



# Town of Newmarket

## Agenda

### Committee of the Whole

Date: Monday, April 29, 2019  
Time: 12:30 PM  
Location: Council Chambers  
Municipal Offices  
395 Mulock Drive  
Newmarket, ON L3Y 4X7

Pages

1. Additions & Corrections to the Agenda

2. Declarations of Pecuniary Interest

3. Presentations & Recognitions

3.1 Economic Development Update

**Note:** Chris Kallio, Economic Development Officer will be in attendance to provide a presentation on this matter.

Presentation to be distributed when available.

3.2 2018-2022 Council Strategic Priorities

**Note:** Susan Chase, Director, Strategic Initiatives, Lisa Lyons, Director of Legislative Services/Town Clerk and Ian McDougall, Commissioner of Community Services will be present to provide a presentation on this matter.

Presentation to be distributed when available.

4. Deputations

4.1 Interim Control By-law - 624 Srigley Street

2

**Note:** Kelley Scott will be in attendance to provide a deputation on this matter.

4.2 Interim Control By-law - 316 Darlington Crescent

4

**Note:** Rosemarie Hypolite will be in attendance to provide a

deputation on this matter.

## 5. Consent Items

- |     |  |    |
|-----|--|----|
| 5.1 | Potential Redevelopment – 693 & 713 Davis Drive and 35 Patterson Street (Hollingsworth Arena Site)   | 6  |
|     | <ol style="list-style-type: none"> <li>1. That the report entitled “Potential Redevelopment - 693 &amp; 713 Davis Drive and 35 Patterson Street (Hollingsworth Arena Site)”, dated April 29, 2019 be received; and,</li> <li>2. That Council endorse in principle the notion of redeveloping the entirety of the properties municipally known as 693 Davis Drive, 713 Davis Drive and 35 Patterson Street, in a manner generally consistent with the conceptual drawings entitled “Scenario 2 – Site Plan” and “Scenario 2 – Aerial View”, attached to this Report, prepared by the Briarwood Development Group, dated December 7, 2018; and,</li> <li>3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.</li> </ol> |    |
| 5.2 | 2018-2022 Council Strategic Priorities   | 26 |
|     | <ol style="list-style-type: none"> <li>1. That the attached Vision, Strategic Pillars and Strategic Priorities contained within the Final Report from MDB Insight be adopted; and,</li> <li>2. That Staff report back to Council with respect to a fulsome, ongoing community plan and an overall performance measurement approach intended to track and present progress.</li> </ol>  |    |
| 5.3 | Committee Structure Review   |    |
|     | <b>Note:</b> Report to be distributed when available.  |    |
| 5.4 | 2020 Budget Process and Target   | 44 |
|     | <ol style="list-style-type: none"> <li>1. That the report entitled 2020 Budget Process and Target, dated April 29, 2019, be received; and,</li> <li>2. That the proposed budget schedule with a target budget adoption date of December 2, 2019 be approved; and,</li> <li>3. That endorsement be given to staff to proceed with preparation of the 2020 budgets employing the structure and targets as set out in this report; and,</li> </ol>  |    |

4. That the form and timing of budget submissions for all entities accountable to Council be subject to the process outlined in this report; and,
5. That the proposed community engagement plan for the budget be adopted; and,
6. That the Treasurer be authorized and directed to do all things necessary to give effect to these recommendations

#### 5.5 Clock Tower Update

**Note:** Report to be distributed when available.

#### 5.6 2019 User Fees and Charges – Tree Maintenance Fee For New Trees on Town-Owned Land at Development Sites 70

1. That the report entitled “2019 User Fees and Charges – Tree Maintenance Fee for New Trees on Town-Owned Land at Development Sites”, dated April 29, 2019, be received; and,
2. That Schedule “E”, of the Town of Newmarket 2019 User Fees for Engineering Services be amended, approved and adopted through by-law, to include a Tree Maintenance Fee of \$85 (plus HST) per tree, to be reviewed annually and adjusted accordingly; and,
3. That the Tree Maintenance Fee come into effect on May 1, 2019; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

#### 5.7 Site Specific Exemptions to Interim Control By-Law 2019-04 74

1. That the report entitled Site Specific Exemption to Interim Control By-law 2019-04 dated April 29, 2019 be received; and,
2. That Council approve the process for exemption from Interim Control By-law 2019-04, as outlined in this report.

#### 5.8 Site Specific Exemption to Interim Control By-law 2019-04 for 578 Lydia Street 78

1. That the report entitled Site Specific Exemption to Interim Control By-law 2019-04 for 578 Lydia Street dated April 29, 2019 be received; and,

2. That 578 Lydia Street be removed from the Municipal Register of Non-Designated Heritage Properties and photo documentation of 578 Lydia Street be submitted to the Town; and,
3. That Council approve the requested site specific exemption to Interim Control by-law 2019-04 for 578 Lydia Street and that staff be directed to bring forward the necessary exemption by-law.

5.9 Newmarket Downtown Development Committee Meeting Minutes of October 26, 2018 90

1. That the Newmarket Downtown Development Committee Meeting Minutes of October 26, 2018 be received.

5.10 Main Street District Business Improvement Area Board of Management Meeting Minutes of March 20, 2019 96

1. That the Main Street District Business Improvement Area Board of Management Meeting Minutes of March 20, 2019 be received.

5.11 Outstanding Matters List 102

1. That the list of outstanding matters be received.

**6. Action Items**

**7. Reports by Regional Representatives**

**8. Notices of Motions**

**9. Motions**

**10. New Business**

**11. Closed Session (if required)**

**12. Public Hearing Matter (7:00 PM)**

12.1 Official Plan Amendment - Regional Community Improvement Plans 114

**Note:** The following report has been attached for information purposes only:



- Planning and Building Services 2019-26 dated March 18, 2019 regarding Community Improvement Plan Partnerships

12.2	Official Plan Amendment and Zoning By-law Amendment - 1015-1029 Davis Drive	126
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**Note:** The following report has been attached for information purposes only:

- Planning and Building Services 2019-25 dated March 18, 2019 regarding 1015-1029 Davis Drive Application

12.2.1	Deputations	148
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- Stephanie Riley & Behram Engineer will be in attendance to provide a deputation on this matter.

### 13. Adjournment



## Deputation and Further Notice Request Form

Please complete this form to speak at a meeting of Town Council or Committee of the Whole or to receive further notification regarding an item on the agenda. If filling out by hand please print clearly.

Please email to [clerks@newmarket.ca](mailto:clerks@newmarket.ca), fax to 905-953-5100 or mail or drop off at Legislative Services Department, Town of Newmarket Municipal Offices, 395 Mulock Drive, PO Box 328, STN Main, L3Y 4X7

Name: <b>Kelley Scott &amp; Jordan Driediger</b>	
Organization / Group/ Business represented:	
Address: <b>624 Srigley Street</b>	Postal Code: <b>[REDACTED]</b>
Daytime Phone No: <b>[REDACTED]</b>	Home Phone: <b>[REDACTED]</b>
Email: <b>[REDACTED]</b>	Date of Meeting: <b>April 8, 2019</b>
Is this an item on the Agenda? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Agenda Item No:
<input type="checkbox"/> I request future notification of meetings	<input checked="" type="checkbox"/> I wish to address Council / Committee
Describe in detail the reason for the deputation and what action you will be asking Council/Committee to take (if applicable): The deputation is regarding the Interim Control By-Law under section 38 of the Planning Act. We will be asking council to review the plans for our addition that we have been working on for 2 years. We are hoping that based on our property size and the fact that we are in keeping with the neighbourhood with our planned addition that they will consider an exception for our property.	
Do you wish to provide a written or electronic communication or background information <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please submit all materials at least 5 days before the meeting.	

### Deputation Guidelines:

- Deputations related to items on the agenda can be accommodated up to and including the meeting day;
- Deputations related to items not on the agenda may be scheduled within sixty (60) days of receipt of this form;
- Deputations will not be heard on a matter decided upon by Council until ninety (90) days have passed from the date of the matter's disposition by Council;
- Deputations are limited to 5 minutes.

Be advised that all Council and Committee of the Whole meetings are audio-video recorded and live streamed online. If you make a presentation to Council or Committee of the Whole, your presentation becomes part of the public record and you will be listed as a presenter in the minutes of the meeting. We post our minutes online, so the listing of your name in connection with the agenda item may be indexed by search engines like Google.

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Director of Legislative Services/Town Clerk, Town of Newmarket, 395 Mulock Drive, P.O. Box 328, STN Main, Newmarket, ON L3Y 4X7; Telephone 905 895-5193 Ext. 2211 Fax 905-953-5100



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Name: <b>Rosemarie, Ian &amp; Ajani Hypolite</b>	
Organization / Group/ Business represented:	
Address: [REDACTED]	Postal Code: [REDACTED]
Daytime Phone No:	Home Phone: [REDACTED]
Email: [REDACTED]	Date of Meeting: <b>April 29, 2019</b>
Is this an item on the Agenda? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Agenda Item No:
<input type="checkbox"/> I request future notification of meetings	<input checked="" type="checkbox"/> I wish to address Council / Committee
Describe in detail the reason for the deputation and what action you will be asking Council/Committee to take (if applicable): Interim By-Law 2019-04 My family of 4 includes two young children 5 and 4 years of age We have outgrown the bungalow and hope to build on our house The hygiene of sharing one bathroom with strangers etc. has become problematic. We love the area in which we live our kids are enrolled in school and we do not not want to move Most of the homes on our street are two stories (24 in all). Our home is one of the smallest on the street The second story would be in line with the aesthetics and feel of the neighborhood My family is kindly requesting consideration for relief from the interim control by-lay 2019-04.	
Do you wish to provide a written or electronic communication or background information <input type="checkbox"/> Yes <input type="checkbox"/> No Please submit all materials at least 5 days before the meeting.	

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Town of Newmarket  
395 Mulock Drive P.O. Box 328,  
Newmarket, Ontario, L3Y 4X7

Email: [info@newmarket.ca](mailto:info@newmarket.ca) | Website: [newmarket.ca](http://newmarket.ca) | Phone: 905-895-5193

## **Potential Redevelopment – 693 & 713 Davis Drive and 35 Patterson Street (Hollingsworth Arena Site) Staff Report to Council**

Report Number: 2019-40

Department(s): Planning & Building Services

Author(s): Adrian Cammaert

Meeting Date: April 29, 2019

### **Recommendations**

1. That the report entitled “Potential Redevelopment - 693 & 713 Davis Drive and 35 Patterson Street (Hollingsworth Arena Site)”, dated April 29, 2019 be received;
2. That Council endorse in principle the notion of redeveloping the entirety of the properties municipally known as 693 Davis Drive, 713 Davis Drive and 35 Patterson Street, in a manner generally consistent with the conceptual drawings entitled “Scenario 2 – Site Plan” and “Scenario 2 – Aerial View”, attached to this Report, prepared by the Briarwood Development Group, dated December 7, 2018; and,
3. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Purpose**

The purpose of this Report is to provide Council with sufficient information in order to assist with a strategic land use decision on the properties known as 693 Davis Drive, 713 Davis Drive, and the Town-owned 35 Patterson Street / the Hollingsworth Arena property (combined, hereafter referred to as the ‘subject properties’).

## Background

Staff Report 2018-38 was presented to Committee of the Whole in June, 2018. This Report introduced a redevelopment concept that was prepared by the Briarwood Development Group for the subject properties.

As per direction received at the June, 2018 Committee of the Whole meeting, the Briarwood Development Group revised the concept and subsequently submitted two revised concept plans dated December 7, 2018 for presentation to the public at a developer-led Public Information Centre (PIC). This developer-led PIC was held on February 5, 2019, where the Briarwood Development Group presented their two concept plans (Scenario 1 and Scenario 2, dated December 7, 2018) to the public.

On April 15, Council formally decided to decommission the Hollingsworth Arena. With this decision made, the Council must now make a decision regarding the future use of this property. As Council is aware, the Briarwood Development Group has expressed an interest in purchasing the arena property to facilitate the comprehensive redevelopment of the subject properties. This report will provide background information to Council to assist in this decision.

## Discussion

### Two Redevelopment Scenarios

The Briarwood Development Group has prepared two redevelopment scenarios, Scenario 1 and Scenario 2, as described in greater detail in the following sections:

#### Scenario 1 (attachments 1 & 2)

This concept is applicable to the two properties that front on Davis Drive (693 Davis Drive, 713 Davis Drive) and the southerly 21m of the Hollingsworth Arena property (35 Patterson Street).

This concept shows two 15 storey point towers connected by a 2 and 3 storey podium, an 'urban park' fronting along Davis Drive, and commercial uses at the base of each tower fronting Davis Drive and the urban park. Townhouse units are also shown at the base of each tower, facing Patterson Street and the internal street located east of the eastern tower. Finally, limited surface parking is shown to the north and east of the towers; the majority of the required parking is located underground.

In total, 289 residential units are shown (apartment and townhouse), as well as 1,260 sq m of commercial space.

The balance of the subject properties (specifically the remainder of the Hollingsworth Arena property) is shown as a 'community park'.



## Scenario 2 (attachments 3 & 4)

This concept is a revised version of the concept presented to Council in June, 2018 (the “Initial Concept”). It is applicable to the entirety of the subject properties.

This concept shares the same development as Scenario 1 on the two properties that front on Davis Drive and the southerly 21m of the Hollingsworth Arena property, including the two 15 storey towers, podium, townhouse units, commercial uses, urban park and limited surface parking.

However, this concept differs from Scenario 1 as it relates to the balance of the subject properties (specifically the remainder of the Hollingsworth Arena property). In this area, a 6 storey residential building is shown with limited surface parking area, and a ‘community park’ located in the northern area of the property along the Irwin Street frontage. The uses of the 6 storey building are identified as ‘community facility’ on a portion of the ground floor, and a ‘senior’s residence’ in the remainder of the building.

With the inclusion of the 6 storey residential building, 120 residential units and 798 sq m of community space is added to the redevelopment concept. The total number of residential units in this concept is 409.

Attachment 5 provides a comparison sheet of redevelopment Scenarios 1 and 2.

## Urban Centres Secondary Plan Sets the Vision for the Properties

As noted in Report 2019-01, the Urban Centres Secondary Plan sets out the vision for the subject properties. This vision consists of redeveloping these properties in a more intensive, efficient urban form than what currently exists.



In terms of land use, the Secondary Plan designates the majority of the subject properties Mixed Use (residential, commercial, employment, community uses, etc.) and requires at-grade commercial uses fronting along Davis Drive through the use of a Priority Commercial Area overlay. There is also an area

designated Parks and Open Space along the Irwin Crescent frontage.

The Secondary Plan designates the two

properties that front on Davis Drive and the southerly 21m of the Hollingsworth Arena property as Medium-High Density, which requires building heights ranging from 4-12 storeys and floor space indexes (FSI) ranging from 2.0 to 2.5. The remainder of the subject properties are designated Low Density which requires building heights ranging

Potential Redevelopment – 693 & 713 Davis Drive and 35 Patterson Street

from 2-6 storeys and floor space indexes (FSI) ranging from 1.5 to 2.0. With these height and density designations, the higher and more intensive development is concentrated along the Davis Drive frontage, decreasing towards the northern part of the subject sites.



The Secondary Plan also provides for discretionary maximum height and density bonusing, applicable only to the two properties that front on Davis Drive and the southerly 21m of the Hollingsworth Arena property. In these areas, maximum building heights can be increased to 15 storeys and maximum density can be increased to 3.0 Floor Space Index (FSI) in exchange for specified community benefit(s) that are determined as per the Town's Height and Density Bonusing Implementation Guidelines.

	permitted min. height	permitted max. height	permitted min. FSI	permitted max. FSI	discretionary max. height with bonusing	discretionary max. FSI with bonusing
High Density	6 storeys (20m)	17 storeys (53m)	2.5	3.5	20 storeys (62m)	4.0
Medium-High Density	4 storeys (14m)	12 storeys (38m)	2.0	2.5	15 storeys (47m)	3.0
Medium Density	3 storeys (11m)	8 storeys (26m)	1.5	2.0	10 storeys (32m)	2.5
Low Density	2 storeys (8m)	6 storeys (14m)	1.5	2.0		

Note: - Bonusing is subject to Policy 6.4.5 iv.  
- The proposed streets network is shown conceptually on this Schedule and will be determined in accordance with Policy 8.3.2.

Being a Council-approved planning document, any redevelopment of the subject properties must be consistent with these requirements, not only regarding *maximum* limits,

but also *minimum* requirements such as minimum building heights and densities. Based on a preliminary review of the materials provided by Briarwood Developments, it appears that 'Scenario 1' and Scenario 2' both generally satisfy the Urban Centres Secondary Plan's vision; this conclusion was noted previously in Report 2019-1.

## Marketing the Corridors Efforts

As noted in Information Report 2018-44, a series of cross-departmental initiatives were identified in order to facilitate the redevelopment of the Yonge Street and Davis Drive corridors. This project became known as the 'Marketing the Corridors' campaign, and various departments were tasked with determining and implementing ways to encourage the redevelopment of the Yonge Street and Davis Drive corridors.

A total of 9 policy-related initiatives were completed by Planning and Building Services, including those that reduced hard and soft development costs in our corridors in an effort to make the Town more competitive. These initiatives included the reduction of parking requirements, the development of density bonusing guidelines, the update to and reinstatement of the Town's Development Charge Deferral policy, and an update to the Servicing Allocation Policy to focus prioritization to the Urban Centres. Finally, the preparation and passing of the Urban Centres Zoning By-law, which 'zoned-in' almost

20 million square feet (1,858,061 square metres) of additional mixed-use space along our transit-supported Urban Centre corridors.

These planning initiatives were completed in parallel with a Community Investment Brand/Marketing and Communications Strategy, headed by Economic Development and Corporate Communications. This initiative involved the creation of a print and digital marketing strategy intended to attract further development and sustainable interest in Newmarket's corridors.

Finally, various members of the Town's senior staff and elected officials meet regularly with developers and owners of strategic landholdings along the corridors to advise on the Marketing the Corridors campaign and obtain information on any redevelopment plans.

The above noted efforts are beginning to pay dividends. An increasing number of developers are requesting pre-consultation meetings, expressing interest in developing their properties for higher, denser and more efficient uses, as per the vision of the Urban Centres Secondary Plan.

One such developer is the Briarwood Development Group, whose redevelopment scenarios (particularly Scenario 2) generally implement the approved planning vision of the subject properties as per the Secondary Plan.

### **Major Transit Station Area (BRT)**

As defined by provincial policy, Major Transit Station Areas (MTSAs) are the areas within an approximate 500 metre radius of any existing or planned higher order transit station, including Bus Rapid Transit (BRT) stations and GO Rail Stations. Newmarket has a total of 12 such station areas.

As per provincial policy, MTSAs are to be focus areas for growth and development. In particular, BRT stations must be planned to accommodate a minimum of 160 people and jobs (combined) per hectare. This is a fundamental planning principle, known as Transit Oriented Development, where higher levels of people and jobs are located in close proximity to transit in order to achieve more efficient use of land and servicing infrastructure, and create healthier, more walkable communities.

