 - g. Picnic shelters/gazebos
 - h. Band shell
 - i. Playgrounds

Advertising Enhancements

Indoor recreation facility advertising programs have been in place for approximately 20 years, as approved by Council. During that time staff have continued to identify and implement new advertising methods to meet consumer demand.

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Report No. CMS18-017

Although staff continue to work with clients to meet their indoor advertising needs, clients have stated clearly that they are also interested in outdoor advertising opportunities.

Recommendation:

1. Expand advertising assets to include outdoor recreation facilities, including but not limited to:
 - a. Ball diamonds
 - b. Rectangular sports fields
 - c. Bleachers
 - d. Electrical shacks and other outdoor structures

Supporting Key Community User Groups of Outdoor Facilities

Recommendation:

1. Support the primary youth outdoor user groups by providing revenue generating opportunities:
 - a. Shared advertising space, similar to the model used at the Aurora Community Centre with the Aurora Jr. A Tigers, whereby the Town and the user group both have the opportunity to sell advertising space on the designated asset.
 - b. Ball diamond fencing, artificial turf field fencing and bleachers to be considered for this shared use program.
 - c. Pricing model to be approved by the Town.
 - d. To a maximum value comparable to the value of indoor office space provided to the ice user groups.

Examples of advertising signage and sponsorship recognition are provided to help identify the difference in appearance between these two programs

While this report speaks to both the advertising and sponsorship programs, these are two (2) separate programs with different features and different visual components. The sponsorship program includes a variety of sponsorship recognition features, including a signage program approved by Council at its meeting on June 11, 2013. All sponsorship signage is consistent with this approved program and is typically more discreet than advertising, as seen in the example below.

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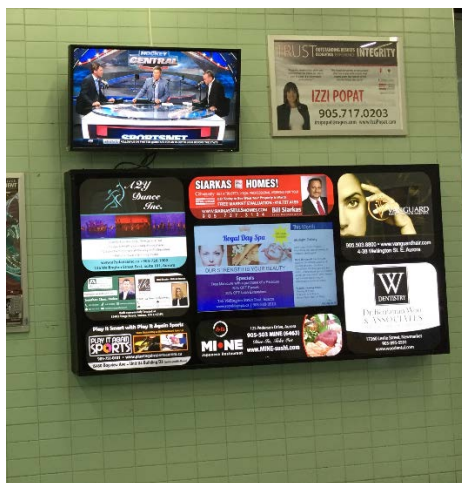
Report No. CMS18-017



All outdoor sponsorship recognition will be in accordance with this format.

The advertising program includes a variety of existing opportunities including lobby signs, rink boards, digital advertising, and more.

Some examples of existing indoor advertising, include:



Lobby signs and backlit kiosks.



Motion activated washroom displays.

Outdoor advertising is most commonly seen on recreation facility fencing, and may look similar to the following:



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Report No. CMS18-017

Sponsorships of entire buildings (i.e.: an entire recreation centre) or parks would continue to be in accordance with the Town's Facility Naming Rights Policy

Sponsorships of entire facilities (i.e.: recreation centres, Armoury, etc.) and entire parks would continue to be managed by the CAO and Council in accordance with the Facility Naming Rights Policy.

The Recreation Facility Advertising and Sponsorship programs would be limited to specific assets that fall within a building or park.

The approved part-time to full-time conversion of the Facility Advertising and Sponsorship Coordinator will enable the implementation of the program enhancements

Funding for the part-time to full-time conversion was approved in the 2018 operating budget, thereby providing the staff resources required to transition from program maintenance to program growth, through the implementation of the proposed enhancements.

Allocation of advertising revenue and allocation of sponsorship revenue

Facility advertising program revenue

Currently, all revenue after program expenses (i.e. materials and marketing) goes into general revenue in the Community Services Department to help offset operating costs. Staff are not proposing any change to this.

Facility sponsorship program revenue

Currently, all revenue after program expenses (i.e. signage, marketing, misc. sponsor recognition) goes into the Recreation Sponsorship Reserve Fund, designated for use in supporting youth programming, such as:

- Purchasing new equipment and games for the youth room
- Rock wall maintenance
- Purchasing new gymnasium equipment for youth programs

Without the sponsorship revenue funds available in this reserve account, these expenses would have resulted in an increase in the operating budget.

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Report No. CMS18-017

Staff recommend that sponsorship revenue continue to be allocated to this reserve, but that the individual sponsors be given the opportunity to designate the program area in which their funds are allocated, including:

- a. Community programs (children, family, adults)
- b. Youth programs
- c. Senior programs
- d. Aquatic programs
- e. Fitness programs
- f. Parks and Trails

Both the advertising and sponsorship revenues are a source of funding that helps reduce the Town's overall tax impact.

Advisory Committee Review

Not applicable.

Legal Considerations

Legal agreement templates are currently in use for the advertising and sponsorship programs. Legal Services will review and approve any future amendments to the templates to accommodate program changes.

Financial Implications

Based on a planned July 1st implementation date, the programs are anticipated to achieve some initial revenue increases in 2018, with more significant revenue increases to be achieved in 2019, the first full year of the enhanced programs.

The additional costs of the part-time to full-time staffing conversion were included in the 2018 Operating budget and will be recovered through growth in program revenue. With the expansion of indoor advertising and the introduction of the sponsorship program, we have achieved growth of over 625% over past eight (8) years. In order to achieve further growth staff believe the additional assets and program enhancements proposed will be required to support that objective. The following table shows the 2017 actual net revenue and projected net revenue for future years, including salary and operating expenses:

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Report No. CMS18-017

Year	Advertising and Sponsorship Gross Revenue (combined)	Program Expenses (Salary & Operating)	Projected Net Revenue (2017 actual)
2017	\$154,606	\$61,082	\$93,524
2018	\$174,494	\$70,800	\$103,694
2019	\$199,500	\$92,800	\$106,700
2020	\$215,000	\$94,656	\$120,344

Communications Considerations

Corporate Communications will assist with the development of revised promotional material to support the new program offerings.

Link to Strategic Plan

The proposed Recreation Facility Advertising and Sponsorship program enhancements support the Strategic Plan goals of ***supporting an exceptional quality of life for all*** and ***enabling a diverse, creative and resilient economy*** through its accomplishment in satisfying requirements in the following key objectives within these goal statements:

Encouraging an active and healthy lifestyle: through increased funding for Town recreation programming, and through providing the opportunity for community sport organizations to generate additional revenue.

Supporting small business and encouraging a more sustainable business environment: by offering affordable and discounted advertising opportunity to local businesses.

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Alternative(s) to the Recommendation

1. Council can decline to approve the recommendations, with status quo remaining
2. Council can choose to approve selected recommendations only:
 - a. Sponsorship program enhancements
 - b. Advertising program enhancements
 - c. Support for key Community User Groups
3. Council can provide further direction

Conclusions

Staff recommend that Council approve the recommendations as presented.

Attachments

None

Previous Reports

PRCS16-042 Facility Sponsorship Program

CMS18-014 Enhanced Recreation Facility Advertising and Sponsorship Programs

Pre-submission Review


Agenda Management Team review on May 31, 2018

Departmental Approval



Robin McDougall
Director, Community Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



**Town of Aurora
General Committee Report No. CMS18-019**

Subject: Menorah Lighting Ceremony- Follow up
Prepared by: Shelley Ware, Recreation Supervisor – Special Events
Department: Community Services
Date: June 19, 2018

Recommendation

- 1. That Report No. CMS18-019 be received; and**
- 2. That Council approve the addition of a Menorah lighting ceremony to the calendar of annual special events starting in 2018; and**
- 3. That funding be approved for the Menorah lighting ceremony event in the amount of \$6,200 for 2018 from the Council Operating Contingency account and the ongoing operating expenses will be submitted as part of the 2019 base operating budget.**

Executive Summary

This report outlines the feasibility of hosting an annual Menorah lighting ceremony and seeks Council approval to fund the production and execution of the event beginning in 2018. There are several Menorah lighting ceremonies and Chanukah celebrations coordinated by municipalities throughout Canada, and several held annually in York Region and in the GTA. Considerations include:

- The key feature of the event is the nightly lighting of the Menorah
- The success of the 2017 Menorah lighting ceremony at Town Hall
- A Menorah lighting ceremony is feasible with the partnership of various community organizations

Background

At its' meeting on Tuesday, January 30, 2018 Council passed a Notice of Motion instructing staff to investigate and report back on the feasibility of hosting an annual Menorah lighting ceremony, beginning in 2018 in partnership with Chabad Aurora.

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Report No. CMS18-019

At its' meeting on Tuesday, May 22, 2018 Council directed staff to investigate partnering with other organizations in addition to Chabad Aurora to host an annual Menorah Lighting Ceremony.

This is the report back to Council from staff regarding the amendments from the May 22 Council meeting.

Analysis

The key feature of celebrating Chanukah is the nightly lighting of the menorah

Hanukkah, which is also known as Chanukah, is the annual Jewish Festival of Lights. The date for Chanukah changes each year, but usually occurs in November or December. Chanukah has been happening for more than 20 centuries. These celebrations started nearly two (2) centuries before Christianity.

The word "Hanukkah" means dedication, and honors one of the greatest miracles in Jewish history, when they were victorious in their battle against the Greeks to practice their religion without restriction.

In commemoration of this victory, Chanukah is celebrated for eight (8) days by lighting an eight (8) branched candelabra known as a Menorah. The term "Menorah" means "lamp" in Hebrew. The three (3) main features of Chanukah are the nightly lighting of the menorah, reciting special prayers and feasting on fried foods.

The success of the 2017 Menorah Lighting Ceremony provides a solid foundation to build on

The Town of Aurora partnered with Chabad Aurora on December 18, 2017 to host the first ever Menorah Lighting Ceremony at Aurora Town Hall. Chabad Aurora was instrumental in coordinating all of the key features and components of the ceremony which included the lighting of a menorah and the enjoyment of traditional fried foods.

The result was a successful and authentic ceremony, which was well attended by the Community and Members of Council. The feedback from the attendees received was very favourable for having an annual ceremony.

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Report No. CMS18-019

An annual Menorah Lighting Ceremony in Aurora is feasible in partnership with Chabad Aurora and additional community partners

Chabad Aurora is fully committed to partner with the Town of Aurora to annually plan a Menorah Lighting Ceremony and additional organizations will be approached to participate in this partnership.

There are more than 15,000 public menorah lighting ceremonies worldwide, and several hosted by municipalities in York Region including Richmond Hill and Vaughan. Chanukah celebrations can include public menorah lightings, giant menorahs made out of ice and LEGO, menorah parades, giant dreidel houses and other activities.

The partner organizations would have various roles in establishing an annual Menorah Lighting Ceremony in Aurora including:

- Facilitate the purchase of a nine (9) foot menorah
- Facilitate the purchase of traditional foods which could include: gelts (chocolate coins) sufganiyah (deep-fried jam or custard filled doughnut) and latkes (potato pancakes)
- Assist in coordinating family activities such as; traditional children's games (such as dreidel), crafts, a theatrical performance and choir singing

The 2018 event would be held on Wednesday, December 5 from 6:30 p.m. to 8:30 p.m. in the front courtyard and on the first floor of the Aurora Town Hall. The main focus of the event program would include the lighting of the menorah, and enjoying traditional food. Chanukah is a time for traditional and celebratory food, with most dishes being deep fried in oil to represent the miraculous eight-day burning of the Menorah.

Advisory Committee Review

Not applicable

Legal Considerations

Not applicable

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Report No. CMS18-019

Financial Implications

The operating expenses to establish a Menorah Lighting Ceremony for the first year would include:

Entertainment & family activities (music, crafts, games)	\$1,000
Complimentary Food & Beverages (gelts, latkes)	\$1,000
Promotions/Advertising (newspaper ads, printing)	\$1,800
Total annual base budget amount	\$3,800

A one-time investment of **\$2,400** is required in 2018 for the purchase of a nine foot Menorah candle and supplies, bringing the expenses for the 2018 event to **\$6,200**.

Funding for a Menorah lighting ceremony was not included in the 2018 Special Events operating budget. Additional funding for 2018 is required if the event is to take place. Staff recommend that the Council Operating Contingency account be the source of funding. Staff will include the \$3,800 annual cost of the event as part of the 2019 base operating budget.

Communications Considerations

The Town would utilize social media, the NoticeBoard, website, newspaper advertising and posters to promote the Menorah lighting as a community event. The partner organizations would promote the event through their communication channels as well.

Link to Strategic Plan

This event supports Objective 3: *Celebrating and promoting our culture* and Objective 5: *Strengthening the fabric of our community* in the Town's Strategic Plan.

Alternative(s) to the Recommendation

1. Council may choose not to approve this event
2. Council can provide further direction

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Report No. CMS18-019

Conclusions

An annual Menorah lighting ceremony beginning in 2018 is feasible with proper funding and a partnership with Chabad Aurora and other community organizations. This inclusive event would bring the community closer together, in a safe and welcoming environment for the celebration of Chanukah, as is done in many other municipalities in York Region and the GTA.

Attachments

None

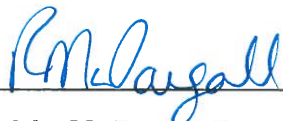
Previous Reports

CMS18-015 – Menorah Lighting Ceremony – May 15, 2018

Pre-submission Review

Reviewed by Agenda Management Team, May 31, 2018

Departmental Approval



**Robin McDougall
Director
Community Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

No. FS18-018

Subject: 2018 Interim Forecast Update – as at April 30, 2018
Prepared by: Jason Gaertner, Manager, Financial Planning Services
Department: Financial Services
Date: June 19, 2018

Recommendation

1. That Report No. FS18-018 be received for information.

Executive Summary

This report presents to Council the information necessary to effectively monitor the financial performance of the corporation's operating budget presented as of April 30, 2018. As of this date, the corporation is forecasted to conclude the fiscal year with favourable variances from its tax levy and utility rate funded operations.

- A surplus of \$597,400 from tax levy funded operations is forecasted
- A utility operations surplus of \$122,400 is anticipated
- Any operational budget excesses or short-falls will be contributed to or transferred from the appropriate reserve as will be defined in the town's 2018 surplus control bylaw

Background

To assist Council in fulfilling its roles and responsibilities with respect to Town finances and accountability, the Financial Services Department has worked with all departments to review the corporation's operating budget financial performance to date. Each Director has reviewed his/her respective department's operating budget with its results to date and remaining outstanding plans, and forecasted an expected year end position. Finance staff have reviewed each submission and performed the necessary consolidation.

A surplus of \$597,400 from tax levy funded operations is forecasted

Staff currently forecast that the Town's tax levy funded operations will finish the year with an anticipated surplus of \$597,400. A detailed break-down of the Town's current forecasted variance by department can be found in Attachment #1. The report has been

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simplified to show only the net budget amount, the forecasted ending position for each item, and the variance.

Staff have similarly reviewed the results of the Town's utility operations to date and the expected year end forecasted positions for the water, wastewater, and storm water service lines which is presented in Attachment #2. Staff currently forecast that the Town's utility operations are on pace to finish the year with a surplus of \$122,400.

Items of note are presented by department in the Analysis section below. The forecasts and representations are those of each Director, and have not been revised by Financial Services staff. Each Director is charged with delivering their approved portfolio of municipal services within their approved budget. They may manage issues encountered throughout the year by reallocating approved financial resources amongst their budget detailed line items, so as to best deliver their overall service portfolio in the circumstances of an ever changing community, operating environment and economic conditions. In some instances a departmental pressure may be addressed at a corporate level as per the Executive Leadership Team's direction.

Analysis

Overall, the Town's approved budget for 2018 includes \$64,095,000 in approved expenditures, funded by \$19,641,700 in revenues consisting of user fees, charges, and investment income, and a total "Town purposes" tax levy for the year of \$44,453,300.

Upon detailed review of the consolidated forecast as of the end of April, the corporation is projected to conclude the fiscal year with an estimated operating budget surplus of \$597,400. The key drivers of this forecasted surplus are healthier than projected development driven revenues and salary savings. This forecast is based upon the best information and estimates available at this time. Accordingly, the forecast will continue to be subject to change over the remainder of the fiscal year, meaning there will continue to be influencing variables that are difficult for staff to estimate such as development driven revenues, investment income as well as the ultimate level of Town services that will be consumed by fiscal year end.

Historically the Town has budgeted a "salary gapping savings" amount of \$150,000 under the corporate expenses section of the budget. This provision is to recognize that while salaries in all departments are based on 100% usage, with no staff departures, in reality there is some staff turnover and periodic vacancies that arise naturally during the year. For 2018, a share of this amount has now been formally allocated to each operating department on a pro-rata basis:

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CAO and Council

The Council and CAO budgets are forecasting a \$17,900 (1.0 percent) favourable variance on a net operating budget of \$1,846,300. This variance relates to a position vacancy in Corporate Communications and expected contract savings.

Corporate Services

Corporate Services is forecasting a \$380,500 (5.1 percent) favorable variance on a net operating budget by \$7,393,900. This variance is mostly attributable to projected third party legal service, software maintenance and salary savings.

Financial Services

Financial Services is forecasting a \$26,300 (1.4 percent) favourable variance on a net operating budget of \$1,856,400 driven by salary savings that have been partially offset by larger than budgeted forecasted mandatory training requirements.

Fire Services

Central York Fire Services (CYFS) is forecasting to be at their approved operating budget of \$10,484,200 to be on budget.

Operational Services

Operational Services excluding water, wastewater & stormwater services is forecasting a deficit of \$424,900 (4.3 percent) on a net operating budget of \$9,840,500. This deficit had multiple service line contributors which included forecasted snow management, waste management and administration deficits anticipated from salaries, operating materials and other contracted services. These deficits are partially offset by contract and salary savings which are expected to arise from park operation and other road network services.

Operational Services' salaries and wages are split between tax levy and rate (water, wastewater & storm water services) funded programs. In any given year, the extent of operational service staff support of tax levy or rate funded programs is difficult to predict; consequently, some variability in this regard is not unusual. At present, the department's overall salary costs are expected to finish the year roughly equal to the approved budget.

Other than salary, the other key contributors to the forecasted deficits in snow and waste management services relate to greater than anticipated operating material and service contract costs driven by increased service demand and per unit contract costs.

Community Services

Community Services is forecasting a \$209,800 (2.4 percent) favourable variance on a net operating budget of \$8,624,600. The key contributors to this noted variance are savings arising from full time salaries and benefits and town facility contracts.

Also included in this variance are anticipated revenue short-falls totalling \$115,000 from

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summer camps and various children programs resulting from increased competition from the private sector in summer camp offerings, the recent provincial decision to offer free daycare for children ages 2-5 years and an unsuccessful attempt in securing a theatre arts program provider. These noted revenue short-falls were fully offset by related savings in part time and contracts.

Planning & Development Services

The Planning & Development Services department is forecasting a surplus of \$315,700. The key contributing factor to this favourable variance was healthier than expected development driven revenue such as engineering fees for lot grading, subdivisions and site plans. It should be noted that the majority of these revenues arise at the 'front end' of a development; consequently, as the town has almost reached its build out capacity, these revenues can be expected to continue to decline in future years.

Not included in this variance is a projected Building Services' surplus of \$491,100, as it is a self-funded function as per provincial legislation. Consequently, if it is unable to recognize sufficient revenues to offset its expenses in a given fiscal year, it will draw from its dedicated reserve in order to balance its operating budget. If it recognizes excess revenues, these revenues are utilized to replenish its reserve. This year's forecasted surplus results from greater than planned development driven revenues being recognized, as well as salary savings. As the majority of Building Services' revenues arise more towards the 'back end' of a development, these associated revenues are expected to continue to be strong into the short term as development initiated earlier through Planning & Development services runs its course to completion.

Corporate Revenues & Expenses

Corporate Revenues and Expenses is forecasting a surplus of \$337,800 (8.3 percent) on a net operating budget of \$4,071,300. The primary driver of this noted variance is a supplementary tax revenue surplus of \$265,700 which fully offsets an equivalent value tax levy shortfall noted below. This surplus relates to planned 2018 assessment growth arising later than originally anticipated and consequently being reflected in the budget as a supplementary tax revenue rather than a formal tax levy revenue. The other key contributor to this favorable variance is a forecasted increase in penalties and late fees arising from unpaid property taxes.

Aurora Public Library Contribution

The Town's contribution towards the operation of the Aurora Public Library is anticipated, with no variance to budget arising.

Total Tax Levy

Staff have confirmed that the Town will collect a total of \$44,187,600 in tax levy revenue in 2018 which is \$265,700 less than what was budgeted. These lower than anticipated revenues relate to the Town's overestimate of its 2018 growth in its tax assessment base; the budget anticipated an assessment growth of 3.10% while the final assessed growth

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for 2018 was 2.49%. In an effort to achieve an approved operating budget for the upcoming year prior to the year commencing, the Town must estimate its tax assessment base growth for the upcoming year as the final figure is not yet available at the time of budget's creation. These additional funds were utilized to fund the delivery of growth related Town services in 2018. This shortfall was offset fully by an equal value supplementary tax revenue surplus.

Operating Summary

Overall, the Town of Aurora general municipal operations is forecasting a surplus of \$597,400 with no noticeable adverse impacts to service levels. Should any surplus remain at fiscal year-end, it will be transferred to the town's rate stabilization reserve as will be set out in the town's 2018 surplus control bylaw.

The Operating Budget Summary can be found in Attachment 1.

A utility operations surplus of \$122,400 is anticipated

The utility operations service line budgets are comprised primarily of fixed operational costs, funded by the net proceeds from the sale of water, waste water and storm water services. These fixed operational costs include staff and service maintenance costs related to maintaining the infrastructure systems, water quality testing, and the billing and customer service functions. These costs are not directly impacted by the volume of water flowing through the system. The fixed costs relating to water and waste water are funded from the net revenues earned by these services which are variable in nature due to the fact that they are based upon metered water consumption volumes. Storm water revenues are not subject to the same volatility as the water and waste water service lines.

Utility operations is currently projected to close the year with a favourable budget variance of \$122,400 primarily attributable to anticipated contract and salary savings. This forecasted variance will continue to be subject to change particularly over the summer months as the average daily temperature and level of rainfall received have a direct relationship to the volume of water consumed.

Should any utility service line surpluses remain at fiscal year-end, they will be moved to their respective stabilization reserve funds as will be set out in the town's 2018 surplus control bylaw.

The utility operations summary can be found in Attachment 2.

Advisory Committee Review

Not applicable.

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Legal Considerations

Nil

Financial Implications

The actual resultant annual surplus or deficit in the general operating budget and water / wastewater budgets will be allocated by Council to / from various reserves at fiscal year-end as per the Town's surplus control bylaw. There are no other immediate financial implications arising from this report. Council fulfills its role, in part, by receiving and reviewing this financial status report on the operations of the municipality relative to the approved budget.

Communications Considerations

This report will be posted to the Town's Budget and Financial Information web page for transparency and accountability.

Link to Strategic Plan

Outlining and understanding the Town's present financial status at strategic intervals through-out the year 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

None

Conclusions

Having completed four months of operations, the management team is presently forecasting to end the year with a favourable budget variance from its tax levy funded operations of \$597,400. Staff remain vigilant to continue to realize budget savings whenever possible in an effort to continue to end the year in a surplus position. Any remaining surpluses at fiscal year-end will be contributed to the Town's rate stabilization reserve.

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Utility operations are currently projected to conclude the fiscal year with a favourable budget variance of \$122,400. Any surplus remaining at fiscal year-end will be contributed to each respective utility reserve accordingly.

Attachments

Attachment #1 – Tax Levy Net Operating Forecast Update

Attachment #2 – Utility Net Operating Forecast Update

Previous Reports

None

Pre-submission Review

Agenda Management Team review on May 31, 2018

Departmental Approval

Approved for Agenda



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



Doug Nadorozny
Chief Administrative Officer

Town of Aurora

Tax Levy Net Operating Forecast Update

as at April 30, 2018

Shown in \$,000's	NET ADJUSTED BUDGET	FORECAST	Variance Favourable / (Unfavourable)	
<u>COUNCIL</u>				
Council Administration	\$ 610.5	\$ 610.5	\$ -	-
Council Programs/Grants	4.0	4.0	-	-
Advisory Committees	18.0	18.0	- 0.0	(0.0 %)
Council Office Total	\$ 632.5	\$ 632.5	\$ (0.0)	(0.0 %)
<u>CHIEF ADMINISTRATIVE OFFICE</u>				
CAO Administration	\$ 521.0	\$ 521.0	\$ -	-
Communications	692.8	674.9	17.9	2.6 %
Chief Administrative Office Total	\$ 1,213.8	\$ 1,195.9	\$ 17.9	1.5 %
Council and C.A.O. Combined	\$ 1,846.3	\$ 1,828.4	\$ 17.9	1.0 %
<u>CORPORATE SERVICES</u>				
Corporate Services Administration	\$ 438.1	\$ 465.8	(27.7)	(6.3 %)
Legal Services	860.7	803.1	57.6	6.7 %
Legislative & Administrative Services	1,280.7	1,205.4	75.3	5.9 %
Human Resources	741.4	698.8	42.6	5.7 %
Elections	109.0	109.0	-	-
Information Technology	2,008.3	1,931.5	76.8	3.8 %
Telecommunications	263.4	234.5	28.9	11.0 %
By-law Services	696.2	593.0	103.2	14.8 %
Animal Control	101.1	99.5	1.6	1.6 %
Customer Service	871.7	849.5	22.2	2.5 %
Emergency Preparedness	23.3	23.3	-	-
Corporate Services Total	\$ 7,393.9	\$ 7,013.4	\$ 380.5	5.1 %
<u>FINANCIAL SERVICES</u>				
Policy & Planning Administration	\$ 341.3	\$ 330.0	\$ 11.3	3.3 %
Accounting & Revenue	541.2	534.1	7.1	1.3 %
Financial Planning	502.5	502.5	-	-
Procurement Services	471.4	463.5	7.9	1.7 %
Financial Services Total	\$ 1,856.4	\$ 1,830.1	\$ 26.3	1.4 %
<u>FIRE SERVICES</u>				
Central York Fire	10,484.2	10,484.2	-	-
Total Fire Services	10,484.2	10,484.2	-	-

Town of Aurora

Tax Levy Net Operating Forecast Update

as at April 30, 2018

Shown in \$,000's	NET ADJUSTED BUDGET	FORECAST	Variance Favourable / (Unfavourable)	
<u>Operational Services</u>				
Operational Services Administration	\$ 498.5	\$ 538.0	\$ (39.5)	(7.9 %)
Fleet & Equipment	625.7	625.8	(0.1)	(0.0 %)
Snow Management	1,500.8	1,975.4	(474.6)	(31.6 %)
Road Network Operations	2,558.5	2,512.0	46.5	1.8 %
Parks/Open Spaces	2,464.0	2,372.0	92.0	3.7 %
Waste Collection & Recycling	2,193.0	2,242.2	(49.2)	(2.2 %)
Operational Services Total	\$ 9,840.5	\$ 10,265.4	\$ (424.9)	(4.3 %)
<u>Community Services</u>				
Community Services Administration	\$ 1,043.9	\$ 1,035.5	\$ 8.4	0.8 %
Business Support	(440.8)	(546.5)	105.7	24.0 %
Recreational Programming/Community Dev.	1,719.6	1,673.1	46.5	2.7 %
Facilities	6,301.9	6,252.7	49.2	0.8 %
Community Services Total	\$ 8,624.6	\$ 8,414.8	\$ 209.8	2.4 %
<u>PLANNING & DEVELOPMENT SERVICES</u>				
Development Planning	\$ (261.4)	\$ (442.4)	\$ 181.0	69.2 %
Long Range & Strategic Planning	606.5	599.3	7.2	1.2 %
Engineering Service Operations	(9.0)	(136.5)	127.5	1,416.7 %
Net Building Department Operations	\$ (531.3)	\$ (1,022.4)	491.1	92.4 %
Contribution to Building Reserve	531.3	1,022.4	(491.1)	(92.4 %)
Total Building Services	-	-	-	-
Planning & Development Services Total	\$ 336.1	\$ 20.4	\$ 315.7	93.9 %
<u>CORPORATE REVENUE & EXPENSE</u>				
Supplementary Taxes & Payments-in-Lieu	\$ (1,044.4)	\$ (1,044.4)	\$ -	-
Contribution of Excess SUPPs to reserves	400.0	134.3	265.7	66.4 %
Penalties on Unpaid Property Taxes	(850.0)	(950.0)	100.0	11.8 %
Overhead Cost Re-allocation to Water & Building	(1,694.2)	(1,694.2)	-	-
All Other Revenue	(5,248.2)	(5,269.0)	20.8	0.4 %
Cash to Capital	5,053.4	5,053.4	-	-
All Other Expense	7,454.7	7,503.4	(48.7)	(0.7 %)
	\$ 4,071.3	\$ 3,733.5	\$ 337.8	8.3 %
TOTAL TAX LEVY FUNDED OPERATIONS	\$ 44,453.3	\$ 43,590.2	\$ 863.1	1.9 %
TOTAL TAX LEVY	\$ (44,453.3)	\$ (44,187.6)	\$ (265.7)	(0.6 %)
OPERATING (SURPLUS) DEFICIT	(0.0)	\$ (597.4)	\$ 597.4	0.9 %
		Surplus	Surplus	

