



# The Corporation of the Town of Milton

---

**Report To:** Council

**From:** Jill Hogan, Commissioner, Development Services

**Date:** September 9, 2024

**Report No:** DS-063-24

**Subject:** Public Meeting and Initial Report: Proposed Plan of Subdivision and Zoning By-law Amendment applications by the Halton Catholic District School Board, applicable to lands legally described as Part of Lot 8, Concession 4, N.S. (Trafalgar), and located imm

**Recommendation:** THAT Report DS-063-24, BE RECEVED FOR INFORMATION.

## EXECUTIVE SUMMARY

The Halton Catholic District School Board (HCDSB) has submitted planning applications to facilitate the development of a three-storey elementary school including a day care, and the associated infrastructure required to service the building on the subject lands. A subdivision application is required to create the elementary school block, along with natural heritage system (including trail connection) and servicing related blocks on the subject lands. A zoning by-law amendment is required to change the existing Future Development (FD) Zone to the Natural Heritage System (NHS), Open Space - Stormwater Management (OS-2), and site-specific Minor Institutional (I-A\*XXX) Zones (that includes appropriate land use permissions for the proposed elementary school) to permit the proposed development. The Zoning By-law Amendment also proposes to maintain a portion of the elementary school block as Future Development (FD) Zone to address anticipated future residential development and amend the zoning relating to a servicing block associated with the secondary school applications to west.

The applications are complete pursuant to the requirements of the Planning Act and are being processed accordingly. Upon completion of the consultation and review process, a Technical Report, including recommendations, will be brought forward for Council consideration. The Technical Report will address issues raised through the consultation and review process.

## REPORT

### Background

**Owner:** Halton Catholic District School Board, 802 Drury Lane, Burlington, Ontario



## Background

**Applicant:** Jeff Kenny, Strategy 4 Inc., 100-2620 Bristol Circle, Oakville, Ontario

**Location/Description:** The subject lands, currently vacant, are located south of Louis St. Laurent Avenue and east of Kennedy Circle East, just east of the nearly constructed St. Kateri Tekakwitha Catholic Secondary School located at 1125 Kennedy Circle East. The subject property is located in Ward 3, within the Boyne Survey Secondary Plan Area and has an area of approximately 5.36 hectares. The subject lands are legally described as Part of Lot 8, Concession 4, N.S. (Trafalgar). It should be noted that the lands subject to these applications are also identified as Block 2 (residual lands) and Block 5 (servicing block) on Plan 20M-1287, the registered plan of subdivision associated with the secondary school (24T-18002/M) to the west, and as part of the broader HCDSB land holdings (see Figure 4). There is no municipal address assigned to the subject lands at the current time. See Figure 1 - Location Map.

Surrounding lands uses include:

- North: existing medium density residential uses (primarily townhouse and detached dwellings) and stormwater management pond
- East: Omagh Woodlot and medium density residential development currently under construction (Mattamy Garito Barbuto Tor - 24T-22001/M)
- South: currently vacant, however lands have been designated for future residential development, parks and schools
- West: St. Kateri Tekakwitha Catholic Secondary School

In addition, there are several existing commercial developments located to the west of Kennedy Circle East, trail linkages and parks, and other elementary and secondary schools established along Louis St. Laurent Avenue at Ferguson Drive and Fourth Line, in proximity to the subject lands.

## Proposal:

The applications filed by the Halton Catholic District School Board (HCDSB) seeks to rezone the subject lands from the current Future Development (FD) Zone to Natural Heritage System (NHS), Open Space - Stormwater Management (OS-2) and site-specific Minor Institutional (I-A\*XXX) Zones, that will permit the development of a three-storey elementary school and the services required to support the use. A portion of the subject lands will also remain as Future Development (FD) Zone as it is anticipated that lands not required for school purposes in the proposed elementary school block may be developed in combination with the future residential subdivision lands to the south. Block 5 on the adjacent plan of subdivision associated with St. Kateri Tekakwitha Catholic Secondary School, has also been added to the application, for zoning purposes only, to change the existing Site-Specific Major Institutional 278 (I-B\*278) Zone on the servicing block to a more appropriate Open Space - Stormwater Management (OS-2) Zone. Site-specific

## Background

provisions relating to street frontage, conditional building permits and loading space criteria have been proposed in relation to the school block.