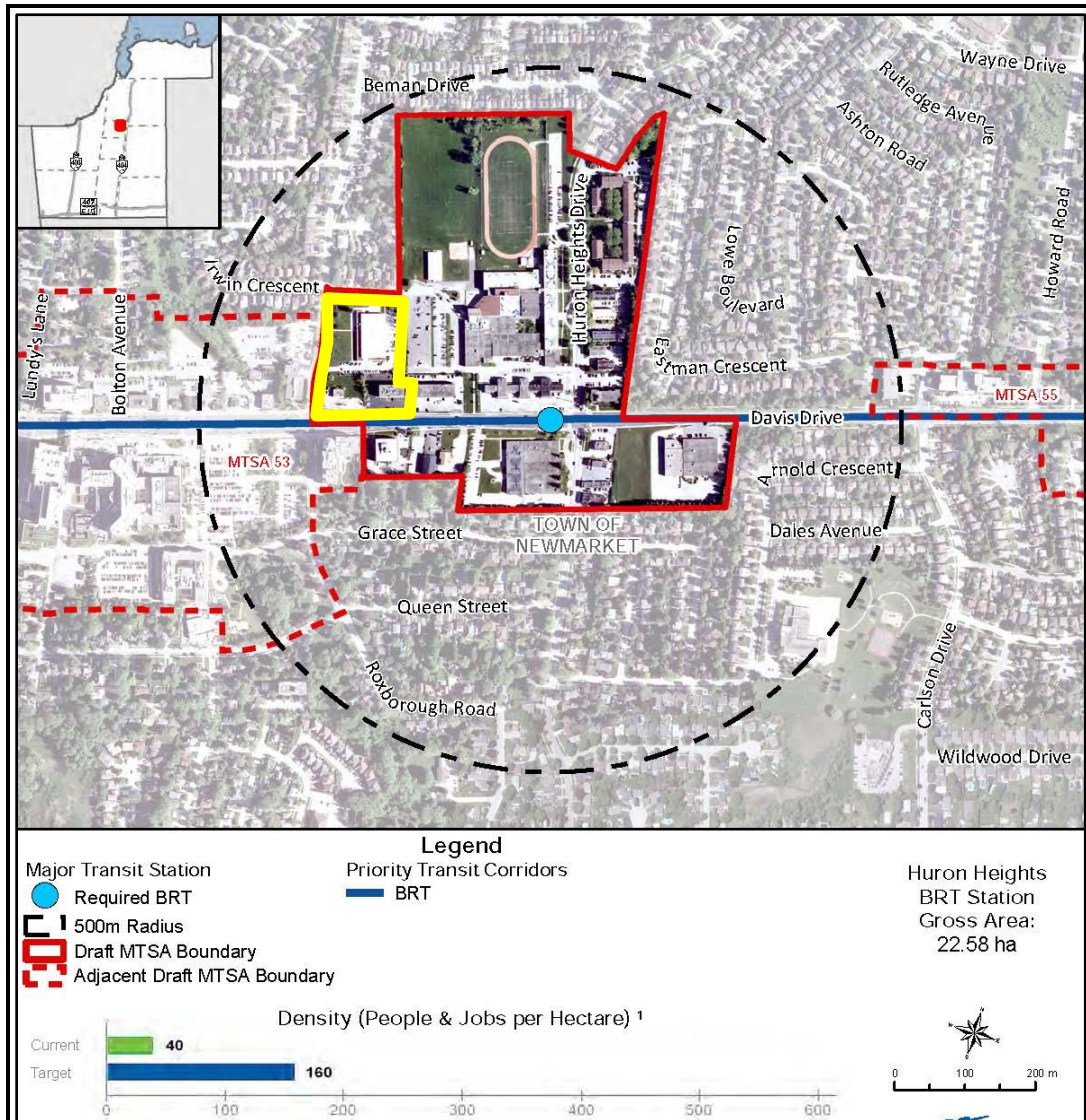
York Region is required to delineate and set minimum density targets for MTSAs. Over the last year, staff have been working closely with York Region staff through the Municipal Comprehensive Review to both delineate and set the minimum density targets for each MTSA (these areas and density targets are currently in draft form and are awaiting approval by the Region).

The subject properties are located in The Huron Heights BRT Station MTSA as mapped below. This MTSA has a required minimum density target of 160 people and jobs (combined) per hectare, thereby satisfying the minimum density target as set out in provincial policy. Significant redevelopment within this MTSA is required in order to

Potential Redevelopment – 693 & 713 Davis Drive and 35 Patterson Street

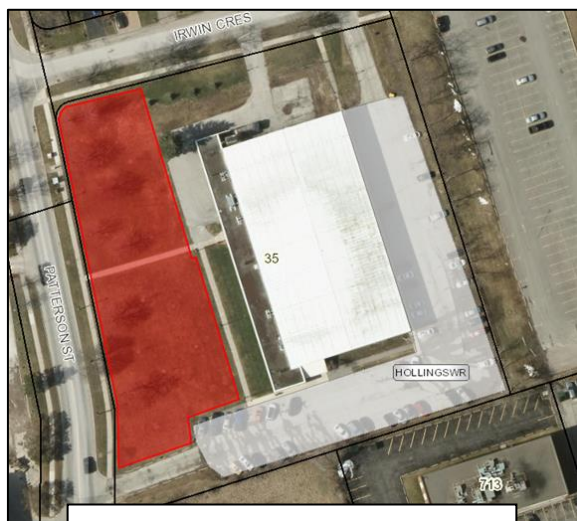


meet this future density target; the contemplated Briarwood redevelopment scenarios (particularly Scenario 2) would assist in this regard.

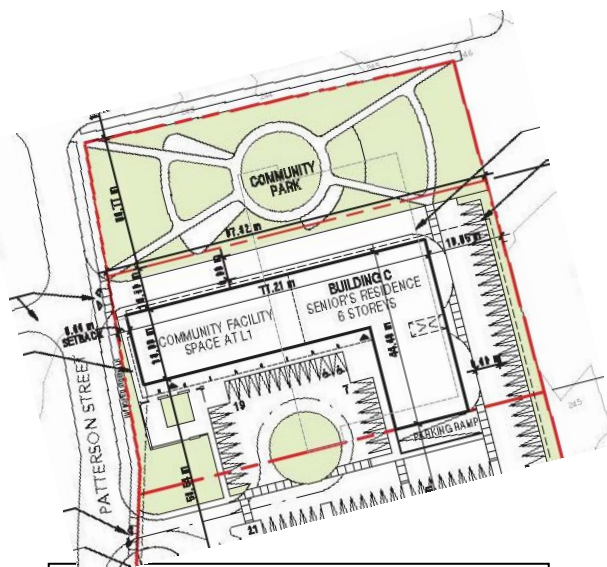


## Parkland Area

It is understood that many residents in the surrounding neighbourhood currently use the green space located to the west of the existing arena building for informal recreation purposes. Therefore a comparison of this area has been undertaken to see how this informal green space compares with the potential 'community park' area shown on Scenario 2. As shown in red below, these areas are generally comparable in shape but the 'community park' in Scenario 2 is slightly larger.



Existing Green Space  
Approx. 2,600 sq m (0.26ha)



Scenario 2's 'Community Park'  
Approx. 3,300 sq m (0.33ha)

## Recreation Opportunities

Within the Recreation Playbook, the north-east quadrant of the Town was identified as an area in which residents would benefit from a number of recreational opportunities. With the decommissioning of Hollingsworth Arena, this site represents an excellent opportunity to address a couple of key facilities recommended within the Playbook. Specifically, this site would be the ideal location for a Spray Pad and a paved basketball court that could accommodate a community run outdoor rink during the winter months. There is a lack of these type of amenities anywhere in the area.

The addition of these types of amenities could be accommodated in a park environment that could be built in either of the proposed development scenarios. In the case of Scenario 2, this would occur in the area identified as "community park" along the Irwin Street frontage.

## Preferred Redevelopment Scenario

As noted in Report 2019-1 (as well as earlier in this Report):

*"Generally speaking, the 'Scenario 1' and Scenario 2' concepts both satisfy the Urban Centres Secondary Plan's vision.*

Potential Redevelopment – 693 & 713 Davis Drive and 35 Patterson Street

*Scenario 2 does so in a more comprehensive, immediate manner whereas Scenario 1 does so by first developing the southern portion of the properties in a way that is generally consistent with the Urban Centres Secondary Plan, but does not preclude future development to occur on the remainder of the site as per the Secondary Plan. As such, both scenarios provide a reasonable foundation on which to base a formal planning application.”*

Although both redevelopment scenarios generally satisfy the approved planning vision for the subject properties, Scenario 2 implements the Secondary Plan in a more fulsome manner in terms of land uses, building Heights and densities, including the community park shown in the northern area of the subject properties which implements the linear ‘Parks and Open Space’ designation shown on Schedule 3 of the Secondary Plan.

Therefore, Scenario 2 is staff’s preferred redevelopment scenario. Accordingly, it is being recommended that the notion of redeveloping the entirety of the subject properties in a comprehensive manner, as exemplified by Scenario 2, be endorsed in principle.

### **Preliminary Planning Opinion vs Support**

As Council is aware, a planning opinion of any kind is typically reserved until such time as a formal planning application has been submitted by a developer and reviewed by staff. However, this is a unique situation involving the potential sale of Town-owned land (the Hollingsworth arena property) and therefore a preliminary opinion is required to determine to what extent the redevelopment scenarios align with the approved planning vision for the subject properties. This preliminary opinion and accompanying information will assist Council in making an informed decision regarding this potential sale.

Should any future planning application be submitted involving the subject properties, all materials will be reviewed and a formal planning opinion will be provided to Council consistent with the statutory planning process. The preliminary planning opinion in this Report is not a statement of supportability on any such future planning application.

### **Conclusion**

The Town is in the unique position of owning a significant portion of land within the Urban Centres that is central to implementing the approved planning vision in a key location within the Urban Centres.

In order to realize the approved planning vision for the subject properties, capitalize on the Marketing the Corridors initiative, and more expeditiously meet minimum density targets of the area, this Report is recommending that Council endorse in principle the notion of redeveloping the entirety of the properties municipally known as 693 Davis Drive, 713 Davis Drive and 35 Patterson Street, as exemplified by the ‘Scenario 2’ concept prepared by the Briarwood Development Group.

## **Business Plan and Strategic Plan Linkages**

Well-Equipped and Managed:

- Creating a clear vision of the future and supporting plans and strategies to guide the way.

Well-Planned and Connected:

- Planning and managing growth through long-term plans and strategies, supported by short-term action plans.

## **Consultation**

Internal stakeholders consulted during the preparation of this Report include Legal Services staff and Recreation and Culture Services staff.

## **Human Resource Considerations**

None.

## **Budget Impact**

A large-scale redevelopment within the Urban Centres such as the one contemplated, would increase the tax base and efficiently uses existing infrastructure, land and resources.

## **Attachments**

1. Redevelopment Scenario 1 – Site Plan, the Briarwood Development Group, dated December 7, 2018.
2. Redevelopment Scenario 1 – Aerial View, the Briarwood Development Group, dated December 7, 2018.
3. Redevelopment Scenario 2 – Site Plan, the Briarwood Development Group, dated December 7, 2018.
4. Redevelopment Scenario 2 – Aerial View, the Briarwood Development Group, dated December 7, 2018.
5. Comparison Sheet of Redevelopment Scenarios 1 & 2.

## **Approval**

Adrian Cammaert, MCIP, RPP, CNU-A  
Senior Planner, Policy

Jason Unger, MCIP, RPP  
Assistant Director of Planning

Potential Redevelopment – 693 & 713 Davis Drive and 35 Patterson Street

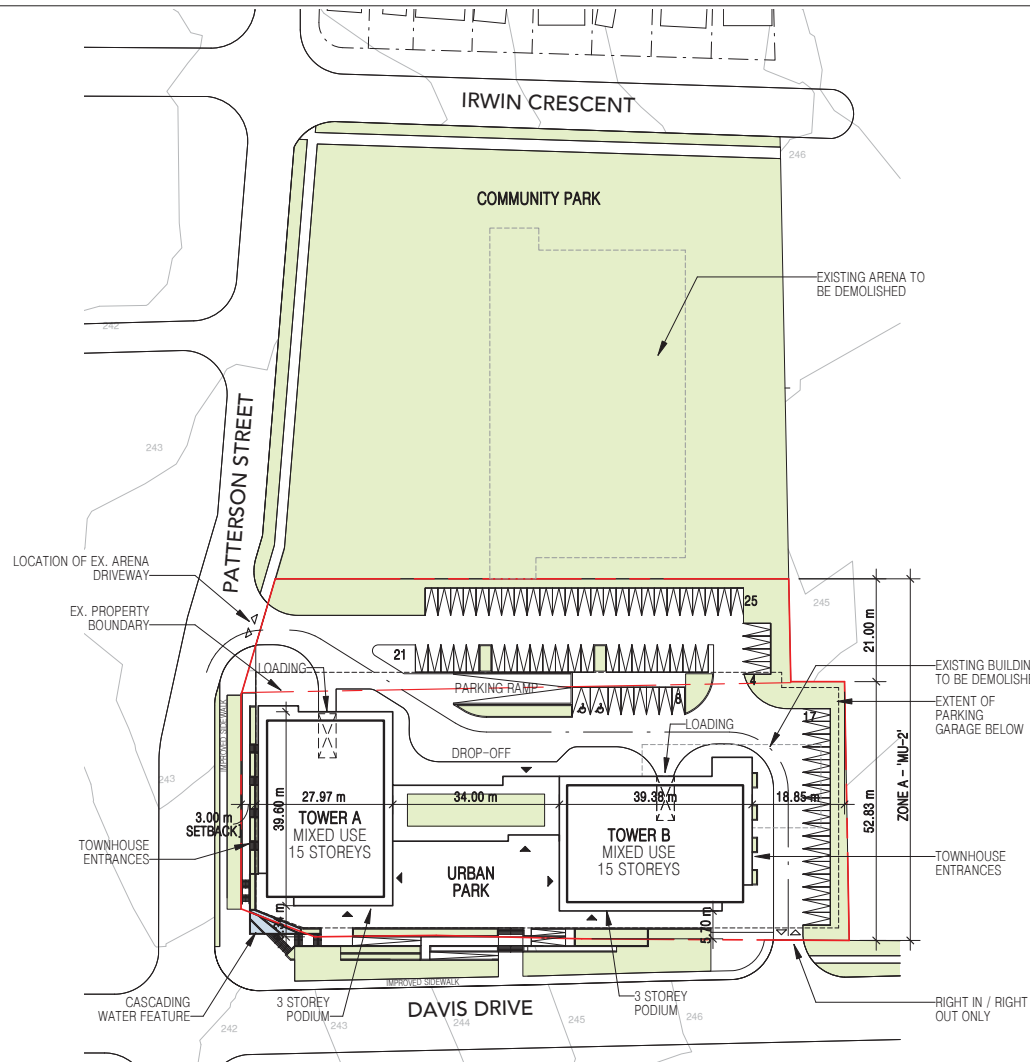
Rick Nethery, MCIP, RPP  
Director of Planning & Building Services

Peter Noehammer, P. Eng.  
Commissioner of Development & Infrastructure Services

## **Contact**

Adrian Cammaert, Senior Policy Planner, [acammaert@newmarket.ca](mailto:acammaert@newmarket.ca)





ZONING DESIGNATION	SITE AREA	TOTAL GFA	FSI
ZONE A: MU-2	8,699 m <sup>2</sup>	26,060 m <sup>2</sup>	3.00

GROSS FLOOR AREA	UNITS	AREA(sm)
<b>TOWER A&amp;B</b>		<u>26,060 sm</u>
Residential	289	24,800 sm
Commercial		1,260 sm
<b>TOTAL:</b>	<b>289</b>	<b><u>26,060sm</u></b>

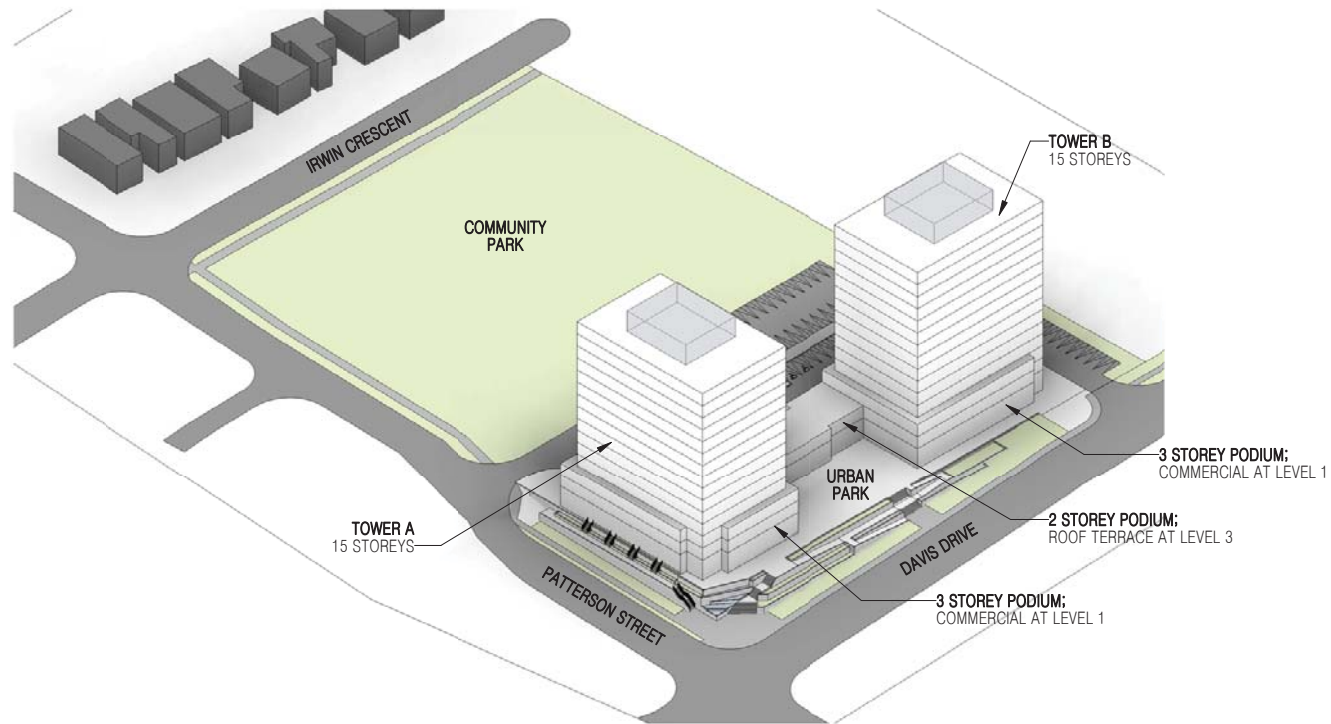
<b>TOWER A&amp;B</b>		
RESIDENTS	272	272 (U/GROUND)
VISITOR	44	26 (U/GROUND)
COMMERCIAL	32	75 (@ GRADE)
<b><u>TOTAL</u></b>	<b><u>348</u></b>	<b><u>373</u></b>

\*REFER TO COMPLETE STATISTICS PROVIDED

## SCENARIO 1 - SITE PLAN

17-126  
2018-12-07  
As indicated





## SCENARIO 1 - AERIAL VIEW

17-126  
2018-12-07

DAVIS DRIVE & PATTERSON STREET  
693 - 713 Davis Drive  
Newmarket, ON

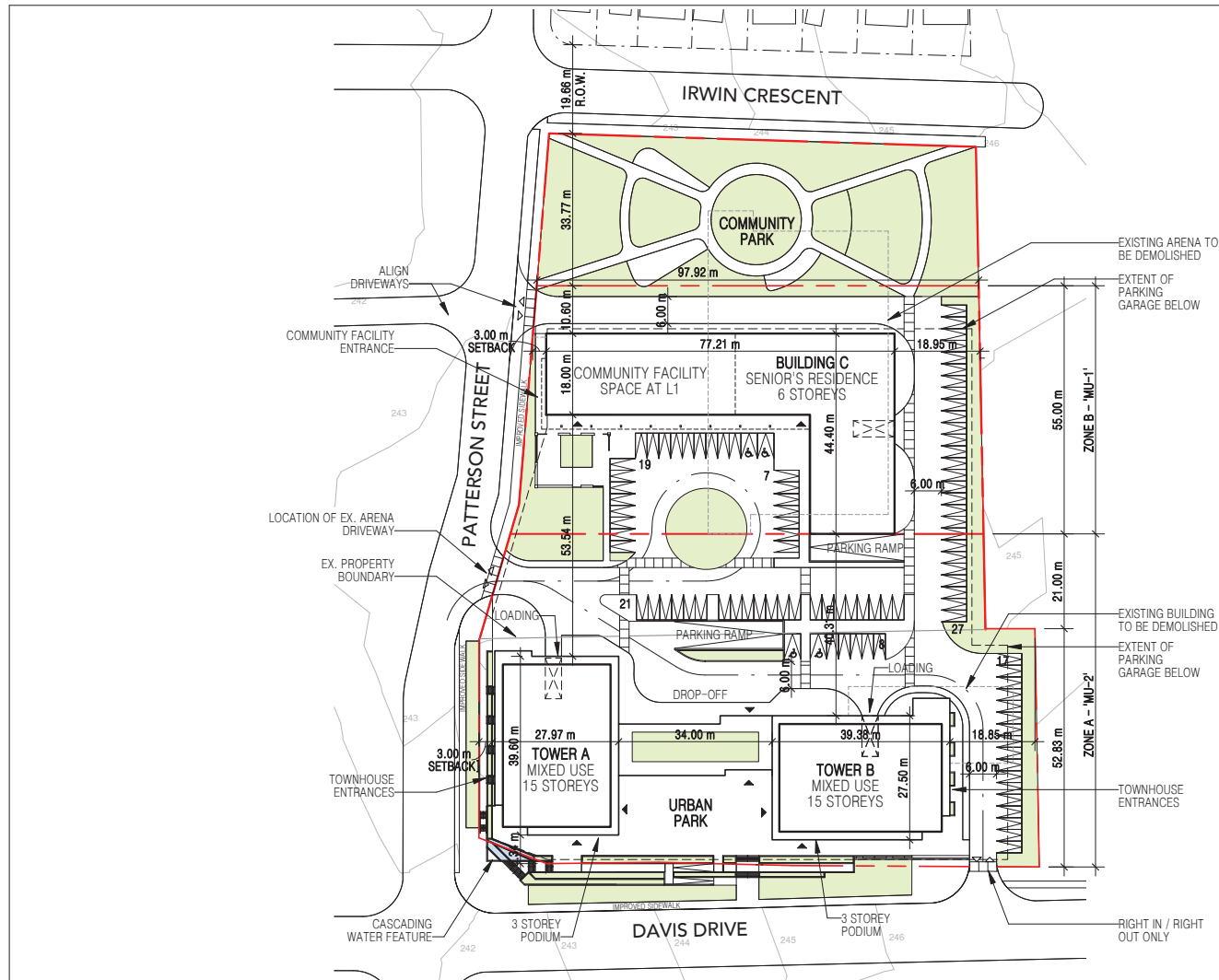
Briarwood Development Group



# Kohn

Kohn Partnership Architects Inc.  
116 Spadina Avenue, Suite 501, Toronto ON M5V 2K6  
Tel 416.703.6700 [www.kohnarchitects.com](http://www.kohnarchitects.com)