Town of Aurora

Utility Net Operating Forecast Report

as at April 30, 2018

Shown in \$,000's	ADJUSTED BUDGET	FORECAST	Variance Favourable / (Unfavourable)	
Water Services				
Retail Revenues	(9,764.0)	(9,764.0)	\$ -	-
Penalties	(175.0)	(175.0)	-	-
Other	(310.0)	(186.1)	(123.9)	(40.0 %)
Total Revenues	(10,249.0)	(10,125.1)	\$ (123.9)	(1.2 %)
Wholesale water purchase	5,865.5	5,865.5	-	-
Operations and maintenance	1,439.3	1,404.7	34.7	2.4 %
Administration and billing	472.5	380.4	92.0	19.5 %
Corporate overhead allocation	771.7	771.7	-	-
Infrastructure sustainability reserve contributions	1,700.0	1,700.0	-	-
Total Expenditures	10,249.00	10,122.3	\$ 126.7	1.2 %
Net Operating Water Services	-	(2.8)	\$ 2.8	n/a
Waste Water Services				
Retail Revenues	(12,121.2)	(12,121.2)	\$ -	-
Penalties	-	-	-	n/a
Other	(90.0)	(111.9)	21.9	24.3 %
Total Revenues	(12,211.2)	(12,233.1)	\$ 21.9	0.2 %
Sewer discharge fees	9,039.0	9,039.0	\$ -	-
Operations and maintenance	1,105.1	1,048.5	\$ 56.6	5.1 %
Administration and billing	261.4	261.4	\$ -	-
Corporate overhead allocation	555.7	555.7	-	-
Infrastructure sustainability reserve contributions	1,250.0	1,250.0	-	-
Total Expenditures	12,211.2	12,154.6	\$ 56.6	0.5 %
Net Operating Waste Water Services	-	(78.5)	\$ 78.5	n/a
Total Water and Waste Water Services	-	(81.3)	\$ 81.3	n/a
Storm Water Services				
Retail Revenues	(1,752.4)	(1,752.4)	\$ -	-
Penalties	-	-	-	n/a
Other	-	-	-	n/a
Total Revenues	(1,752.4)	(1,752.4)	\$ -	-
Operations and maintenance	415.7	374.6	41.1	9.9 %
Administration and billing	105.4	105.4	-	-
Corporate overhead allocation	81.3	81.3	-	-
Infrastructure sustainability reserve contributions	1,150.0	1,150.0	-	-
Total Expenditures	1,752.4	1,711.3	\$ 41.1	2.3 %
Net Operating Storm Water Services	-	(41.1)	\$ 41.1	n/a
OPERATING (SURPLUS) DEFICIT	-	\$ (122.4)	\$ 122.4	0.5 %
		Surplus	Surplus	



Town of Aurora

General Committee Report

No. OPS18-016

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

Prepared by: Jim Tree, Manager, Roads & Water (Acting)

Department: Operational Services

Date: June 19, 2018

Recommendation

1. That Report No. OPS18-016 be received; and
2. That catch basin cleaning resume in 2018 and future years based on a four year rotating cycle, adjusted as required to maintain the functionality of the storm water conveyance system; and
3. That staff conduct a full condition assessment of all storm water catch basins in the current inventory and develop a maintenance and repair protocol, including a funding plan to be included in future Roads, Water and Sewer Operating budgets.

Executive Summary

The purpose of this report is to provide Council with an update and action plan for the maintenance of Storm Water catch basin infrastructure as a follow up to the previous report entitled IES17-028 Cleaning of Catch Basins, Storm Detention Tanks and Oil Grit Separators.

In this report staff had committed to reporting back to Council on a number of issues associated with storm water catch basin infrastructure including a future maintenance and repair plan. This report will expand on the following operational issues and requirements:

- Lack of Storm Water Catch Basin maintenance program
- Catch basin Inspections and structural condition assessments
- Development and Implementation of Catch basin data collection and management system
- Financial impacts associated ongoing maintenance and structural rehabilitation

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Report No. OPS18-016

Background

In early spring 2017, our Roads Operations staff reported that a number of storm water catch basins where the flow of water was impeded. This was a result of significant sediment build-up resulting in a partial blockage such that storm water was not able to pass easily through the storm water system.

Upon further background research into this matter, it was discovered that routine maintenance of storm water catch basins had decreased in recent years apparently due to the discontinued use of winter road sand and a corresponding increase in use of road salt. Staff were not able to accurately state exactly when many of the catch basins were previously cleaned; however, based information on file and the condition of some catch basins, it can be concluded that routine maintenance was not completed since 2014.

As a result of this staff prepared Report IES2017-028 with a request for an in-year funding allocation to proceed with a catch basin cleaning program for the higher priority catch basins. Council approved the funding and staff conducted a procurement process which was followed by the retention of a contractor and the implementation of a catch basin cleaning project which resulted in one thousand, one hundred and fifty-eight (1,158) of the highest priority catch basins receiving maintenance in the fall of 2017.

Analysis

Currently there is no formal routine or scheduled maintenance program for the 4954 municipal catch basins in the inventory

Prior to presenting Report IES2017-028, staff attempted to determine the history on the catch basin cleaning, together with any written policy or prescribed maintenance regime that outlines a protocol for inspecting and maintaining this important infrastructure. Though staff were not able to find conclusive records or written maintenance protocol there was some evidence to suggest that a catch basin maintenance program did in fact exist prior to 2014. Following 2014 it was determined that with the changeover to using 100% road salt that the need for catch basin cleaning would be dramatically reduced and further concluding that this operation could be completed entirely in-house.

With the number of environmental regulations surrounding this function, it is not likely that an in-house catch basin cleaning program would be practical or cost effective.

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Catch basins must be routinely inspected and assessed for their structural condition and any required maintenance or repairs

As with any municipal infrastructure component, catch basins must be regularly inspected and maintained to ensure an overall satisfactory condition and functionality. Storm water catch basins are no different and these vital components of the Town's infrastructure are subject to significant seasonal and weather event pressures making it even more important to track their condition, maintenance and repair.

With just under 5,000 storm water catch basins in the maintenance inventory it will be necessary to conduct regularly scheduled inspections on a cyclical basis. Staff are recommending that this inspection occur at the same as the scheduled cleaning which happens once every four years. This maintenance schedule may need to be adjusted depending on a particular location and its susceptibility to debris entering the storm water system; however, based on the findings from the catch basin cleaning work conducted in 2017, staff are generally confident in a four year inspection/cleaning cycle.

In addition to cleaning, catch basins are very prone to winter frost heaving, localized settling, sinkage and water infiltration associated with poor or broken seals in storm pipes leading into or existing the catch basin. Other typical problems include the catch basin top grate and frame protrude above the surface of the roadway as a result of movement of the catch basin structure resulting in a major risk to snow plows and operators. It is not uncommon that an unsuspecting plow operator strikes a raised catch basin lid causing significant equipment damage and potential personal injury to the operators. Routine inspections, maintenance and repair would go a long way in reducing these risks.

The photos below depict many of the issues that are encountered in the Town's catch basin inventory which further demonstrates a need to conduct regular inspection and repair

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Broken frames raised lid-plow hazard



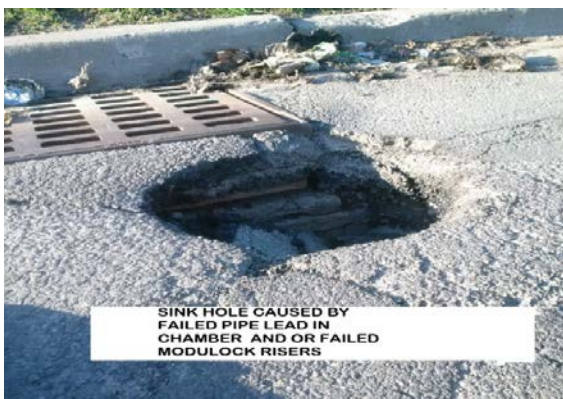
Broken lid at risk of collapse



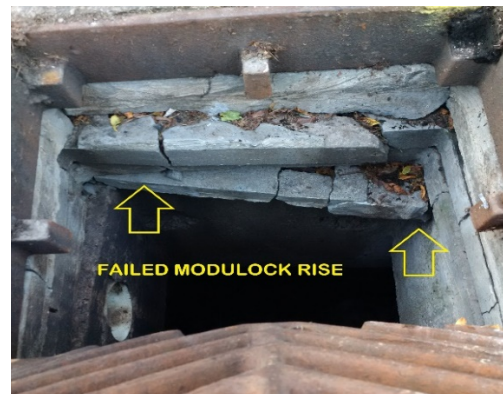
Blocked catch basin



Raised frame presents plow hazard



Sink hole caused by failed pipe lead in Chamber and/or failed modular risers



Failed modular rise

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Staff have developed and implemented a catch basin data collection tool where detailed information on all aspects of catch basin condition and maintenance data is collected, stored and managed.

Based on the findings to date, there is sufficient information to suggest that there are a considerable number of storm water catch basins throughout the municipality in need of some level of structural repair and maintenance; however, staff have not been able to obtain much in the way of previous records outlining maintenance history or works that have been identified but not completed. As such, there is little to go on in terms of quantifying the actual catch basin condition rating or the volume of work that needs to be completed. This information must be obtained to ensure that there is a sufficient maintenance plan in place to sustain this critical infrastructure throughout its viable life cycle.

Among the most challenging issues for staff has been in gaining insight on a number of roads maintenance operations and the lack of background information and data in terms of evaluating and quantifying the condition of the Town's infrastructure (primarily, roads, curbs, storm water catch basins, sanitary sewer manholes and sidewalks). This infrastructure data is not necessarily tied into the Capital Roads Replacement Program where the Engineering Division is much more up-to-speed with roads infrastructure life cycling and project forecasting. The issue in Roads Operations is related to ongoing preventative maintenance required to extend forecasted infrastructure life or maintenance required to maintain storm water infrastructure functionality and to mitigate public liability and damage to roads maintenance equipment.

Operations management staff considered various options of how to best begin the laborious and time consuming task of collecting and prioritizing the infrastructure data that is key to building an ongoing infrastructure maintenance management plan. This included engaging a consulting firm to conduct the process and report out on the results of their work and the applicable costs. It has been determined that this work can be conducted more accurately and efficiently by the Town's own trained roads operation staff who have greater familiarity with the infrastructure and the inherent problems that have been present for many years.

In recognition of this information gap and to assist in developing a process whereby information can be captured and utilized to provide a comprehensive data base for all roads-related infrastructure, the Roads Division staff have been working with the Engineering Infrastructure Technologist and the GIS Analyst for the past several months

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to develop an in-house software application that will greatly improve the manner in which infrastructure data is collected and managed.

This software system has recently been field tested and has proven to be a success such that it has the capacity to serve both the Parks and Roads operations. The program is simplistic and reliable in gathering information in the field and storing it in a cloud based environment. Several Roads staff have been trained on the use of the data system and are being dispatched to the field to begin the significant task of inspecting and recording the condition of catch basins and man holes initially.

It is expected that this process will take a considerable amount of time to complete for all of the aforementioned infrastructure; however, staff have been diligent over the past year in photographing and documenting the location of all catch basins that were serviced in 2017 and continue to upload much of this information into the system.

Staff are confident that much of the data collection for the majority of the catch basin infrastructure and any required maintenance will be captured and logged within a 12 to 15 month period. During this data collection period, managers and supervisors will be able to view the information and provide a much more informed opinion on the current state of the infrastructure and more importantly, a quantifiable estimate of costs involved in developing an ongoing maintenance strategy.

Thanks to the assistance of the Town's infrastructure technologists, IT staff and GIS specialists it has now been made possible to commence with the data collection process and as more data becomes available, staff will be better positioned to analyze and prioritize a scope of work including the cost implications for the 2019 budget presentation.

Advisory Committee Review

Not applicable.

Legal Considerations

Continuously assessing the condition of infrastructure and conducting maintenance and repairs, when necessary, may result in a reduction of claims.

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Financial Implications

The financial impact associated with catch basin repairs and maintenance will be significant. Based on what has been determined so far, the scope of outstanding required maintenance and repair work will exceed the annual financial allocation that is currently available in the Operating Budget.

Currently the annual budget for storm sewer maintenance includes an item for catch basins and curb repairs for a combined total of \$100,000. This amount appears to have been included in previous operations budgets and in discussions with the Roads Operations staff, the funds are directed to the most deteriorated catch basins and have been determined to be insufficient to support the actual needs. For example, the average cost to conduct a single catch basin repair can be as much or more than \$3,000 each. Staff have confirmed that, on average, the number of catch basins restored in a year total less than 20.

Clearly this is an issue worthy of further review and quantification in an effort to inform Council on the scope of this situation and staff are now working to address this.

In addition to these funds, staff also included \$90,000 in the 2018 storm sewer budget for catch basin cleaning which will resume again in 2018 as a continuation of the catch basin cleaning work completed in 2017. Based on the budget from 2017 and the total number of catch basins cleaned (1,158 units) we have now established a baseline funding strategy that will effectively address the cleaning needs of the Town's 4,954 catch basins on a four-year cleaning cycle. This cycle can be adjusted as required depending on the remaining capacity within each catch basin.

Communications Considerations

There are no communication related issues.

Link to Strategic Plan

This project supports the *Strategic Plan Goal of Supporting an Exceptional Quality of Life for All* by Investing in Sustainable Infrastructure by maintaining and expanding infrastructure to support forecasted population growth through technology, waste management, roads, emergency services and accessibility and establishing policies and

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programs that enhance the accessibility and safety of new and existing facilities and infrastructure.

Alternative(s) to the Recommendation

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

Based on the current conditions of the storm water catch basin inventory, it can be concluded that this infrastructure requires significant attention including a full assessment of the existing conditions and in developing a strategy to address all of the required works.

It can also be concluded that the system continues to function for its intended purpose and that there are no known hazards or impending major failures in the system and staff continue to monitor and respond to any issues or concerns with corrective actions that are deemed necessary.

There are considerable issues that have been outlined in this report that must be addressed to prevent further degradation and more costly repairs in the future. Staff will be working over the remainder of 2018 and into 2019 to bring forward a plan of action that is both achievable and financially viable.

Attachments

None.

Previous Reports

IES17-028 Cleaning of Catch Basins, Storm Detention Tanks and Oil Grit Separators,
June 6, 2017

June 19, 2018

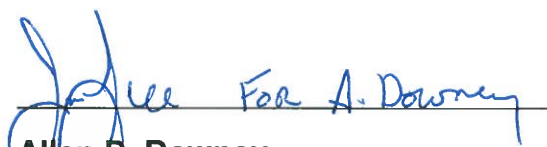
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Pre-submission Review

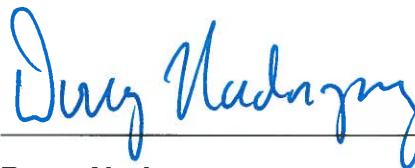
Agenda Management Team review on May 31, 2018

Departmental Approval



Allan D. Downey
Director
Operational Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



**Town of Aurora
General Committee Report**

No. PDS18-066

Subject: Application for Site Plan Approval
Board of Trustees of the Aurora United Church
15186 Yonge Street, 12 & 16 Tyler Street,
55 & 57 Temperance Street
File Number: SP-2018-02
Related File Numbers: OPA-2016-05 & ZBA-2016-13

Prepared by: Marco Ramunno, Director of Planning and Development Services

Department: Planning and Development Services

Date: June 19, 2018

Recommendation

1. That Report No. PDS18-066 be received;
2. That Site Plan Application File SP-2018-02 (Board of Trustees of the Aurora United Church) to permit the construction of a 2 storey Place of Worship and a 7 storey Retirement Residence 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, including the Section 37 Agreement, required to give effect to same.

Executive Summary

The purpose of this report is to seek Council approval regarding the Site Plan Application submitted by the Board of Trustees of the Aurora United Church. The church has partnered with Southbound Development Corporation to construct a proposed 2 storey place of worship and a 7 storey retirement residence with 150 suites.

- The proposed 2 storey Place of Worship will be located at South East corner of the property with a commercial floor area of 2,428m²;
- The proposed 7 storey Retirement Residence will be located on the balance of the lands with a residential floor area of 11,123 m²;
- A total of 106 parking spaces are proposed, inclusive of 3 barrier-free parking space over two levels of parking;
- The proposed Site Plan application development conforms to the Official Plan policies and Official Plan Amendment approved by Council (OPA-2016-05);

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- The proposed Site Plan development conforms to the Zoning By-law Application approved by Council (ZBA-2016-13);
- Circulated Departments and Agencies have reviewed the Site Plan Application;
- The Heritage Advisory Committee reviewed the Site Plan Application on May 14, 2018 and have no objections, subject to comments; and
- Staff is recommending approval of the proposed Site Plan application.

Background

Application History

The subject Site Plan Application was submitted to the Town on March 7, 2018. The proposed application was reviewed by the Heritage Advisory Committee on May 14, 2018. Discussion on the comments received from the Heritage Advisory Committee are reviewed later in this report.

Location / Land Use

The subject lands are located west of Yonge Street with frontages on Tyler Street and Temperance Street, municipally known as 15186 Yonge Street, 12 Tyler Street, 16 Tyler Street, 55 Temperance Street and 57 Temperance Street (Figure 1). The subject lands contains the site of the former Aurora United Church (demolished in 2014 due to extensive fire damage) and associated parking area, and the location of four (4) single detached homes, which were demolished in the spring of 2018.

Surrounding Land Uses

The surrounding land uses are as follows:

North: Existing Commercial;
South: Tyler Street, existing Residential and Commercial;
East: Yonge Street, existing Commercial;
West: Temperance Street, existing Residential and Commercial

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

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promotion of efficient land use and development patterns. The Growth Plan for the Greater Golden Horseshoe is a guiding document for growth management within 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

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

The subject lands are designated as “The Aurora Promenade” by the Official Plan and more specifically as “Downtown” (Figure 2). The purpose of the “Downtown” designation is to guide development while protecting and reinforcing a heritage main street character and identity. All development within the “Downtown” designation shall be compatible with development on adjacent properties and shall be consistent with The Aurora Promenade Concept Plan – Urban Design Strategy.

On December 16, 2016 an Official Plan Amendment application was submitted to the Town for the subject lands. The purpose of the Official Plan Amendment was to allow the increased building height, and would establish special policy area provisions for the development including, building setbacks/ stepbacks from the property line and lot coverage. On July 4, 2017 the Official Plan Amendment for the subject lands was approved by Council. The Official Plan Amendment is currently under appeal to the Local Planning Appeal Tribunal.

Zoning By-law 6000-17, as amended

The subject lands are currently split zoned under Zoning By-law 6000-17, as amended. The majority of the lands are zoned “Promenade Downtown (PD1) Zone” while the south east quadrant of the subject lands are zoned “Promenade Downtown “PD1(480)” Exception Zone” (Figure 3).

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On December 16, 2016 a Zoning By-law Amendment application was submitted to the Town for the subject lands. The Zoning Bylaw Amendment would amend the PD1 and PD1(480) exception zone to a site specific PD1 exception zone to permit the proposed development form. On July 4, 2017, the Zoning By-law Amendment was approved by Council, however a site-specific by-law has yet to be enacted for the subject lands. The Zoning By-law Amendment is currently under appeal to the Local Planning Appeal Tribunal.

Reports and Studies

The Owner submitted the following documents as part of a complete Site Plan Application:

Name	Report Author
Stormwater Management Report	Odan Detech Consulting Engineers
Transportation Study	NextTrans Consulting Engineers
Site Plan, Architectural Plans, Floor Plans, Details and Elevations	Robert A. Murphy Architects
Shadow Study	Robert A. Murphy Architects
Survey	E.R. Garden Limited
Landscape Plan	WLIK Associates
Tree Inventory and Preservation Plan	Kuntz Forestry Consulting Inc.
Site Servicing & Grading Plans	Odan Detech Consulting Engineers
Downstream Sanitary Sewer Study	Odan Detech Consulting Engineers
Environmental Noise Feasibility Study	Valcoustics Canada Ltd.
Archaeological Stage 3 Monitoring and Stage 4; Excavation Summary	Fisher Archaeological Consulting

Proposed Application

Site Plan

As shown on Figures 4 to 6 the owner submitted an application to the Town for site plan approval to construct a 2 storey place of worship and a 7 storey retirement residence over a site area of 4,643 m².

The following is a summary of the proposed site plan application:

- The proposed 2 storey Place of Worship will be located at South East corner of the property with a commercial floor area of 2,428m²;

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- The proposed Retirement Residence will be located on the balance of the lands with a residential floor area of 11,123 m². Six (6) storeys are proposed to face Yonge Street, seven (7) storey are proposed to face Temperance Street;
- The proposed Retirement Residence will comprise a mixture of memory care, assisted and independent living units for a total of 150 suites; and
- A total of 106 parking spaces are proposed, inclusive of 3 barrier-free parking space over two levels of parking. The following table is a breakdown of the site's parking configuration.

Parking Level	Retirement Residence	Place of Worship	Total
Level 0 – Surface Parking	9 spaces	22 spaces	31 spaces
Level 1 – Underground Parking	63 spaces	12 spaces	75 spaces
Total	72 spaces	34 spaces	106 spaces

Analysis

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 in the Town's designated Promenade Area is an intensification plan which accommodates a range and mix of housing, which is transit supportive and promotes an efficient use of infrastructure as guided by the PPS. The development is considered to be consistent with the PPS.

Growth Plan for the Greater Golden Horseshoe

The Growth Plan requires development through intensification and compact urban form. The proposed development provides the framework for the increased use and improvement of infrastructure to support the future population growth through a mix of land uses. The proposed development promotes co-ordination and consistency among land uses and transportation planning and investment in municipal services including water and wastewater systems.

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Lake Simcoe Protection Plan (LSPP)

The subject site is situated within the Lake Simcoe Watershed and therefore the applications are subject to the applicable policies of the Lake Simcoe Protection Plan.

The site is also located within a Wellhead Protection Area. The Lake Simcoe Conservation Authority (LSRCA) have reviewed the application and in principle have no objection to the approval of the Site Plan application. All technical matters related to site development will be addressed prior to execution of a site plan agreement. As such, it is Planning Staff's opinion that the applications conform to the Lake Simcoe Protection Plan.

York Region Official Plan (YROP)

The lands are within a Regional Corridor which is an area designated to serve as the most intense and greatest mix of development within the Region. Development will be of an urban form that is massed and designed to create pedestrian oriented and active streets.

The Region's housing policies call for a range of housing types, tenures and affordability targets to be met. The mix and range of housing shall be consistent with York Region forecasts, intensification and density requirements. York Region Development Planning staff have no objection to the site plan application. All technical matters related to site development will be addressed prior to execution of a site plan agreement.

Town of Aurora's Official Plan

The proposed Site Plan application development conforms to the Official Plan policies with regards to Urban Design

On March 31, 2017, the Design Review Panel provided preliminary comments with respect to the Architectural Design of the proposed Place of Worship and Retirement Residence. Comments from the Design Review Panel are outlined in report no. PBS17-050. In addition, the proposed site plan application was reviewed by the Town's Peer Review Architect, the Planning Partnership. The Planning Partnership is satisfied with the architecture and built form of the proposed development. The final architectural drawings will be incorporated into the Site Plan agreement and the Control Architect will sign off on the building permit architectural plans.

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Urban Design/ Building Materials

Aurora United Church (AUC)

Section 11.3.2 h) of the Official Plan contains specific design policies within the “Downtown” designation. The proposed architectural design shown a distinctive level of sensitivity as required in the Official Plan. The only surviving artifacts of AUC after the fire were 5 large stained glass windows and several hundred yellow bricks. The windows became the central design element of the rebuild. The intent of the Downtown designation is to ensure new development will enhance the pedestrian experience. The proposed fully glazed double height lobby reflects the congregation's desire to be an open and inviting presence for pedestrians along Yonge Street.

In addition, the proposed architectural elements respects the historic building by utilizing similar materials and colours used around the other two less visible elevations of the church for continuity. The main space of the Sanctuary is arranged along Tyler Street and its five (5) tall south facing windows harken back to the design of the original church. The main material of the Sanctuary is a warm buff coloured Limestone with complementary panels of yellow brick akin to that of the original church.

The shorter North tower is clad in limestone and has fewer windows than the heavily glazed South tower which functions as a belfry, a vertical circulation path, a sign post and a prominent local landmark. The South tower is capped with a standing seam metal roof in an aged copper patina. The North tower has a roof structure of perforated aluminum screen.

Retirement Residence

With regards to the retirement residence building, the proposed facades have decorative details and façade articulation that respects the architectural elements of neighbouring buildings with historical features on Yonge Street. The proposed east façade proposes red and buff clay brick masonry with period detailing and cornices on the lower 3 storey block. At the lowest two levels, and wrapping the corner at Tyler Street, a warm gray solid stone veneer is employed. This treatment provides a strong visual base for the floors above. The north facade has three distinct characters. At the east end of the site, the facade takes its cue from Yonge Street and reflects the Red and Buff brick character of the old Ontario towns. Visual interest will be provided by period brick detailing including pilasters, banding and the appearance of bricked up windows per the Urban Design comments.

To respect the building scale and complement the surrounding buildings, above the third floor, the upper levels step back away from Yonge Street and employ both contrasting colours as well as glazed and solid balconies to reduce the apparent scale while providing visual interest. The west facade along Temperance Street is comprised

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of multiple floor levels that step back from the street as they ascend. The south facade of the Retirement Home steps from a single storey at Temperance Street up to the full 7 storey height at the Stair Tower in the SW corner. Where possible the upper storeys have been stepped back to reduce the massing above when viewed from the street. A series of upper level roof terraces and balconies create opportunities for outdoor access for residents while an assortment of solid and glazed railings provide visual interest.

Zoning By-law 6000-17, as amended

The proposed Site Plan development conforms to the Zoning By-law provisions

The final Zoning By-law Amendment will include the site specific exceptions to implement the approved site plan application and will be forwarded to the Local Planning Appeal Tribunal for final approval. The building height of the Place of Worship will be a maximum of 18.5m and a maximum of 22.5m for the Retirement residence.

Parking

The proposed Site Plan as prepared by the applicant will comply with the site-specific exception zone. The Owner is proposing a total of 106 parking spaces with 3 barrier-free parking spaces. A total of thirty four (34) parking spaces will be devoted to the place of worship and a total of seventy-two (72) spaces are devoted to the retirement residence. The majority of the parking provided on site will be underground.

The parking rate for the place of worship is 1 parking space per 11 seats. The retirement residence will provide 72 parking spaces which is a rate of 0.48 spaces per suite. Given that the proposed retirement residence consist of a mixture of memory care, independent and assisted living suites, it is Staff's opinion that the proposed parking supply provided is appropriate.

The Transportation Study submitted by the Applicant supports the proposed parking rates. The Transportation Study has been reviewed by Town Staff and the Town's Traffic Peer Reviewer Consultant and are in support of the methodology used in the Study. The proposed parking supply provided on the subject site will provide the necessary capacity to service the proposed development.