Figures 2 and 3 to this report illustrate the conceptual site plan and architectural plans (i.e. floor plans and elevations), respectively. The proposed development consists of a three-storey elementary school building, including a proposed child care facility, associated play areas, three separate parking areas, and an internal bus loop and layby, as well as an internal car layby and kiss and ride lane for pick ups and drop offs. The concept plan also shows potential for up to 12 portables, should they be required. The primary access to the proposed development will be from Louis St. Laurent Avenue (i.e. via two right-in and right-out openings). A secondary access, primarily for emergency and fire fighting purposes, is being proposed from Kennedy Circle East, through the HCDSB secondary school block, to the elementary school block. The secondary access is located on the west side of the proposed elementary school building and is currently denoted on the site plan as a walkway. It should be noted that the school block is larger than required to accommodate the needs of the elementary school use, and as a result, the HCDSB has shown a potential residential lot fabric at the southern end of the school block that would complement the preliminary draft plan that has been devised by Sundial Homes, the landowner /developer to the south.

As illustrated in Figure 4, the applicant has also submitted a draft plan of subdivision, which is required to create the elementary school block, along with natural heritage system (including trail connection) and servicing related blocks on the subject lands.

The following reports and plans have been submitted in support of this application and are currently under review:

- Topographic Survey, prepared by MMP, dated June 23, 2023;
- Proposed Draft Plan of Subdivision, prepared by Strategy 4 Inc., dated June 13, 2024;
- Site Plan (Interim), prepared by Strategy 4 Inc., June 6, 2024;
- Ultimate Site Plan & Community Context Plan, prepared by Strategy 4 Inc., dated June 6, 2024;
- Interim Functional Grading Plan (Stage 1), prepared by Strategy 4 Inc., dated June 13, 2024;
- Interim Functional Grading Plan (Stage 2), prepared by Strategy 4 Inc., dated June 13, 2024;
- Ultimate Functional Grading Plan, prepared by Strategy 4 Inc., dated June 13, 2024;
- Functional Site Grading Sections, prepared by Strategy 4 Inc., dated June 13, 2024;
- Site Constraints Plan, prepared by Strategy 4 Inc., dated November 23, 2023;
- Floor Plans & Elevations, prepared by Snyder Architects Inc., dated June 19, 2024;
- Planning Justification Report (Including Public Engagement Strategy), prepared by Strategy 4 Inc., dated June 2024;
- Traffic Impact Study, prepared by GHD, dated June 13, 2024;

## Background

- Noise Impact Study (Revision 1), prepared by EXP Services Inc., dated June 19, 2024;
- Functional Servicing & Stormwater Management Report, prepared by MGM Consulting Inc., dated June 23, 2024;
- Geotechnical Investigation prepared by CMT Engineering Inc., dated September 21, 2023 (Rev: November 21, 2023);
- Scoped Hydrogeological Investigation, prepared by Hydrogeology Consulting Services Inc., dated October 23, 2023;
- Confirmation Letter - Geology/Hydrogeology, prepared by Hydrogeology Consulting Services, dated June 10, 2024;
- Stage 1-2 Archaeological Assessment, prepared by Amick Consultants Limited, dated August 1, 2013;
- Archaeological Ministry Clearance Letter (Stages 1-2), Issued by the Ministry of Tourism, Culture and Sport, dated April 28, 2014;
- Phase One Environmental Site Assessment (ESA), prepared by Peto MacCallum Ltd., dated August 4, 2023;
- Phase One Reliance Letter, prepared by Peto MacCallum Ltd., dated March 1, 2024; and,
- Draft Zoning By-law Amendment, prepared by Strategy 4 Inc. , dated June 2024.

## Discussion

### Planning Policy

As of July 1, 2024, Halton Region has become an upper-tier municipality without planning responsibilities; however, the Halton Region Official Plan remains in-effect and the local municipalities are responsible for administering the plan until such time that it is revoked or amended by the respective municipality.

The subject lands are designated Urban Area on Map 1: Regional Structure of the Halton Region Official Plan. Within the Urban Area, the range of permitted uses and the creation of new lots shall be in accordance with local Official Plans and Zoning By-laws.

From a local perspective, the subject lands, located within the Urban Area, are designated “Residential Area” on Schedule B- Urban Land Use Plan of the Town’s Official Plan and on Schedule C.10.C -Boyne Survey Secondary Plan Land Use Plan. The “Residential Area” designation in both the parent plan and the secondary plan, permits a full range of residential uses and densities, as well as complementary non-residential uses that are necessary to create a residential neighbourhood environment. As stated in Sections 3.2.2. h) of the parent plan and C.10.5.1.1. d) of the secondary plan, this includes local institutional uses which by their activity, scale and design are compatible with residential uses and which serve adjacent residential areas including elementary schools (in addition to those located within the Neighbourhood Centre Areas), libraries, places of worship, day

## Discussion

care facilities, and community centres in accordance with specific criteria set out in Sections 3.2.3.6 and 3.2.3.7 of the Official Plan.