Briarwood Development Group



#### KEY MAP



#### SITE STATISTICS - ZONE A & B

ZONING DESIGNATION	SITE AREA	TOTAL GFA	FSI
ZONE A: MU-2	8,699 m <sup>2</sup>	26,060 m <sup>2</sup>	3.00
ZONE B: MU-1	5,542 m <sup>2</sup>	11,100 m <sup>2</sup>	2.00

#### BUILDING STATISTICS

GROSS FLOOR AREA	UNITS	AREA(sm)
<b>TOWER A&amp;B</b>		26,060 sm
Residential	289	24,800 sm
Commercial		1,260 sm
<b>SENIOR'S RESIDENCE</b>		11,000 sm
Residential	120	10,202 sm
Community Facility		798 sm
<b>TOTAL:</b>	<b>409</b>	<b>37,060sm</b>

PARKING SPACES	REQUIRED	PROPOSED
<b>TOWER A&amp;B</b>	<b>348</b>	<b>366</b>
RESIDENTS	272	272 (U/GROUND)
VISITOR	44	26 (U/GROUND)
COMMERCIAL	32	68 (@ GRADE)
<b>SENIOR'S RESIDENCE</b>	<b>155</b>	<b>165</b>
RESIDENT	108	108 (U/GROUND)
VISITOR	18	18 (@ GRADE)
COMMUNITY	29	39 (@ GRADE)
<b>TOTAL</b>	<b>503</b>	<b>531</b>

\*REFER TO COMPLETE STATISTICS PROVIDED

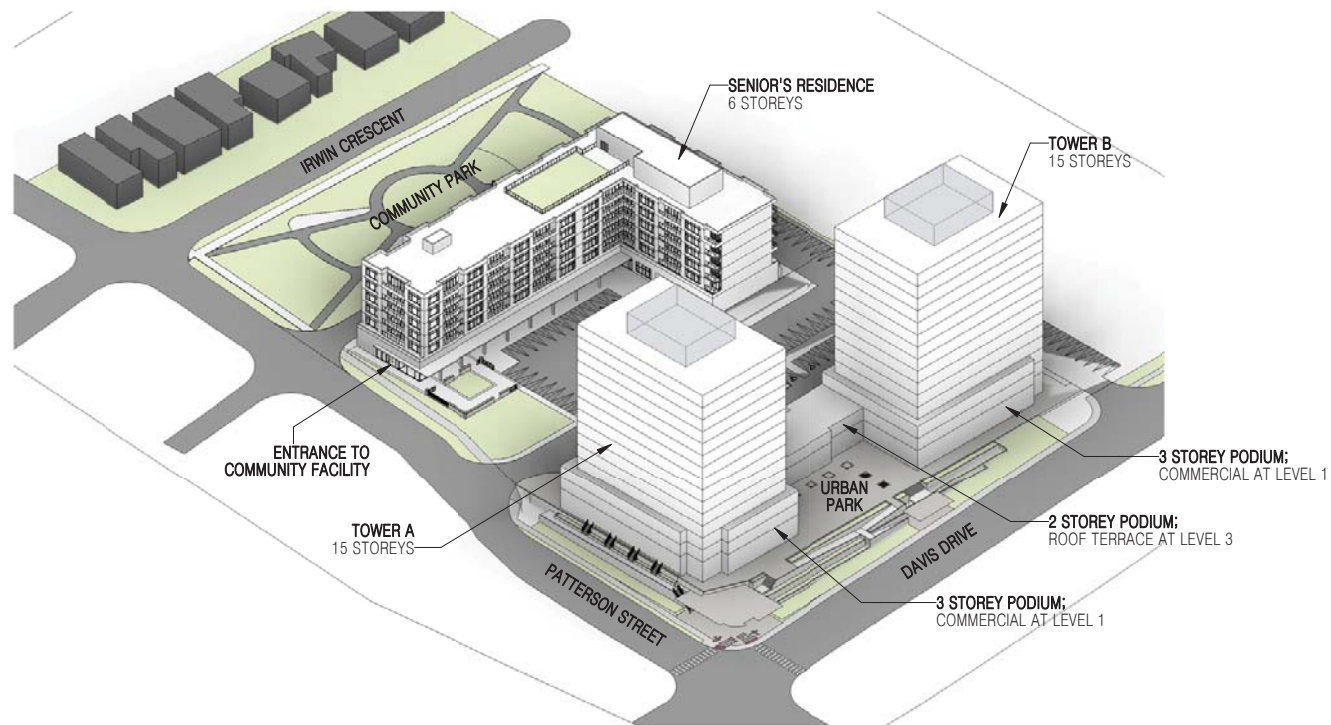
## SCENARIO 2 - SITE PLAN

2018-12-07  
As indicated

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## SCENARIO 2 - AERIAL VIEW

2018-12-07

DAVIS DRIVE & PATTERSON STREET  
693 - 713 Davis Drive  
Newmarket, ON

Briarwood Development Group





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## Comparison Sheet of Redevelopment Scenarios 1 & 2

Scenario 1	Scenario 2
Properties: 693 Davis Drive, 713 Davis Drive and the southerly 21m of 35 Patterson Street	Properties: 693 Davis Drive, 713 Davis Drive and 35 Patterson Street
<b>Conceptual Rendering</b>	
	
<b>Implement the vision of the Secondary Plan?</b>	
Yes, in a staged manner. Davis Drive / tower portions are redeveloped without precluding future redevelopment of the arena portion.	Yes, in a comprehensive manner.
<b>Building Heights</b>	
<p>Towers:</p> <ul style="list-style-type: none"> <li>• Tower A: 15 Storeys (47m)</li> <li>• Tower B: 15 Storeys (47m)</li> </ul> <p>Podium:</p> <ul style="list-style-type: none"> <li>• 2-3 storeys (max 11m)</li> </ul>	<p>Towers:</p> <ul style="list-style-type: none"> <li>• Tower A: 15 Storeys (47m)</li> <li>• Tower B: 15 Storeys (47m)</li> </ul> <p>Podium:</p> <ul style="list-style-type: none"> <li>• 2-3 storeys (max 11m)</li> </ul> <p>Mid-rise:</p> <ul style="list-style-type: none"> <li>• 6 storeys (22m)</li> </ul>
<b>Density</b>	
<p>Tower portion:</p> <ul style="list-style-type: none"> <li>• 3.0</li> </ul>	<p>Tower portion:</p> <ul style="list-style-type: none"> <li>• 3.0</li> </ul> <p>Mid-rise portion:</p> <ul style="list-style-type: none"> <li>• 2.0</li> </ul>
<b>Section 37 Bonusing Required?</b>	
Yes, for Davis Drive tower portions	Yes, for Davis Drive tower portions
<b>Total Number of Residential Units</b>	
<p>Tower portion: 289</p> <p>TOTAL: 289</p>	<p>Tower portion: 289</p> <p>Mid-rise portion: 120</p> <p>TOTAL: 409</p>
<b>Inclusion of Mid-rise?</b>	
No	Yes
<b>Inclusion of Commercial Presence along Davis Drive?</b>	
Yes, 1260 sq m	Yes, 1260 sq m
<b>Inclusion of indoor Community Facility area?</b>	
No	Yes, 798 sq m
<b>Parkland</b>	
1. Urban Park fronting on Davis Drive	1. Urban Park fronting on Davis Drive 2. Community Park fronting on Irwin Crescent
<b>Require Sale of Arena Property?</b>	
Yes, the southernmost 21m at a minimum.	Yes, in its entirety.





Town of Newmarket  
395 Mulock Drive P.O. Box 328,  
Newmarket, Ontario, L3Y 4X7

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## **2018 – 2022 Council Strategic Priorities Staff Report to Council**

Report Number: 2019-44  
 Department(s): Office of the CAO  
 Community Services  
 Corporate Services  
 Development and Infrastructure Services  
 Author(s): Ian McDougall, Commissioner of Community Services  
 Lisa Lyons, Director of Legislative Services  
 Susan Chase, Director of Innovation and Strategic Initiatives  
 Meeting Date: April 29, 2019

### **Recommendations**

1. That the attached Vision, Strategic Pillars and Strategic Priorities contained within the Final Report from MDB Insight be adopted;
2. And That Staff report back to Council with respect to a fulsome, ongoing community plan and an overall performance measurement approach intended to track and present progress.

### **Purpose**

The purpose of this Report is to present the final report by MDB Insight, seek adoption of the 2018 – 2022 Council Strategic Pillars and Priorities, and direct staff for related follow –up action items with respect to performance measurement and internal/external communication. In adopting the recommendations, Council will confirm the Community Vision Statement, six Strategic Pillars, and thirty Strategic Priorities. This direction will complement the following existing foundational strategies: Corporate Mission Statement and Corporate Values.

## Background

Council had established Council Strategic Priorities for the 2014 – 2018 term. A final summary report was recently circulated (CAO - Information Report # 2019 – 02). In total, thirty-four of the forty-two key initiatives, all of which are linked back to the five pillars, were completed and/or embedded into ongoing practice within the organization. The remaining eight items are subject to continued efforts. They include:

- Complete a long-term downtown parking strategy;
- Establish a way-finding program for downtown;
- Establish a development strategy for the Community Centre lands;
- Support the completion of vivaNext construction along Yonge Street and Davis Drive and Town related works;
- Explore/develop a long term strategy for municipal facilities and potential recreation and community “hub”;
- Complete community accommodation planning study which explores the use for all Town owned lands and facilities for all civic uses;
- Complete a service pricing policy review;
- Review opportunities to better connect Regional Express Rail initiatives to the Town.

Note: Further advancement of a number of the above initiatives will naturally occur given they converge with the 2018 – 2022 Council Strategic Priorities.

Specific to the 2018 – 2022 term and the development of Strategic Priorities, arrival to this point has consisted of approximately four months of work invested by Council and staff. The complete summary of the methodology, informing documents, interviews, workshops, and preliminary research into performance measurement (dashboard options) is contained within the attached report completed by MDB Insight (Please see Attachment).

## Conclusion

Council Strategic Priorities are critical to help focus Council and staff, clearly articulate to the public our collective emphasis of human and financial resources, and form the basis of measurement and success over the term of Council.

Performance management speaks to staff working closely with Council to research, develop and recommend a dashboard approach with respect to tracking both the Council Strategic Pillar/Priorities but also a cross section of other municipal indicators that would benefit ongoing and future business planning and decision-making.

2018 -2022 Council Strategic Priorities

## **Business Plan and Strategic Plan Linkages**

As well, within the performance management considerations will be consideration as to how to adjust the Council Information and Community of the Whole Report Template to include appropriate linkages with the 2019 – 2022 Council Strategic Priorities to assist Council in debate and deliberation of future report recommendations.

## **Consultation**

Council's Strategic Priorities intentionally build upon the Community Survey results. The Community Survey is a statistically significant, comprehensive survey that is done once every four years. The most recent Community Survey results were reported to Council in December (2018), which coincides nicely with the development of the 2018 – 2022 Council Strategic Priorities.

In addition, a number of projects and initiatives that will be linked with priorities will be subject to community engagement through the existing and emerging tools and tactics aimed at seeking community inputs.

## **Human Resource Considerations**

Development of the 2018 – 2022 Council Strategic Priorities were done using existing staff working with the assistance of MDB Insight. Any human resource considerations associated with the implementation of the pillars/priorities will be subject to the annual budget process.

## **Budget Impact**

Implementation of the recommendations would coincide with annual operating and capital budget considerations.

## **Attachments**

One attachment: MDB Insight Final Report

## **Approval**

Jag Sharma

2018 -2022 Council Strategic Priorities

CAO

Ian McDougall  
Commissioner of Community Services

Peter Noehammer  
Commissioner of Development and Infrastructure Services

Esther Armchuk  
Commissioner of Corporate Services

## Contact

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Peter Noehammer, Commissioner of Development and Infrastructure Services,  
[pnoehammer@newmarket.ca](mailto:pnoehammer@newmarket.ca)



# Newmarket

## **Town of Newmarket – Strategic Priority Setting Final Report**

April 8, 2019



## MDB Contents

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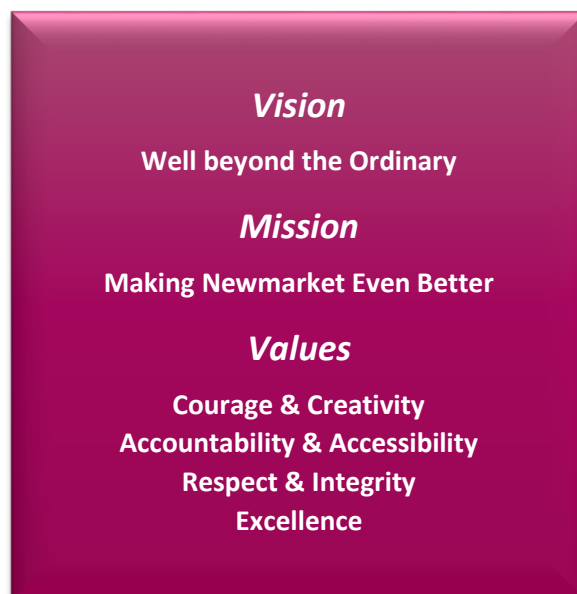
# 1. Executive Summary

Since Fall 2018 the Town of Newmarket has been actively engaged in a strategic priority setting initiative designed to guide and inform Council on key areas of focus over the current term to 2022. Beginning with a Citizen Satisfaction Survey and expanded to include a highly interactive process involving staff and members of Council, a range of strategic themes and priorities emerged and formed the foundation for Council's strategy priorities to 2022.

As part of this project, Council and staff also had an opportunity to revisit the current Community Vision for the Town of Newmarket. The refreshed Community Vision set the tone for all strategic priorities and helped to define the major strategic goals that Council has chosen to pursue in a quest to achieve that Vision.

The Strategic Pillars and Priorities identified for the 2018-2022 term of Council represent a more targeted focus and a commitment to transparency and open government through updated measurement, evaluation and reporting frameworks.

Driving the priority-setting process was a desire to be exceptional; to foster a Newmarket that is truly 'Well beyond the ordinary' in terms of lifestyle, economic opportunity, quality of place, and good governance. Embedded in the Strategic Pillars and Priorities is the desire to deploy innovative tools and tactics towards the attainment of the Vision, and for Newmarket to be seen as a leader within the region and across the province.



## 1.1 Strategic Pillars

Strategic pillars form the foundation from which the Vision is achieved. Each pillar reflects an area of priority that will advance the Town of Newmarket towards its desired future state. For the 2018-2022 Council term, six pillars have been identified.

### Long-term Financial Sustainability

*Maintaining long-term financial sustainability while ensuring a thriving community*

This pillar reflects a focus on ensuring that the Town is operating as effectively and efficiently as possible and that there is a continued focus on planning and preparing for future financial demands.

### Extraordinary Places and Spaces (priority focus on the Mulock park)

*Creating the environment for an engaged, accessible, inclusive community*



Place-making is seen to be an important priority under this pillar because of the role it plays in contributing both economic and social vibrancy. The concept of place-making is expanded to include a focus on creating spaces that are inclusive and welcoming to all members of the community.

### Safe Transportation (Streets)

*Providing exceptional transportation experiences across all modes through continuous improvement of accessibility, safety and speed reduction*

A key tenet of this pillar is a focus on supporting safe shared use of roadways, trails and other transportation systems so that all users and all modes of transport can coexist effectively.

### Economic Leadership and Job Creation

*Attracting, retaining and expanding jobs through innovation, collaboration and urbanization*

The concept of urbanization recognizes that, as the population grows, the composition of Newmarket will evolve and reflect change patterns relating to development and density. The Town of Newmarket intends to move forward in a way that maximizes both economic opportunity and liveability.

### Vibrancy on Yonge, Davis and Mulock

*Supporting enhanced access to diverse housing, office and retail options*

This pillar recognizes that Newmarket's growing population and shifting demographics are creating demand for varied housing options accessible to families and individuals at all points on the economic spectrum.

### Environmental Stewardship

*Leading proactive planning and action related to climate change and other environmental initiatives*

This pillar informs all planning, program design, and service delivery undertaken by the Town.

## 1.2 Moving to Implementation

Under each of the Strategic Pillars, a series of Strategic priorities were identified for the 2018-2022 term of Council. These are not an exhaustive list of all actions and activities that the Town will undertake, rather they serve to focus energy, attention and resources toward the primary initiatives that will be advanced by staff over the next four years.

The Town of Newmarket has also undertaken a phased approach to the implementation of standardized performance measures to support both internal reporting and planning as well as external reporting on progress to the community. In essence, effective performance measures report on what gets done and focuses on results and the efficient use of resources.



## 2. Introduction

This report is intended to provide a comprehensive overview of the strategic priority setting process and the results of that process; the strategic pillars and priorities that have been identified for the 2018-2022 term of Council. The strategic pillars and priorities represent the extensive engagement with Council, staff and the community. The strategic pillars and priorities are a reflection of Council's understanding of Newmarket's strengths, opportunities, challenges, and values. They are the result of extensive public engagement on the part of Council as well as staff and key stakeholder input. They are intended to reflect both the issues and priorities that matter most to residents as well as best practices in municipal governance.

The strategic priorities that have been identified will serve to guide Town operations and service delivery over the next four years. They will inform the development of departmental business plans and individual work plans throughout the corporation. This alignment supports effective and efficient allocation of resources and clarity of focus for all Town employees.

This report is intended to be used to guide planning, resource allocation, and performance measurement to 2022. It is also intended to support community engagement and communication efforts by providing insight into the intent behind each of the strategic pillars. Not only is it important to understand which priorities have been identified, but it is equally important ensure all staff, stakeholders, and members of the community have a clear understanding of how these priorities contribute to creating a Newmarket that is Well beyond the Ordinary.

## 3. Methodology

### 3.1.1 Background Review

An extensive background review was conducted at the outset of the project to inform the approach for identifying the strategic pillars and priorities. Background documentation consulted included:

- 2014 – 2018 Council Strategic Priorities and accompanying tracking/reporting documents
- 2018 Citizen Satisfaction Survey Results
- Urban Centres Secondary Plan
- Recreation Playbook
- Cultural Master Plan
- Economic Development Strategy 2016-2020
- Smart City Framework
- Innovation Strategy
- Asset Management Strategy (2016)
- Capital Financing Sustainability Strategy



- Central York Fire Services Master Plan
- Municipal Energy Plan
- Official Plan (2006)
- Oak Ridges Moraine Conservation Plan
- Secondary Plan - Yonge & Davis (Official Plan Amendment #10)
- Yonge and Davis Streetscape Master Plan

### 3.1.2 Council & Key Stakeholder Interviews

Following the completion of the background review, a series of 30-minute telephone interviews was conducted with members of Council and key stakeholders within the community in order to begin to identify emerging priority themes for consideration in the strategic priority setting process. These themes were summarized and reflected in presentation to Council at the outset of Strategic priority Setting Workshop #1.

The interviews further provided an opportunity to achieve clarity with respect to the need to potentially amend or update the existing vision statement for the Town of Newmarket. Interview participants had an opportunity to indicate whether they felt that the current vision should remain unchanged, be adjusted or updated, or be completely re-developed. The responses served to enable the consultants to scope the next steps of the visioning process.