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Section 37 Bonusing

Pursuant to Section 37 of the Planning Act and subject to compliance with the implementing Zoning By-law Amendment, the increase in height of the development is permitted beyond the five (5) storey maximum regulated in the Promenade Secondary Plan. Pursuant to Section 37(3) of the Planning Act, in exchange for the height bonusing the Owner will provide a negotiated cash payment to the satisfaction of the Director of Planning and Development Services. The cash payment will be secured by a Section 37 agreement which will be registered on title to the subject lands.

Department / Agency Comments

Internal departments and external agencies have no concerns to the approval of the site plan. Final technical matters will be addressed prior to execution of the site plan agreement.

Development Engineer

Engineering staff have no objections to the subject site plan application. The proposed place of worship is currently located within the Town's standards for a daylighting triangle. The proposed place of worship will need to be adjusted appropriately to demonstrate a daylighting triangle at Yonge Street and Tyler Street.

Parks, Recreation & Cultural Services Department

Parks staff have no objections to site plan approval. Of the 27 trees existing on the subject lands, 25 are proposed to be removed. A number of trees have already been removed on site. The owners are attempting to preserve an additional Norway Maple, located at the northeast corner of Tyler Street and Temperance Street. Tree compensation planting will be required as many mature trees on the property will be removed. It is noted that Cash-in-lieu of Parkland will be required prior to execution of a site plan agreement.

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Cultural Heritage

Heritage staff have no objections to the site plan application. Heritage staff have requested the applicants include a Heritage Plaques on the property. The location and wording of the heritage plaque is to be finalized prior to execution of the site plan agreement.

Regional Municipality of York

The Regional Municipality of York has no objections to the subject site plan application. Prior to the execution of the site plan agreement, the Region of York has requested a dewatering plan.

Lake Simcoe Region Conservation Authority (LSRCA)

The Conservation Authority has no objections to the subject site plan application. The lands are not within an area governed by O.Reg 179/06 under the Conservation Authorities Act. Under the Lake Simcoe Protection Plan, the project is considered a major development, therefore a Hydrogeological Assessment and Water Balance is required prior to execution of a site plan agreement.

Public Comments

Planning Staff have not received public comments with respect to the subject site plan application.

Advisory Committee Review

Accessibility Advisory Committee

The application was reviewed by the Accessibility Advisory Committee. The Accessibility Advisory Committee has recommended the use of additional Type A accessible parking spaces for both the United Church and Retirement Residence portions of the property.

Heritage Advisory Committee

The Site Plan application was reviewed by the Heritage Advisory Committee on May 14 2018. The Heritage Advisory Committee has no objections to the proposed site plan application. A comment provided from the Committee was to reduce the amount of stucco material used as part of the exterior finish of the retirement residence.

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Legal Considerations

The Council approved Official Plan Amendment was appealed by a resident. In order to ensure consistency, the applicant then appealed Council's non-decision of the Zoning By-law Amendment application so that both applications may be dealt with together before the Tribunal. The next hearing date for these matters is scheduled for September 6, 2018. The parties involved remain hopeful that a settlement will be reached by then. Council may approve the site plan application notwithstanding that there has not been a final determination of the appeals. The applicant will not be able to obtain a building permit until the appeals have been resolved and the zoning is in place. Legal Services will be involved with the preparation of any and all agreements required for these applications.

Financial Implications

At the time of execution of the Site Plan agreement, fees, securities and cash in lieu of parkland will be applied to the development. The development of the lands will also generate development charges associated with the retirement home component and yearly tax assessment.

Communications Considerations

Not Applicable

Servicing Allocation

Not Applicable

Link to Strategic Plan

The proposed Site Plan Application supports the Strategic Plan by:

- Promoting economic opportunities that facilitate growth of Aurora as a desirable place to do business;
- Providing employment and housing opportunities for our residents;
- Celebrating and promoting our culture by revitalizing the downtown; and
- Strengthening the fabric of our community

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Report No. PDS18-066

Alternative(s) to the Recommendation

1. Direct staff to report back to Council 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 Development Services reviewed the subject Site Plan Application in accordance with the provisions of the Provincial Plans, the Region of York Official Plan the Town's Official Plan, Zoning By-law , proposed Official Plan and Zoning By-law Amendments and municipal development standards respecting the subject lands. The Site Plan Application is considered to be in keeping with the development standards of the Town, and all required 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 File: SP-2018-02.

Attachments

Figure 1: Location Map
Figure 2: Official Plan Designation
Figure 3: Existing Zoning By-law
Figure 4: Proposed Site Plan
Figure 5A: Proposed Elevations (Retirement Residence) – North & East
Figure 5B: Proposed Elevations (Retirement Residence) – South & West
Figure 5C: Proposed Elevation (Church) – South & East
Figure 5D: Proposed Elevations (Church) – North & West
Figure 6: Proposed Landscaping Plan

Previous Reports

Public Planning Report PBS17-017 dated March 22, 2017;
Public Planning Report PBS17-037 dated May 24, 2017; and
General Committee Report PBS17-050, dated July 4, 2017

June 19, 2018

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Report No. PDS18-066

Pre-submission Review

Agenda Management Team review on May 31, 2018.

Departmental Approval

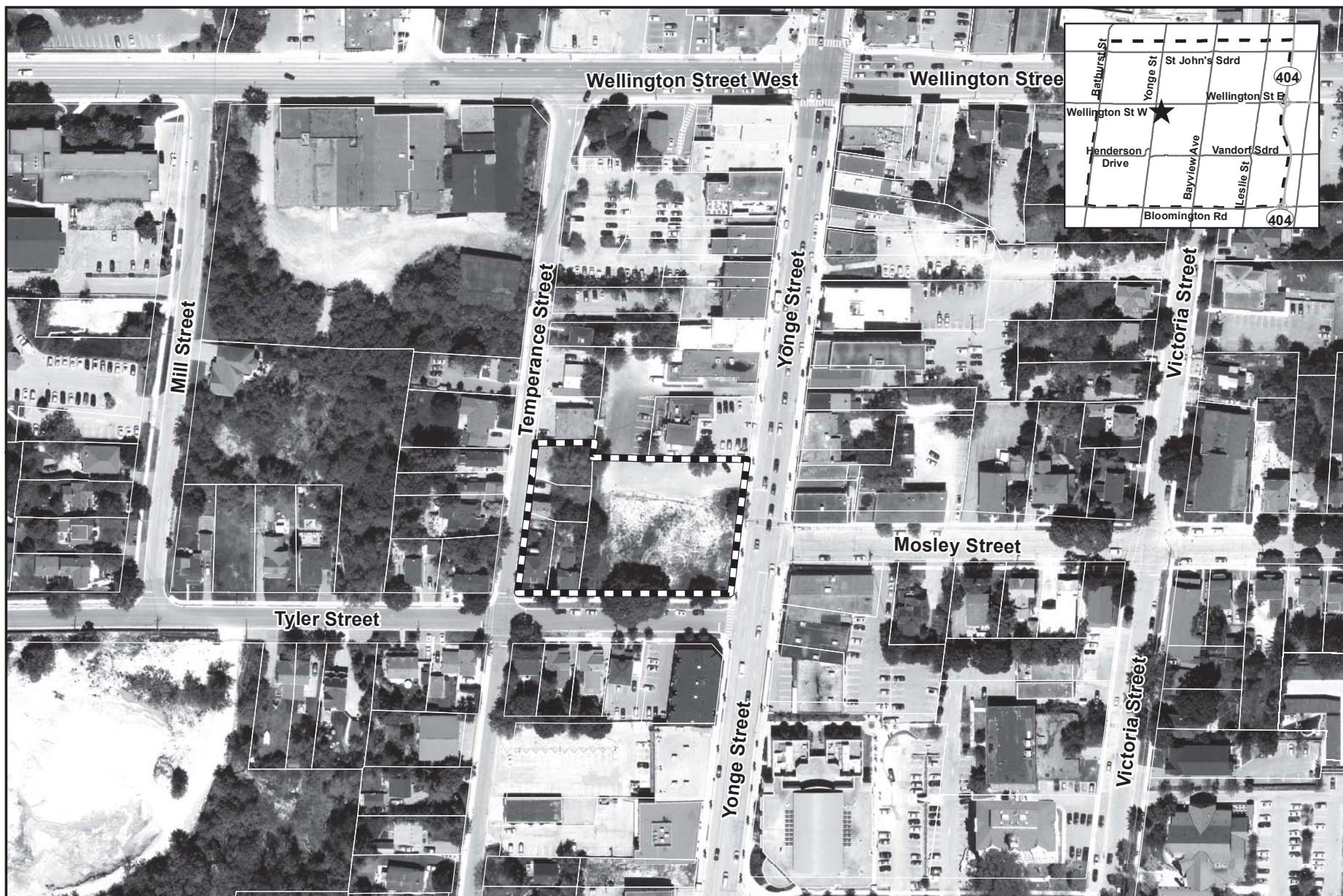
A handwritten signature in dark ink, appearing to read 'M. Ramunno', written over a horizontal line.

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

Approved for Agenda

A handwritten signature in blue ink, appearing to read 'Doug Nadorozny', written over a horizontal line.

**Doug Nadorozny
Chief Administrative Officer**

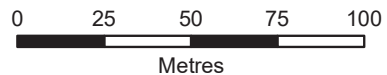


LOCATION MAP

APPLICANT: 15186 Yonge Street, 55 & 57 Temperance Street,
12 Tyler & 16 Tyler Street
FILES: OPA-2016-05 & ZBA-2016-13
FIGURE 1

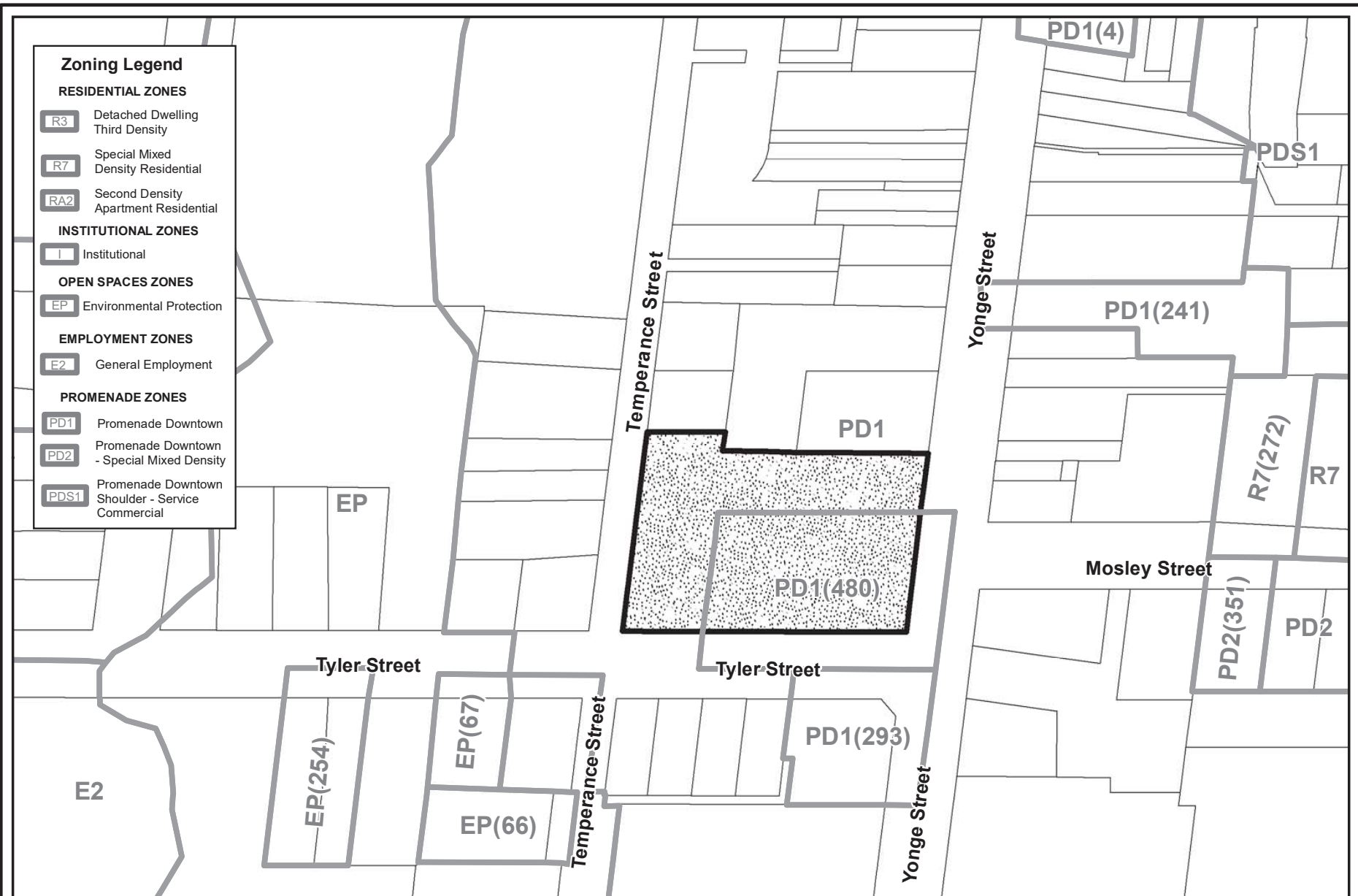


SUBJECT LANDS



Map created by the Town of Aurora Planning and Building Services Department, May 22, 2018. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2017, © First Base Solutions Inc., 2017 Orthophotography.





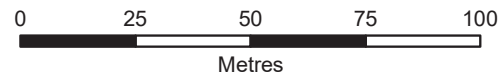
EXISTING ZONING BY-LAW

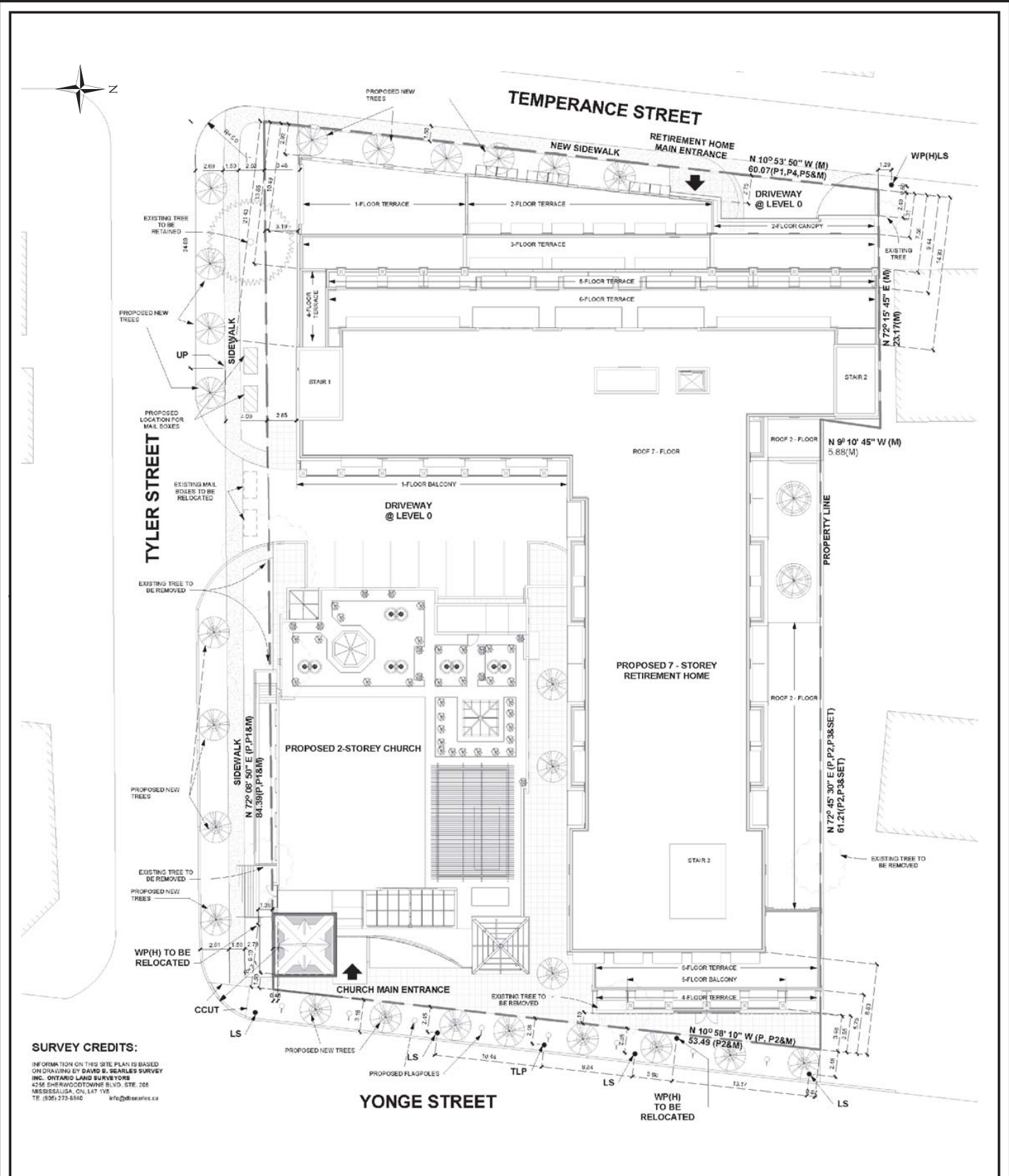
APPLICANT: 15186 Yonge Street, 55 & 57 Temprance Street,
12 Tyler & 16 Tyler Street
FILES: OPA-2016-05 & ZBA-2016-13

FIGURE 3



SUBJECT LANDS



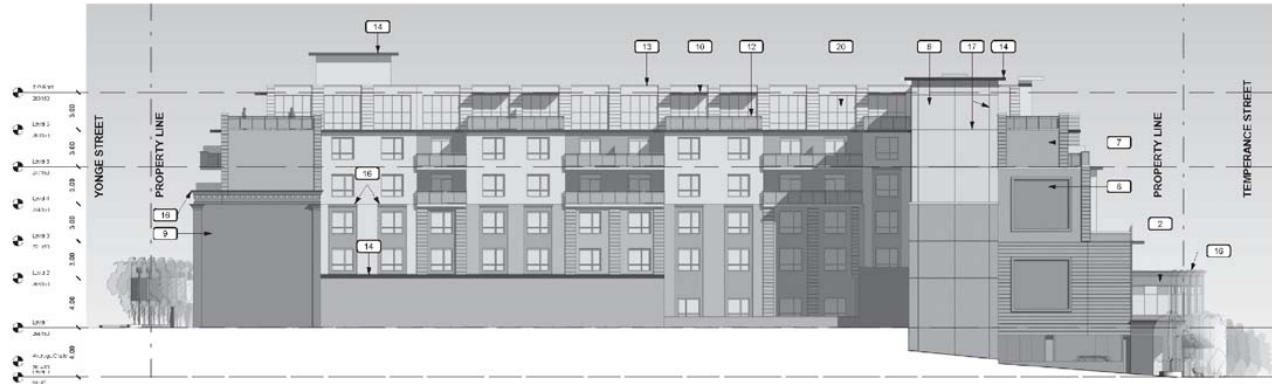


PROPOSED SITE PLAN

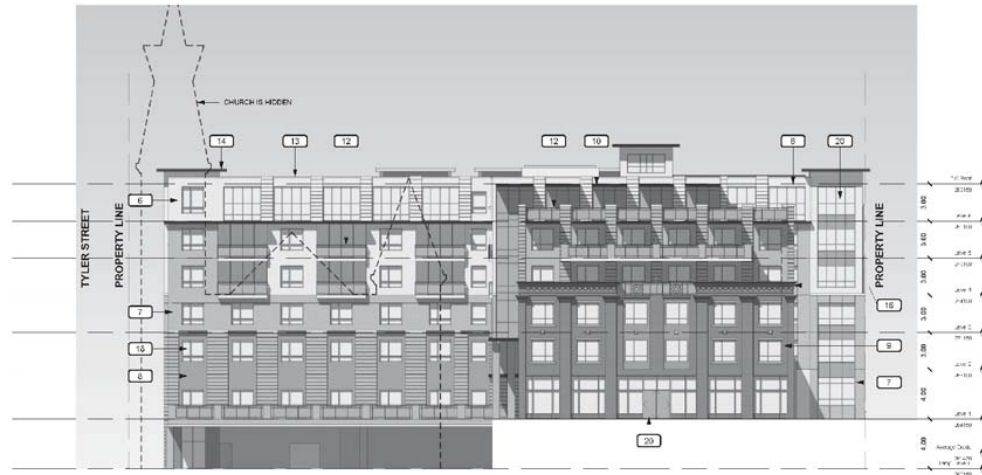
APPLICANT: 15186 Yonge Street, 55 & 57 Temperance Street,
 12 Tyler & 16 Tyler Street
 FILES: OPA-2016-05 & ZBA-2016-13

FIGURE 4





1 North Elevation
1 : 200



2 Yonge Elevation (East)
1 : 200

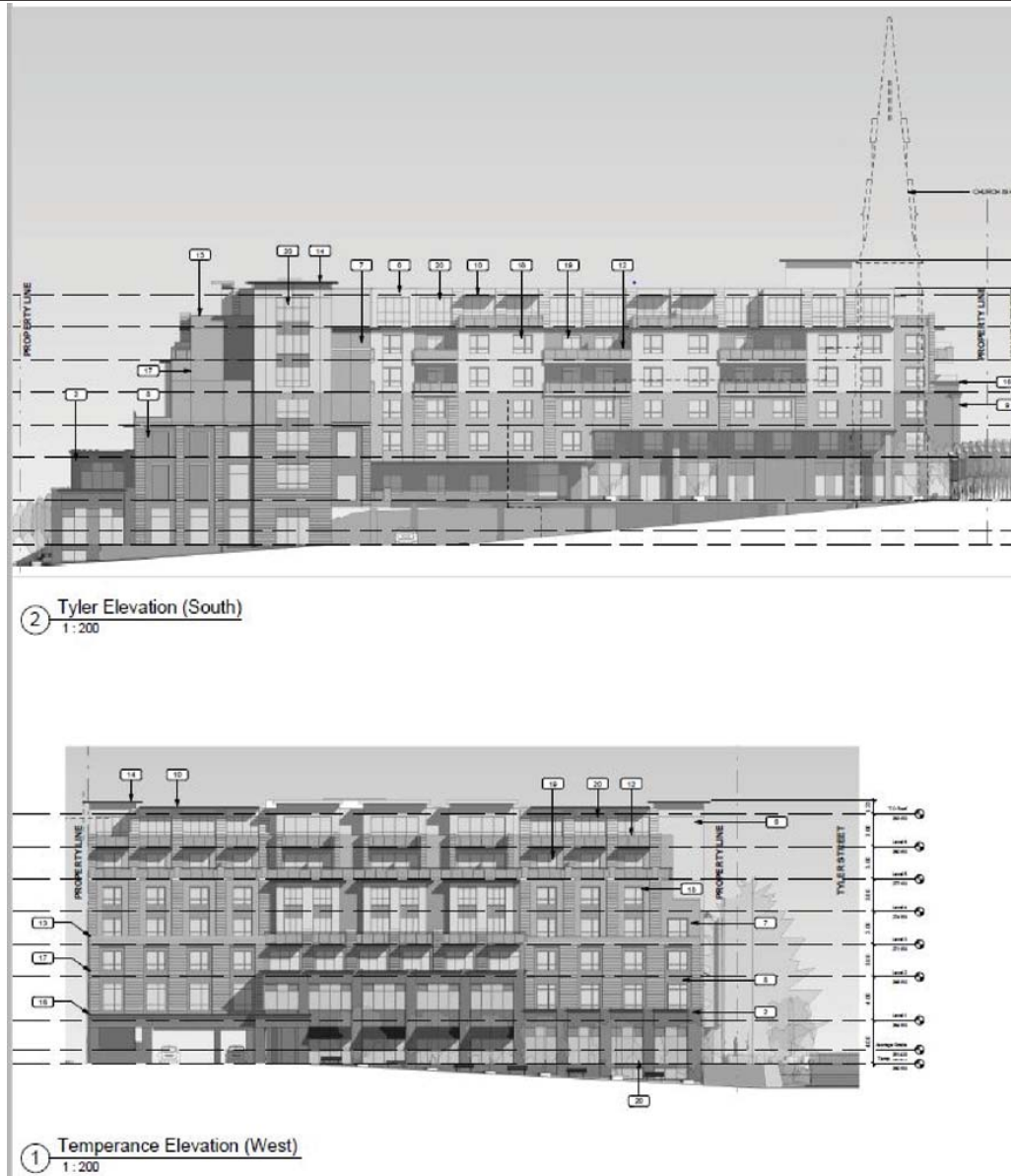
PROPOSED ELEVATIONS (RETIREMENT RESIDENCE) NORTH & EAST

APPLICANT: 15186 Yonge Street, 55 & 57 Temperance Street,
12 Tyler & 16 Tyler Street
FILES: OPA-2016-05 & ZBA-2016-13

FIGURE 5A



Map created by the Town of Aurora Planning and Building Services Department, May 22, 2018. Base data provided by York Region & the Town of Aurora.



PROPOSED ELEVATIONS (RETIREMENT RESIDENCE) SOUTH & WEST

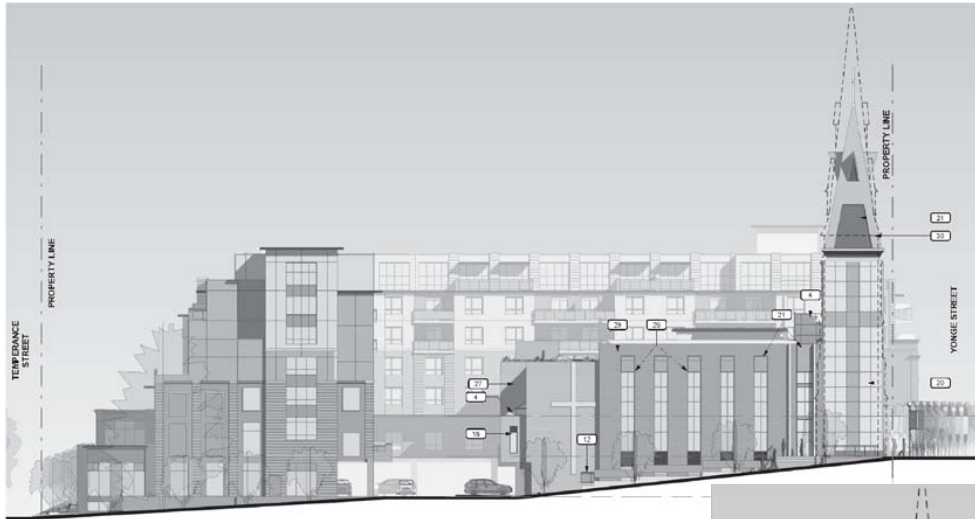
APPLICANT: 15186 Yonge Street, 55 & 57 Temprance Street,
12 Tyler & 16 Tyler Street

FILES: OPA-2016-05 & ZBA-2016-13

FIGURE 5B



Map created by the Town of Aurora Planning and Building Services Department, May 22, 2018. Base data provided by York Region & the Town of Aurora.