Given that the policies of Sections 3.2.3.6 and 3.2.3.7 specifically exclude schools, the following new institutional use policies of Section 3.10.3.3 of the Official Plan are applicable to the subject application:

### NEW INSTITUTIONAL USES

3.10.3.3 Applications for amendments to the Official Plan or Zoning By-law to add new institutional designations or zones will be evaluated based on submission of:

- a) a development plan;
- b) a report by a qualified traffic engineer where deemed applicable which outlines the potential impacts of traffic on surrounding areas, particularly residential areas, and indicates how any negative impacts can be resolved;
- c) any incompatibilities with surrounding uses, particularly residential uses, can be mitigated in an appropriate manner through provision of buffering, engineering solutions or other similar approaches, except that where the use has satisfied the provisions of the Environmental Assessment Act it will be deemed to be compatible with surrounding uses;
- d) the scale of the buildings is compatible with the character of the surrounding area; and,
- e) a location on a regional or arterial road.

While a full review of the applicable planning policies will be undertaken as part of the review of the application, based on the information provided, staff is satisfied that an Official Plan Amendment is not required.

### **Zoning By-law 016-2014, as amended**

The subject lands are currently zoned Future Development (FD) under By-law 016-2014, as amended, which only permits uses that legally existed on the date that the Zoning by-law came into effect. A Zoning By-law Amendment is required to provide the necessary zones to facilitate the development of the lands for an elementary school, identify the boundaries of the Natural Heritage System and delineate the associated servicing infrastructure needed to support the development. In addition to the proposed change in Zone categories to allow the elementary school use, the applicant is also seeking permission for site-specific provisions relating to street frontage, conditional building

## Discussion

permits and loading space criteria. As a result, a site-specific Minor Institutional (I-A\*XXX) Zone has been proposed through this application.

Furthermore, the following zoning matters have also been included as part of the proposed Zoning By-law Amendment:

1. the lower portion of the school block, that is considered surplus to the Board's elementary school requirements, will maintain a Future Development (FD) zoning, as it is anticipated that this portion of the school block may be considered for residential uses in the future and will be rezoned and coordinated with the adjacent developer to the south at the appropriate time; and,
2. Block 5 on Plan 20M-1287, the registered plan associated with the subdivision and rezoning applications for the secondary school to west, will be rezoned from the current Site-Specific Major Institutional Zone (I-B\*278) to an Open Space - Stormwater Management (OS-2) Zone to reflect the servicing function that will exist in the block and contain a zoning category that is consistent with the servicing blocks included within the subdivision application associated with the elementary school.

A draft Zoning By-law Amendment prepared by the applicant is included as Appendix 1 to this report.

## Site Plan Control

Should the application be approved, site plan approval will be required for the elementary school block prior to the commencement of any development.

## Public Consultation:

Notice of a complete application and statutory public meeting was provided pursuant to the requirements of the Planning Act and the Town on July 18, 2024 through written notice to all properties within 200 metres of the subject lands, as well as on the Town's website on August 13, 2024.

## Agency Consultation

The application was circulated to internal departments and external agencies on July 29, 2024. Staff have identified the following items to be reviewed and addressed:

- Compatibility With Surrounding Land Uses
- Site Design and Urban design
- Servicing and Stormwater Management
- Traffic Impacts, Pedestrian and Vehicle Access / Circulation



### Discussion

- Parking
- Potential Future Development of Residual Lands
- Site-Specific Zone Provisions

A technical report with recommendations will be brought forward for Council consideration upon completion of the evaluation of the application at a future meeting.

### Key Milestones

Milestone	Date
Pre-Consultation Meeting	5/30/2023
Pre-Submission Review	12/6/2023
Public Information Centre Meeting	2/22/2024
Application Deemed Complete	7/5/2024
Statutory Public Meeting	9/9/2024

### Financial Impact

None arising from this report.

Respectfully submitted,

Jill Hogan  
Commissioner, Development Services

For questions, please contact: Angela Janzen, MCIP RPP  
Sr. Planner, Development  
Review

Phone: Ext. 2310



## Attachments

Figure 1 – Location Map

Figure 2 – Site Plan

Figure 3 – Floor Plans and Elevations

Figure 4 – Draft Plan of Subdivision

Appendix 1 – Draft Zoning Amendment

Approved by CAO  
Andrew M. Siltala  
Chief Administrative Officer

## Recognition of Traditional Lands

The Town of Milton resides on the Treaty Lands and Territory of the Mississaugas of the Credit First Nation. We also recognize the traditional territory of the Huron-Wendat and Haudenosaunee people. The Town of Milton shares this land and the responsibility for the water, food and resources. We stand as allies with the First Nations as stewards of these lands.