### 3.1.3 Council Strategic Priority Setting Workshops

Council had an opportunity to participate in three facilitated workshops aimed at identifying the strategic pillars and priorities that would ultimately guide the Town operations for the 2018-2022 term of Council. The first workshop provided Council with a summary of the themes that had emerged as a result of the background review, initial interviews and feedback from senior staff. Using the Queen's Executive Decision-Making Centre technology, Council members were guided through a process of identifying and narrowing the emerging themes to arrive at a list of potential strategic pillars and priorities.

The second workshop focused on refining the proposed pillars and priorities. The strategic pillars and priorities that emerged from this workshop were then validated by staff to ensure that there were no significant operational concerns that might impair the ability of staff to deliver on the stated priority objectives.

The third workshop provided Council with an opportunity to provide clarification that would support staff in scoping various initiatives related to the priorities and to ensure that the wording of each pillar and priority accurately reflected Council's intent. Council also had an opportunity to review and comment on the proposed approach to the vision statement.

The culmination of this third workshop was the development of a final version of the Strategic Pillars and Priorities and confirmation of the proposed approach for the community vision.



### 3.1.4 Senior Staff Workshops

Members of the Corporate Management Team and Operational Leadership Team had an opportunity to participate in a series of facilitated workshops throughout the strategic priority setting process. Their input served to validate the pillars and priorities and ensure clear alignment with existing initiatives that are currently underway. Regular input from senior staff allowed for an operational lens to be applied, ensuring that the stated strategic objectives were achievable and could be reasonably supported by available resources.

Senior staff also had an opportunity to provide input on the revised approach to the Community Vision statement. The consensus of senior staff was that the Vision required a refresh to add a sense of dynamism that would enhance engagement with the community. Senior staff also highlighted the importance of being able to align reporting functions with the Vision in order to be able to evaluate all program and service delivery in terms of how it supports the overall Vision.

### 3.1.5 Staff validation and Action Item Identification

Led by members of the Operational Leadership Team, members of staff were invited to provide feedback on the proposed Strategic Pillars and Priorities as developed by Council during their workshop on January 29, 2019. Specifically, staff were asked to validate the proposed strategic direction and to identify any areas of significant concern or 'red flags' that could significantly impact Council's ability to move forward as proposed.

Staff engaged in dialogue to identify specific tactics or action items that would support the strategic priorities as part of this process. These actions will form the basis of the departmental business plans.

### 3.1.6 Vision Statement Review

Building on input provided by senior staff, Council was provided with an opportunity to review and provide input on a refresh of the Community Vision Statement. Council endorsed the recommendation to adopt a more concise version of the existing statement, "Well beyond the ordinary" and shift the focus of the statement from 'well' to 'beyond the ordinary'.

Recommendations were based on Council feedback, staff and stakeholder input, as well as a review of existing best practices across Canada.

### 3.1.7 Alignment with Departmental Business Plans

As part of this project, MDB Insight was tasked with developing a business planning tool or template would support alignment of departmental business plans to the over-arching strategic pillars and priorities. The template was designed to identify relevant progress measures and key performance indicators that would support external reporting through the creation of a public-facing dashboard reporting system. The proposed Business Planning Template is included as Appendix A of this document.



## 4. Summary of Inputs

### 4.1.1 Council

Council's input reflected their understanding of emerging trends and opportunities, existing programs and initiatives, and the input received directly from constituents as part of the election process, and through their daily interactions with residents.

The input provided by members of Council and community stakeholders was initially assessed using a SOARR Analysis Framework. This framework analyzed the feedback to identify specific Strengths, Opportunities, Aspirations, Risks and Results.

Aspirations or Values determine the over-arching approach and serve to define *'What we want Newmarket to be.'* A foundational understanding Newmarket's strengths, opportunities and risks helped to define the priority areas of focus or *'What we need to prioritize and do in order to become the community we aspire to be.'*

The Strategic Pillars that have emerged from this process are the product of thoughtful consideration of multiple potential priorities and are intended to reflect Newmarket's best opportunities for being a vibrant, innovative, sustainable community with an exceptional quality of life.

### 4.1.2 Staff

Staff input was informed by an understanding of existing plans and priorities. This helped to identify areas of potential resource alignment. The validation process allowed for clarification of scope and of the intent behind each proposed priority which, in turn, ensured that the strategic priorities were both consistent with existing efforts and achievable.

As part of the process, staff identified specific tactics or actions that could support the proposed pillars and priorities. This feedback will be used to inform the development of departmental business plans and can be used to support staff as they work to identify the specific actions and success measures that will operationalize the strategic objectives.

## 5. Community Vision

Early in the project it was determined through Council, staff and stakeholder feedback that the objective was to 'refresh' the existing vision as opposed to undertaking a complete re-write of the vision. The approach undertaken recognized that a Vision Statement is an aspirational description of what a community would like to achieve or accomplish in the mid-term or long-term future. It is intended to serve as a clear guide for choosing current and future courses of action. It further recognized that a strong Vision Statement would also serve to differentiate Newmarket from other communities.

While it was essential that the Vision Statement resonate with the community, it was also important that it helped to focus the efforts of all members of the Municipality on the core competencies needed to achieve its goals.



It was recommended that the Town of Newmarket adopt a more concise version of the existing Vision statement, “Well beyond the ordinary” and shift the focus of the statement from ‘well’ to ‘beyond the ordinary’. It was recommended that the corollary statements or the “well’s” no longer be used as part of the Community Vision. Shifting the focus from ‘well’ to ‘beyond the ordinary’ supports a focus on innovation, uniqueness and exceptional service delivery that is in keeping with the Town’s values and aspirations. It also infers the concept of ‘better, greater, more than’ the norm which serves to distinguish Newmarket from other communities.

## 6. Strategic Pillars

The Strategic Pillars that form the foundation of strategic planning efforts of the Town of Newmarket were identified (in no order of priority) as:

- Long-term Financial Sustainability
- Extraordinary Places and Spaces (priority focus on the Mulock park)
- Safe Transportation (Streets)
- Economic Leadership and Job Creation
- Vibrancy on Yonge, Davis and Mulock
- Environmental Stewardship

The pillars are defined in greater detail below.

### 6.1.1 Long-term Financial Sustainability

#### Maintaining long-term financial sustainability while ensuring a thriving community

This pillar reflects a focus on ensuring that the Town is operating as effectively and efficiently as possible and that there is a continued focus on planning and preparing for future financial demands.

### 6.1.2 Extraordinary Places and Spaces (priority focus on the Mulock park)

#### Creating the environment for an engaged, accessible, inclusive community

Place-making is seen to be an important priority under this pillar because of the role it plays in contributing both economic and social vibrancy. The concept of place-making is expanded to include a focus on creating spaces that are inclusive and welcoming to all members of the community.

### 6.1.3 Safe Transportation (Streets)

#### Providing exceptional transportation experiences across all modes through continuous improvement of accessibility, safety and speed reduction

A key tenet of this pillar is a focus on supporting safe shared use of roadways, trails and other transportation systems so that all users and all modes of transport can coexist effectively.



### 6.1.4 Economic Leadership and Job Creation

#### Attracting, retaining and expanding jobs through innovation, collaboration and urbanization

The concept of urbanization recognizes that, as the population grows, the composition of Newmarket will evolve and reflect change patterns relating to development and density. The Town of Newmarket intends to move forward in a way that maximizes both economic opportunity and liveability.

### 6.1.5 Vibrancy on Yonge, Davis and Mulock

#### Supporting enhanced access to diverse housing, office and retail options

This pillar recognizes that Newmarket's growing population and shifting demographics are creating demand for varied housing options accessible to families and individuals at all points on the economic spectrum.

### 6.1.6 Environmental Stewardship

#### Leading proactive planning and action related to climate change and other environmental initiatives

This pillar informs all planning, program design, and service delivery undertaken by the Town.

## 7. Strategic Priorities

Under each of the Strategic Pillars, a number of Strategic priorities were identified for the 2018-2022 term of Council. These are not an exhaustive list of all actions and activities that the Town will undertake, but rather serve to focus energy, attention and resources toward the primary strategic goals for the next four years.

**Table1 – Strategic Priorities**

Long-term Financial Sustainability	
i.	Utilize ongoing community engagement to help inform program, services and financial planning.
ii.	Develop a multi-year operating and capital budget that aligns with Budget Policies.
iii.	Ensure ongoing continuous improvement and a service level analysis for consideration. Utilize both internal and external resources to complete an assessment of the Town's overall financial health to support effective and efficient long-term planning.
iv.	Complete a comprehensive and up-to-date Asset Management Plan that reflects a Corporate Risk Strategy and continued investment into the Asset Replacement Fund.





### Extraordinary Places and Spaces (priority focus on the Mulock park)

- i. Complete the design, planning and costing for Mulock park through a Master Plan, and advance construction enough for the public to enjoy.
- ii. Develop a Parks Master Plan focused on both new development and re-development opportunities; update the Recreation Playbook, as required.
- iii. Develop a new Cultural and Place-making Master Plan that integrates and reflects inclusivity and diversity within our growing community.
- iv. Design and implement a strategy to address municipal vacant properties (e.g. Fernbank Farmhouse, Old Fire Hall, and 449 Eagle St.).
- v. In partnership with the BIA, design a best-practice approach to the pedestrianization of main Street in order to enhance the economic and social vibrancy of the downtown core.

### Safe Transportation (Streets)

- i. Incorporate technology / data-driven tools and tactics into engineering design and enforcement measures related to the safety of vehicles, pedestrians, and other transportation modes in order to enhance trail and street safety.
- ii. Continue to implement the traffic mitigation strategy and Active Transportation Plan and explore / advance an off-road Mulock multi-use path.
- iii. Continue efforts to build a strong network of community and subject matter experts (e.g. York Region, York Regional Police (YRP) in the implementation of initiatives (e.g. automated speed enforcement).
- iv. Design and implement an effective communication strategy that provides expanded opportunity for community consultation and emphasizes education, awareness and safe, respectful shared use among all users of road and trail systems.
- v. Develop a 'complete street' design and construction/reconstruction methodology to support ongoing safe street initiatives and continue to explore design options related to speed reduction, where appropriate



Economic Leadership and Job Creation	
i.	Staff to support the success of the municipally owned broadband (ENVI) and leverage other technologies in job creation.
ii.	Increase downtown parking availability through additional spaces by leveraging Smart City solutions and other innovative options.
iii.	Focus on continued success of the downtown.
iv.	Review and re-fresh the Economic Development Strategy, with a focus on creating an environment for job attraction and economic growth; respond to changing community demographics with respect to attracting and retaining a skilled labour force for the future.
v.	Evaluate feasibility of SODA (South of Davis Drive Area) for concerted growth/re-development
Vibrancy on Yonge, Davis and Mulock	
i.	Implement policy frameworks and practices that will more easily support the development of the corridors.
ii.	Transit Oriented Development: Implement Newmarket GO Station Mobility Hub Study and development of Mulock Station Area Secondary Plan.
iii.	Advance corridor growth through highly targeted, data-driven strategies that leverage enhanced relationships with developers and prospective investors.
iv.	Leverage Smart City technologies and municipally owned broadband (ENVI) to support corridor development strategies and business retention and expansion efforts.
v.	Consider development incentives to provide a range of housing options that meet the needs of current and future residents, including the pursuit of CIP to incent corridor development
Environmental Stewardship	
i.	Continue to implement programs that make Newmarket a leader in the implementation of low impact design (LID).
ii.	Continue to explore and support solar power installations in place and investigate additional installations; explore options for battery storage opportunities in town buildings.
iii.	Continue to implement Community Energy Plan.
iv.	Support highly effective partnerships with LSRCA, MECP, York Region, NT Power, and others who provide funding and support for our numerous projects.
v.	Implement Private Tree Bylaw, Public Tree Policy, and tree canopy management.



## 8. Alignment with Departmental Business Plans

Alignment of the business planning process to the Strategic Pillars and Priorities ensures that all staff has an understanding of the objectives and activities required to achieve or support the Strategic Priorities. Not only does it ensure that all individual departments are moving in the same direction, but it also serves to ensure that individual staff members can see 'where they fit' and how their contributions impact the attainment of the overall strategic goals.

A Business Planning Template was part of the engagement scope and is currently under construction in collaboration with Town staff. It is intended to offer a consistent and user-friendly tool that supports the alignment of Departmental Business Plans to the over-arching Strategic Pillars and Priorities.

As part of this project, staff will have an opportunity to be trained on the use of the planning tool to ensure that it best supports them to manage effort and allocation of resources effectively.

## 9. Performance Measures

The Town of Newmarket has undertaken a phased approach to the implementation of standardized performance measures. Performance measures support both internal reporting and planning as well as external reporting on progress the community. In essence, effective performance measures measure what gets done and focus on results and the efficient use of resources.

The most effective performance metrics will:

- Align with Newmarket's Strategic Pillars and Priorities;
- Measure the impact of the Town's efforts on the residents it serves;
- Seek to tie outputs to outcomes;
- Engage staff and stakeholders in the identification and refinement of performance measures over time; and
- Leverage existing best practices.

These performance measures can be used to evaluate progress toward completion as well as effectiveness and impact.

Work on performance measurement and dash boarding is ongoing and will be subject to additional staff work and ongoing discussions and deliberations with Council.





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## 2020 Budget Process and Target Staff Report to Council

Report Number: 2019-42

Department(s): Financial Services

Author(s): Mike Mayes, Director of Financial Services, Treasurer

Meeting Date: April 29, 2019

### Recommendations

1. That the report entitled 2020 Budget Process and Target, dated April 29, 2019, be received; and,
2. That the proposed budget schedule with a target budget adoption date of December 2, 2019 be approved; and,
3. That endorsement be given to staff to proceed with preparation of the 2020 budgets employing the structure and targets as set out in this report; and,
4. That the form and timing of budget submissions for all entities accountable to Council be subject to the process outlined in this report; and,
5. That the proposed community engagement plan for the budget be adopted; and,
6. That the Treasurer be authorized and directed to do all things necessary to give effect to these recommendations.

### Executive Summary

This report includes the following information:

- **Budget Schedule** – schedule that staff will work with. It includes presentation of the Preliminary Draft Budgets on October 15 and allows for adoption of the budget on December 2, prior to the start of the fiscal year.
- **Budget Structure and Targets** –Town's process of segregating the budget into components, each of which will have a target established by Council.

- **Community Engagement** (Consultation) – what is being considered for the second phase of engagement for the 2020 budget.

## Purpose

The purpose of this report is to secure Council's approval of the schedule, process and initial targets for the 2020 budget.

## Background

### CURRENT PRACTICE

Since 2012, Council has set budget targets for the maximum property tax levy increase. In general, these targets have been achieved. Setting these targets early has facilitated efficient preparation of budgets to ensure that they meet Council's expectations.

Starting with the 2017 budget process, the following principles have been applied in building the budget:

1. The budget is divided into segments based on:
  - Operations, capital or reserves
  - Major funding source – tax-supported, rate-supported
  - Governance – Town, Central York Fire Services (CYFS), Library, Downtown Business Improvement Area (BIA)
  - Relationship to service levels – base, growth, enhancements, extraordinary
2. The Toronto Consumer Price Index (CPI) for March is used as the starting point to set a target for the base budget. An additional 0.25% to 0.50% is added to convert this index for municipal purposes.
3. Service level enhancements and extraordinary items are not included in the base budget.
4. Growth revenues are only applied to growth expenses.
5. Requests for budget increases, both operating and capital, are documented as mini business cases on forms called Decision Packages, which include all relevant budgetary impacts.
6. Each budget segment must confine its expenditures to the available funding.
7. Wherever possible, budgets will be derived from Council-approved multi-year financial plans.

### APPLICABLE LEGISLATION

Section 290 of the *Municipal Act* stipulates that a local (lower tier) municipality must prepare and adopt a budget that provides estimates of expenses, including necessary provisions, and revenues, including the tax levy.

Multi-year budgets are addressed in Section 291. Budgets may be approved for up to five years (the current year plus four more), but are subject to annual review – this allows for a change in direction as may be in the case with a newly elected council.

The *Municipal Act* also requires that “... every board, commission or other body, other than an upper-tier municipality or school board, for which the municipality is required by law to levy a tax or provide money” submit a budget request to it by the date, and in the detail and form required by the municipality.” For budget purposes, those entities that require council approval of their budgets are treated similar to municipal departments.

### **Newmarket Public Library (Library)**

The Library is governed by a management board and produces separate audited financial statements<sup>1</sup>. However, it is regulated by the *Public Libraries Act*, which in Section 24 requires the library board to prepare annual estimates (a budget) “... on or before the date and in the form specified by the council.” Council is given the right to amend this budget.

The Newmarket Public Library Board has been recommending the budget that is submitted to Council.

### **Newmarket Downtown Business Improvement Area (BIA)**

The BIA is also governed by a management board and also produces separate audited financial statements<sup>2</sup>. However it is regulated by the *Municipal Act*, which in Section 208 requires the BIA to prepare an annual budget “... by the date and in the form required by the municipality.” Council may then “... approve it in whole or in part but may not add expenditures to it.”

The Board of Management of the Newmarket Downtown BIA should be recommending the budget that is submitted to Council.

### **Central York Fire Services (CYFS)**

Central York Fire Services (CYFS) is a partnership with the Town of Aurora and is managed by a Joint Council Committee (JCC) consisting of three council members from each town. The Consolidated Fire and Emergency Services Agreement between the Towns of Aurora and Newmarket sets out the budget requirements in Section 6, with further elaboration of financial principles in Appendix D.

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<sup>1</sup> Which are consolidated into the financial statements for the Corporation of the Town of Newmarket

<sup>2</sup> Which are consolidated into the financial statements for the Corporation of the Town of Newmarket

The draft operating and capital budgets are prepared by JCC in consultation with the Fire Chief. The budgets are presented to Aurora Council for comment. From there, the budgets are distributed to Newmarket Council who "... shall have sole authority to determine and approve the budgets." In practice, the Fire Chief prepares the budget in consultation with Financial Services and presents it to JCC for review, revision and recommendation.

## **Committees**

Any budget requests related to Town committees are referred to the appropriate department for consideration in their overall departmental budget.

## **REGIONAL GOVERNMENT REVIEW**

The provincial government is reviewing the governance, decision-making, and service delivery functions of eight regional municipalities and Simcoe County. At this time, the outcome is impossible to predict. For this reason, no speculation on outcomes has been included in this report or included as a budget driver.

## **Discussion**

### **BUDGET SCHEDULE**

Appendix A includes a proposed schedule for the 2020 budget process. Some of the key dates are:

- **October 15** – the preliminary draft budgets will be presented to Committee of the Whole. This will be the first look at the operating and capital budgets.
- **October 28** – Special Committee of the Whole meetings dedicated to review of the capital and rate-supported operating budgets.
- **November 11** – Special Committee of the Whole meetings dedicated to review of the tax-supported operating budget.
- **December 2** – this is the target date for approval of the 2020 budget. Council may wish to extend this time for further deliberations.

The meetings have been spaced farther apart to allow more time for preparation of reports and presentations so that they can be distributed in advance of the upcoming meetings.

Early budget adoption has advantages as follows:

- Tenders can be prepared and processed earlier in order to avoid potential cost increases that could be experienced in a later, busier, and more competitive environment.
- Facilitates better coordination with adjustments to fees and charges.
- Provides a full year of impact for any budget changes.



- Flexibility is available to extend the process, if required.

## BUDGET STRUCTURE

The Town's budget is segregated into the following components:

- Operating budgets
  - Tax-supported operating budgets
    - Tax-supported base operating budget
    - Central York Fire Services (CYFS)
    - Newmarket Public Library (Library)
    - Newmarket Downtown Business Improvement Area (BIA)
    - Mulock Farm
    - Tax-supported service level enhancements
    - Tax-supported growth
    - Tax-supported Infrastructure levy
    - Extraordinary items
  - Rate-supported operating budgets
    - Water
    - Wastewater
    - Stormwater
    - Building Permits
- Capital Budgets
- Reserve and Reserve Fund Budgets

## TAX-SUPPORTED OPERATING BUDGETS

The net costs<sup>3</sup> to maintain infrastructure and provide services are included in the operating budgets.

**For the tax-supported base budget, a tax increase of 2.50% is recommended**

The Base Budget is defined to be the net cost to maintain the Town's service levels for a stable population. This is net of ancillary revenues and efficiencies. Tax-supported operating budgets have property taxation as a primary funding source and are further divided according to governance such as CYFS, Library and BIA. The Town's budget covers all of the other municipal services, including the internal support services. The tax-supported component is the part of the budget that usually gets the most public attention.

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<sup>3</sup> Net Costs are expenditures after deducting ancillary revenues and transfers from reserves. Revenues that supplement the main revenue source – property taxes, water rates, wastewater rates, stormwater rates, and building permits fees – are considered to be ancillary.