South Elevation



East Elevation

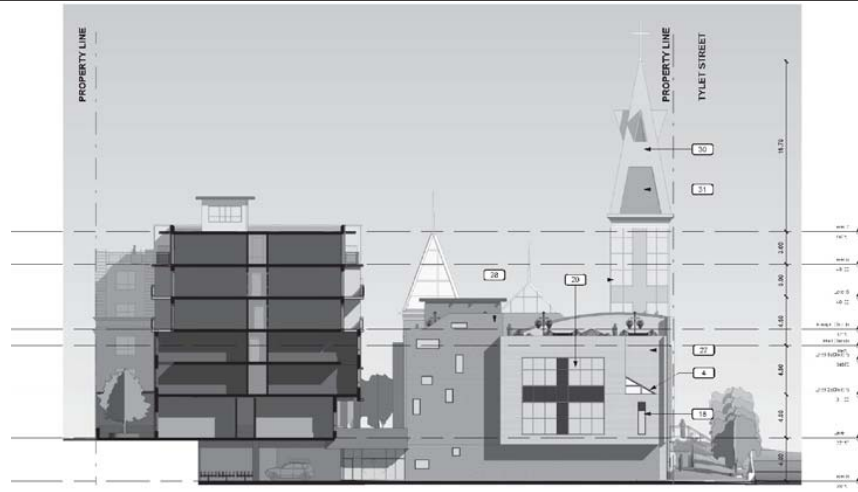
PROPOSED ELEVATIONS (CHURCH) SOUTH & EAST

APPLICANT: 15186 Yonge Street, 55 & 57 Temperance Street,
12 Tyler & 16 Tyler Street

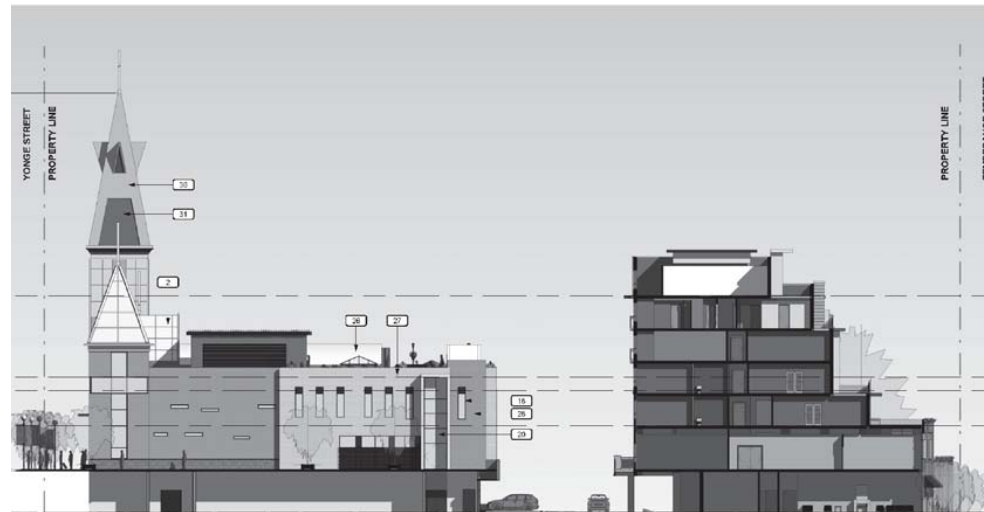
FILES: OPA-2016-05 & ZBA-2016-13

FIGURE 5C





2 West Elevation (Church)
1 : 200



1 North Elevation Church
1 : 200

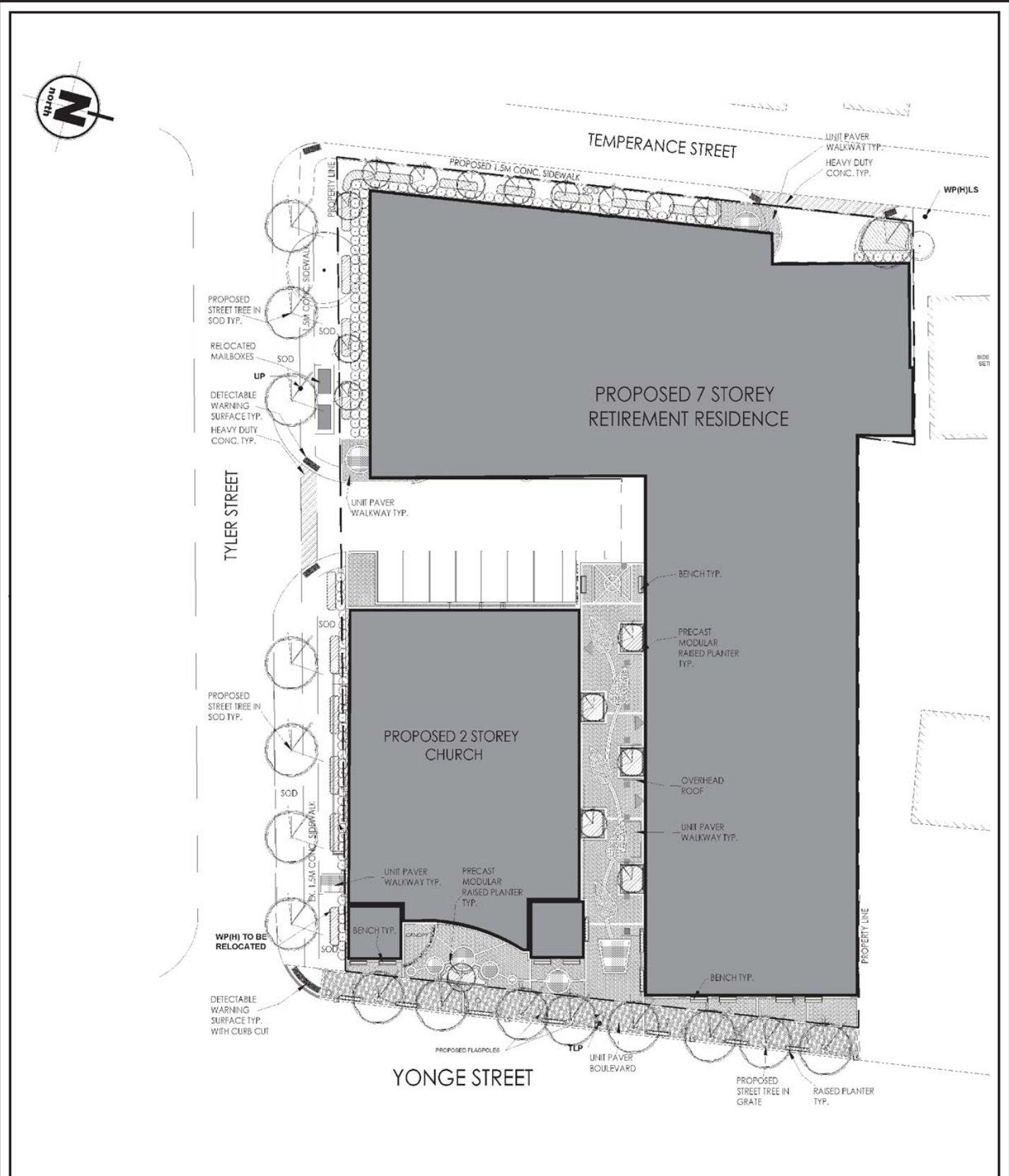
PROPOSED ELEVATIONS (CHURCH) NORTH & WEST

APPLICANT: 15186 Yonge Street, 55 & 57 Temperance Street,
12 Tyler & 16 Tyler Street

FILES: OPA-2016-05 & ZBA-2016-13

FIGURE 5D





PROPOSED LANDSCAPING PLAN

APPLICANT: 15186 Yonge Street, 55 & 57 Temperance Street,
 12 Tyler & 16 Tyler Street
 FILES: OPA-2016-05 & ZBA-2016-13

FIGURE 6





Town of Aurora

General Committee Report

No. PDS18-070

Subject: Applications for Zoning By-law Amendment and Site Plan Approval
Bara Group (Aurora) Inc.
15086, 15094 and 15106 Yonge Street
Part of Lots 1 & 2, Registered Plan 9 and Lots 51 & 52,
Registered Plan 246
File Numbers: ZBA-2017-04 and SP-2018-03

Prepared by: Caitlin Graup, Planner

Department: Planning and Development Services

Date: June 19, 2018

Recommendation

1. That Report No. PDS18-070 be received;
2. That the Application for Zoning By-law Amendment File Number ZBA-2017-04 (Bara Group (Aurora) Inc.) to amend the 'Special Mixed Density Residential (R7) Zone' and the 'Promenade Downtown Shoulder – Central Commercial (PDS1) Zone' to 'Promenade Downtown Shoulder – Central Commercial (PDS1-XX) Exception Zone' be approved;
3. That the implementing Zoning By-law Amendment be presented at a future Council Meeting;
4. That the Application for Site Plan Approval File Number SP-2018-03 (Bara Group (Aurora) Inc.) to permit the development of two 3.5-storey stacked townhouse buildings, with a total of 59 units and associated underground parking, be approved;
5. That a total of 59 units of water and sewage capacity be allocated to the Approval of the Site Plan Application; and
6. 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.

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Report No. PDS18-070

Executive Summary

This report seeks Council's approval of the applications for Zoning By-law Amendment and Site Plan Approval submitted by Bara Group (Aurora) Inc.

- The owner proposes to construct two 3.5-storey stacked townhouse buildings, with a total of 59 units and associated underground parking, along with a landscaped mews area and parkette; and
- Circulated Departments and Agencies have reviewed the Zoning By-law Amendment and Site Plan Applications and Staff are able to support the approval of both.

Background

Application History

The subject Zoning By-law Amendment application was submitted to the Town on June 20, 2017. An information report (PBS17-062) was brought forward at a Public Planning Meeting on September 27, 2017. Council passed a resolution that directed staff to report back at a future Public Planning Meeting.

The applicant subsequently submitted a revised site plan and perspectives in order to address some of the preliminary comments received at the first Public Planning meeting. In addition, a formal Site Plan Application was received by the Town on March 22, 2018. A second Public Planning meeting was held on March 28, 2018 (Report PDS18-032). Council passed the following resolution:

1. "That Report No. PDS18-032 be received; and
2. That the final site plan, architectural design and building materials reflect and complement the heritage character of Yonge Street and surrounding historic neighbourhoods; and
3. That comments presented at the Public Planning meeting be addressed by Planning and Development Services in a comprehensive report outlining recommendations and options at a future General Committee meeting."

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Location / Land Use

The subject lands are located on the west side of Yonge Street, just north of Reuben Street (south of Church Street). The properties are municipally known as 15086, 15094 and 15106 Yonge Street (See Figure 1).

The property located at 15086 Yonge Street is currently vacant. The George Browning house previously located there was delisted from the Heritage Registry and demolished in 2012. There is a commercial building located on the property at 15094 Yonge Street and a 2.5 storey multi-unit apartment building located at 15106 Yonge Street.

Surrounding Land Uses

The surrounding land uses are as follows:

North: Commercial buildings;
South: Single detached residential dwelling;
East: Commercial building, Yonge Street;
West: Single detached residential dwellings.

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 is a guiding document for growth management within 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

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

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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

The subject lands are designated "Downtown Shoulder" by the Aurora Promenade Secondary Plan (See Figure 2). The "Downtown Shoulder" designation's purpose is to protect and reinforce the Area's heritage 'residential' character and identity. There is potential for infill development, so long as it is sensitive to heritage resources and adjacent neighbourhoods. Careful regulation of land uses and control over the scale and placement of infill structures is required in order to enhance the pedestrian experience.

The "Downtown Shoulder" designation permits a range of uses including single-detached and semi-detached dwellings; multiple-unit buildings, townhouses and apartment buildings; and small-scale retail and service commercial uses and restaurants among others.

Zoning By-law 6000-17, as amended

The subject lands are currently zoned "Promenade Downtown Shoulder – Central Commercial (PDS1) Zone", "Special Mixed Density Residential (R7) Zone" and "Environmental Protection (EP) Zone" by the Town of Aurora Zoning By-law 6000-17, as amended (See Figure 3).

Reports and Studies

The Owner submitted the following documents as part of a complete application to the proposed Zoning By-law Amendment application:

Report/Drawing Name	Report/Drawing Author
Planning Justification Report	Stantec Consulting Ltd.
Draft Zoning By-law	Stantec Consulting Ltd.
Conceptual site plan and underground garage plan	RN Design Ltd.
Building Elevations & Transverse Sections	RN Design Ltd.
Landscape Plan	Stantec Consulting Ltd.
Urban Design Brief	Stantec Consulting Ltd.
Flood Impact Study	Stantec Consulting Ltd.

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Report/Drawing Name	Report/Drawing Author
Geotechnical Study	Stantec Consulting Ltd.
Phase 1 Environmental Site Assessment	Stantec Consulting Ltd.
Vegetation Management Plan	Stantec Consulting Ltd.
Functional Servicing Report	Stantec Consulting Ltd.
Traffic Impact Study	Stantec Consulting Ltd.
Noise Impact Study	Stantec Consulting Ltd.

The Owner submitted the following documents as part of the complete Site Plan Application:

Report/Drawing Name	Report/Drawing Author
Architectural Drawings (A001-A504)	RAW Architects
Perspective Renderings	RAW Architects
Civil Drawings (C101, 102, 103)	Stantec Consulting Ltd.
Cost Estimates	Stantec Consulting Ltd.
Stormwater Management Report	Stantec Consulting Ltd.
Landscape Drawings (L1, L2)	Stantec Consulting Ltd.

Proposed Applications

Proposed Zoning By-law Amendment

As shown on Figure 4, the Applicant proposes to amend the subject lands to a 'Promenade Downtown Shoulder – Central Commercial (PDS1) – Exception Zone' with site specific zoning provisions to permit the development of two multi-storey stacked townhouse buildings, with a total of 59 units and associated underground parking. The existing Environmental Protection (EP) Zoning is proposed to remain.

The table below shows the 'PDS1' zoning requirements and the proposed site statistics:

Site Statistics	'PDS1' – Promenade Downtown Shoulder – Central Commercial Zone	Proposed 'PDS1(XX) Exception Zone'
Permitted Uses	Townhouses	Stacked Townhouses *
Lot Area (minimum)	230 m ²	4000 m ²
Lot Frontage (minimum)	10 m	75.8 m
Front Yard (minimum)	0.0 m	3 m
Rear Yard (minimum)	7.5 m	1.2 m * (at pinch-points, however provides up to 10.3m in other areas)

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Site Statistics	'PDS1' – Promenade Downtown Shoulder – Central Commercial Zone	Proposed 'PDS1(XX) Exception Zone'
Interior Side Yard (minimum)	0.0 m	1.4 m
Lot Coverage (maximum)	N/A	43%
Building Height (maximum)	10 m ⁽¹⁾	12.9 m *
Parking (minimum)	1.5 spaces per dwelling unit, minimum 20% of spaces provided shall be set aside for visitor parking (89 parking spaces)	1.1 spaces per dwelling unit (65 parking spaces) *

* Denotes exception to bylaw.

(1) A maximum height of 18.5m is permitted provided the 4th and 5th storeys are setback a minimum of 3 m from the main and exterior walls of the 3rd storey

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.

Proposed Site Plan

As shown on Figures 5 to 7, the owner has submitted an Application to the Town for site plan approval to permit construction of two 3.5-storey stacked townhouse buildings, with a total of 59 units and associated underground parking, along with a landscaped mews area and parkette.

The north block is comprised of twenty (20) 2-bedroom, five (5) 2 bedroom + den and four (4) 3-bedroom units, for a total of twenty-nine (29) units. The south block is comprised of twenty-six (26) 2-bedroom and four (4) 3-bedroom units, for a total of thirty (30) units. The two buildings are connected by an underground parking level. There are three pedestrian stairwells from the parking level to the ground level. The vehicular entrance to the underground parking area is at the north end of the site.

The Applicant has advised that the units will ultimately be Condominium Units, therefore necessitating a future Draft Plan of Condominium Application to be submitted to the Town.

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Analysis

Planning Considerations

It is Planning Staff's opinion that the Zoning By-law Amendment and Site Plan Applications are consistent with the policies of the PPS, the Growth Plan for the Greater Golden Horseshoe, the Lake Simcoe Protection Plan and the Regional OP.

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 in the Town's designated Promenade Area is an intensification plan which accommodates housing which is transit supportive and promotes an efficient use of infrastructure as guided by the PPS. The development is considered to be consistent with the PPS.

Growth Plan for the Greater Golden Horseshoe

The Growth Plan requires development through intensification and compact urban form. The proposed development provides the framework for the increased use and improvement of infrastructure to support the future population growth.

Lake Simcoe Protection Plan (LSPP)

The subject site is situated within the Lake Simcoe Watershed and therefore the applications are subject to the applicable policies of the Lake Simcoe Protection Plan.

The site is also located within a Wellhead Protection Area. The Lake Simcoe Conservation Authority (LSRCA) have reviewed the application and in principle have no objection to the approval of the Site Plan application. All technical matters related to site development will be addressed prior to execution of a site plan agreement. As such, it is Planning Staff's opinion that the applications conform to the Lake Simcoe Protection Plan.

York Region Official Plan (YROP)

The subject lands are within a Regional Corridor which is an area designated to serve as the most intense and greatest mix of development within the Region. Development will be of an urban form that is massed and designed to create pedestrian oriented and

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active streets. It is Planning Staff's Opinion that the applications conform to the Region's Official Plan.
Town of Aurora Official Plan

It is Planning Staff's opinion that the Zoning By-law Amendment and Site Plan Applications conform to the Town's Official Plan.

As mentioned previously, the subject lands are designated "Downtown Shoulder" by the Aurora Promenade Secondary Plan (See Figure 2). The "Downtown Shoulder" designation permits a range of uses including single-detached and semi-detached dwellings; multiple-unit buildings, townhouses and apartment buildings; and small-scale retail and service commercial uses and restaurants among others.

Under Section 11.1 (a) iii "Beautiful Spaces" – the Town's Aurora Promenade promotes beautiful civic spaces and parks, great streets and inspiring architecture intended to generate civic pride, create economic value and create a memorable impression for visitors. The Downtown Shoulder permits "a variety of parks and Urban Squares," and the proposed site plan includes a small parkette area at the rear of the site. The applicant is encouraged to provide an enhanced civic space at the eastern entrance to the mews area adjacent to Yonge Street such as landscaping and public seating.

The proposal implements the intent and vision of the Aurora Promenade and Downtown Shoulder designation. Through the revisions that the Applicant has made to the original plan to orient 6 units perpendicularly to the buildings, there is an improved streetscape presence and building relationship along Yonge Street.

The Applicant has also noted they are prepared to consider the installation of a heritage plaque to commemorate the George Browning House which was located at 15086 Yonge Street.

Planning Staff are of the opinion that the proposed zoning amendment and site plan conforms to the land use and development policies of the Aurora Promenade and is compatible with the surrounding land uses.

Zoning By-law 6000-17, as amended

Final enactment of the implementing zoning by-law is required before the Site Plan Agreement is finalized.

The subject lands are currently zoned "Promenade Downtown Shoulder – Central Commercial (PDS1) Zone", "Special Mixed Density Residential (R7) Zone" and

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“Environmental Protection (EP) Zone” by the Town of Aurora Zoning By-law 6000-17, as amended (See Figure 3). The Applicant proposes to rezone the PDS1 and R7 Zones to a PDS1(XX) Exception Zone. It is Staff’s opinion that the proposed amendments meet the urban design standards and implement the intent of the Official Plan for the Aurora Promenade Area. 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.

Urban Design and Elevations

Staff have reviewed the plan for urban design and building materials conformity and have no objection in principle subject to continuing to work with the Applicant to achieve a final site plan, architectural design and building materials that reflect and complement the heritage character of Yonge Street and surrounding historic neighbourhoods.

The Town’s Urban Design Peer Reviewer, the Planning Partnership is reviewing the Site Plan Application with respect to Architectural and Urban Design elements to ensure the proposal adheres to the Urban Design Guidelines of the Aurora Promenade Urban Design Strategy. A sample board of the proposed building materials will also be reviewed the by the Planning Partnership and Town Staff.

Staff note that the Applicant has made revisions to the original layout of the two buildings, and has revised the building facades and elevations to situate six units perpendicularly fronting onto Yonge Street (See Figures 5, 6A and 7B). The applicant has also made revisions to the massing of the buildings to reflect the existing grade change along Yonge Street.

Prior to final approval and execution of the site plan agreement, all site plan and elevation permit drawings will require the approval of the control architect at the building permit stage.

Department / Agency Comments

Internal departments and external agencies have no concerns to the approval of the Zoning By-law Amendment and Site Plan applications. Final technical matters will be addressed prior to enactment of the zoning by-law and execution of the site plan agreement.

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Operational Services – Parks Division

The Applicant is proposing a variety of plantings throughout the site, along with a parkette. Parks staff have no objections to site plan approval provided that the plans are revised to address technical comments, as well as providing a detailed landscape cost estimate.

Planning and Development Services - Development Engineer

The Development Engineer has no objections to the approval of the Site Plan subject to additional technical information being provided, including a detailed cost estimate.

Planning and Development Services - Building Division

Building Division staff have no objections to the approval of the Site Plan Application subject to the applicant providing the requested clarifications and technical revisions.

Traffic/ Transportation

A Transportation Impact Study (TIS) was submitted as part of the Zoning By-law Amendment application. The Town's Transportation Analyst had no concerns with the findings and conclusions. The Town's Traffic Analyst has reviewed the current site plan submission and has provided additional technical comments to be satisfied prior to final approval.

Regional Municipality of York

The Regional Municipality of York has reviewed the application and advises that they have no objection to the proposal, subject to satisfying technical and other requirements relating to wellhead protection management and policies, dewatering, and source water impact and assessment. The Owner will be required to satisfy these requirements prior to the execution of the Site Plan Agreement.

Lake Simcoe Region Conservation Authority (LSRCA)

The Lake Simcoe Region Conservation Authority has confirmed that they have no objections in principle to the approval of the Zoning By-law Amendment or Site Plan Applications. LSRCA staff are finalizing technical comments to be submitted to the Town and the owner will be required satisfy these requirements prior to the execution of the Site Plan Agreement.

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Public Comments

Planning Staff received comments from the public at the Public Planning meetings held on September 27, 2017 and March 28, 2018, respectively. The comments are summarized in the chart below.

Comment/Concern	Response
Concern regarding pile driving for shoring and potential impact of vibrations on surrounding heritage homes.	The applicant's construction plan and methods will be reviewed.
Concern regarding access to laneway that runs north off of Reuben Street, which serves the subject property and four other properties.	The applicant is not proposing any access from the laneway to the subject property.
Concern regarding environmental protection, municipal easement, and maintenance of tunneled creek.	No structures will be permitted within the municipal easement.
Request for clarification regarding the number of levels above underground parking.	The applicant's site plan notes that the proposed blocks are 3.5 storeys in height (the property has a varying grade sloping up from east to west).
Request for clarification regarding the elevation of the parkette in relation to existing grades at the back of the adjacent homes.	The applicant's renderings show that the parkette sits at a lower elevation than the existing backyards of the adjacent properties.
Concern regarding lack of public space along Yonge Street.	The Applicant is encouraged to provide an enhanced civic space at the eastern entrance to the mews area such as landscaping and public seating in accordance with the objectives of the Aurora Promenade.

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Comment/Concern	Response
Concern regarding air conditioning units and noise suppression.	The Applicant has completed and submitted a Noise Impact Study and will be required to comply with the study's findings including measures to be taken to meet the Ministry of Environment and Climate Change (MOECC)'s sound level limits. The Noise Impact Study assessed the effects of road traffic noise on the proposed development as well as the effect of the proposed development's stationary noise sources on its own future residences as well as those in the surrounding area.
Concern regarding fencing at back of property and access to parkette from rear of Temperance Street properties.	The Applicant noted that privacy fencing would be installed along the property line and that due to the grade difference there would not be access to the proposed parkette from the Temperance Street properties.

Advisory Committee Review

The Accessibility Advisor has advised that the Advisory Committee has reviewed the applications and have no further comments at this time.

Legal Considerations

This planning application file has been submitted to the Town pursuant to the provisions of the Planning Act, and as such may be subject to future appeal and litigation, which may require Legal Services review and comments for Council consideration. Should Council approve the proposed planning applications Legal Services will also review any agreements required to implement final approval of this application.

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Financial Implications

At the time of execution of the Site Plan agreement, fees and securities will be applied to the development. The development of the subject lands will generate development charges.

Communications Considerations

Given that the proposed Site Plan Application SP-2018-03 is associated with Zoning Amendment Application ZBA-2017-04, another notice sign was not required to be posted for the Site Plan Application since the Zoning Amendment notice sign was previously posted.

All interested parties were notified by mail that the proposed Zoning By-law Amendment and Site Plan Applications would be heard at the June 19, 2018 General Committee Meeting.

Link to Strategic Plan

The proposed Zoning By-law Amendment and Site Plan Applications support the Strategic Plan goal of Supporting an exceptional quality of life for all through its accomplishment in satisfying requirements in the following key objective within this goal statement:

Strengthening the fabric of our community: Through the proposed Zoning By-law Amendment and Site Plan Applications on the subject lands, the application will assist in creating housing in accordance with the Collaborate with the development community to ensure future growth includes housing opportunities for everyone action item.

Alternatives to the Recommendation

1. Direct staff to report back to Council 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 Development Services reviewed the subject Zoning By-law Amendment and Site Plan Applications in accordance with the provisions of the Provincial, Regional

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and Town's Official Plan, Zoning By-law and municipal development standards respecting the subject lands. The proposed Zoning By-law Amendment and Site Plan Applications are considered to be in keeping with the development standards of the Town, and all required technical revisions to the proposed plans will be reviewed by Town Staff prior to the implementation of the Zoning By-law and execution of the Site Plan agreement. Staff recommend approval of the Zoning By-law Amendment File: ZBA-2017-04 and the Site Plan Application File: SP-2017-11.

Attachments

Figure 1 – Location Map
Figure 2 – Existing Official Plan Designation
Figure 3 – Existing Zoning By-Law
Figure 4 – Proposed Zoning By-Law
Figure 5 – Proposed Site Plan
Figure 6A-C – Proposed Building Elevations
Figure 7A-E – Conceptual Renderings

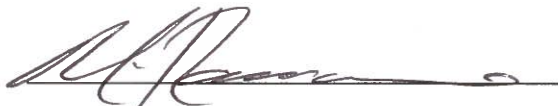
Previous Reports

Public Planning Report No. PBS17-062, dated September 27, 2017; and
Public Planning Report No. PDS18-032, dated March 28, 2018.

Pre-submission Review

Agenda Management Team Meeting review on May 31, 2018.