Although there have been ongoing refinements to the budget and finding new efficiencies continues, the base budget continues to be driven by inflationary pressures. The Town's base budget is being built factoring in inflation. To do otherwise could result in softening of our service levels.

The basic Consumer Price Index (CPI) is not a sufficient measure for the cost drivers experienced by municipal governments. The basket of goods used by a municipality varies significantly from those of an average household. To recognize this, an additional amount in the range of 0.25% to 0.50% should be added to CPI to make it an appropriate measure for municipalities.

On average, the March CPI is a good predictor of the October CPI (used for setting the increase to salaries and wages<sup>4</sup>) and the December CPI (the annual rate for the year). The March Toronto CPI, released on April 17, indicated an annual increase of 2.00%.

Adjusting for municipal purposes results in a 2.50% tax increase for the tax-supported base budget. The higher end of the range is suggested as to provide a contingency against upward fluctuations in the CPI later in the year and because the adjustment has not been used in recent years.

For 2020, a 1% tax increase will generate property tax revenues of approximately \$600,000.

### **Central York Fire Services' (CYFS) 10-year financial plan projects a \$439,000 increase in Newmarket's share of the base budget**

The Joint Council Committee (JCC) for CYFS approved an Asset Management Plan and 10-year financial outlook at its meeting on June 12, 2018. These plans are the starting point for CYFS's 2020 budget.

For 2020, the outlook includes a \$1.4 million increase (5.27%) in the operating budget. Newmarket's share would be \$851,000, which consists of:

- \$439,000 for the base
- \$293,000 for growth – the last 4 of 20 new positions for the new fire station
- \$119,000 for the Asset Replacement Fund (ARF) – the 2<sup>nd</sup> of 4 annual increases per the Asset Management Plan (AMP)

In 2019, there was a substantial shift in the factors that resulted in an increase in the allocation of funding from the Town of Aurora. Another, smaller shift is expected for 2020, but it is too early to project and it is not expected to be as significant.

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<sup>4</sup> HR Policy 9-03, Economic Adjustment determines the 'cost of living' increase from the October Toronto CPI, which is scheduled for release on November 20.

### **An inflationary increase for the Newmarket Public Library would be \$65,000**

The 2019 budget for the municipal grant to the Library was \$3.26 million. The Newmarket Public Library Board has adopted a multi-year budget target of inflation plus a growth factor of 1.5%. This 3.5% increase would be \$114,000; \$65,000 for the base budget and \$49,000 for growth.

### **Changes to the BIA's levy do not directly affect the Town's budget**

The Newmarket Downtown BIA currently levies \$30,000 on its members. This has been unchanged since 2011. Its expenses are paid from this levy. Any surplus or deficit is transferred to/from its dedicated reserve. As a result, the BIA budget has no impact on the Town's budget; however, the BIA does require the Town's approval of its BIA budget.

### **No increase is recommended for the Mulock Farm levy in 2020**

Until the property is made accessible to the public, the current budget should be sufficient.

A minor housekeeping adjustment should be made to the use of reserves; there is no need to use one reserve to fund another.

	2019 Budget	2020 Budget	Net change
Debt servicing	\$ 1,460,000	\$ 1,460,000	\$ 0
Property maintenance	200,000	200,000	0
Transfer to reserves	150,000	50,000	- 100,000
Revenue – parkland dedication	- 100,000	0	100,000
Revenue – assessment growth (2019)	- 250,000	- 250,000	0
<b>Total</b>	<b>\$ 1,460,000</b>	<b>\$ 1,460,000</b>	<b>\$ 0</b>

### **There may be no provision for service level enhancements in the 2020 budget**

Enhancements are the net cost of increases to service levels. They are documented on Decision Package forms. The rate-supported and separate governance budgets may also have enhancements.

It is probable that there will be no room in the tax-supported base budget for enhancements. The emphasis will be on maintaining existing service levels. To implement some of its strategic priorities, Council may need to consider an additional levy unless sufficient budget reductions can be found.

### **Assessment growth revenues will be applied against growth expenditures**

Growth includes the additional net cost to maintain the existing level of service for a growing community. It includes both expenses and revenues. Growth revenues are revenues earned from increases in the population. The most visible is assessment growth – incremental property taxation revenue generated from new construction. Growth-related expenses are the incremental expenses necessary to maintain service levels for a growing population.

The Town uses the sustainable practice of applying growth revenues only to growth expenses, and to date has been successful in limiting growth expenses to the available growth revenues.

Assessment growth for 2020 has been projected to be 1.30%<sup>5</sup>. The following is the initial proposed allocation of tax-supported growth revenue:

<b>Assessment growth at 1.30%</b>	<b>\$ 780,000</b>
Expenses:	
Fire Master Plan – 2020 allocation	\$ 293,000
Incremental growth (costs that increase as the Town's population grows, including supplies and contracted services for the maintenance of roads and other infrastructure, waste management and telecommunications)	\$ 80,000
Newmarket Public Library – growth provision	\$ 49,000
2020 Operating costs for new growth-related capital approved in the 2019 budget	\$ 30,000
<b>Expense total</b>	<b>\$ 452,000</b>
<b>Unallocated revenue</b>	<b>\$ 328,000</b>

The amount for incremental growth is an estimate. The actual amount will be calculated and presented as part of the Preliminary Draft Budget.

The unallocated portion is available for:

- Supporting the growth-related capital program, i.e. the funding portion not covered by Development Charges (DC's)
- New growth-related operating expenses not directly related to capital, as supported by Decision Package requests
- Council Strategic Priorities, if growth-related
- Future uses, by transferring to a reserve

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<sup>5</sup> Updated to reflect the work done for the 2019 Development Charges Background Study.

The preliminary draft budget will provide a comprehensive recommendation.

### **An infrastructure levy of \$600,000 increase in ARF contributions)**

The Infrastructure Levy is the change in the annual contributions to the tax-supported Asset Replacement Fund (ARF). The goal is to reduce the infrastructure funding gap and the interfund debt<sup>6</sup>.

The Capital Financing Sustainability Strategy recommended an annual increase in the tax-supported ARF contribution equal to a 1% tax increase. This resulted in the following infrastructure levies:

2013	0.84%	2017	-
2014	0.74%	2018	0.68%
2015	1.00%	2019	0.75%
2016	0.80%	Average	0.69%

For 2020, a 1% increase equates to \$600,000. CYFS, supported by its 10-year financial plan and asset management plan, has requested \$119,000 of this.

Actual use of these funds will be determined later in the budget process.

### **There are no new extraordinary items for 2020**

Extraordinary items are costs which would normally be included in the Base Budget but are considered separately because their magnitude would be too disruptive (i.e. their inclusion in the Base Budget would affect service levels). These can be new regulatory requirements or substantial increases beyond normal inflation in the cost of goods and services. They can also be significant budget reductions. The practice has been to only include items that exceed normal inflationary or growth increases by \$100,000.

At this time, there are no new extraordinary items. The costs for Bill 148 that have not yet been fully funded are addressed in the next section of this report. The potential impact of the province's Regional Governance Review is unknown at this time.

### **\$240,000 in expenses items are being carried forward from 2019**

A strategy to deal with *Bill 148, A Plan for Fair Workplaces and Better Jobs*, was developed for the 2018 budget. The estimated total cost of \$680,000<sup>7</sup> was distributed to the 2018 (\$280,000) and 2019 (\$200,000) budgets, leaving the final \$200,000 for 2020.

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<sup>6</sup> Tax-supported Asset Replacements Funds have borrowed \$18 million from the rate-supported Funds.

<sup>7</sup> The original estimate was \$1.56 million. *Bill 47, Making Ontario Open for Business*, reduced the cost substantially.

The 2019 budget included a provision for increases to casual wages unrelated to Bill 148; \$40,000 of that provision was deferred to 2020.

### **The starting point for 2020 is a 3.90% tax increase**

Summarizing the targets set above:

<b>Tax-supported operating budget</b>	<b>Net increase in \$</b>	<b>% Tax increase</b>
- Town	\$ 996,000	1.66%
- CYFS	439,000	0.73%
- Library	65,000	0.11%
- Mulock Farm	-	-
- Enhancements	-	-
- Growth, net	-	-
<b>subtotal</b>	<b>\$ 1,500,000</b>	<b>2.50%</b>
- ARF	600,000	1.00%
- Carried forward	240,000	0.40%
<b>Total</b>	<b>\$ 2,340,000</b>	<b>3.90%</b>

### **Budget reductions options will be presented**

Historically, Council strives to keep the tax increase below 3.00%. The preliminary draft budget will include options to achieve this.

There are four basic tactics: efficiencies, new revenues, managing risk, and service level adjustments.

#### **1. Efficiencies**

Efficiencies are realized when the same service levels can be provided at a lower cost. The savings may be from operational changes, better pricing or capital investment.

The 2019 capital budget included projects that will reduce annual building maintenance expenses by \$23,845.

#### **2. New Revenues**

Developing new sources of revenues or increasing existing ancillary revenues can reduce the pressure to increase taxes. It can be a more equitable distribution of service costs to existing residents. It can be tapping into other sources, such as fees to non-residents.

With possible interest rate hikes in 2019 and 2020, investment income will be reviewed to see if there is an opportunity to increase the budget for that revenue.

### 3. Managing Risk

There are some expenses and revenues that are subject to significant fluctuations from year to year. Two examples are winter control and supplementary taxes. It is prudent to build contingencies into their budgets.

The Town has taken the approach of minimizing the budget contingency by utilizing dedicated reserves for expense stabilization. Where this is done, the annual budget is based on historical averages and budget variances are transferred to or from the reserve as required. This results in an overall lower budget requirement.

For 2020, this practice will be extended to our facility utility costs. Although there should not usually be significant fluctuations, there are numerous budgets for each facility with a built-in contingency. Consolidating them and providing a reserve<sup>8</sup> will reduce the overall cost.

In addition, sometimes there can be anticipated expenses for which the impact can only be estimated. In these situations, the conservative approach is to provide for the “worst case scenario.” A more risk tolerant approach is to provide a lower amount based on the possibility that circumstances may change – that either the requirement or how it is addressed may result in a lower cost.

Bill 148 was dealt with in this way in 2018 and the cost was subsequently reduced by \$880,000 by a change in the provincial government. Casual wages are being handled in this manner with \$40,000 being deferred to 2020 on the possibility that the impact may be reduced.

### 4. Service Level Adjustments

Lowering the level of service provided can lower the cost of providing that service. This is the most challenging of the tactics to employ as it is usually faced with resistance. Council, as part of their Strategic Priorities, may consider a review that could include some recommendations in this area.

If the Hollingsworth Arena is decommissioned, it could result in a net savings in the \$75,000 range.

### **The 5 year outlook quantifies possible budget reduction challenges**

Appendix B is a preliminary outlook; it includes the 2019 budget for reference, 2020 as the current year being developed, and an outlook for the years 2021 to 2023. Inflation assumptions are included.

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<sup>8</sup> \$200,000 was allocated from the 2018 tax-supported operating surplus to fund this reserve.

To keep the tax increase below 3.00% will require budget reductions of approximately \$500,000 each year.

### **Newmarket's tax rates continue to be competitive**

Comparing property taxes between municipalities can be challenging. There are many methodologies which can lead to inconsistency and confusion. The Town's practice has been to use the Municipal Levy per Capita as reported by BMA Consulting in their annual study of Ontario municipalities. To be consistent with single tier municipalities (cities such as Toronto) and those that have different splits of authority (e.g., waste management cost allocation between regional/county and local municipalities), the calculation includes both upper and lower tier taxation.

Appendix C compares Newmarket's per capita tax levy to the average for the Greater Toronto Area (GTA). The 2019 projection is an estimate based on limited information; however, it can be reasonably expected that Newmarket's per capita tax levy could be 10% below the Greater Toronto Area (GTA) average during this term of Council.

## **RATE-SUPPORTED OPERATING BUDGETS**

### **Rate-supported financial plans will be updated later this year**

Rate-supported operating budgets – water, wastewater and stormwater are funded 100% from non-tax revenues. They have 6-year financial plans that were approved by Council in 2017. These plans will be updated in September, 2019 and will be the foundation for 2020 budget requests.

### **Water and Wastewater rates moving towards the York Region average**

Appendix D shows how Newmarket's combined water and wastewater rates<sup>9</sup> compare to the York Region average. This trend should continue for the next few years. Unless flushing continues to be an issue, installing smart meters and leveraging substantial reserves should result in rates being at the Region average during this term of Council. The update of the 6-year financial plan will analyze this further.

### **Stormwater rates will be challenged to fund LID initiatives**

Council intends to proceed with Low Impact Development (LID) projects as part of its goal of environmental stewardship. This was not taken into consideration when the Stormwater Rate Group was segregated from the tax-supported budget. It was not factored into the Stormwater Rate or into the original 6-year financial plan. These investments could possibly double the Stormwater Rates. Options will be included in the update to the financial plan in September, 2019.

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<sup>9</sup> Commonly referred to as just the 'water rate' including the wastewater portion.



## **Building permit fees will continue to fund the Building Department**

Building permit fees cannot be used to subsidize the tax-supported budget. Consequently revenues earned in excess of expenditure needs have been transferred to a dedicated reserve fund. The reserve fund has grown and negated the need for rate increases over the last few years.

## **CAPITAL BUDGET**

### **The capital budget remain within the available funding envelope**

This budget includes the purchase and financing of Tangible Capital Assets (TCA) for infrastructure, land, buildings, machinery, equipment and other items that provide long-term benefits; and of major corporate studies such as the Official Plan and the Development Charges Background Study.

The capital budget will continue to be separated according to major funding sources. The capital requests will be subject to availability of funding.

The funding envelopes are defined as shown in the table referenced below with the following clarifications:

Capital category	Main funding source	Availability of funding
Replacement	Asset Replacement Fund (ARF)	Limited to the allocated portion of the Asset Replacement Funds <sup>10</sup>
Growth	Development Charges (DC's)	Subject to inclusion in the 2019 Development Charges Background Study, and having sufficient funding for the non-growth or exempt portion if any <sup>11</sup>
Other	General revenues and reserves funds as appropriate	There is an annual provision in the operating budget and there are unallocated amounts in the general reserves for capital <sup>12</sup>

<sup>10</sup> The Asset Replacement Strategy will be presented to Council in September and will recommend a refinement to the allocation of ARF funds to address the interfund debt.

<sup>11</sup> DC's cannot fund 100% of a project if some of it is deemed to be benefiting existing (and not just new) users, and/or if there is a statutory 10% reduction. Assessment growth revenue may be used to fund the shortfall.

<sup>12</sup> \$100,000 was allocated from the 2018 tax-supported operating budget surplus for this purpose.

Usually about 55% to 65% of new capital requests are in the Replacement category and about 35% are Growth. The requests are funded 45% to 60% from ARF and 20% to 35% from DC's.

Request for new capital projects are documented in Decision Package forms.

### **A multi-year capital plan will be introduced with the 2020 budget**

The 2020 capital budget will be supported by a multi-year capital plan. This 10-year projection will include:

1. Council approved budgets:
  - Approved but unspent capital budgets – this will be the projects previously known as “capital carryovers” allocated to achievable timelines <sup>13</sup>
  - New budgets, i.e. the 2020 requests
2. Forecasts:
  - Growth-related capital projects from the 2019 Development Charges Background Study
  - Council approved Asset Management Plans
  - Estimates included with the approved 2019 capital requests

Forecasts are included for context and completeness. They still require Council budget approval to authorize expenditures.

Details, such as reporting, still need to be worked out, but this initiative will be a major step forward for the Town and addresses a Council Strategic Priority. Some of the expected outcomes are:

- A reasonability check on the capacity to deliver the capital program
- A test for availability of funding
- A starting point for future annual capital budgets

The 2019 DC update, Asset Replacement Fund Strategy, and future Asset Management Plans are supportive of this endeavor.

### **RESERVE AND RESERVE FUND BUDGETS**

Contributions to and from Reserve Funds are derived from the Operating and Capital Budgets. Contributions to and from Reserves tend to be in response to operational surpluses or deficits, but some transfers may be included in the operating and capital budgets as well.

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<sup>13</sup> The Region Municipality of York refers to this as the ‘Capital Spending Authority’

Because of the dependence upon the other budgets, the Reserve and Reserve Fund Budgets are not compiled until after the Operating and Capital Budgets have been approved.

## **Conclusion**

Staff will commence constructing their 2020 budgets requests based upon the process and targets set by Council as outlined in this report. The goal is to present the preliminary draft budgets on October 15, 2019 and to approve the budget before the end of the year.

The first phase of the Community Engagement process will begin in July, 2019.

Interim appropriations should not be required for 2020 if the budget is adopted on December 2, 2019 as per the proposed schedule.

## **Business Plan and Strategic Plan Linkages**

Council priorities have not been formally established yet.

## **Consultation**

These recommendations are the product of lessons learned from the 2019 and previous budget experiences. They include recommendations that have been reviewed by the Strategic Leadership Team (SLT), the Operational Leadership Team (OLT) and representatives across departments from members of the Budget Committee and the Budget Sub-committee.

This budget plan has been discussed with the Senior Leadership Team (SLT) and the Operational Leadership Team (OLT). It is consistent with past practice.

## **Public Engagement for the 2020 Budget**

### **Recap of 2019 budget engagement**

Public engagement for the 2019 budget focused on education around the Town's overall budget process. Content related to the Supplementary Budget and financing for the Mulock Estate was also included in budget-related items.

The objectives of Phase One engagement were to show residents how the Town "builds the budget" (the budget process); and to provide residents with a greater understanding of where tax dollars go. This was achieved by:

- Providing a breakdown of the regional, municipal and school board portions of a tax bill in primary communications tactics;
- Including an explanation of the services the Town provides and the fees associated with those services (based on the average assessed home in Newmarket in 2018) in primary communications;
- Making services and fees the main focus of the 2019 “Put Your Money Where it Matters” budget game which was available to residents online and at community events and promoted through all Town-run digital and print communications channels.

A total of 409 people participated in the “Put Your Money Where it Matters” budget game and the Town received over 150 comments on our budget process and budget engagement, which is the highest number of comments received during the budget engagement process to date.

### **Public engagement for the 2020 budget**

A comprehensive communications and community engagement plan for the 2020 budget will be developed by the Corporate Communications Department and Finance and can be rolled out in two phases: Phase One will run from July to the end of September/early October 2019, and Phase Two will run October/November.

Phase One will include extensive public outreach through engagement opportunities at community events and an online forum for residents to provide questions, comments and feedback, which will be reported to Council at the October Budget meeting and Information Report. Phase Two will concentrate on more focused media relations efforts including interview coordination, media releases and recaps of Budget meetings included in the Newmarket Now e-newsletter, which is distributed to residents and the media.

### **2020 Budget and community engagement tools may include:**

- A dedicated webpage – [newmarket.ca/2020budget](http://newmarket.ca/2020budget)
- Budget Booths featuring games/interactive activities at community events
- Survey/game
- All household mailer – June tax insert
- Council Toolkit
- Posters, signage and print pieces (postcards, other printed material)
- Social media campaigns
- Ads in the Town Page of the Newmarket Era, snapd
- Newmarket Now e-newsletter
- Screens and marquees at Town facilities
- Graphics
- Community Open House event in 2019
- Question and Answer forum on Hey Newmarket or finance blog
- Update of Budget 101 terms and definitions

- Media Releases
- Media interviews

## **Human Resource Considerations**

Not applicable to this report.

## **Budget Impact**

This report sets out the process for developing the 2020 operating and capital budgets.

The tax-supported budget starts with a 3.90% tax increase and suggests that this could be lowered to below 3.00%. Targets for the rate-supported budgets are deferred to the approval of their updated 6-year financial plans in September. The capital budget will be within its available funding envelope which has not been defined yet.

The report touches on possible comparative targets for the 2020 and future operating budgets.

## **Attachments**

Appendix A – Proposed Schedule for the 2020 Budget

Appendix B - Tax-supported Operating Budget Outlook

Appendix C - Newmarket's per capita tax levy remains below GTA average

Appendix D - Newmarket's Water rates compared to Regional average

## **Approval**

Mike Mayes, CPA, CGA, DPA  
Director, Financial Services/Treasurer

Esther Armchuk, LL.B  
Commissioner, Corporate Services

## **Contact**

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# Proposed Schedule for the 2020 Budget



ACTIVITY	DATE	MEETING	STATUS
Recommendations for 2019 budget process - schedule, targets. community engagement	April 29	Committee of the Whole	
Community Engagement Phase 1	July to October	-	
Fees & Charges for early approval – licensing, recreation	June 17	Committee of the Whole	
Approval of early Fees & Charges	June 24	Council	
Presentation of the Preliminary Draft budgets	October 15	Committee of the Whole	

continued . . .