Departmental Approval



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

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

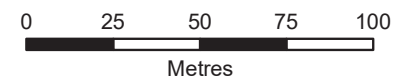


LOCATION MAP

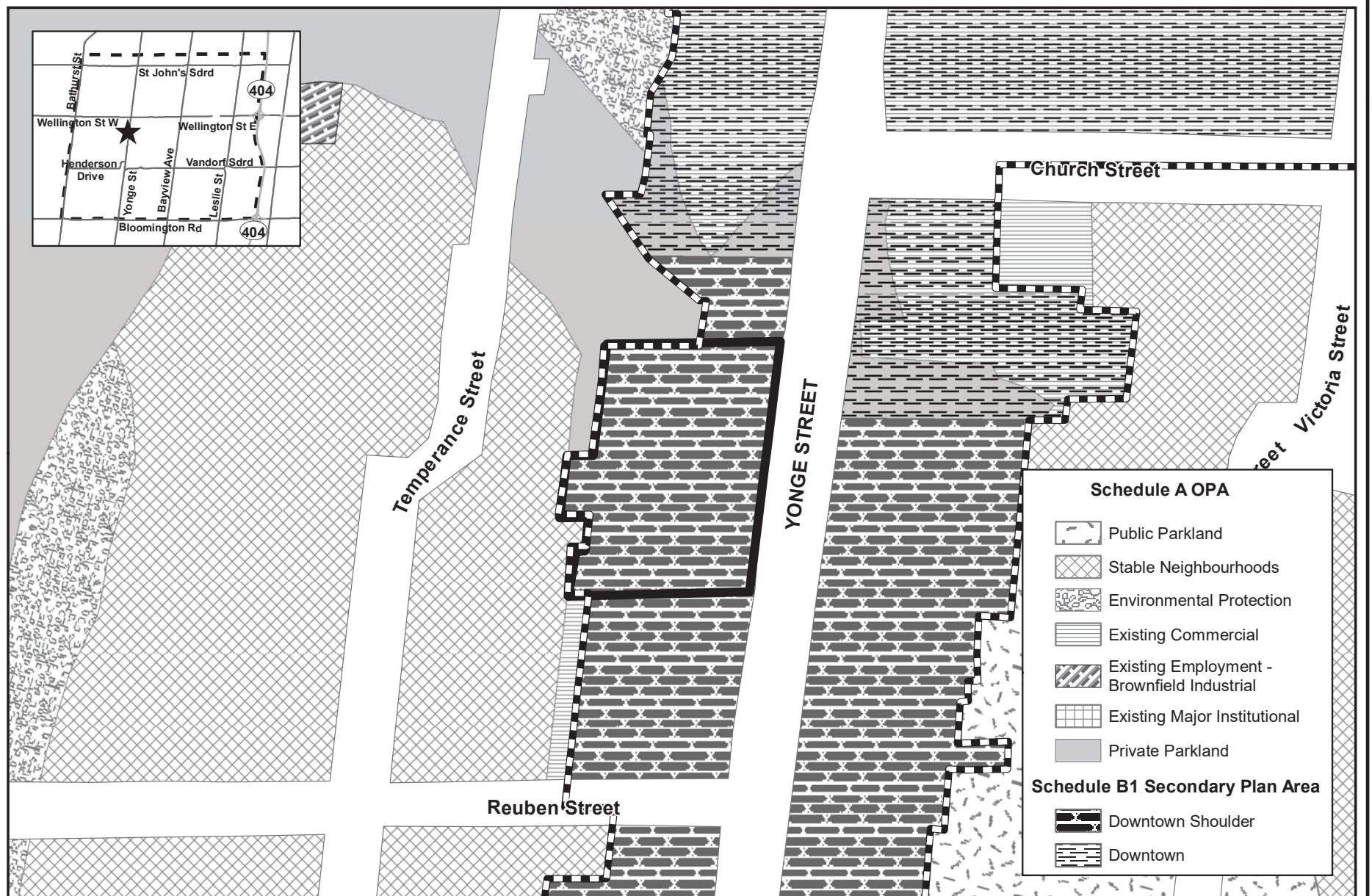
APPLICANT: Bara Group (Aurora) Inc.
 FILES: ZBA-2017-04 and SP-2018-03
 FIGURE 1

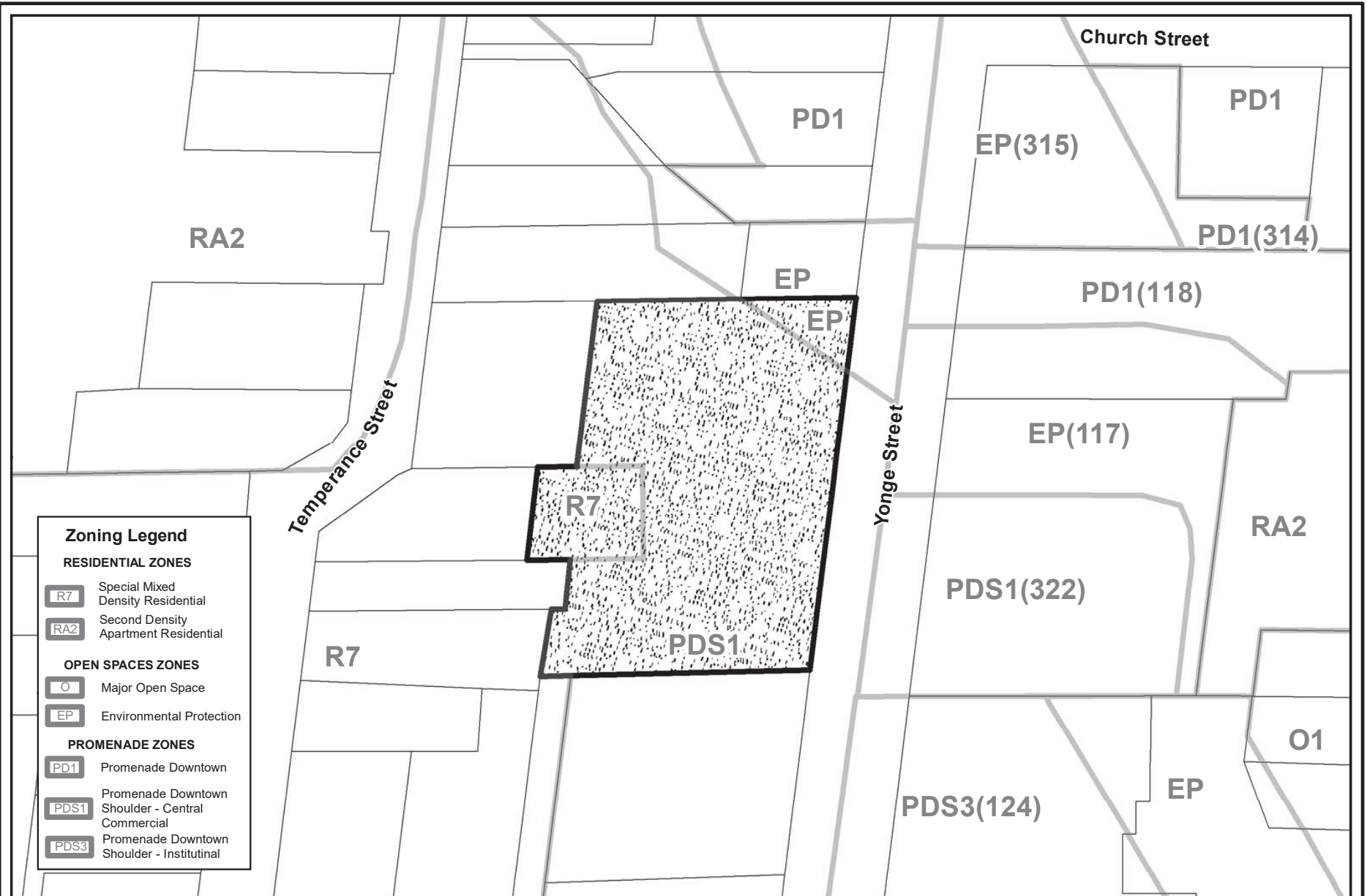


SUBJECT LANDS



Map created by the Town of Aurora Planning and Building Services Department, May 28, 2018. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2017, © First Base Solutions Inc., 2017 Orthophotography.





EXISTING ZONING BY-LAW

APPLICANT: Bara Group (Aurora) Inc.

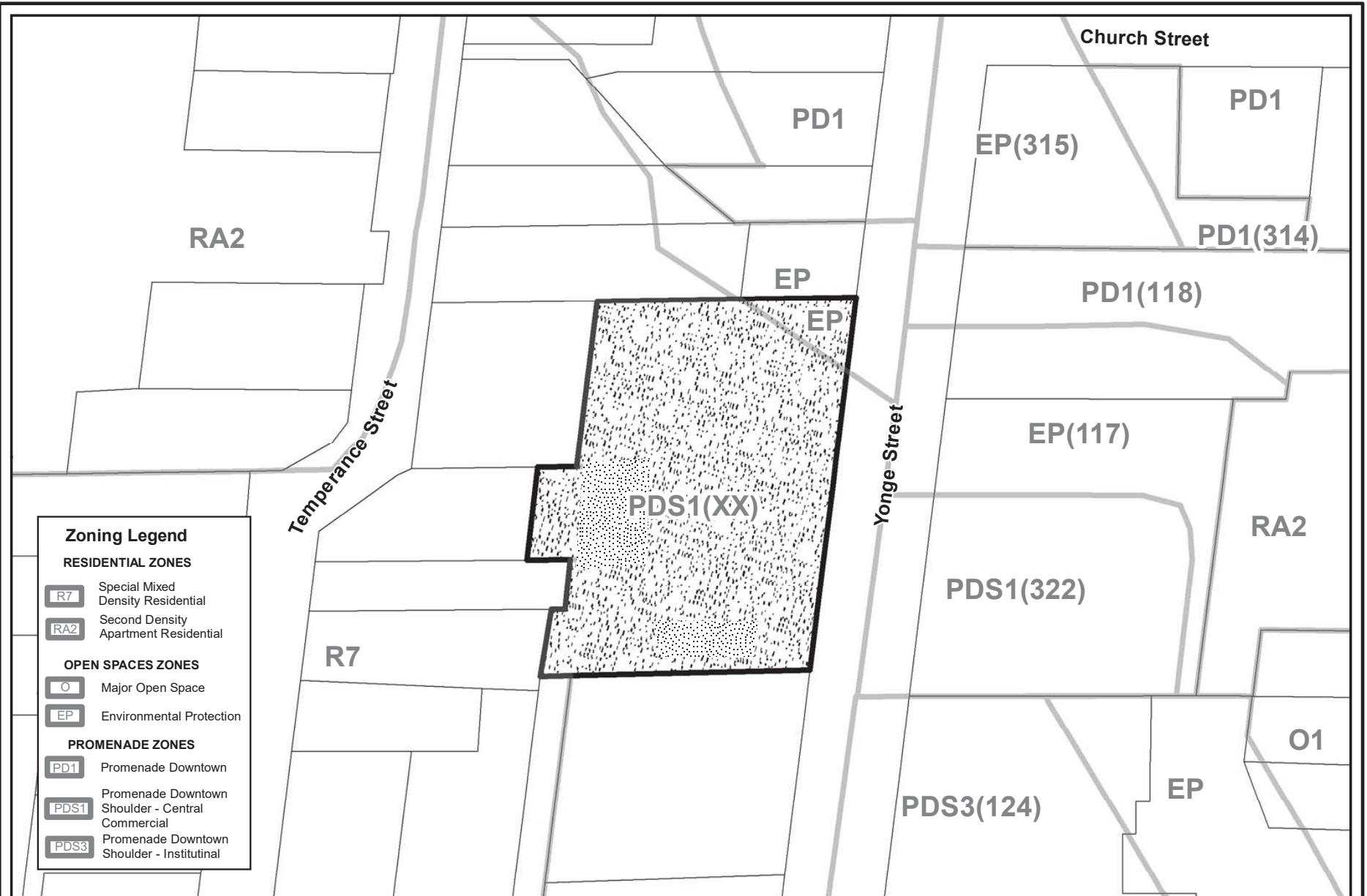
FILES: ZBA-2017-04 and SP-2018-03

FIGURE 3

 **SUBJECT LANDS**

0 10 20 30 40 50
Metres





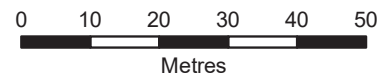
PROPOSED ZONING BY-LAW

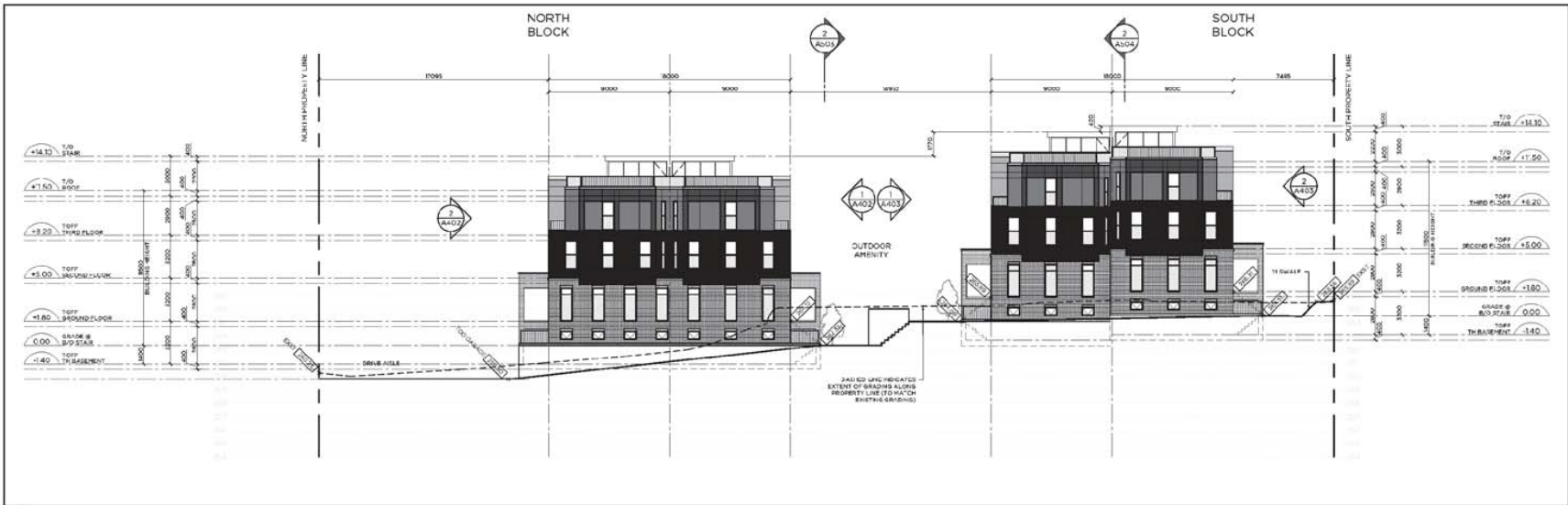
APPLICANT: Bara Group (Aurora) Inc.

FILES: ZBA-2017-04 and SP-2018-03

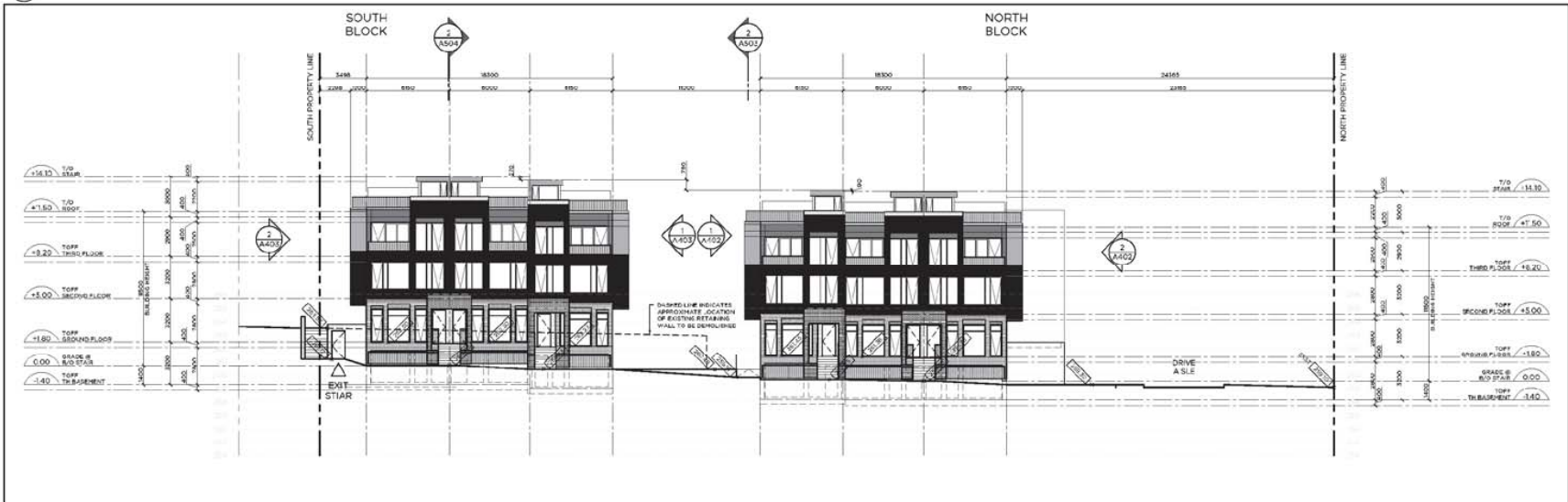
FIGURE 4

SUBJECT LANDS





2 WEST ELEVATION ALONG WEST PROPERTY LINE
A401 SCALE: 1:150



1 EAST ELEVATION ALONG YONGE ST.
A401 SCALE: 1:150

PROPOSED BUILDING ELEVATIONS

APPLICANT: Bara Group (Aurora) Inc.
FILES: ZBA-2017-04 and SP-2018-03

FIGURE 6A





2 NORTH BLOCK - NORTH ELEVATION FROM NORTH PROPERTY LINE
SCALE: 1:100



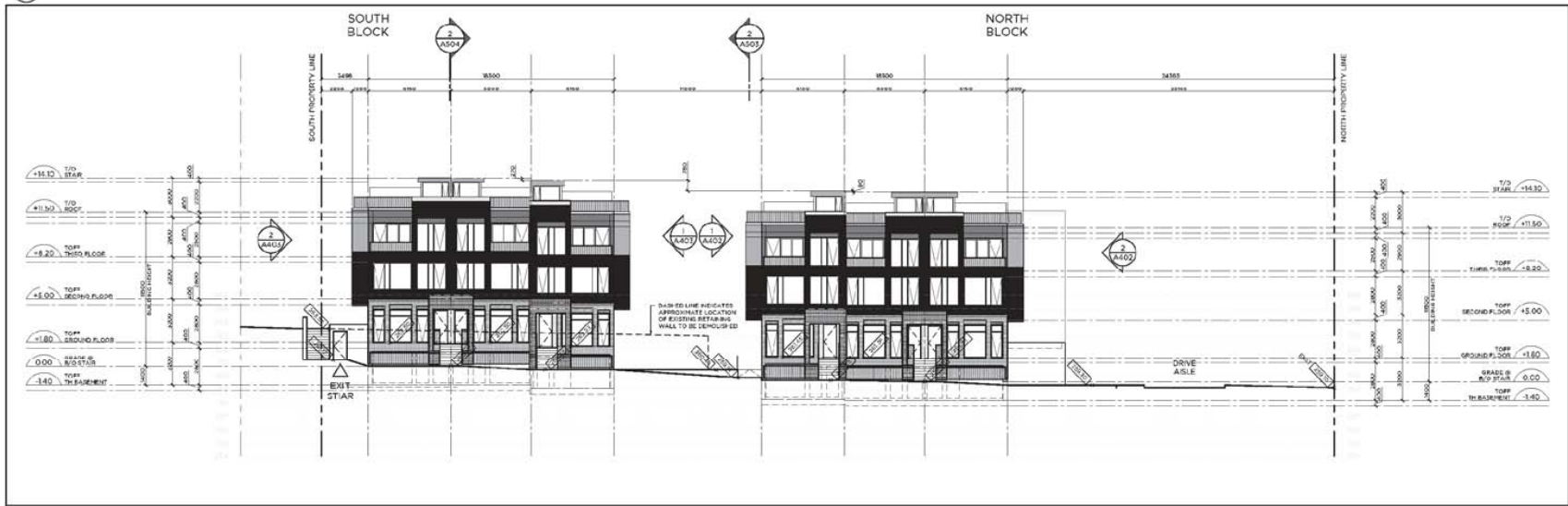
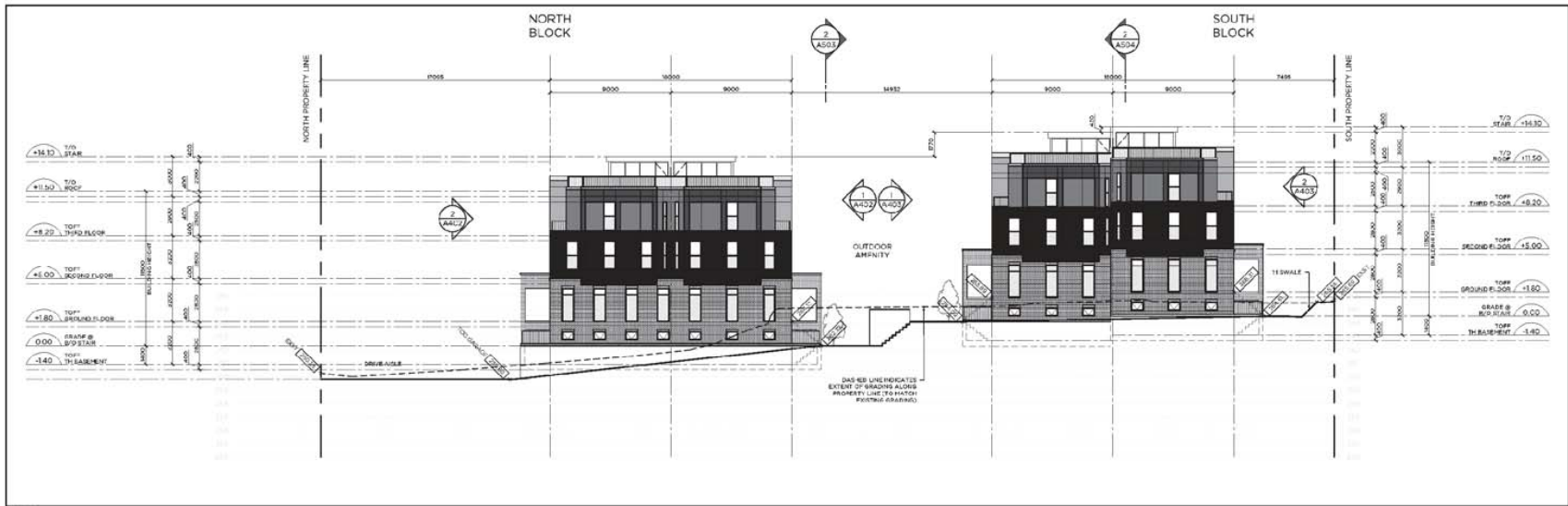
1 NORTH BLOCK - SOUTH ELEVATION FROM COURTYARD
SCALE: 1:100

PROPOSED BUILDING ELEVATIONS

APPLICANT: Bara Group (Aurora) Ltd.
FILES: ZBA-2017-04

FIGURE 6B



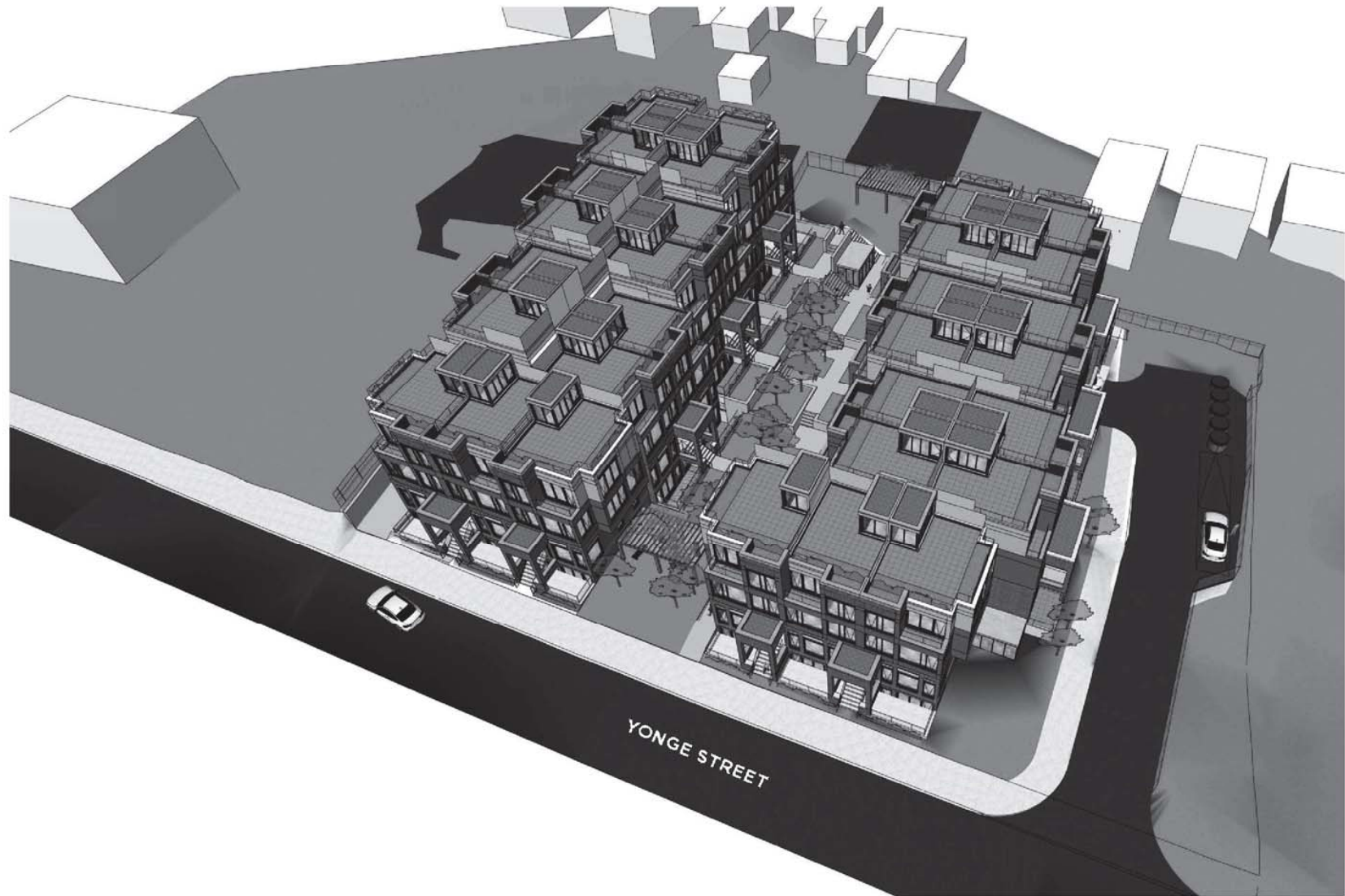


PROPOSED BUILDING ELEVATIONS

APPLICANT: Bara Group (Aurora) Inc.
FILES: ZBA-2017-04 and SP-2018-03

FIGURE 6C





AERIAL VIEW:
LOOKING SOUTHWEST

CONCEPTUAL RENDERINGS

APPLICANT: Bara Group (Aurora) Inc.
FILES: ZBA-2017-04 and SP-2018-03

FIGURE 7A





PERSPECTIVE VIEW:
YONGE STREET TO WEST
(TERRACING CONCEPT)

CONCEPTUAL RENDERINGS

APPLICANT: Bara Group (Aurora) Inc.
FILES: ZBA-2017-04 and SP-2018-03

FIGURE 7B





PERSPECTIVE VIEW:
YONGE STREET FRONTAGE
LOOKING WEST

CONCEPTUAL RENDERINGS

APPLICANT: Bara Group (Aurora) Inc.
FILES: ZBA-2017-04 and SP-2018-03

FIGURE 7C





PERSPECTIVE VIEW:
SOUTHWEST NEIGHBOUR LANE
LOOKING NORTHEAST

CONCEPTUAL RENDERINGS

APPLICANT: Bara Group (Aurora) Inc.
FILES: ZBA-2017-04 and SP-2018-03

FIGURE 7D





PERSPECTIVE VIEW:
PARKETTE
LOOKING EAST

CONCEPTUAL RENDERINGS

APPLICANT: Bara Group (Aurora) Inc.
FILES: ZBA-2017-04 and SP-2018-03

FIGURE 7E





Town of Aurora

General Committee Report

No. PDS18-071

Subject: Draft Plan of Condominium Application
Stirling Cook Holdings Inc.
74 Old Bloomington Road
Unit 22, York Region Vacant Land Condominium Plan (YRVLCP) No.
1159
File: CDM-2018-01
Related Files: ZBA-2013-04 and SP-2014-06

Prepared by: Caitlin Graup, Planner

Department: Planning and Development Services

Date: June 19, 2018

Recommendations

- 1. That Report No. PDS18-071 be received;**
- 2. That the Application for Draft Plan of Condominium (Standard Condominium) File No. CDM-2018-01 (Stirling Cook Holdings Inc.) for a residential condominium consisting of 6 residential townhouse units, 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 seeks Council's approval of the application for Draft Plan of Standard Condominium submitted for 74 Old Bloomington Road.

- Zoning By-law Amendment (ZBA-2013-04) and Site Plan (SP-2014-06) applications on the subject property have previously been submitted and approved.
- The Draft Plan of Condominium seeks approval for condominium tenure and consists of 6 condominium townhouses.
- The Draft Plan of Condominium Application has been circulated for comments and recommendations for approval.

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Report No. PDS18-071

Background

Application History

A Zoning by-law Amendment Application (ZBA-2013-04/ D14-04-13) and Site Plan Application (SP-2014-06/ D11-06-14) for the subject lands were approved by Council on September 23, 2014. Council passed the following resolution:

THAT report PL14-066 be received; and

THAT Application to Amend the Zoning By-law File: D14-04-13 (Stirling Cook) be approved, to rezone the subject lands from Detached Dwelling First Density Residential (R1-43) Exception Zone to Row Dwelling Residential (R6-64) Exception Zone to permit six (6) row housing units including site specific provisions; and

THAT the implementing By-law Amendment be presented at the Council meeting for enactment; and

THAT a total of five (5) additional units of water and sewage capacity be allocated to the subject lands; and

THAT Site Plan Application File D11-06-14 (Stirling Cook) be approved to permit the development of the subject lands for six (6) row housing units permitted by the Amending By-law; 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.

In March 2017, the Site Plan Agreement was executed and registered and the buildings are currently under construction.

The subject Draft Plan of Condominium application was submitted to the Town on April 25, 2018.