# Proposed Schedule for the 2020 Budget



ACTIVITY	DATE	MEETING	STATUS
Community Engagement Phase 2	October to November	-	
Consideration of the Capital and Rate-supported Budgets	October 28	Special Committee of the Whole	
Consideration of the Tax-supported Operating Budget	November 11	Special Committee of the Whole	
Presentation of the Draft Budgets and remaining Fees & Charges for approval	November 25	Committee of the Whole	
Approval of the Budgets and remaining Fees & Charges	December 2	Council	

continued . . .





# Appendix B: Tax-supported Operating Budget Outlook

	2019	2020	2021	2022	2023
Inflation (CPI)	2.70%	2.00%	2.50%	2.50%	2.50%
Tax increase:					
- Base	2.95%	2.50%	2.75%	2.75%	2.75%
- Extraordinary	1.28%	0.40%	-	-	-
- ARF	0.75%	1.00%	1.00%	1.00%	1.00%
	<b>4.98%</b>	<b>3.90%</b>	<b>3.75%</b>	<b>3.75%</b>	<b>3.75%</b>
Reductions					
Tax %	2.03%	0.91%	0.77%	0.78%	0.76%
\$	\$1,727,000	\$550,000	\$475,000	\$500,000	\$500,000
<b>Revised increase</b>	<b>2.95%</b>	<b>2.99%</b>	<b>2.98%</b>	<b>2.97%</b>	<b>2.99%</b>





## Appendix C: Newmarket's per capita tax levy remains below GTA average



Year	Newmarket	GTA average	% below
2014	\$ 1215	\$ 1360	- 10.6 %
2015	\$ 1247	\$ 1377	- 10.7 %
2016	\$ 1277	\$ 1442	- 9.4 %
2017	\$ 1302	\$ 1464	- 11.1 %
2018	\$ 1359	\$ 1509	- 9.9 %
2019	<i>\$ 1406</i>	<i>\$ 1557</i>	<i>- 9.7 %</i>

*Italicized Figures are Projections*





## Appendix D: Newmarket's Water rates compared to Regional average



Year	Newmarket	York Region average	% above
2014	\$ 914	\$ 741	23.3 %
2015	\$ 967	\$ 804	20.3 %
2016	\$ 1030	\$ 879	17.2 %
2017	\$ 1090	\$ 949	14.9 %
2018	\$ 1157	\$ 1019	13.5 %
2019	\$ 1216	<i>\$ 1089</i>	<i>11.2 %</i>

*Italicized Figures are Projections*







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## **2019 User Fees and Charges – Tree Maintenance Fee For New Trees on Town-Owned Land at Development Sites Staff Report to Council**

Report Number: 2019-39

Department(s): Engineering Services and Public Works Services

Author(s): Rachel Prudhomme, Director Engineering Services and Chris Kalimootoo  
Director, Public Works Services

Meeting Date: April 29, 2019

### **Recommendations**

1. That the report entitled “2019 User Fees and Charges – Tree Maintenance Fee for New Trees on Town-Owned Land at Development Sites”, dated April 29, 2019, be received; and,
2. That Schedule “E”, of the Town of Newmarket 2019 User Fees for Engineering Services be amended, approved and adopted through by-law, to include a Tree Maintenance Fee of \$85 (plus HST) per tree, to be reviewed annually and adjusted accordingly; and,
3. That the Tree Maintenance Fee come into effect on May 1, 2019; and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Executive Summary (use if report is longer than 5 pages)**

Please see below.

### **Purpose**

The purpose of this report is to recommend a new Engineering Services user fee to come into effect as of May 1, 2019, to support the maintenance of new trees that have been planted within municipal properties (i.e. municipal road allowances, parks, open spaces, facilities, etc.), as part of a development application.

### **Background**

Through the development application process (Subdivision Agreements and Site Plan Agreements), a significant number of new trees are planted each year within

municipally-owned properties. To maximize the life span of the trees, it is important to start a proper maintenance program as early after planting as possible. This would include timely fertilization and pruning that should begin approximately two years after the planting of a tree. Such a program will ensure that the structure of the tree will support future growth and well-being of each tree for several decades. Furthermore, an early start on the maintenance of a tree will save on costs associated with future additional maintenance or replacement that could have been avoided if proper early maintenance had been done. Such costs can be caused by structural problems, such as weak limbs and branches that need to be removed, poor crown development causing stunting of trees, and possible damage to properties from weak branches or whole trees that snap as a result of strong winds or other outside forces.

Currently, the Town cannot begin to maintain the new trees until all works performed on the municipally-owned part of the development lands have been assumed. This assumption can take numerous years, because it is entirely up to the developer to decide when to apply to the Town for assumption. During the several years prior to assumption, there is no way to know if the trees that the Town will assume in the future have been properly maintained from an early age. Therefore, the Town could be inheriting trees that will develop structural or other issues later on after assumption.

## **Discussion**

For the reasons explained above, staff is recommending that the Town take over the maintenance of trees two years after they are planted, regardless of whether the developed lands have been assumed or not. A Tree Maintenance Fee of \$85.00 (plus HST) would apply to each tree planted on Town-owned property by a developer or landowner as a result of a Site Plan Agreement or Subdivision Agreement. This fee would be collected as part of the Subdivision Agreement or Site Plan Agreement process.

Developers would still be required to provide a two-year warranty on newly planted vegetation, including trees within municipally-owned lands. Prior to acceptance, the trees would be inspected by the Town's consulting arborist, in conjunction with the Developer's Arborist, after the two-year period has ended. If the tree needs to be replaced, it would be done by the developer before the Town accepts the tree. Once a tree has been accepted by the Town, the Town's Public Works Services (PWS) would start the tree maintenance program to ensure a healthy environment for its future growth. The cost of the program will be recovered through the proposed Tree Maintenance Fee.

The Tree Maintenance Fee will be reviewed annually and adjusted accordingly, as part of the Town's annual budget review process.



## **Conclusion**

Staff is recommending a Tree Maintenance Fee of \$85 (plus HST) per tree planted by a developer or landowner on Town-owned lands as a requirement of a Site Plan or Subdivision Agreement, and that this fee shall be reviewed annually and adjusted accordingly as part of the Town's annual budget review process.

## **Business Plan and Strategic Plan Linkages**

The adoption of the proposed Tree Maintenance Fee is in alignment with the key focus area of "Well-equipped and managed", of the Town's Community Strategic Plan.

## **Consultation**

PWS has been consulted and is in agreement with the proposed tree maintenance program to ensure the healthy life span for the Town's urban forest.

## **Human Resource Considerations**

No additional resources are recommended as part of this report.

## **Budget Impact**

Operating Budget: The Tree Maintenance Fee revenue will offset the cost recovery to undertake the tree maintenance program.

Capital Budget: Not applicable

## **Attachments**

None

## **Approval**

Rachel Prudhomme, M.Sc., P.Eng., Director, Engineering Services

Chris Kalimootoo, P.Eng, Director, Public Works Services

Peter Noehammer, P.Eng., Commissioner, Development and Infrastructure Services

## **Contact**

Rick Bingham, C.E.T., Manager, Development Engineering





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## **Site Specific Exemptions to Interim Control bylaw 2019-04 Staff Report to Council**

Report Number: 2019-43

Department(s): Development and Infrastructure Services/Planning and Building Services

Author(s): D. Ruggle

Meeting Date: April 29, 2019

### **Recommendations**

1. That the report entitled Site Specific Exemption to Interim Control By-law 2019-04 dated April 29, 2019 be received; and,
2. That Council approve the process for exemption from Interim Control By-law 2019-04, as outlined in this report.

### **Purpose**

The purpose of this report is to recommend to Council a site specific amendment process for properties within the boundaries of Interim Control by-law 2019-04.

### **Background**

Council passed Interim Control By-law 2019-04 on January 21, 2019, put in place due to concerns with over building in established neighbourhoods. At the March 18, 2019 Committee of the Whole meeting, Committee directed staff to bring forward an exemption process for properties subject to Interim Control By-law 2019-04.

### **Discussion**

Residential trends in Newmarket are shifting from suburban growth to urban intensification and redevelopment. Concerns have been raised regarding the compatibility of new homes or additions to existing homes that comply with the current

### **Site Specific Exemption Process for Interim Control by-law 2019-04**

zoning by-law regulations, but are considered to be out of character with the built form of the established neighbourhoods in which they are located.

One of the fundamental objectives of planning and zoning is to ensure compatibility between properties and land uses. Compatibility is achieved in part by regulating land use and built form.

As such, Council directed staff to initiate a study of existing established neighbourhoods to examine the regulatory framework of the Town's Zoning By-law and Official Plan and propose recommendations for amendments that will assist in maintaining the existing character of the mature neighbourhoods.

Council enacted Interim Control By-law 2019-04 on January 21, 2019, to restrict the level of change in the Town's established neighbourhoods until new directions have been established through completion of the study.

At the March 18, 2019 Committee of the Whole meeting, staff were given direction to bring forward an exemption process for properties subject to Interim Control By-law 2019-04. The process established by the Town of Halton Hills was referenced in the discussion by Council.

The Town of Halton Hills recently proceeded through a similar process in relation to an Interim Control By-law controlling development in established neighbourhoods. Halton Hills established an exemption process that consists of an internal review of proposed residential dwellings and additions within the subject area of the ICB on a case by case basis to determine compatibility with the existing neighbourhood character. Approvals are granted by Council through an amendment to the ICB.

### The Proposed Process

The proposed process is heavily based on the process Halton Hills has implemented as it appears to provide sufficient review to enable staff to make a recommendation and Council to make an informed decision.

The Owner of the property will submit a written exemption request to Planning and Building Services, including:

- the address and lot dimensions
- photos of all four sides of the existing dwelling (front, sides, and rear), as well as photos of the streetscape that depict the relationship between the existing dwelling and adjacent dwellings;
- the gross floor area of the existing dwelling;
- the gross floor area and conceptual site plan of the proposed dwelling or addition;
- four dimensioned elevations of the proposed dwelling or addition (front, sides, and rear);

### **Site Specific Exemption Process for Interim Control by-law 2019-04**

- explanation of how the proposed dwelling or addition is compatible with the existing character of the neighbourhood; and,
- the applicant's contact information.

The exemption requests will be evaluated against the following two criteria:

**Physical Character Compatibility** of the proposed dwelling or addition with the physical character of the existing neighbourhood, inclusive of height, massing, roof lines, and built form; and,

**Streetscape Character Compatibility** of the proposed dwelling or addition with the streetscape character of the existing neighbourhood, inclusive of setbacks, building projections, siting on property, and relationship to adjacent dwellings.

The Town will notify all abutting and adjacent property owners of the applicant's request for exemption from the ICB, and provide those property owners with 10 days to make a written submission to the Town for staff consideration. Exemption requests and written submissions are to be reviewed by staff and a recommendation is presented in a staff report to Committee/Council for approval. If an exemption is granted by Council, the Town will notify abutting/adjacent property owners that a Council-approved site-specific exemption from the ICB has been granted as well as post Notice of the amending by-law in the local paper. As required under the Planning Act, any Council-approved exemption from the ICB will be subject to a 60-day appeal period. The Town will only issue the required building permits for proposed residential dwellings or additions after a site-specific exemption has been granted by Council and the associated appeal period has lapsed.

Staff propose a fee of \$465.00 for the exemption request to cover the costs associated with posting the Notice in the paper. In the event the exemption is not granted, the fee will be reimbursed.

## Conclusion

Staff recommend the above exemption process, largely based on the Halton Hills example, for exemption requests to Interim Control bylaw 2019-04.

## Business Plan and Strategic Plan Linkages

The development of new Official Plan policies and implementing zoning by-law related to infill housing and compatibility has linkages to the Community Strategic Plan by

## Site Specific Exemption Process for Interim Control by-law 2019-04

developing growth management plans and strategies to create a clear vision for the future of the identified neighbourhoods.

## **Consultation**

N/A

## **Human Resource Considerations**

N/A

## **Budget Impact**

While there is no budgetary component in relation to the recommendation of this report, there will be an increase in staff time for review of the submissions and the preparation of reports for Council consideration. Staff proposed a fee of \$465.00 intended to cover the costs associated with posting the required Notice in the paper.

## **Attachments**

N/A

## **Approval**

Peter Noehammer, Commissioner of Development and Infrastructure Services

Rick Nethery, Director of Planning and Building Services

Dave Ruggle, Senior Planner Community Planning

## **Contact**

Dave Ruggle, Senior Planner – Community Planning [druggle@newmarket.ca](mailto:druggle@newmarket.ca)



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## **Site Specific Exemption to Interim Control By-law 2019-04 for 578 Lydia Street Staff Report to Council**

Report Number: 2019-45

Department(s): Development and Infrastructure Services/Planning and Building Services

Author(s): A. Slattery

Meeting Date: April 29, 2019

### **Recommendations**

1. That the report entitled Site Specific Exemption to Interim Control By-law 2019-04 for 578 Lydia Street dated April 29, 2019 be received; and,
2. That 578 Lydia Street be removed from the Municipal Register of Non-Designated Heritage Properties and photo documentation of 578 Lydia Street be submitted to the Town; and,
3. That Council approve the requested site specific exemption to Interim Control by-law 2019-04 for 578 Lydia Street and that staff be directed to bring forward the necessary exemption by-law.

### **Purpose**

The purpose of this report is to recommend to Council the approval of a site specific amendment to Interim Control by-law 2019-04 for 578 Lydia Street and to remove 578 Lydia Street from the Municipal Register of Non-Designated Heritage Properties.

### **Background**

Council passed Interim Control By-law 2019-04 on January 21, 2019. At the March 18, 2019 Committee of the Whole meeting, Committee directed staff to bring forward an exemption process for properties subject to Interim Control By-law 2019-04, put in place due to concerns with over building in established neighbourhoods.

### **Discussion**

On March 18, 2019, the agent for 578 Lydia Street made a deputation to the Committee of the Whole, requesting an exemption from Interim Control By-law 2019-04 for the proposed new construction of a single-detached dwelling. A copy of the deputation and map of the subject property can be found attached to this report. The owners are

Site Specific Exemption to Interim Control By-law 2019-04 for 578 Lydia Street

proposing to demolish the existing dwelling, which is currently in an unfinished state, and to rebuild a single-detached dwelling approximately 176.5 square metres (1,900 square feet) in size. The proposed dwelling would result in an approximate 53% increase in gross floor area, whereas Interim Control by-law 2019-04 permits a maximum increase of 25%. The proposal can be found attached to this report. The applicants have also submitted an engineering report reviewing the existing residential structure.

On April 3, 2019 the Town of Newmarket received a letter from the subject property owners which included signatures of ten, out of thirteen, neighbouring properties supporting the proposed demolition and construction of a new dwelling at 578 Lydia Street. The owners of 578 Lydia Street were unable to get in contact with the three remaining neighbouring properties for response.

Staff have reviewed the proposal and provide the following comments based on the draft exemption process.

### **Physical Character**

- The subject property is zoned Residential Exception (R1-D-119) which permits a maximum height of 7.5 metres (24.6 feet) for a single storey dwelling, and a maximum height of 10.0 metres (32.8 feet) for a two storey dwelling. The proposed dwelling will be approximately 6.27 metres (20.5 feet) in height.
- The design of the roof of the proposed dwelling is consistent with existing slopes, ridges and rooflines within the neighbourhood.
- The size of the proposed dwelling is appropriate relative to the size of the lot.
- The proposed dwelling will be required to meet all yard setbacks, and will be required to be within the maximum lot coverage requirement, as per Zoning By-law 2010-40.
- The proposed dwelling will not result in over-development of the lot.

### **Streetscape Character**

- The design of the proposed dwelling (massing, style, height) is in-keeping with the existing character of the neighbourhood, which is comprised of moderately-sized single, one and a half, and two storey dwellings.
- The proposed dwelling will be required to meet the front yard setback requirement of Zoning By-law 2010-40, maintaining sightlines and a uniform built form.
- The proposed dwelling will be replacing a dwelling that has sat unfinished for approximately ten years, and as such will improve the overall character of the neighbourhood.

Town staff are of the opinion that the proposed dwelling will not compromise the character of the neighbourhood. As such, staff recommend that the request for exemption of 578 Lydia Street from Interim Control By-law 2019-04 be approved by Council, and that staff be directed to bring forward the necessary exemption by-law.

Site Specific Exemption to Interim Control By-law 2019-04 for 578 Lydia Street



As required under Section 38 of the Planning Act, any amendment to an Interim Control By-law will be subject to a 60-day appeal period.

## **Heritage**

Subject property 587 Lydia Street is listed on the Town's Register of Non-Designated Heritage Properties. Owners of listed properties must give the Council at least 60 days notice of their intention to demolish or remove a building or structure on the property. This allows time for Council to decide whether to begin the designation process or consent to the permit request. If Council does not proceed to initiate the process to designate the property, the property will be removed from the Register and the demolition will be permitted. Prior to Council adding or removing properties from the Registry, they must consult with Heritage Newmarket. A demolition permit was applied for on March 14, 2019 requiring a decision of Council by May 14th, 2019.

Heritage Newmarket Advisory Committee discussed 578 Lydia Street at their inaugural meeting on April 16, 2019 and made the following recommendation:

That the Heritage Newmarket Advisory Committee recommend that the property located at 578 Lydia Street be removed from the Heritage Registry of Non Designated Properties with the condition that it be documented and a photographic record be made of the property prior to demolition.

## **Property Information**

The James Wetherill House was constructed circa 1855. It is a two storey wood frame house in the vernacular style that has seen a number of changes over the years. The house appears to have been in a state of partial construction for at least a decade based on online street view images. The dwelling has some Historical and Associative value as it was once owned by Donald Sutherland, an active member of the community and prominent business owner. Sutherland's businesses included a four-storey mill and later the Clark General Store on Main Street. Sutherland was also Reeve when the village of Newmarket was incorporated. Sutherland took ownership of the property through default of the first mortgage. It is unclear on whether Sutherland lived in the house or was simply the owner as he sold the property to John Eves in the same year he acquired it in 1865.

The owners have provided a report from A-D Engineering Group regarding a structural examination of the dwelling. They conclude that significant structural remediation may be required for any alteration and renovations including foundation stability measures and new footings/underpinnings.

While Donald Sutherland's association with the Town of Newmarket is strong, it remains staffs opinion that this property does not have significant cultural heritage value to warrant designation under the Ontario Heritage Act due to its current state and limited design and contextual value.

## Conclusion

It is recommended that Council grant a site-specific exception for 578 Lydia Street, Newmarket, from Interim Control By-law 2019-04 and that staff be directed to bring forward the necessary exemption by-law. It is also recommended that Council remove 578 Lydia Street from the Municipal Register of Non-Designated Heritage Properties.

## Business Plan and Strategic Plan Linkages

The development of new Official Plan policies and implementing zoning by-law related to infill housing and compatibility has linkages to the Community Strategic Plan by developing growth management plans and strategies to create a clear vision for the future of the identified neighbourhoods.

## Consultation

Planning staff consulted with the Town's Zoning Officer and Building staff in the review of the exemption request for 578 Lydia Street, as per the Council-approved exemption process for Interim Control By-law 2019-004.

## Human Resource Considerations

N/A

## Budget Impact

There is no budget impact associated with this report.

## Attachments

- Location Map
- Deputation Letter
- Proposed Site Plan

## Approval

Peter Noehammer, Commissioner of Development and Infrastructure Services

Rick Nethery, Director of Planning and Building Services

## Contact

Alannah Slattery, Planner/Secretary Treasurer [aslattery@newmarket.ca](mailto:aslattery@newmarket.ca)

Site Specific Exemption to Interim Control By-law 2019-04 for 578 Lydia Street

# LOCATION MAP

## 578 LYDIA STREET



**TOWN OF NEWMARKET PLANNING DEPARTMENT**





**From:** [Patti](#)  
**To:** [Planning](#)  
**Cc:** [Ruggle, Dave](#); [Bernadette](#); [Peter May](#); [Catherine M. Callaghan](#); [Jason Boyd](#)  
**Subject:** 578 Lydia Street - Deputation March 18, 2019  
**Date:** March 19, 2019 10:11:58 AM

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Good Morning,

Further to the deputation yesterday in regard to our request for an exemption from Interim Control Bylaw # 2019-04 for 578 Lydia Street, proposed new construction, please find attached drawing package which includes the existing survey, proposed site plan, floor plan and 3d renderings. As you will see, the proposed new build does not contravene any existing zoning by-laws or regulations.

Also attached is a letter from Dharmik P. Prajapati, P. Eng., M. Eng., in regard to the existing structure for your reference.