Location / Land Use

The subject lands, municipally known as 74 Old Bloomington Road (Unit 22, YRVLCF No. 1159), are located north of Old Bloomington Road and east of Yonge Street (Figure 1).

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Report No. PDS18-071

Surrounding Land Uses

The surrounding land uses are as follows:

North: Existing 21 single detached condominium residential units;
South: Bloomington Road East;
East: Existing estate residential uses; and,
West: Yonge Street and Institutional uses.

Policy Context

Pursuant to the Condominium Act, 1998, section 9(2) states that an application for a condominium are subject to section 51, 51.1 and 51.2 of the Planning Act. Accordingly, the Draft Plan of Condominium must have regards to the matters of provincial interest, consistent with the Provincial Policy Statement and other provincial plans, conformity with the upper and lower tier official plan and conformity to the local zoning by-law.

Note: Applications for Standard Condominium do not require notices or a statutory public planning meeting.

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 – Yonge Street South Secondary Plan (OPA 34)

The subject lands are designated as “Cluster Residential” By Official Plan Amendment 34, Yonge Street South Secondary Plan (Figure 2). “Cluster Residential” designation permits single detached dwellings, semi-detached dwellings, linked housing, townhouses and private open space as permitted uses.

The land use designation policies that apply to the subject lands were outlined in detail in Public Planning Report Number PL14-019, as well as General Committee Report Number PL14-066.

Zoning By-law 6000-17

The subject lands are zoned “Townhouse Dwelling Residential R8(442) Exception Zone” by the Town of Aurora’s Zoning By-law 6000-17. This site specific zoning was implemented through By-law 5661-14 and it permits a maximum of six (6) townhouse dwelling units.

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Report No. PDS18-071

Reports and Studies

The required reports and studies were previously submitted, reviewed, and approved as part of the Zoning By-law Amendment and Site Plan applications.

Proposed Applications

Proposed Draft Plan of Condominium

As illustrated on Figure 4, the proposed draft plan of condominium proposes a total of six (6) residential townhouse condominium units. The proposed townhouse units are divided into two blocks with three (3) units each and a private common element road. Figure 5 illustrates the proposed building cross-section showing typical unit boundaries.

Analysis

Planning Considerations

Provincial Policy Statement (PPS) and Places to Grow: Growth Plan for the Greater Golden Horseshoe

The PPS encourages the development of strong communities through the promotion of efficient land use and development patterns. The proposed development provides an appropriate variety of residential use to meet the long-term needs. The Growth Plan emphasizes accommodation of population growth through intensification and providing a range and mix of housing types. It is Planning Staff's opinion that the proposed Draft Plan of Condominium application is consistent with the PPS and the Growth Plan.

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'.

Prior to registration of the proposed condominium, 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 under File No. SP-A-004-14 (SP-2014-06). In addition, the Owner shall obtain all necessary permits with the Region and provide confirmation that all transfers of obligation have been completed where Regional agreements require responsibility to change from the Owner to the Condominium Corporation.

Town of Aurora Official Plan – Yonge Street South Secondary Plan (OPA 34)

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 residential uses are a permitted use in accordance

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Report No. PDS18-071

with the “Cluster Residential” designation. Details of the plan’s conformity with the “Cluster Residential” designation were discussed in General Committee Report Number PL14-066 which considered the approved Zoning By-law Amendment and Site Plan applications. Allocation was also given through the approval of the Site Plan application.

Zoning By-law 6000-17

The subject lands are zoned “Townhouse Dwelling Residential R8(442) Exception Zone” by the Town of Aurora’s Zoning By-law 6000-17. Staff have evaluated the proposed development and have determined the subject proposal meets the zoning provisions of the R8(442) zone category. 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 application was circulated to all internal and external agencies for review and comments. In general, all circulated agencies are satisfied with the plan and have no further comments at this time, subject to conditions of approval outlined in Appendix ‘A’. All technical matters will be resolved prior to the registration of the Condominium or releasing any securities as described within the executed site plan agreement.

Advisory Committee Review

No communication required.

Legal Considerations

The subject Draft Plan of Condominium application been submitted to the Town pursuant to the provisions of the Planning Act, and as such may be subject to future appeal and litigation, which may require Legal Services review and comments for Council consideration. Should Council approve this planning application Legal Services will also review any agreements required to implement final approval of this application.

Financial Implications

All financial implications were considered during the site plan application and implemented through the site plan agreement. The development of the subject lands will generate development charges. The proposed development will generate yearly tax assessment to the Town.

Communications Considerations

Applications for Standard Condominium do not require notice or a statutory public planning meeting.

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Report No. PDS18-071

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.

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 Development 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 six (6) residential townhouse condominium units is considered to be in keeping with the development standards of the Town. The lands will be developed in accordance with the executed and registered site plan agreement that will address site plan related issues.

Staff recommends approval of the Draft Plan of Condominium application file: CDM-2018-01; subject to the conditions set out in 'Appendix A' to this report.

Attachments

Appendix A – Conditions of Approval

Figure 1 – Location Map

Figure 2 – Existing Official Plan Designation

Figure 3 – Existing Zoning By-Law

Figure 4 – Proposed Draft Plan of Condominium

Figure 5 – Proposed Building Cross-Section

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Report No. PDS18-071

Previous Reports


Public Planning Report No. PL14-019, dated March 26, 2014.

General Committee Report No. PL14-066, dated September 23, 2014.

Pre-submission Review

Agenda Management Team Meeting review on May 31, 2018.

Departmental Approval



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

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



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TOWN OF AURORA
Planning & Development Services

DRAFT PLAN OF CONDOMINIUM
Conditions of Draft Approval

Appendix "A"

CONDITIONS OF APPROVAL

***Draft Plan of Standard Condominium
Stirling Cook Holdings Inc. (the "Owner")
Unit 22, York Region Vacant Land Condominium Plan (YRVLCF) No. 1159
74 Old Bloomington Road
CDM-2018-01***

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

- 1) Approval of the final Plan shall relate to the Draft Plan of Standard Condominium CDM-2018-01 prepared by J. D. Barnes Limited dated April 20, 2018 (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 units and/or facilities on lands adjacent to this Draft Plan.
- 3) Prior to the Town's release of the Plan for registration, the Owner shall provide to the satisfaction of 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 dated March 2, 2017 between the Owner and the Town registered on title to the Lands as Instrument No. YR2639309 on March 15, 2017 (the "Site Plan Agreement") and related Vacant Land Condominium Agreement dated December 9, 2008 between the Owner and the Town registered on title to the Lands as Instrument No. YR1324814 on June 3, 2009 (the "VLC Agreement").
- 4) The Owner shall demonstrate compliance with the provisions of the Site Plan Agreement and the VLC Agreement to the satisfaction of the Town prior to the Town's approval of the Plan for registration.
- 5) Prior to registration of the Plan, the Owner shall submit to the Town for approval the Condominium Declaration and Description containing all the required provisions in accordance with the *Condominium Act*, 1998 and any other provision as may be required by the Town (the "Declaration"). If requested by the Town, the Owner shall incorporate into the Declaration any right(s)-of-way and easements for vehicular access, including access for fire and emergency

Stirling Cook Holdings Inc.
CDM-2018-01
Conditions of Approval
Page 2

services, to the satisfaction of the Town. Together with the final version of the Declaration, the Owner shall provide a solicitor's undertaking indicating that:

- a. the Declaration provided to the Town is the final Declaration to be submitted for registration, subject only to changes requested by the Land Registrar;
 - b. the Town will be notified of any required changes prior to registration; and
 - c. immediately following registration of the Declaration, a copy will be provided to the Town.
- 6) Prior to registration of the Plan, the Owner shall submit to the Town for approval, the final draft Plan as pre-approved by the Land Registry Office.

York Region

- 7) 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 October 21, 2016 under Regional File No. SP-A-004-14 have been satisfied.
- 8) 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 October 21, 2016, under Regional File No. SP-A-004-14.
- 9) 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.
- 10) 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.

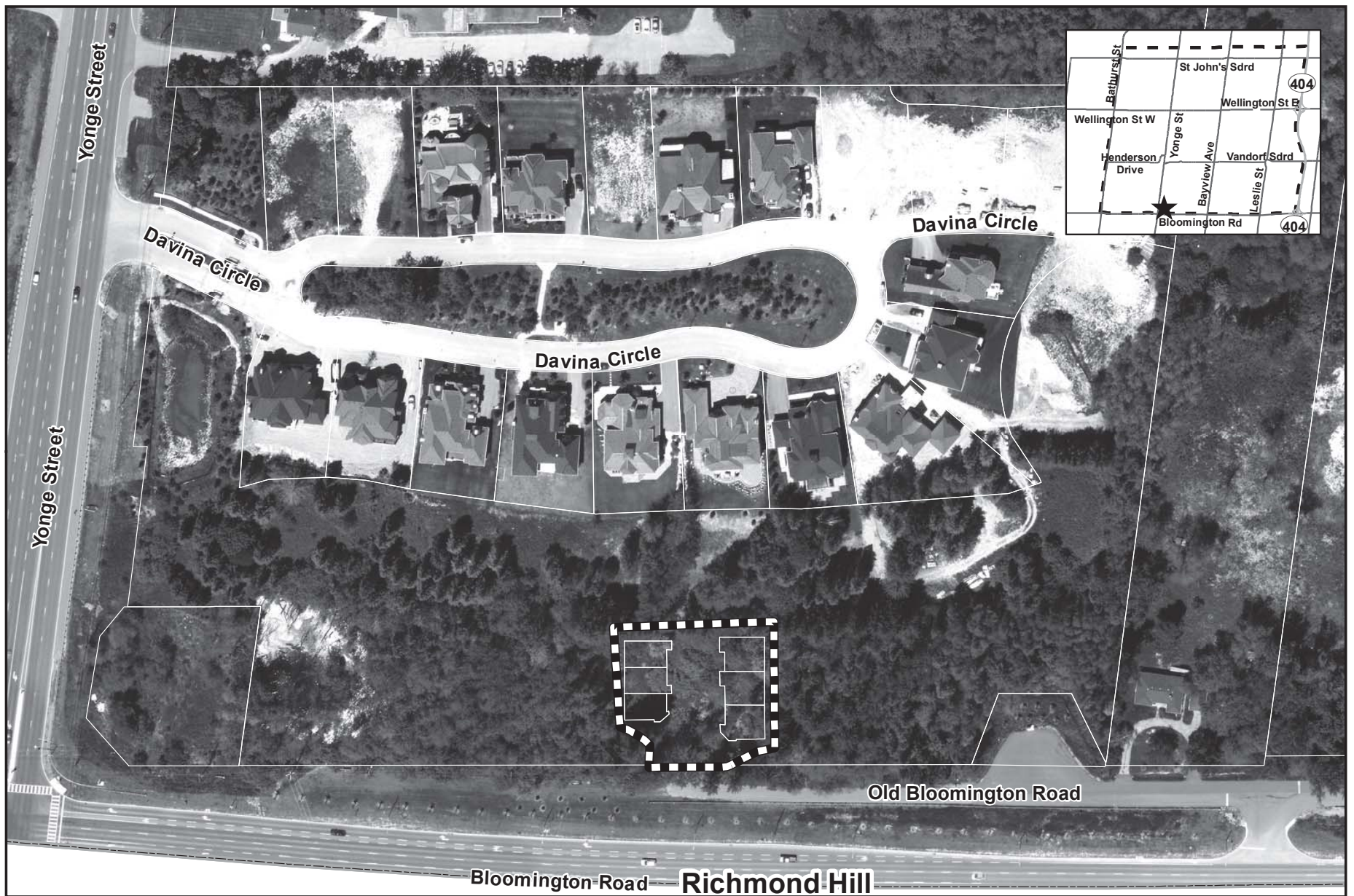
Clearances

The Town's Planning Division shall advise that Conditions 1, 2 and 6 have been satisfied, stating briefly how each Condition has been met.

The Town's Engineering Division shall advise that Conditions 3 and 4 have been satisfied, stating briefly how each Condition has been met.

The Town's Legal Services Division shall advise that Condition 5 has been satisfied, stating briefly how each Condition has been met.

York Region shall advise the Town of Aurora that Conditions 7, 8, 9, and 10 have been satisfied; the clearance letter shall include a brief statement detailing how each Condition has been met.



LOCATION MAP

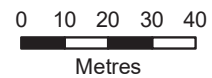
APPLICANT: Stirling Cook Holdings Inc.

FILES: CDM-2018-01

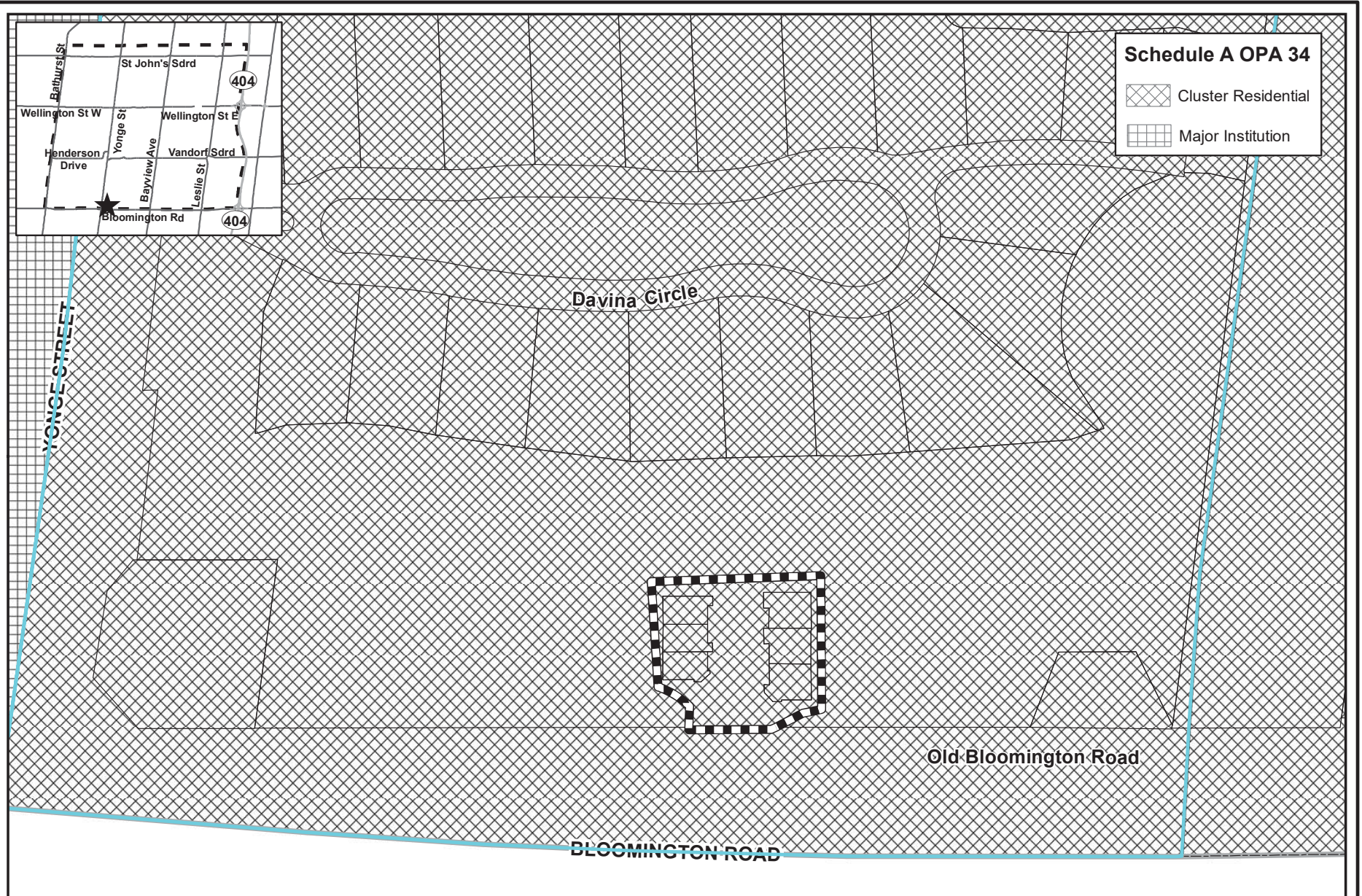
FIGURE 1

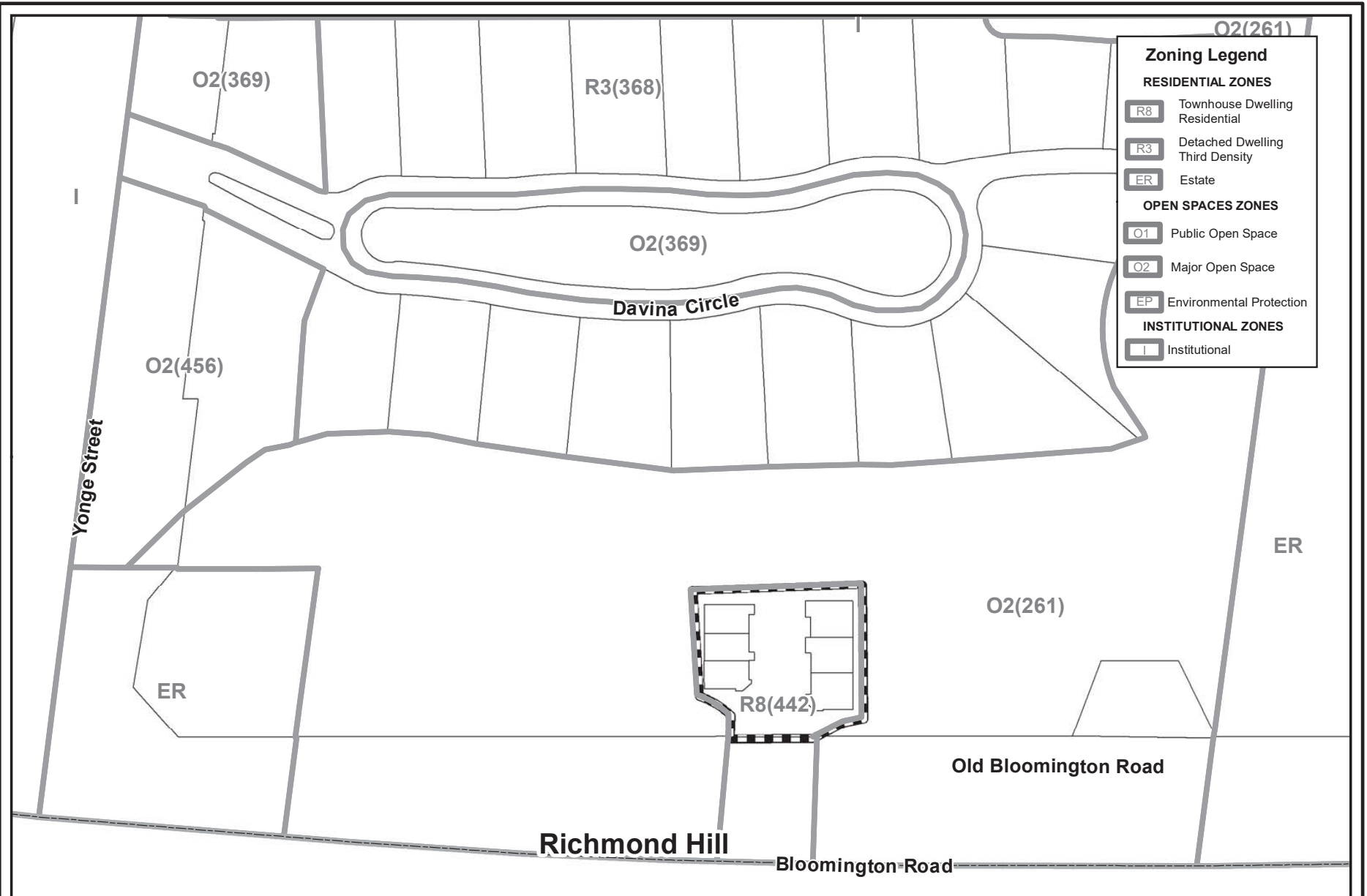


SUBJECT LANDS



Map created by the Town of Aurora Planning & Building Services Department, May 17, 2018. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2017, © First Base Solutions Inc., 2017 Orthophotography.





EXISTING ZONING BY-LAW

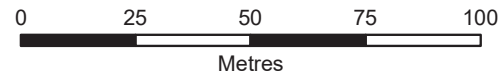
APPLICANT: STIRLING COOK HOLDINGS INC.

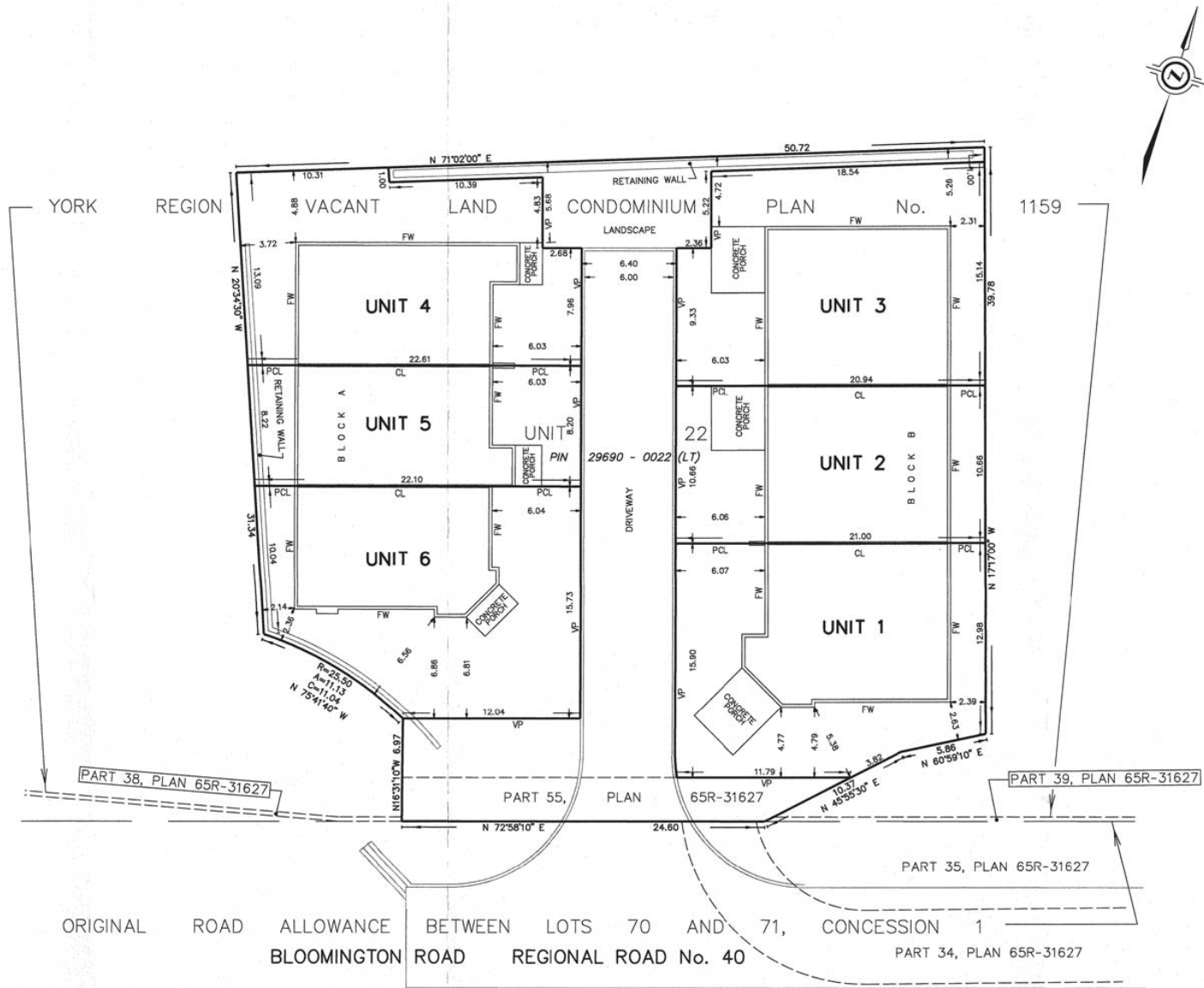
FILES: CDM-2018-01

FIGURE 3



SUBJECT LANDS





PROPOSED DRAFT PLAN OF CONDOMINIUM

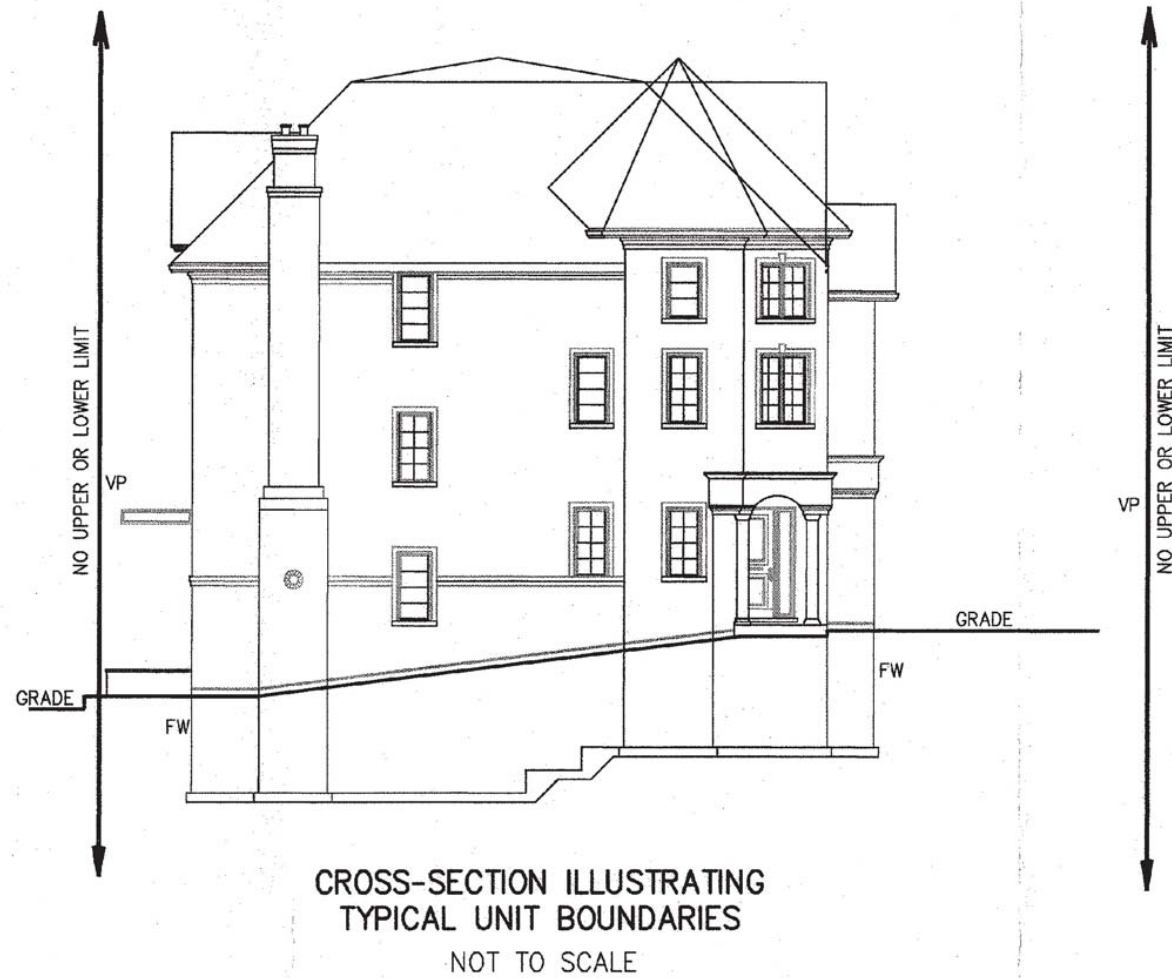
APPLICANT: STIRLING COOK HOLDINGS INC.

FILES: CDM-2018-01

FIGURE 4



Map created by the Town of Aurora Planning & Building Services Department, May 17, 2018. Drawing provided by J.D. Barnes Limited.



PROPOSED BUILDING CROSS-SECTION

APPLICANT: Stirling Cook Holdings Inc.
FILES: CDM-2018-01

FIGURE 5





Town of Aurora

General Committee Report

No. PDS18-072

Subject: Acceptance of Municipal Services - Knights Creek Home Corp.
Registered Plan 65M - 4410

Prepared by: Norman Whitley, Administrator, Construction Projects

Department: Planning and Development Services

Date: June 19, 2018

Recommendations

1. That Report No. PDS18-072 be received; and
2. That ownership, operation and maintenance of the works within the roads, right-of-ways and other lands dedicated to the Town as contained within Registered Plan 65M-4410, being Knights Creek Home Corp. Residential Subdivision be assumed; and
3. That the necessary By-law be brought forward for enactment to assume for public use the highways within Registered Plan 65M-4410 and to establish as public highway any applicable reserves.

Executive Summary

To assume the works completed by the developer within any Town owned lands, roads and right-of-ways contained within the identified subdivision and to assume for public use the related highways.

Background

Knights Creek Home Corp. Residential Subdivision was completed under the Subdivision Agreement executed by the Town of Aurora and Knights Creek Home Corp. dated June 26, 2012.

Analysis

A Certificate of Acceptance from Planning and Development Services will be issued as staff has reviewed all inspection reports for the subject development and are satisfied that the municipal roads and services are in good condition and have been completed in

June 19, 2018

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Report No. PDS18-072

accordance with the terms of the Subdivision Agreement, except for a few minor repairs for which Planning and Development Services Department recommends holding \$10,000.00 of the present securities until such repairs are completed to the Towns' satisfaction. All construction lien provisions have been satisfied.

Advisory Committee Review

Not applicable.

Financial Implications

As the Town will, upon issuance of the Certificate of Acceptance – Engineering and Capital Delivery Division and adoption of the resolution set out in this report, be responsible for all future operational and maintenance costs for the municipal services within the specified areas, any remaining securities held in relation to this subdivision will be released, with the exception of \$10,000.00 of the present securities for the above mentioned repairs that will be released when all repairs are completed to the satisfaction of the Town, and any other required holdbacks pertaining to retaining walls, acoustic fences and landscaping maintenance.

Communications Considerations

Notifications regarding the acceptance of municipal services for the Knights Creek Home Corp. Residential Subdivision will be included in the Notice Board.

Link to Strategic Plan

Strategic Plan Goal of Supporting an Exceptional Quality of Life for All.

Objective 2: Invest in Sustainable Infrastructure.

Maintain and expand infrastructure to support forecasted population growth through technology, waste management, emergency services and accessibility.

Alternative(s) to the Recommendation

Not Applicable.

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Report No. PDS18-072

Conclusions

The works pursuant to the Subdivision Agreement for the Knights Creek Home Corp. Residential Subdivision, as indicated on the attached key map, being registered Plan 65M-4410, have been completed to the satisfaction of staff except for one (1) item to be resolved by the developer. Upon Council's approval to assume ownership, operation and maintenance of the works and the enactment of the By-law to assume the related highways for public use, all remaining securities will be released, save and except for any required holdbacks pertaining to retaining walls, acoustic fences and landscape maintenance periods, if required.

Attachments

Appendix A – Key map showing location of services to be accepted.

Previous Reports

None.

Pre-submission Review

Agenda Management Team Meeting review on May 31, 2018

Departmental Approval

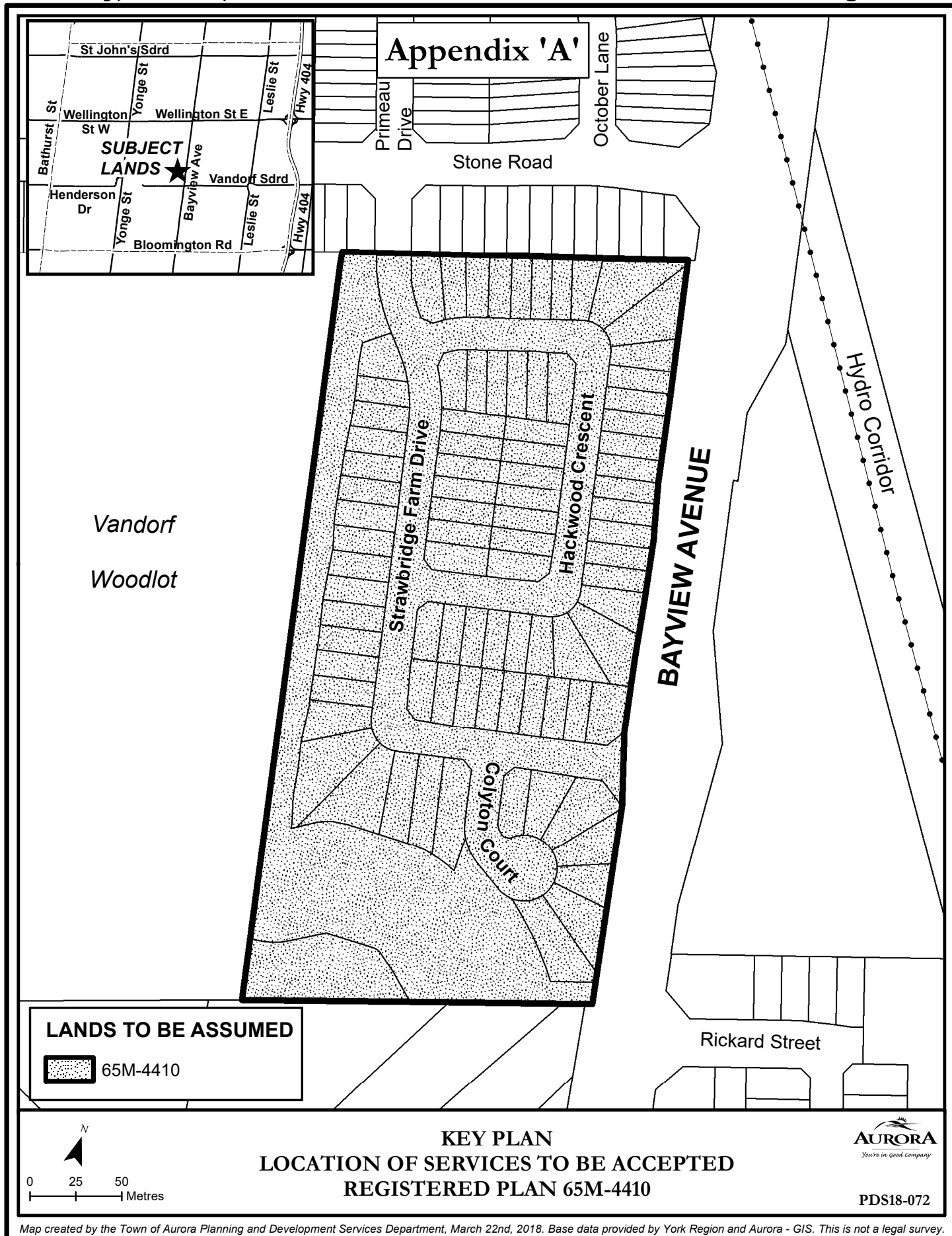


Marco Ramunno, MCIP, RPP
Director
Planning and Development Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer





Town of Aurora

General Committee Report

No. PDS18-075

Subject: Applications for Official Plan Amendment and Zoning By-law
Amendment
Dormer Hill Inc.
14029 Yonge Street
Part of Lot 72 Concession 1
File Numbers: OPA-2017-02, ZBA-2017-01
Related Files: CDM-2017-01, SP-2018-01, SUB-2017-01

Prepared by: Marty Rokos, Planner

Department: Planning and Development Services

Date: June 19, 2018

Recommendations

1. That Report No. PDS18-075 be received; and
2. That the Application to Amend the Official Plan File Number OPA-2017-06 (Dormer Hill Inc.), to amend the “Cluster Residential” designation to reduce the minimum setback from the centreline of Yonge Street to 40.0 m to the rear lot lines, reduce the minimum separation from an “Estate Residential” designation to 20 m, and remove the requirement for a Block Plan be approved; and
3. That the Application to Amend the Zoning By-law File Number ZBA-2017-01 (Dormer Hill Inc.), to rezone the “Oak Ridges Moraine Rural (RU-ORM) Zone” to “Detached Fourth Density Residential R4(X) Exception Zone” and “Oak Ridges Moraine Environmental Protection EP-ORM Zone” to permit the development of 27 single detached dwelling units be approved; and
4. That the implementing by-laws be presented at a future Council Meeting.

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Report No. PDS18-075

Executive Summary

This report seeks Council's approval to the application for an Official Plan Amendment and Zoning By-law Amendment to allow the development of 27 single detached residences on private condominium roads.

- The owner proposes to develop the site with 27 detached units on private condominium roads, including an open space block.
- The proposed Official Plan Amendment and Zoning By-law Amendment are compatible with the goals and objectives of the Official Plan and surrounding land uses.
- Internal departments and external agencies have no concerns to the approval of the Official Plan and Zoning By-law Amendment applications. Final technical matters will be addressed prior to enactment of the implementing by-laws.

Background

Application History

The subject applications for Official Plan Amendment and Zoning By-law Amendment were submitted on March 15, 2017.

On May 24, 2017, the proposed Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision were presented to Council and the public at a Public Planning Meeting. The following resolution was passed by Council for the subject lands:

- “1. That Report No. PBS17-035 be received; and
2. That comments presented at the Public Planning meeting be addressed by Planning and Building Services in a comprehensive report outlining recommendations and options at a future General Committee meeting.”

Currently, the Applicant is only moving forward with the proposed Official Plan and Zoning By-law Amendment applications. The Condominium, Subdivision and Site Plan applications will be presented for Council's consideration at a future General Committee meeting.

Location / Land Use

The subject property, municipally known as 14029 Yonge Street, is located on the east side of Yonge Street north of Hunters Glen Road (Figure 1). The property has a lot area

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Report No. PDS18-075

of 7.14 ha and a frontage of 117.8 m on the east side of Yonge Street. The property is currently vacant.

Surrounding Land Uses

The surrounding land uses are as follows:

North: Open space (golf course)
South: Residential
East: Residential
West: Yonge Street and residential

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 is a guiding document for growth management within 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 – Yonge Street South Secondary Plan (OPA 34)

The subject lands are designated “Cluster Residential”, “Environmental Protection Area” and “Environmental Function Area” by OPA 34 (Figure 2).

The “Cluster Residential” designation allows clusters of residential development with areas of open space that visually and functionally distinguish development clusters from one another. Permitted uses include single detached dwellings, semi-detached

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dwellings, linked housing, townhouses, and private open space. The “Cluster Residential” designation permits a maximum gross residential density of 5 units per hectare.

The intent of the “Environmental Protection Area” designation is to protect ecological structure and function and significant landforms representative of the Oak Ridges Moraine. The intent of the “Environmental Function Area” designation is to protect ecological function only. No new development is permitted in an “Environmental Protection Area”. New development in an “Environmental Function Area” may be permitted provided that it can be justified through an Environmental Impact Study, Vegetation Protection Plan, and Landform Conservation Plan.

The Official Plan and Town of Aurora Trails Master Plan include a north-south multi-use trail along Yonge Street and an east-west trail along the north property line of the subject lands. The east-west trail will form a portion of the Oak Ridges Trail.

The Oak Ridges Moraine Conservation Plan (ORMCP) as adopted by the Town’s Official Plan indicates that the subject lands are designated “Woodlands” and “Woodlands Minimum Vegetation Protection Zone” (MVPZ). Schedule ‘L’ of OPA 48 indicates that the subject lands are designated “Category 1 – Complex Landform”. According to Schedule ‘M’, the subject lands are in a “High Vulnerability Aquifer Area” and a “Low Vulnerability Aquifer Area”.

Zoning By-law 6000-17, as amended

The subject lands are currently zoned “Oak Ridges Moraine Rural (RU-ORM) Zone” by the Town of Aurora Zoning By-law 6000-17, as amended (Figure 3). The subject lands are zoned “Woodlands” and “Woodlands – Minimum Vegetation Protection Zone” (MVPZ). Schedule ‘C’ indicates that the subject lands are located in a high aquifer vulnerability area and a small portion of the property are located in a low vulnerability aquifer area. According to Schedule ‘D’, the subject lands are within a “Wellhead Protection Area” with a 10-25 year Time of Travel Zone. Schedule ‘E’ indicates the lands are in a “Category 1 –Complex Landform”.

The RU-ORM Zone permits agricultural uses, breeding, raising and training of farm animals and horses, places of worship, home occupations, horseback riding clubs, farm greenhouses, and one single detached dwelling including an accessory attached residential dwelling unit occupied by a person employed full time on the farm. An amendment to the By-law is required to allow the proposed development.

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Report No. PDS18-075

Reports and Studies

The Owner submitted the following documents as part of a complete application to the proposed applications:

Table 1: Reports and Studies

Report Name	Report Author
Draft Official Plan Amendment	Evans Planning Inc.
Draft Zoning By-law	Evans Planning Inc.
ORM Conformity Report	Evans Planning Inc.
Planning Justification Report	Evans Planning Inc.
Draft Plan of Subdivision	Evans Planning Inc.
Tree Inventory & Preservation Plan	Kuntz Forestry Consulting Inc.
Stage 1&2 Archaeological Assessment	The Archaeologists Inc.
MTCS Letter	Ministry of Tourism, Culture and Sport
Conceptual Building Elevations	Urbanscape
Conceptual Site Plan	Urbanscape
Functional Servicing and Stormwater Management Report	SCS Consulting Group Ltd.
Preliminary Grading Plan	SCS Consulting Group Ltd.
Preliminary Servicing Plan	SCS Consulting Group Ltd.
Right of Way Capacity Calculation	SCS Consulting Group Ltd.
Existing and Proposed Phosphorus Budgets	SCS Consulting Group Ltd.
Existing and Proposed Drainage Plans	SCS Consulting Group Ltd.
Areas Contributing to LIDs	SCS Consulting Group Ltd.
Laneway Section	SCS Consulting Group Ltd.
Erosion and Sediment Control Plan	SCS Consulting Group Ltd.
Traffic Management Plan	SCS Consulting Group Ltd.
Environmental Soil Quality Analysis	Terraprobe
Phase I and II Environmental Site Assessment	Terraprobe
Source Water Impact Assessment and Mitigation Plan (SWIAMP)	Terraprobe
Environmental Site Assessment Reliance Letter	Edward Wong
Landscape/Streetscape Concept	NAK Design Strategies
Landscape Plan	NAK Design Strategies
Conceptual Streetscapes	NAK Design Strategies
Landscape Cost Estimate	NAK Design Strategies
Cross Sections	NAK Design Strategies
Photometric Calculation Layout	LEA Consulting Ltd.
Street Lighting Layout	LEA Consulting Ltd.

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Report Name	Report Author
Draft Plan of Condominium	ertl surveyors
Lot Frontage Certificate	ertl surveyors
Survey	ertl surveyors
Hydrogeologic Study and Water Balance	Terraprobe
Noise Feasibility Study and Addendum	HGC Engineering
Landform Conservation Study	Daryl W. Cowell & Associates Inc.

Proposed Applications

Proposed Official Plan Amendment

The proposed Official Plan Amendment would amend policies related to setbacks, buffers and the requirement for a block plan. The following is a table that compares the difference between the existing and proposed Official Plan policies.

Table 2: Official Plan Amendment

	Existing Official Plan Policy	Proposed Official Plan Policy
Setback from the centreline of Yonge Street (minimum)	60 m to buildings	40 m to lot line
Separation from "Estate Residential" designation (maximum)	35 m	20 m
Block Plan, Block 'D'	Required	Not required

Proposed Zoning By-law Amendment

The Applicant proposes to amend the RU-ORM Zone. The proposed Zoning By-law amendment would rezone the property to a "Detached Dwelling Fourth Density Residential R4(X) Exception Zone" and "Oak Ridges Moraine Environmental Protection EP-ORM Zone". The following is a table to compare the difference between the parent R4 zoning requirements with the proposed R4(X) zoning requirements.

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Table 3: Zoning By-law Amendment

	Parent R4 Zone	Proposed R4(X) Exception Zone Requirements
Permitted Uses	Detached dwelling, second suite dwelling, home occupation	Detached dwelling, second suite dwelling, home occupation
Lot Area (minimum)	370.0 m ²	325.0 m ²
Lot Frontage (minimum)	11.0 m	12.0 m
Front Yard (minimum)	Main building: 3.0 m Garage: 5.5 m	Dwelling unit: 3.0 m Garage: 5.5 m
Rear Yard (minimum)	7.5 m	7.5 m
Interior Side Yard (minimum)	One side: 1.2 m Other side: 1.5 m	One side: 1.2 m Other side: 1.5 m
Exterior Side Yard (minimum)	Main building: 3 m Garage: 5 m	Main building: 3 m Garage: 5 m
Lot Coverage (maximum)	50%	50%
Height (maximum)	11.0 m	12.0 m
Parking (minimum)	2 spaces	2 spaces

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.

The proposed zoning requirements also include site specific provisions relating to maximum encroachments, central air conditioners and heat pumps, and Landform Conservation.

Conceptual Draft Plan of Subdivision

As illustrated on Figure 4, the conceptual Draft Plan of Subdivision proposes 27 residential lots and a 5.79 hectare Common Element. A trail block is proposed along the east side of Yonge Street and a 0.3 m reserve is proposed along the Yonge Street

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Report No. PDS18-075

frontage. The proposed gross residential density is 3.78 units per hectare. The following is a breakdown of the conceptual Draft Plan of Subdivision:

Table 4: Draft Plan of Subdivision

Proposed Land Use	Lot and Block #	# of Units	Area (ha)
Single Detached Residential	1-27	27	1.19
Common Elements Condominium	28		5.79
12 m Town Trail Conveyance	29		0.15
0.3 m Reserves	30-31		0.01
Totals		27	7.14

Conceptual Draft Plan of Condominium

As illustrated in Figure 5, the conceptual Draft Plan of Condominium proposes 27 Parcels of Tied Land (POTLs). The balance of the subject lands would be a common element including Blocks 28 and 29.

Conceptual Site Plan

As illustrated on Figure 6, the Applicant is proposing to develop 27 single detached lots on a private condominium road. The property will be accessed via a private road from Yonge Street on the southerly portion of the site. Concrete sidewalks are proposed on the private roads. A central green space is proposed surrounding an existing Butternut tree. A 20 m wide buffer is proposed adjacent to the existing Estate Residential properties fronting Hunters Glen Road to the south. The woodlands located in the eastern portion of the subject lands as well as a 10 m buffer surrounding the buffer would be undeveloped. Each detached dwelling would include a two (2) car garage and a two (2) car driveway, for a total of four (4) parking spaces. 10 dedicated visitor parking spaces are proposed in two locations. Each lot would have between 12 and 18 m in frontage, with Lot 22 having 28 m in frontage.

Following discussions with York Region, the proposed private road is designed to extend into a potential future development in the golf course lands to the north that are designated "Cluster Residential". The private road would then connect to Yonge Street opposite Glensteeple Trail, which is part of the draft approved Pandolfo/Glen Ridge subdivision (file SUB-2003-02A).

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Report No. PDS18-075

Analysis

Planning Considerations

Provincial Policy Statement (PPS)

It is Planning Staff's opinion that the proposed Official Plan and Zoning By-law Amendment applications are consistent with the PPS

The PPS encourages the development of strong communities through the promotion of efficient land use and development patterns and requires the protection of long term ecological function and biodiversity of natural heritage systems. The proposed development is located on VIVA and YRT bus routes as well as cycling trails, which promotes alternative modes of transportation. The residential units are located away from natural heritage features and protects the woodland on the easterly portion of the subject lands. The proposed development satisfies policies requiring growth to be directed to settlement areas on full municipal services while protecting the natural features in the area.

Places to Grow Plan for the Greater Golden Horseshoe

The proposed Official Plan and Zoning By-law Amendment applications are consistent with the Places to Grow Growth Plan

Places to Grow promotes and encourages new growth in built-up areas of a community through intensification, generally at a higher density than the surrounding area. The applications are consistent with the Places to Grow Growth Plan by proposing a compact, transit-supportive development while complying with the density policies of OPA 34.

Lake Simcoe Protection Plan (LSPP)

It is Planning Staff's opinion that the proposed Official Plan and Zoning By-law Amendment applications conform to the LSPP

The subject lands are located within the Lake Simcoe watershed and are subject to the applicable policies of the Lake Simcoe Protection Plan. The Lake Simcoe Conservation Authority reviewed the proposed applications with no objections subject to technical comments being addressed.

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York Region Official Plan

It is Planning Staff's opinion that the proposed Official Plan and Zoning By-law Amendment applications conform to the YROP

The lands are designated "Urban Area" in the YROP. It is York Region's opinion that the proposed applications are in keeping with the policies of the YROP. York Region staff have no objections to the approval of the subject applications.

Town of Aurora Official Plan – Yonge Street South Secondary Plan (OPA 34)

It is Planning Staff's opinion that the proposed Official Plan Amendment and Zoning By-law Amendment are compatible with the goals and objectives of the Official Plan and surrounding land uses.

No development is proposed within the Woodlands MVPZ. The proposed development complies with the maximum density policies in OPA 34. The proposed reduced separation from an Estate Residential designation from 35 m to 20 m would be applicable to the west end of the subject lands, adjacent to 32 and 34 Hunters Glen Road. These lots have large rear yard setbacks and sit at a higher grade than the proposed new dwellings. The proposed reduced buffer includes a visual barrier with mixed vegetation and a 1.8 m high privacy fence. The closest Estate Residential dwelling is approximately 45 m from the proposed dwellings and 35 m from the private condominium road. It is the opinion of Planning staff that the proposed development would include an adequate separation from the abutting Estate Residential lands.

OPA 34 requires buildings to be set back a minimum of 60 m from the centreline of Yonge Street to maintain the rural character of the Yonge Street corridor. The owner has applied to reduce the setback to 40 m to the rear lot lines and 47.5 m to the dwellings. The reduced buffer is proposed to include a berm, vegetative screening, and protection for a trail. These features would create a visual buffer between Yonge Street and the proposed development and would contribute to the rural character of Yonge Street. It is the opinion of Planning staff that the proposed development would maintain the existing rural character of the Yonge Street corridor.

The purpose of a Block Plan is to ensure a compatible integration of new uses within both the natural environment and established development patterns within the Secondary Plan area. The subject lands are within Block D, which comprises the subject lands and the portion of the abutting lands to the north that has a Cluster Residential designation. The Applicant has submitted a lotting plan for the abutting lands, which conceptually shows 11 lots in the abutting lands to the north (Figure 7). As described in the Conceptual Site Plan section above, the lands would be accessed via a private condominium road that would intersect with Yonge Street and with the private

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road on the subject lands. There are no key natural heritage features on the abutting lands shown in the lotting plan. Planning staff are satisfied that the subject proposal for 27 lots and a future application on the lands to the north can integrate with each other and with the natural environment.

Zoning By-law 6000-17, as amended

An amendment to the Zoning By-law is required to allow the proposed 27 lot site plan. An R4 Exception Zone with site specific performance standards is proposed as summarized in Table 3.

Planning staff have evaluated the implementing Zoning By-law in the context of OPA 34 and the proposed Draft Plan of Subdivision and Site Plan. Further to the comments in the Official Plan section above, Planning staff are of the opinion that the proposed rezoning with exceptions is appropriate and compatible with adjacent and neighbouring development.

Department / Agency Comments

Internal departments and external agencies have no concerns to the approval of the Official Plan and Zoning By-law Amendment applications. Final technical matters will be addressed prior to enactment of the implementing by-laws.

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 technical comments being addressed.

Landscaping/Trails

Parks staff have confirmed that the Oak Ridges Trail will be implemented in the future on the Beacon Hall lands; as such there is no east-west trail requirement on the subject lands. Further comments will be submitted at the site plan stage.

Other Town Departments

The Town's Traffic and Transportation Analyst, Engineering staff, and Building staff have no objections to the proposed Official Plan and Zoning By-law Amendment applications and have provided comments relating to the Site Plan Application. The Site Plan Application will be presented to a future General Committee meeting.

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Lake Simcoe Region Conservation Authority

The LSRCA have provided technical comments relating to the Hydrogeological Study and Water Balance. These comments will be addressed to the satisfaction of LSRCA staff before the Official Plan and Zoning By-law Amendments are enacted by Council.

York Region

York Region staff have no objections to the subject applications being approved. York Region has submitted technical comments regarding the applications for Site Plan and Draft Plan of Subdivision, which will be addressed in a separate report.

Central York Fire Services

Central York Fire Services have reviewed the Official Plan and Zoning by-law Amendment applications and have no objections.

Ministry of Natural Resources and Forestry

MNRF staff have confirmed that the existing Butternut tree will not be adversely affected by the proposed development provided that its recommended conditions are implemented. These will be included as future Conditions of Draft Plan Approval.

Other Agencies

Rogers Communications, the York Catholic District School Board, Enbridge, and Canada Post have reviewed the applications and have no concerns.

Public Comments

At the time of writing this report, one written comment was submitted regarding the subject applications. The developers of the Pandolfo/Glen Ridge subdivision have asked that a condition be included in the Conditions of Draft Plan Approval that they be compensated for servicing work that has been done to accommodate development. The requested Conditions of Draft Plan Approval are being evaluated and the finalized conditions will be included in a General Committee report.

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Advisory Committee Review

No communication required.

Legal Considerations

These Planning Application files have been submitted to the Town pursuant to the provisions of the *Planning Act*, and as such may be subject to future appeal and litigation, which may require Legal Services review and comments for Council consideration.

Financial Implications

At the time of Site Plan and Subdivision agreements, fees and securities will be applied to the development. Enactment fees will be charged before the implementing by-laws are enacted by Council.

Communications Considerations

A Notice of Complete Application and Public Planning Meeting was published in the Aurora Banner and Auroran newspapers and given by mail to all addressed property owners within a minimum of 120 metres of the subject lands. A Notice of Public Planning Meeting sign was also posted on the subject lands fronting Yonge Street. Public notification has been provided in accordance with the *Planning Act*.

Link to Strategic Plan

The proposed Official Plan and Zoning By-law Amendment applications support 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: Through the review and approval of the Zoning By-law Amendment, housing opportunities are created that collaborates with the development community to ensure future growth includes housing opportunities for everyone.

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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 Development Services reviewed the proposed Official Plan and Zoning by-law Amendment applications 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 applications are considered to be in keeping with the development standards of the Town. Any 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 the Official Plan Amendment application file no. OPA-2017-02 and Zoning By-law Amendment application file no. SBA-2017-01.

June 19, 2018

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Report No. PDS18-075

Attachments

Figure 1 – Location Map
Figure 2 – Existing Official Plan Designation
Figure 3 – Existing Zoning By-law
Figure 4 – Proposed Draft Plan of Subdivision
Figure 5 – Proposed Draft Plan of Condominium
Figure 6 – Conceptual Site Plan
Figure 7 – Lotting Plan for Lands North of Subject Lands

Previous Reports

Public Planning Report No. PBS17-035, dated May 24, 2017.