Our application for a demolition permit was submitted on March 14, 2019 after receiving sign off from Enbridge, Hydro, etc.. All services have been terminated and unfortunately my clients have noted some water damage as a result of pipes that burst during this last cold snap. Please find attached a picture of the current home. As was stated yesterday, the existing home has been in this unfinished state for the last 15 years and I can't imagine that any of the neighbouring property owners would oppose my clients plans to build a modest 1900 square foot bungalow that will undoubtedly bring great value to the street.

Bernadette and Peter May are long time Newmarket residents who have owned, renovated and built homes in and around the downtown core (Prospect, 581 Lydia Street) and are extremely conscientious about respecting and preserving the look and feel of the street and "fitting" in.

Please let me know if you require any further information. I look forward to hearing from you in regard to next steps.

Thank you for your time and consideration.

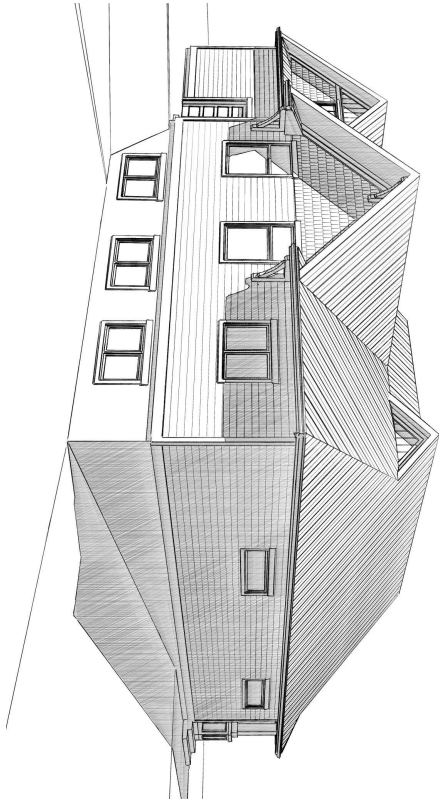
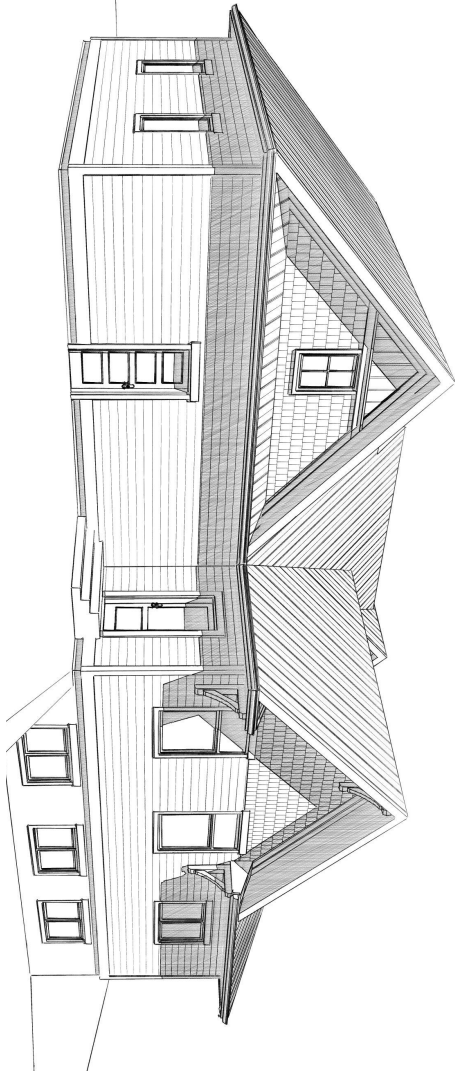
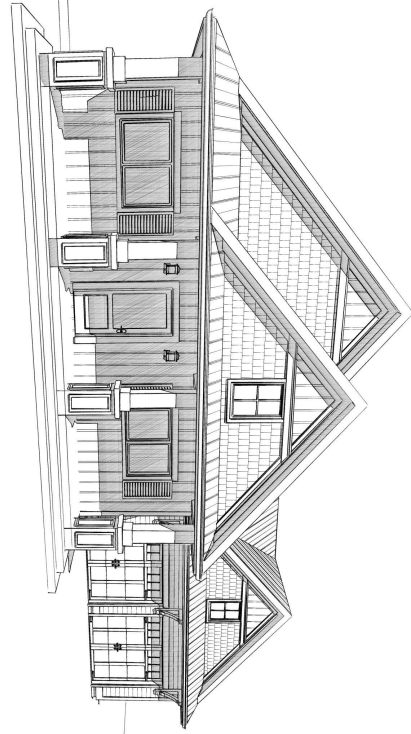
Kind regards,

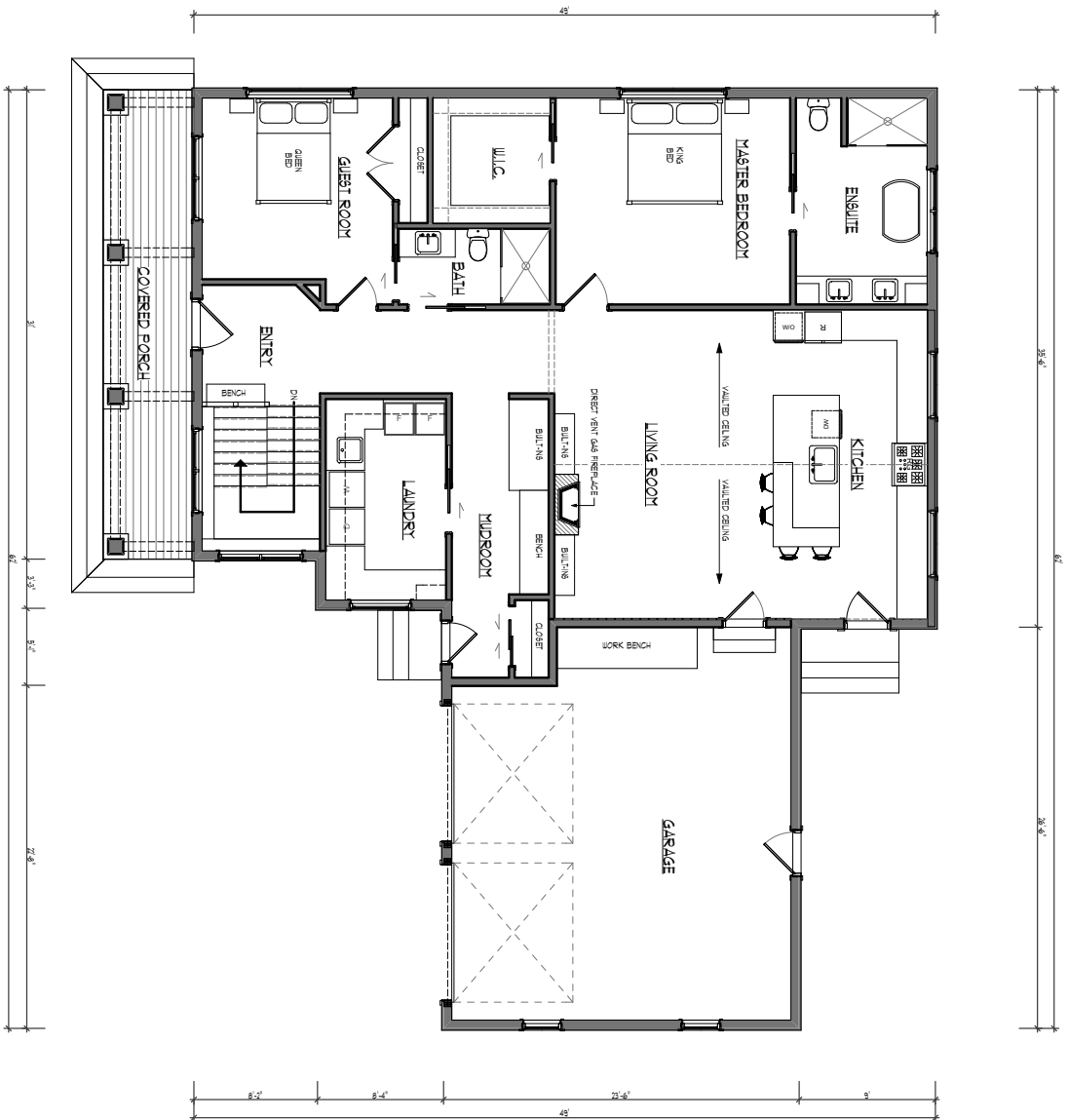
Patti

***Patti Wilson Design Inc.***  
***489 Timothy Street, Suite 3***  
***Newmarket, Ontario***  
***L3Y 3X1***  
***Office: 905-830-0444***  
***Cell: 905-716-4678***  
***www.pattiwilsondesign.com***

***Please note: Emails or telephone messages received after 6pm or on the weekend will be returned on the***

*next business day.*





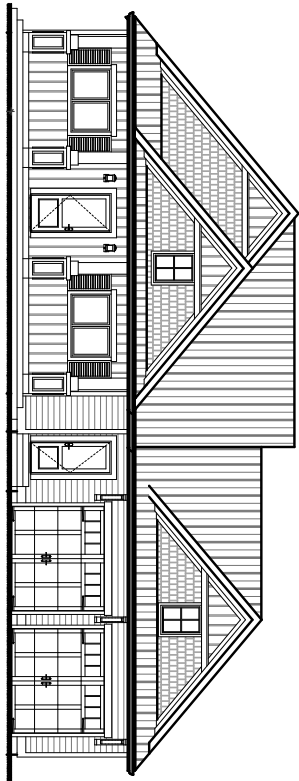
# 1st FLOOR PLAN (BUNGALOW)

SCALE: 1/8" = 1'-0"



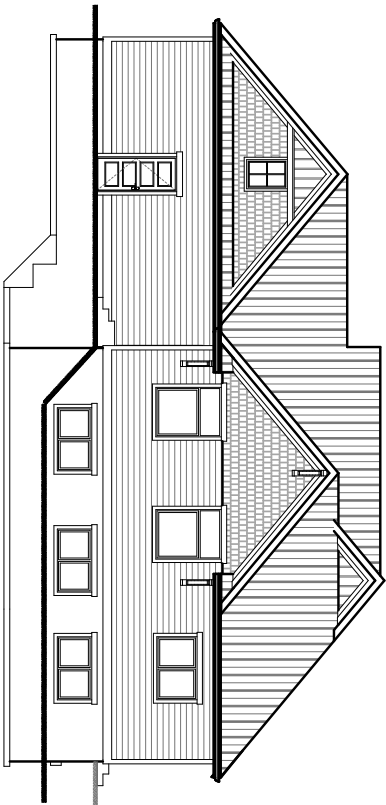
# FRONT ELEVATION

SCALE: 3/32" = 1'-0"



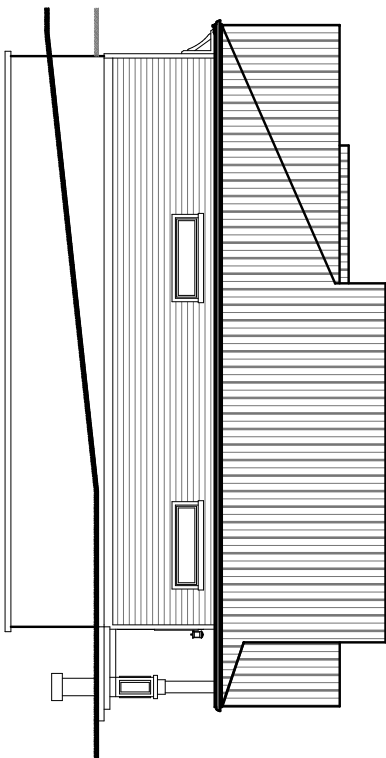
# REAR ELEVATION

SCALE: 3/32" = 1'-0"



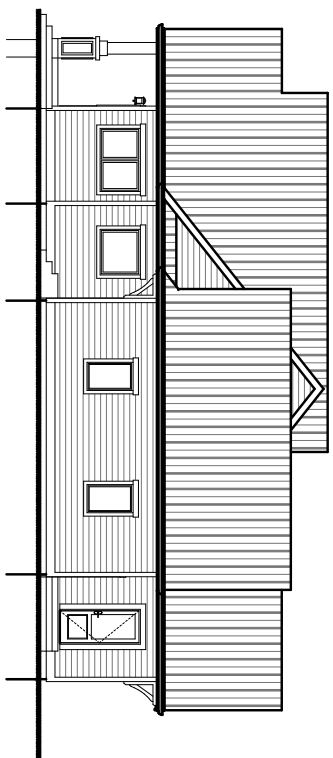
# LEFT ELEVATION

SCALE: 3/32" = 1'-0"



# RIGHT ELEVATION

SCALE: 3/32" = 1'-0"







# Town of Newmarket

## Minutes

### Newmarket Downtown Development Committee

Date: Friday, October 26, 2018

Time: 10:00 AM

Location: Serpa Studio  
Old Town Hall  
460 Botsford Street  
Newmarket, ON L3Y 1T1

Members Present: Jackie Playter, Chair  
Councillor Kwapis  
Barbara Leibel  
Olga Paiva  
Steve Whitfield

Staff Present: C. Kallio, Economic Development Officer  
E. Bryan, Business Development Specialist  
A. Walkom, Council Committee Coordinator

The meeting was called to order at 10:03 AM.  
Jackie Playter in the Chair.

#### 1. Additions & Corrections to the Agenda

The following item was added to the agenda: Community Grants application - 262 Main Street.

#### 2. Declarations of Pecuniary Interest

None.

#### 3. Items

##### 3.1 Newmarket Downtown Development Committee June 29, 2018 – Approval Of Minutes

Moved by: Steve Whitfield

Seconded by: Councillor Kwapis

1. That the Newmarket Downtown Development Committee Meeting Minutes of June 29, 2018 be approved.

**Carried**

### **3.2 Update On Current Budget Position For 2018**

The Business Development Specialist provided an update on the budget for the Committee. She provided an overview of the current applications.

### **3.3 Financial Incentives Program Grant Application 2018-08 – Façade Improvement And Restoration Program**

The Committee discussed the application related to 235 Main St. S. which related to window and siding replacement.

Moved by: Councillor Kwapis

Seconded by: Barbara Leibel

1. That the Façade Improvement and Restoration Program Grant application in the amount of \$5,925.00 be approved for the window replacements; and,
2. That approval of the siding replacement be deferred to the next meeting of the Newmarket Downtown Development Committee; and,
3. That Anna Jafari c/o 235 Main Street, Newmarket ON, be notified of this action.

**Carried**

### **3.4 Financial Incentives Program Grant Application 2017-08 – Project Feasibility Program**

The Committee discussed the application related to 241 Main St. S. and the cost of completing a project feasibility study for the property.

Moved by: Barbara Leibel

Seconded by: Councillor Kwapis

1. That the Project Feasibility Grant application in the amount of \$9325.00 be approved subject to the transfer of funds from the 2017 accrued budget; and,
2. That Rob Clark c/o 241 Main Street, Newmarket ON, be notified of this action.

**Carried**

### **3.5 Financial Incentives Program Grant Application 2018-09 – Façade Improvement Program**

The Economic Development Officer provided an overview of the project at 198 Main Street South including the installation of new windows in the building.

Moved by: Steve Whitfield

Seconded by: Olga Paiva

1. That the Façade Improvement and Restoration Program Grant application in the amount of \$20 000 be approved subject to heritage conservation permit approvals; and,
2. That Teodora and Phillip Mrakovcic of 198 Main Street South, Newmarket, ON be notified of this action.

**Carried**

### **3.6 Financial Incentives Program Grant Application 2017-05 – Façade Improvement Program**

Moved by: Councillor Kwapis

Seconded by: Olga Paiva

1. That the Façade Improvement and Restoration Program grant application in the amount of \$1,250 be approved; and,
2. That Karla Wilson c/o 206 Main Street South be notified of this action.

**Carried**

### **3.7 Discussion Of Outstanding Deferred Applications For Business Sign Grants**

The Committee reviewed outstanding sign applications which had been received.

Moved by: Steve Whitfield

Seconded by: Olga Paiva

1. That the Newmarket Downtown Development Committee decline all outstanding sign requests.

**Carried**

### **3.8 Community Grant - 262 Main Street**

The Committee discussed the Community Grant application related to 262 Main Street which included festive decorations for the property during the holiday season.

Moved by: Councillor Kwapis

Seconded by: Steve Whitfield

1. That the Community Grants application in the amount of \$1000 be approved; and,
2. That Janice Jiang of 262 Main Street, be notified of this action.

**Carried**

## **4. New Business**

The Committee discussed the unveiling of a public art piece at Riverwalk Commons to be held November 5, 2018 at 11:00 AM.

## **5. Adjournment**

Moved by: Steve Whitfield

Seconded by: Olga Paiva

1. That the meeting adjourn at 11:24 AM.

**Carried**

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Jackie Playter, Chair

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Date







# Town of Newmarket

## Minutes

### Main Street District Business Improvement Area Board of Management

Date: Wednesday, March 20, 2019  
 Time: 8:00 AM  
 Location: Serpa Studio  
 Old Town Hall  
 460 Botsford Street  
 Newmarket, ON L3Y 1T1

Members Present: Tom Hempen, Chair  
 Allan Cockburn, Vice Chair  
 Councillor Kwapis  
 Councillor Twinney (8:27 AM - 9:52 AM)  
 Rob Clark  
 Debbie Hill  
 Mark Iacovetta  
 Jennifer McLachlan  
 Ken Sparks

Members Absent: Omar Saer

Staff Present: C. Kallio, Economic Development Officer  
 E. Bryan, Business Development Specialist  
 T. Cresswell, Supervisor of Marketing & Sponsorship  
 J. Zulaf, Coordinator of Advertising & Sponsorship  
 J. Grossi, Legislative Coordinator

Guests: Gianni Creta, President, Envi Network

The meeting was called to order at 8:05 AM.  
 Tom Hempen in the Chair.

#### 1. Additions and Corrections to the Agenda

The Chair advised of the following correction to the agenda:

- Item 4.2 - Dan McPherson will be in attendance to provide a deputation

## **2. Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest.

## **3. Presentations & Recognitions**

### **3.1 10 Minute Play Festival**

Tracy Cresswell, Supervisor of Marketing & Sponsorship and Jesse Zulaf, Coordinator of Advertising & Sponsorship provided a presentation to the Main Street District Business Improvement Area Board of Directors regarding the annual 10 Minute Play Festival. The presentation included an overview of Festilicious, Busker Festival and sponsorship options for the 2019 event.

Moved by: Jennifer McLachlan

Seconded by: Councillor Kwapis

1. That the presentation regarding the 10 Minute Play Festival be received.

**Carried**

### **3.2 Envi**

Gianni Creta, President of Envi provided a presentation to the Main Street District Business Improvement Area Board of Directors outlining the history of Envi, their partnership with the Town of Newmarket and future connection options.

Moved by: Councillor Kwapis

Seconded by: Allan Cockburn

1. That the presentation regarding Envi be received.

**Carried**

## **4. Deputations**

#### **4.1 Michelle Clayton-Wood**

Michelle Clayton-Wood provided a deputation. She presented an event idea with the theme of End of Prohibition day or weekend that would draw people to the street and promote business.

Moved by: Councillor Twinney

Seconded by: Ken Sparks

1. That the deputation provided by Michelle Clayton-Wood be received.

**Carried**

#### **4.2 Snapd**

Dan McPherson was in attendance to provide a deputation. He summarized the role of snapd in the community and the outlets that they provide for communication and advertising.

Moved by: Jennifer McLachlan

Seconded by: Mark Iacovetta

1. That the deputation provided by Dan McPherson regarding snapd be received.

**Carried**

### **5. Approval of Minutes**

#### **5.1 Main Street District Business Improvement Area Board of Management Meeting Minutes of February 19, 2019**

Moved by: Ken Sparks

Seconded by: Councillor Kwapis

1. That the Main Street District Business Improvement Area Board of Management Meeting Minutes of February 19, 2019 be approved.

**Carried**

## 6. Items

### 6.1 Appointment to the Lower Main Street South Heritage Conservation District Advisory Group

Moved by: Councillor Kwapis

Seconded by: Councillor Twinney

1. That Tom Hempen be appointed as the Main Street District Business Improvement Area Board of Management representative on the Lower Main Street South Heritage Conservation District Advisory Group.

**Carried**

### 6.2 2019 Strategic Priorities

The Board members discussed the possibility of hiring a consultant to assist with the development of their strategic priorities.

The Board members discussed the following draft budget allocation:

- Advertising \$7,500
- Promotion \$20,000
- Miscellaneous \$1,500
- Stationary \$1,000

## 7. New Business

### 7.1 Earth Hour

Councillor Kwapis thanked the Board members for their support with the Town of Newmarket's Earth Hour promotion.