Pre-submission Review

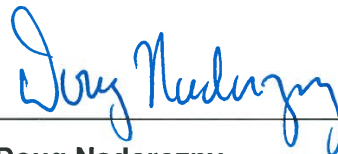
Agenda Management Team Meeting review on May 31, 2018

Departmental Approval

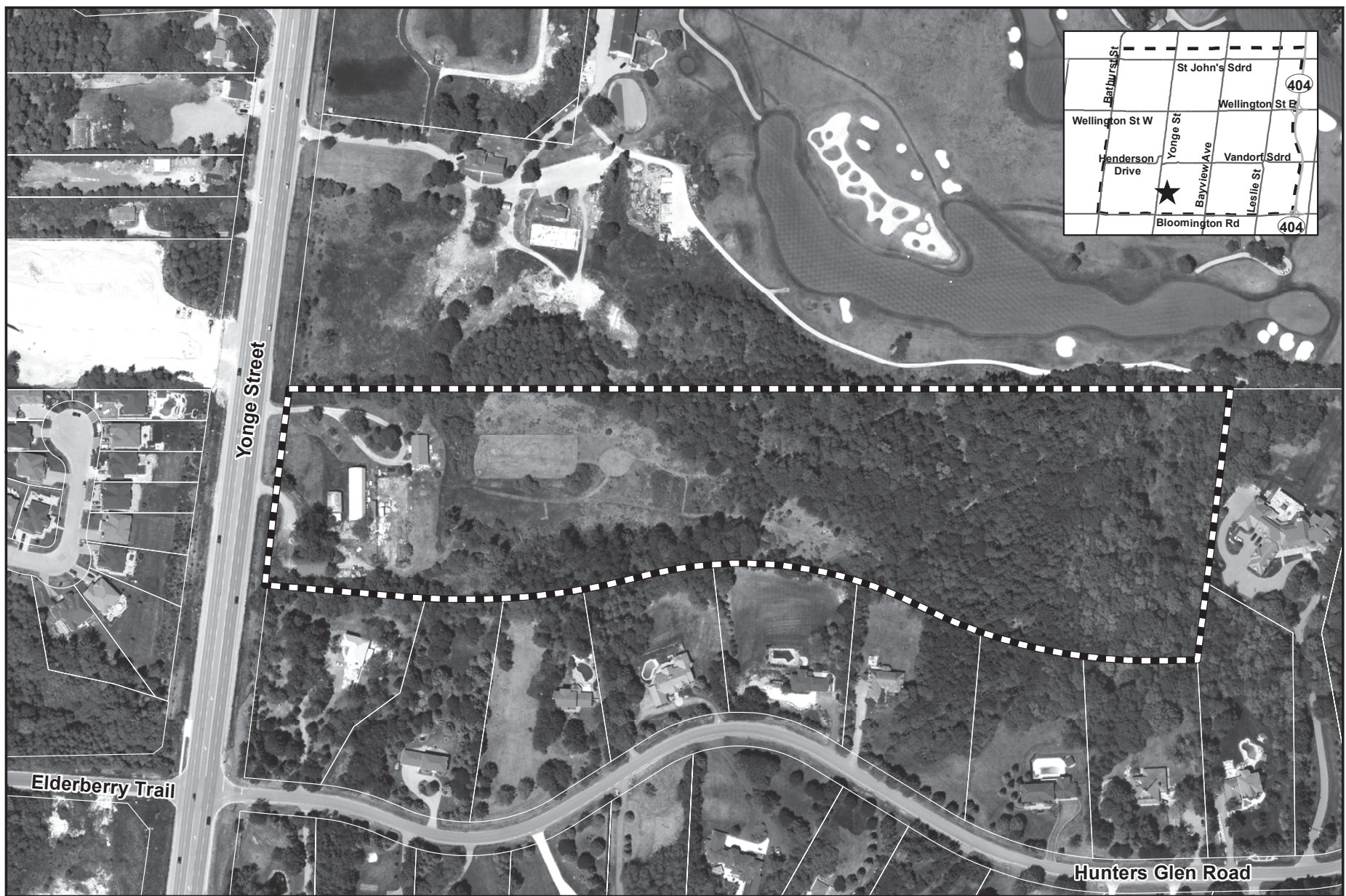


**Marco Ramunno, MCIP, RPP
Director
Planning and Development Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



LOCATION MAP

APPLICANT: Dormer Hill Inc.

FILES: SP-2018-01, OPA-2017-02, ZBA-2017-01,
SUB-2017-01, CDM-2017-01



SUBJECT LANDS

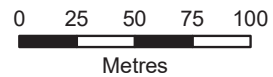
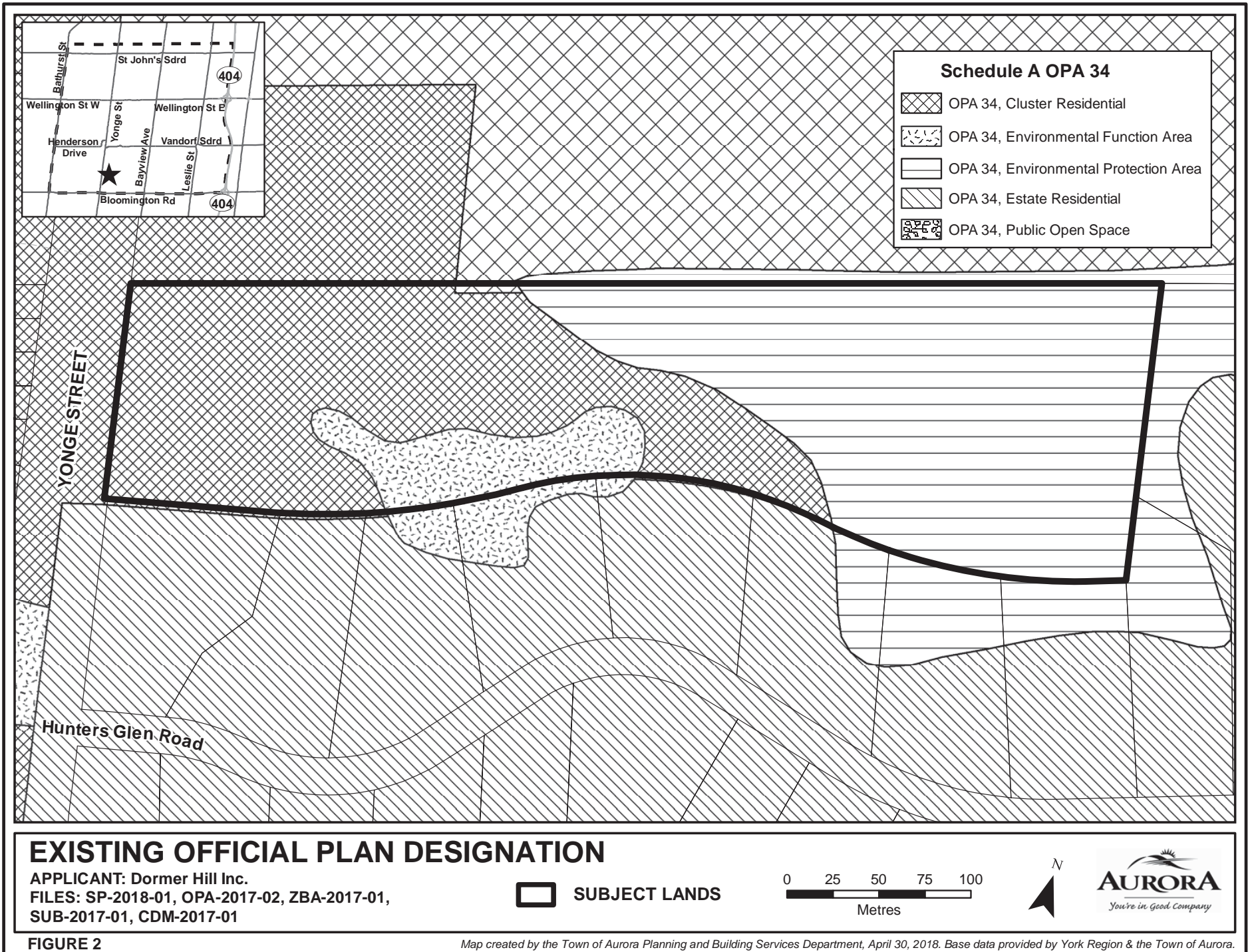
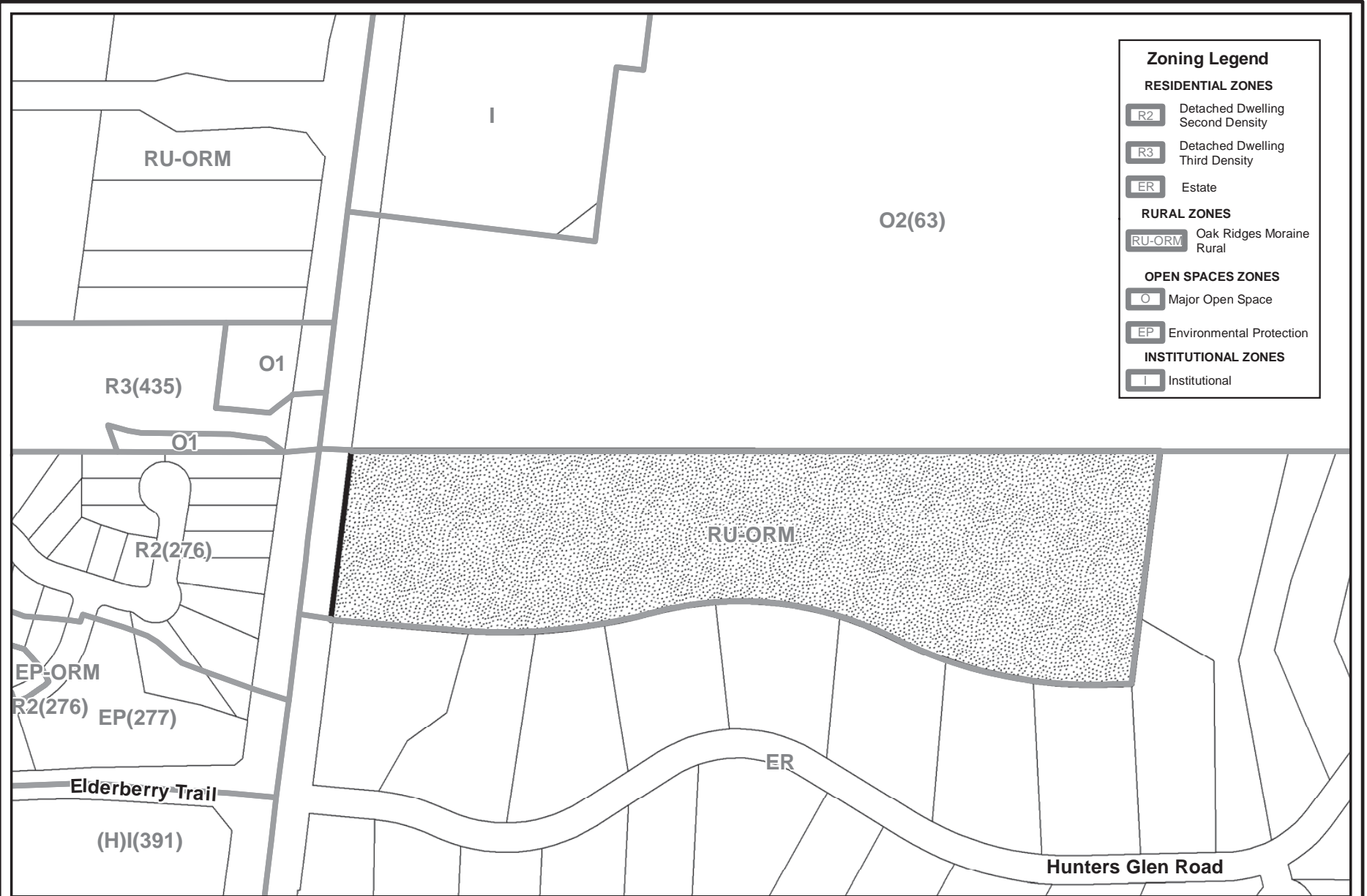


FIGURE 1 Map created by the Town of Aurora Planning & Building Services Department, April 30, 2018. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2017, © First Base Solutions Inc., 2017 Orthophotography.





EXISTING ZONING BY-LAW

APPLICANT: DORMER HILL INC.
FILES: SP-2018-01, OPA-2017-02, ZBA-2017-01,
SUB-2017-01, CDM-2017-01

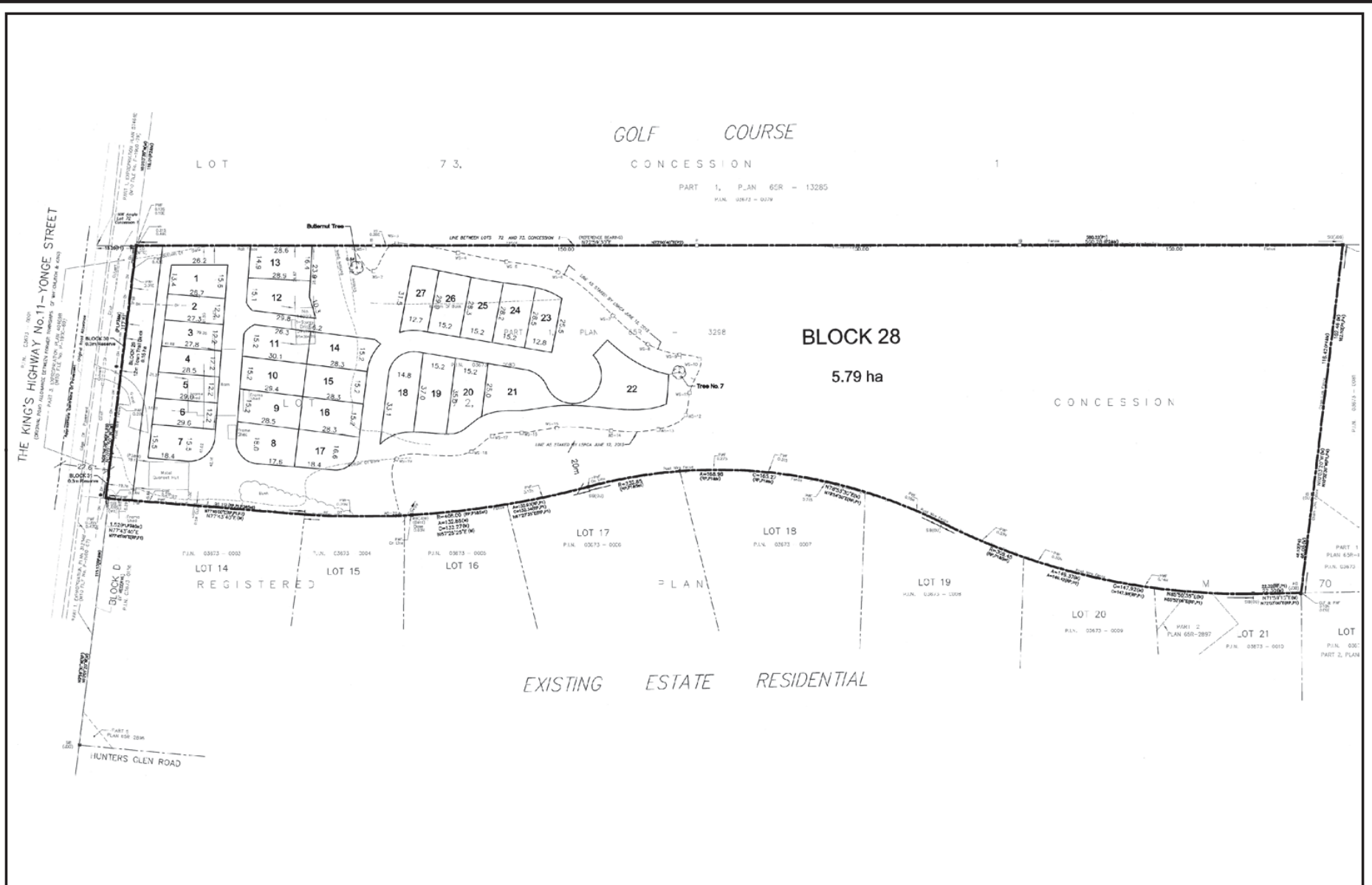
 SUBJECT LANDS

0 50 100 150 200
Metres



FIGURE 3

Map created by the Town of Aurora Planning & Building Services Department, April 30, 2018. Base data provided by York Region & the Town of Aurora.



PROPOSED DRAFT PLAN OF SUBDIVISION

APPLICANT: Dormer Hill Inc.

FILES: SP-2018-01, OPA-2017-02, ZBA-2017-01, SUB-2017-01, CDM-2017-01

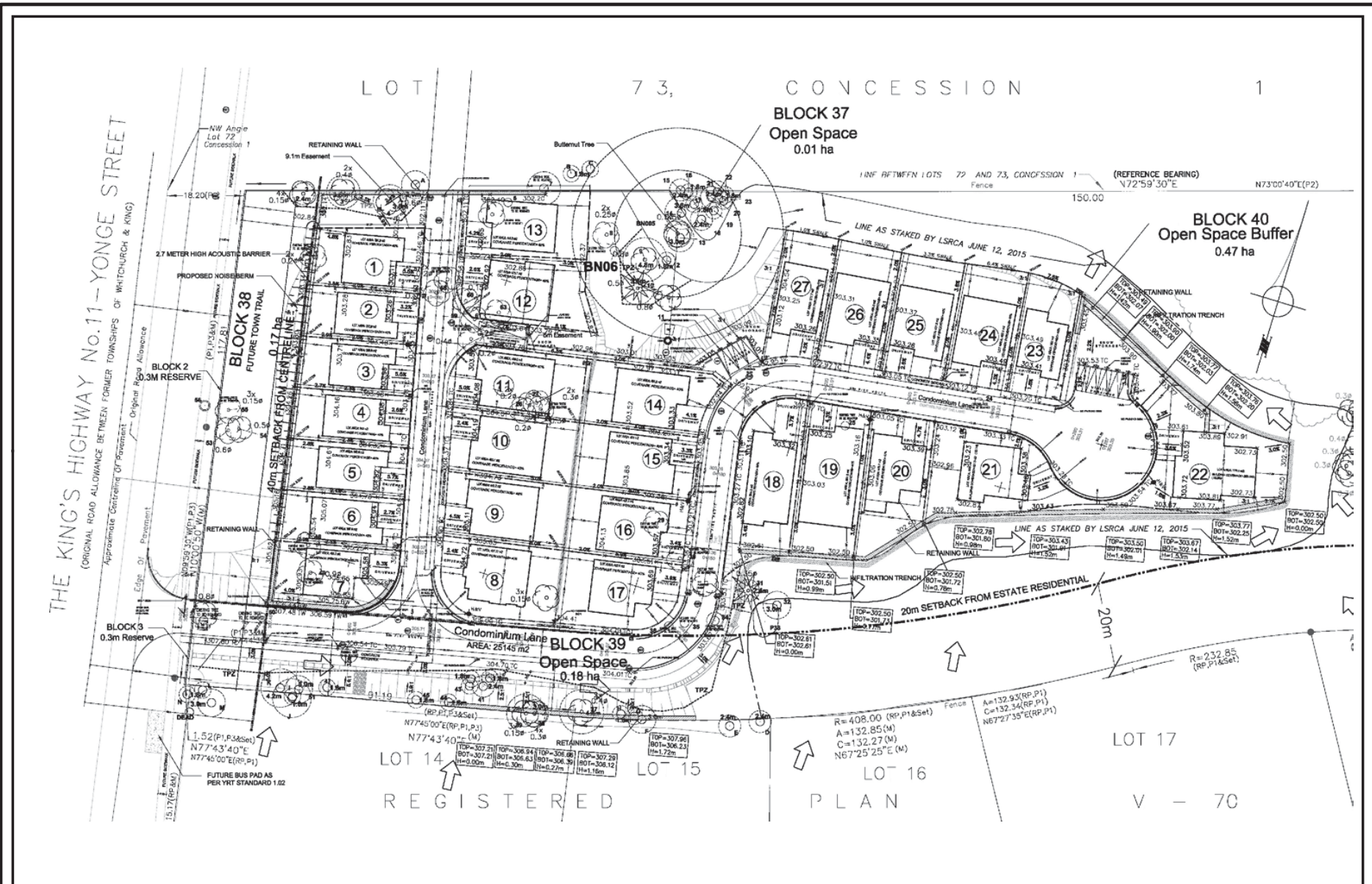
FIGURE 4





FIGURE 5



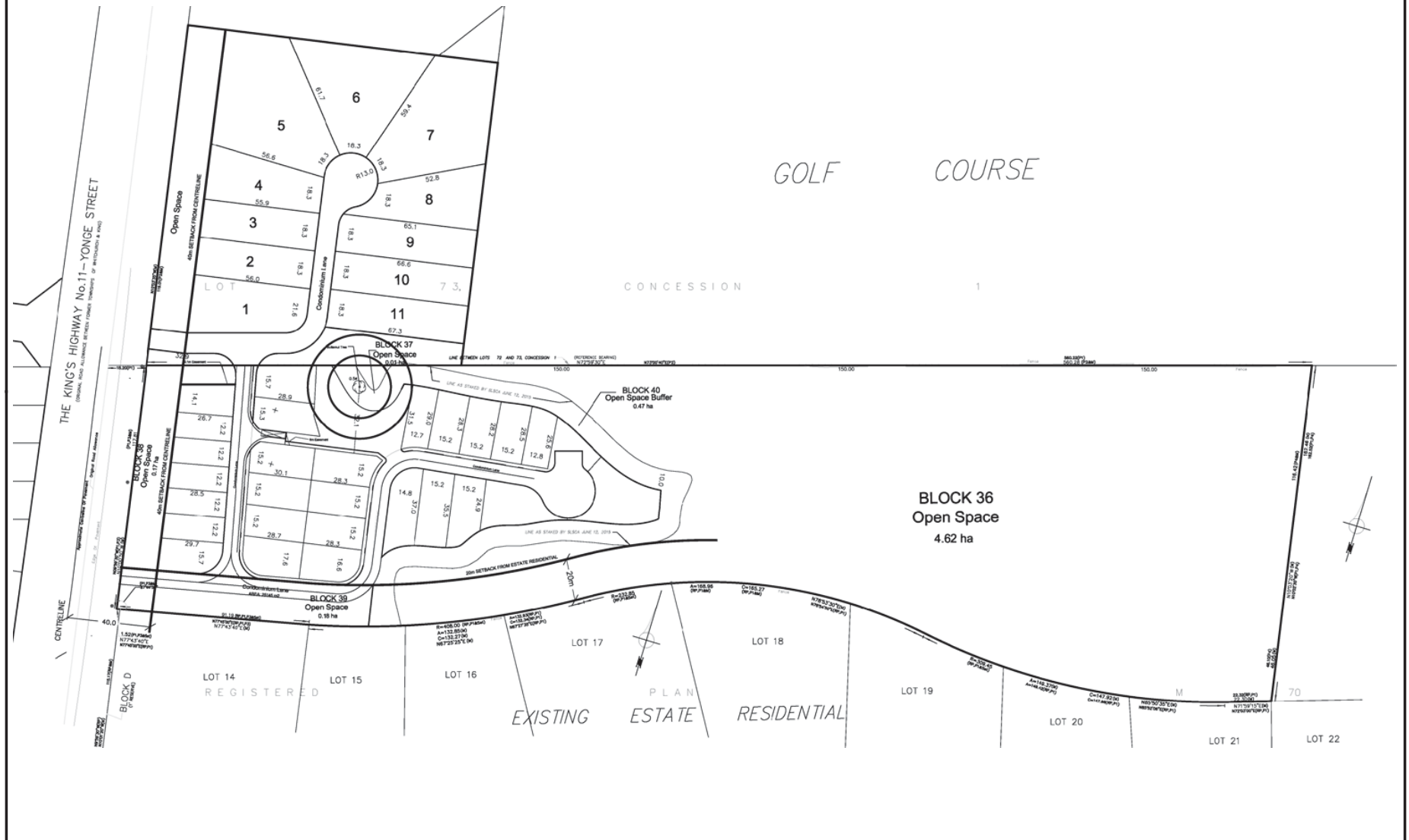


CONCEPTUAL SITE PLAN

APPLICANT: Dormer Hill Inc.
FILES: SP-2018-01, OPA-2017-02, ZBA-2017-01, SUB-2017-01, CDM-2017-01

FIGURE 6





LOTING PLAN FOR LANDS NORTH OF SUBJECT LANDS

APPLICANT: Dormer Hill Inc.

FILES: SP-2018-01, OPA-2017-02, ZBA-2017-01, SUB-2017-01, CDM-2017-01

FIGURE 7





**Town of Aurora
General Committee Report No. CS18-016**

Subject: **Aurora Farmer's Market and Artisans Fair By-law**

Prepared by: Alexander Wray, Manager of By-Law Services

Department: Corporate Services

Date: June 19, 2018

Recommendation

- 1. That Report No. CS18-016 be received; and**
- 2. That the Aurora Farmer's Market and Artisans Fair By-law be amended to provide increased flexibility for the operation of the Market; and**
- 3. That the amending By-law be brought forward to a future Council meeting for enactment.**

Executive Summary

This report seeks Council approval to amend the Aurora Farmers Market and Artisans Fair By-law to provide increased flexibility for the operation of the Market specifically with respect to the hours, dates, and location allowing for the Market to participate at Town special events and sanctioned activities.

- The current By-law limits the hours, dates and location for the operation of the Aurora Farmers Market and Artisans Fair
- Staff would like to include the Aurora Farmers Market and Artisan Fair in events and activities
- Expanding the operational parameters is a positive step in ensuring the sustainability of the Market

Background

By-law 5252-10, being a by-law to provide for establishing, maintaining, operating, and regulating the Aurora Farmers Market and Artisans Fair defines the hours of operation, permit requirements, administration, sale of products and vendor responsibilities. Community Services staff have been working with the Farmers Market to establish opportunities to have the Market present at some Town events. In order to accommodate this, an amendment to the by-law is necessary to provide flexibility. The

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Report No. CS18-016

first scheduled Town event to include the Market is Concerts in the Park on Wednesday July 4, 2018.

Analysis

The current By-law limits the hours, dates and location for the operation of the Aurora Farmers Market and Artisans Fair

The current By-law restricts the operation of the Aurora Farmers Market and Artisans Fair to Saturdays between the hours of 8am to 1pm from May to October and defines the location to be on Wells Street between Mosley Street and Metcalfe Street and in Town Park. The By-law does not provide for flexibility for the Market to operate at special events and other town sanctioned activities.

Staff would like to include the Aurora Farmers Market and Artisan Fair in events and activities

Staff would like to include the Aurora Farmers Market and Artisan Fair in special events and other town sanctioned activities as an enhancement to the event and a benefit to the community. This will require expanding the market days, hours and location of operation outlined in the current By-law. Specifically wording to be included in the By-law will be as follows:

- The Market may be partially or wholly located at an alternate location within the town on a temporary basis provided that the Aurora Farmers Market Committee (AFMC) has received the prior written consent of the Director or her or his designate
- The Market may operate on alternative dates and times if prior written consent is received by the Director or her or his designate and all other provisions of this by-law are complied with.
- Director means the Director of Corporate Services or his or her designate

Allowing for flexibility for the operation of the Market is a positive step in sustaining the Market.

Expanding the operational guidelines of the Market creates further opportunities for vendors to sell products, promote the Market, and ensure long term sustainability. Amendments to the By-law would allow the Market to operate on other days and times and at alternate locations provided the Market obtains written consent from the Director and all other provisions of the bylaw are complied with.

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Report No. CS18-016

Advisory Committee Review

Not applicable.

Legal Considerations

The Aurora Farmers Market and Artisan Fair By-law 5252-10 must be amended to ensure Market FM vendors and the AFMC are compliant and are able to participate at Town special events and other sanctioned activities.

Financial Implications

There are no financial implications.

Communications Considerations

A copy of the new By-law will be provided to the Aurora Farmers Market and Artisan Fair.

Link to Strategic Plan

Repealing and replacing By-law 5252-10 supports the Strategic Plan goal of *Enabling a diverse, creative and resilient economy* through its accomplishment in Objective 2 – Supporting small business and encouraging a more sustainable business environment.

Alternative(s) to the Recommendation

1. Make no changes to the existing By-law, limiting the operation of the Aurora Farmers Market and Artisan's Fair to the existing schedule.

Conclusions

Amending the Aurora Farmers Market and Artisan Fair By-law will allow more flexibility with respect to the hours, days and location of operations. This will create more visibility for the Market, allow the Market to be an enhancement at events and activities and create sustainability for the Market.

Attachments

June 19, 2018

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Report No. CS18-016

None

Previous Reports

None

Pre-submission Review

CAO review on June 8, 2018

Departmental Approval



Techa van Leeuwen
Director
Corporate Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



Notice of Motion	Councillor Wendy Gaertner
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Date: June 19, 2018

To: Mayor and Members of Council

From: Councillor Gaertner

Re: **ASHRAE Energy Audit**

Whereas the Town hired a consultant from Stantec to perform a Level 2 ASHRAE Energy Audit for Town buildings; and

Whereas it included energy consumption levels for our equipment, and recommended improvements that would make them more efficient; and

Whereas an estimated cost for implementation and potential payback through energy savings was included; and

Whereas this work was done more than two years ago and has never come to Council for evaluation and action;

1. Now Therefore Be It Hereby Resolved That staff act on the recommendations in the ASHRAE energy audit report and report back to the next term of Council regarding the implementation plan.