### 7.2 Town of Newmarket Smoking Bylaw

Councillor Kwapis advised that Council reviewed the options presented for the updated smoking bylaw at the Committee of the Whole meeting on Monday March 18, 2019 and has asked for public input before a decision is made.

### 7.3 Christmas Party

Allan Cockburn advised that Old Town Hall needs to be booked for the annual Christmas party and that he will confirm the booking.

### 7.4 Backflow Prevention Bylaw

The Business Development Specialist advised that the Town of Newmarket is proposing a backflow prevention bylaw and additional information will be circulated when available.

#### **7.5 Social Media**

Tom Hempen advised that the Business Improvement Area social media account information has been provided and that he and Ken Sparks are the current administrators. Website information will be obtained.

#### **7.6 Garbage Clean Up**

Tom Hempen suggested that Main Street be cleaned since the snow has melted and the weather has warmed up. Councillor Kwapis advised that he would bring this request to the respective department.

#### **7.7 Document Sharing**

Rob Clark suggested a document sharing system to ensure that the Main Street District Business Improvement Area Board of Directors all have access to the same resources and meeting notes.

### **8. Closed Session**

Tom Hempen advised there was no requirement for a Closed Session.

### **9. Adjournment**

Moved by: Jennifer McLachlan

Seconded by: Ken Sparks

1. That the meeting be adjourned at 9:52 AM.

**Carried**

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Tom Hempen, Chair

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Date





## Town of Newmarket

### Outstanding Matters List (2018 – 2022 term of Council)

As of April 17, 2019

	Originating Meeting Date and Subject	Recommendation and Responsible Department	Target Quarter / Timeframe	Staff Comments
<b>2019</b>				
1.	<b>Meeting Date:</b> Council – June 7, 2016 – Item 35  <b>Subject:</b> Federal Infrastructure Funding	<b>Recommendation:</b> 1. That staff provide Council with a prioritized list of infrastructure projects currently not funded through Development Charges, the Asset Replacement Fund or Other Reserve Funds for implementation between 2018 to 2025 that augment existing priorities, strategies and master plans or leverage grant funding for initiatives that achieve our Corporate Vision of a 'Community Well Beyond the Ordinary'  <b>Responsible Departments:</b> ➤ Strategic Initiatives	2019	Awaiting next phase of funding announcements
2.	<b>Meeting Date:</b> Committee of the Whole – April 9, 2018  <b>Subject:</b> Council Remuneration	<b>Recommendations:</b> 1. That CAO/Human Resources Report 2018-05 be received; and,  2. That Council direct staff not to “gross up” or increase Council pay in 2019, at the time of the removal of the 1/3 tax free provision, which will result in a take home pay cut for all Members of Council; and,  3. That Council refer the consultant and staff report to the new term of Council to be considered along with updated information at that time and to allow for phasing of any further adjustments to occur if necessary; and,  4. That staff be authorized and directed to do all things necessary to give effect to this resolution.  <b>Responsible Department:</b> ➤ Office of the CAO/Human Resources	2019 TBD	

	Originating Meeting Date and Subject	Recommendation and Responsible Department	Target Quarter / Timeframe	Staff Comments
Q2, 2019				
3.	<b>Meeting Date:</b> Committee of the Whole – February 27, 2017  <b>Subject:</b> Report 2017-05 – Tree Removal, Protection Policies and Regulations	<b>Recommendation:</b> <ol style="list-style-type: none"> <li><del>That Council direct staff to update the existing Tree Preservation, Protection, Replacement and Enhancement Policy. (completed)</del></li> <li>That Council direct staff to prepare and bring to a future meeting a by-law regulating and protecting significant trees on private property; and,</li> <li><del>That Council direct staff to prepare and bring to a future Council meeting a by-law protecting trees on municipal property. (completed)</del></li> </ol> <b>Responsible Department:</b> <ul style="list-style-type: none"> <li>➤ Planning and Building Services</li> </ul>	Q2, 2019	May 21, 2019 Committee of the Whole
4.	<b>Meeting Date:</b> Committee of the Whole – May 8, 2017  <b>Subject:</b> Information Document for Residents Related to Construction Sites	<b>Recommendation:</b> <ol style="list-style-type: none"> <li>That Council approve the following motion in principle:</li> <li>That staff be directed to prepare an information document that can be provided to residents in the vicinity of new construction sites, the purpose of which is to advise and to communicate to the residents, the various activities, potential impacts and expected timelines associated with each phase of construction, from site clearing through to house construction; and,</li> <li>That developers, through their consulting engineers, be required to ensure that residents, and the relevant Ward Councillor, in adjacent areas receive advance written notice of construction events to take place, so that they can be better informed and prepared for any disruption that may occur as a result; and,</li> <li>That the aforementioned motions be referred to staff for a report back including options and resource requirements.</li> </ol> <b>Responsible Department:</b> <ul style="list-style-type: none"> <li>➤ Planning &amp; Building Services</li> </ul>	Q2, 2019	Information Report to be distributed.



	Originating Meeting Date and Subject	Recommendation and Responsible Department	Target Quarter / Timeframe	Staff Comments
5.	<p><b>Meeting date:</b> Committee of the Whole – September 25, 2017</p> <p>Committee of the Whole – October 16, 2017</p> <p><b>Subject</b> Development and Infrastructure Services Report – Engineering Services 2017-32- Town Wide Traffic Mitigation Strategy – 2017</p>	<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. That Development and Infrastructure Services Report – Engineering Services 2017-32, dated October 2, 2017, entitled “Town-wide Traffic Mitigation Strategy 2017 - Timing” be received and the following recommendations be adopted:               <ol style="list-style-type: none"> <li>a. That the final report be brought back to Council by early Quarter 3 2018; and,</li> <li>b. That staff continue to expedite the process to provide the report sooner, if possible; and,</li> <li>c. That all current road safety, speed management and traffic calming programs that are currently underway, and are in accordance with the principles set out in “Appendix A” (draft strategy) from Development and Infrastructure Services Report ES 2017-29 (Town-wide Traffic Mitigation Strategy 2017), continue as planned throughout the consultation period and until the final strategy document is approved by Council, at which time the programs will be reviewed to plan their conformance with the new approved strategy.</li> </ol> </li> </ol> <p><b>Responsible Department</b> ➤ Engineering Services</p>	Q2, 2019	Information report to be distributed prior to end of June 2019.
6.	<p><b>Meeting Date:</b> Committee of the Whole – March 19, 2018</p> <p><b>Subject:</b> Cats at large (deputation)</p>	<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. That the presentation by Sharon King Todd regarding cats at large be received and referred to staff</li> </ol> <p><b>Responsible Department:</b> ➤ Legislative Services</p>	Q2, 2019	May 21, 2019 - Committee of the Whole
7.	<p><b>Meeting Date:</b> Committee of the Whole – January 14, 2019</p> <p><b>Subject:</b> Clothing Donation Bins</p>	<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>3. That the licensing of Clothing Donation Bins be referred to the Regulatory Review Workshop</li> </ol> <p><b>Responsible Department:</b> ➤ Legislative Services</p>	Q2, 2019	May 21, 2019 - Committee of the Whole

	Originating Meeting Date and Subject	Recommendation and Responsible Department	Target Quarter / Timeframe	Staff Comments
8.	<b>Meeting Date:</b> Committee of the Whole – January 14, 2019  <b>Subject:</b> Deputation: Traffic Signage on Wayne Drive	<b>Recommendation:</b> That staff be directed to contact the Principal of the Glen Cedar Public School regarding a drop-off area at the school; and,  That staff report back to Council with information on a drop-off area.  <b>Responsible Departments:</b> Engineering Services	Q2, 2019	
9.	<b>Meeting Date:</b> Committee of the Whole - September, 25, 2017  <b>Subject:</b> Report 2017-16 Vacant Building Report – Window Wrap Program	<b>Recommendation:</b> <ol style="list-style-type: none"> <li>1. That Corporate Services – Legislative Services Report 2017-16 dated September 14, 2017 entitled “Vacant Buildings/Storefronts” be received; and,</li> <li>2. That staff be directed to report back on Option 2, a Window Wrap program.</li> </ol> <b>Responsible Departments:</b> <ul style="list-style-type: none"> <li>➤ Legislative Services/Economic Development</li> </ul>	Q2, 2019	
10.	<b>Meeting Date:</b> Committee of the Whole - February 26, 2018  <b>Subject:</b> Newmarket Public Library Study Implementation	<b>Recommendations:</b> <ol style="list-style-type: none"> <li>1. That staff, in conjunction with the Newmarket Public Library CEO, be authorized to implement the recommendations in accordance with the presentations made at the January 30, 2018 Joint Council and Newmarket Library Board Workshop provided implementation is in line with current and future approved operating budgets; and,</li> <li>2. That Council refer the further consideration and direction with respect to library facility needs study to the 2018 – 2022 Council Strategic Priority setting process.</li> </ol> <b>Responsible Department:</b> Community Services/Newmarket Public Library	Q4, 2019	

	Originating Meeting Date and Subject	Recommendation and Responsible Department	Target Quarter / Timeframe	Staff Comments
11.	<p><b>Meeting Date:</b> Committee of the Whole - June 11, 2018</p> <p><b>Subject:</b> Intensification in Stable Residential Neighbourhoods</p>	<p><b>Recommendation:</b></p> <p><del>1. That the report entitled Development And Infrastructure Services/Planning &amp; Building Services Report 2018-37 dated June 11, 2018 be received; and,</del></p> <p><del>2. That staff be authorized to issue a Request for Proposals for the Official Plan and Zoning By-law amendments as described in this report; and,</del></p> <p><del>3. That early budget approval be granted to allow for the initiation of the Official Plan and Zoning By-law amendments to address intensification in stable residential areas, to be financed as set out in this report.</del></p> <p><del>4. That staff bring back an interim control by-law to the August 27, 2018 Committee of the Whole meeting for consideration. (completed)</del></p> <p><b>Responsible Department:</b></p> <ul style="list-style-type: none"> <li>➤ Planning and Building Services</li> </ul>	Complete	
	<p><b>Meeting Date:</b> Committee of the Whole – March 18, 2019</p> <p><b>Subject:</b> Interim Control By-law 2019-04</p>	<p><b>Recommendation:</b></p> <p>1. That the request for an exemption to Interim Control By-law 2019-04 be referred to staff; and,</p> <p>2. That staff explore options for an Interim Control By-law exemption process and provide recommendations to Council.</p> <p><b>Responsible Departments:</b></p> <ul style="list-style-type: none"> <li>➤ Planning and Building Services</li> </ul>	Q2 2019	April 29, 2019 Committee of the Whole
12.	<p><b>Meeting Date:</b> Special Committee of the Whole - January 30, 2017</p> <p><b>Subject:</b> Internet Voting and Ranked Ballots</p>	<p><b>Recommendation:</b></p> <p>1. That staff report back on Internet Voting and Ranked Ballots in 2019 immediately following the 2018 Municipal Election.</p> <p><b>Responsible Departments:</b></p> <ul style="list-style-type: none"> <li>➤ Legislative Services</li> </ul>	Q2, 2019	Special Committee of the Whole – May 14, 2019

	Originating Meeting Date and Subject	Recommendation and Responsible Department	Target Quarter / Timeframe	Staff Comments
13.	<p><b>Meeting Date:</b> (1) Committee of the Whole – February 27, 2017</p> <p>(2 ) Committee of the Whole - November 6, 2017</p> <p>(3) Committee of the Whole – April 9, 2018 (Temporary Parking Exemption Report)</p> <p><b>Subject:</b> Residential Parking</p>	<p><b>Recommendation:</b> (1) <del>1. That staff prepare a report on options and opportunities to address residential on street and off street parking challenges. Specifically, the report should consider the impact that changing economics and demographics have on housing occupancy and ways in which the Town of Newmarket can better balance reasonable parking needs with streetscape aesthetics, active transportation objectives and effective by-laws enforcement.</del></p> <p>(2) 1. That Development and Infrastructure Services Engineering Services and Planning and Building Services - Report 2017-45 dated November 6th, 2017 regarding Residential Parking Review be received and the following recommendations be adopted:</p> <ul style="list-style-type: none"> <li>a. That staff be directed to include in the 2018 budget a provision for contracting a planning and engineering consultant to undertake a review of parking matters discussed in this report; and,</li> <li>b. That, subject to budget approval, staff be directed to undertake a review of the Parking By-law and report back to Committee of the Whole with recommendations on improvements to parking matters discussed in this report.</li> <li>c. That staff be directed to organize a Council Workshop to present options based on Council's comments and feedback received at the November 6, 2017 Committee of the Whole meeting and that staff receive Council direction regarding the scope, scale and expected deliverables of a parking review prior to moving forward with issuing a Request for Proposal.</li> </ul> <p>(3) Recommendation 5: That the Temporary Parking Exemption Program be implemented as a pilot project and reviewed as part of the overall residential parking review scheduled for Q1/Q2, 2019</p> <p><b>Responsible Department:</b> ➤ Planning and Building Services / Legislative Services</p>	Q2, 2019	CW scheduled for June 10, 2019

Q3, 2019				
14.	<b>Meeting Date:</b> Committee of the Whole - April 30, 2018  <b>Subject:</b> Asset Replacement Fund Strategy	<b>Recommendation:</b> 1. That the Asset Replacement Fund Strategy be referred to staff for further information and be brought back to Council for consideration at a later date.  <b>Responsible Departments:</b> <ul style="list-style-type: none"> <li>➤ Financial Services</li> </ul>	Q3, 2019	
15.	<b>Meeting Date:</b> Committee of the Whole – January 14, 2019  <b>Subject:</b> Residents of Knapton Drive – Woodland Hills (stop signs - deputation)	<b>Recommendations:</b> 1. That the deputation be received and referred to staff.  <b>Responsible Department:</b> <ul style="list-style-type: none"> <li>➤ Transportation Services</li> </ul>	Q3, 2019	
16.	<b>Meeting Date:</b> (1) Council – December 14, 2015  (2) Council – January 18, 2016 – Item 35  <b>Subject:</b> 2015-44 – Proposed Trail from Yonge Street to Rita's Avenue	<b>Recommendation:</b> (1) 1. That staff provide alternate trail options for this area at a lower cost.  (2) 2. That Item 35 of the Council Minutes of December 14, 2015 being Joint Development and Infrastructure Services - Planning and Building Services and Engineering Services Report 2015-44 dated November 19, 2015 regarding a proposed trail from Yonge Street to Rita's Avenue be reconsidered; and,  (2) 3. That staff provide alternate trail options for this area at a lower cost, including the option of extending the trail through George Luesby Park along Clearmeadow Boulevard to Yonge Street and further connecting the trail from Flanagan Court/Rita's Avenue to the George Luesby Park Trail; and,  (2) 4. That staff also include in the report the option of installing lighting along the George Luesby Park Trail.  <b>Responsible Department:</b> <ul style="list-style-type: none"> <li>➤ Planning and Building Services</li> <li>➤ Engineering Services</li> </ul>	Q3, 2019	Deferred subsequent to VivaNext construction

17.	<p><b>Meeting Date:</b> Committee of the Whole - September, 25, 2017</p> <p><b>Subject:</b> Report 2017-16 Vacant Building Report – Window Wrap Program</p>	<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. That Corporate Services – Legislative Services Report 2017-16 dated September 14, 2017 entitled “Vacant Buildings/Storefronts” be received; and,</li> <li>2. That staff be directed to report back on Option 2, a Window Wrap program.</li> </ol> <p><b>Responsible Departments:</b></p> <ul style="list-style-type: none"> <li>➤ Legislative Services/Economic Development</li> </ul>	Q3, 2019	Joint Meeting to be scheduled with Business Improvement Area and Newmarket Accessibility Advisory Committee
18.	<p><b>Meeting Date:</b> Committee of the Whole - April 30, 2018</p> <p><b>Subject:</b> Heritage Designations – York Region Administrative Building and Newmarket Canal System</p>	<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. The Senior Leadership Team/Operational Leadership Team recommend that the following be referred to staff for review and report:               <ol style="list-style-type: none"> <li>a. That the Heritage Newmarket Advisory Committee propose to the Region of York that the Administration Centre building be designated, due to its noted architect; and,</li> <li>b. That the Heritage Newmarket Advisory Committee recommend the Town of Newmarket designate the Newmarket Canal system.</li> </ol> </li> </ol> <p><b>Responsible Department:</b></p> <ul style="list-style-type: none"> <li>➤ Planning and Building Services</li> </ul>	Q3, 2019	
19.	<p><b>Meeting Date:</b> Council – December 5, 2016</p> <p><b>Subject:</b> Report 2016-25 – 178, 170, 184, 188, 190 and 194 Main Street s</p>	<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. That in 120 days, staff be directed to bring back an amendment to the Heritage Conservation District Plan and By-law for consideration of Council that would outline the criteria which would need to be met by applicants in order to be considered for approval for a fourth storey set back from the street by a minimum of 15 (fifteen) feet.</li> </ol> <p><b>Responsible Department:</b></p> <ul style="list-style-type: none"> <li>➤ Planning and Building Services</li> </ul>	Q3, 2019	

20.	<p><b>Meeting Date:</b> Committee of the Whole – April 8, 2019</p> <p><b>Subject:</b> Hollingsworth Arena and Future Ice Allocation Considerations</p>	<p><b>Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. That the report entitled Hollingsworth Arena and Future Ice Allocation Considerations, dated April 8, 2019, be received; and,</li> <li>2. That the Town of Newmarket decommission the Hollingsworth Arena after the 2019-2020 season, ending in April 2020; and,</li> <li>3. That the Town of Newmarket operate with six ice pads and report back annually on the status of ice allocations, and ability to accommodate users; and,</li> <li>4. That staff conduct programmatic changes as outlined in the report in order to accommodate user groups post closure of Hollingsworth Arena; and,</li> <li>5. That construction of a new outdoor ice pad coincide with the final season of Hollingsworth Arena if at all possible; and,</li> <li>6. That within six months staff bring back a report on any plans for public amenity use at this location; and,</li> <li>7. That Staff be authorized and directed to do all things necessary to give effect to this resolution.</li> </ol> <p><b>Responsible Department:</b></p> <ul style="list-style-type: none"> <li>➤ Recreation</li> </ul>	Q3, 2019	
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21.	<p><b>Meeting Date:</b> Committee of the Whole – March 19, 2018</p> <p><b>Subject:</b> Vibration Control and construction activity (deputation)</p>	<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. That the deputation by Stuart Hoffman regarding vibration control in regards to construction activity be received and referred to staff for review and report; and,</li> <li>2. That staff be directed to provide recommendations and approaches to address the issues identified to protect neighbouring sites from the effects of vibrations from adjacent construction projects; and,</li> <li>3. That the report should include, but not be limited to, potential by-law changes including the requirement of pre-condition surveys, effective monitoring and data reporting, resident notification and a process for complaint handling in all site plan approvals.</li> </ol> <p><b>Responsible Departments:</b></p> <ul style="list-style-type: none"> <li>➤ Planning and Building Services &amp; Engineering Services</li> </ul>	Completed	On March 18, 2019 CoW Agenda
	<p><b>Meeting Date:</b> Committee of the Whole – March 18, 2019</p> <p><b>Subject:</b> Construction Vibration Issues</p>	<p><b>Recommendation:</b></p> <ol style="list-style-type: none"> <li>1. That the report entitled Construction Vibration issues dated March 18, 2019 be received; and,</li> <li>2. That staff require vibration impact assessments as part of a complete application for development proposals ; and,</li> <li>3. That Council endorse the proposed notice and complaint process identified in this report; and,</li> <li>4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.–(Completed)</li> <li>5. That staff investigate options for existing sites where construction activity will cause significant vibrations.</li> </ol> <p><b>Responsible Departments:</b></p> <ul style="list-style-type: none"> <li>➤ Planning and Building Services &amp; Engineering Services</li> </ul>	Q3, 2019	
22.	<p><b>Meeting Date:</b> Committee of the Whole – April 8, 2019</p> <p><b>Subject:</b> Cycling Infrastructure – Mulock Drive</p>	<p><b>Recommendations:</b></p> <ol style="list-style-type: none"> <li>1. That the Information Report entitled Active Transportation Implementation Plan, dated March 15, 2019, be received for information purposes; and,</li> <li>2. That staff be directed to prepare a report on prioritizing cycling infrastructure on Mulock Drive to enhance the work of the Secondary Plan that is underway and to better connect the community to the Mulock Farm Park.</li> </ol> <p><b>Responsible Department:</b></p> <ul style="list-style-type: none"> <li>➤ Engineering Services</li> </ul>	Q3, 2019	



Q4 2019				
23.	<b>Meeting date:</b> Committee of the Whole – March 19, 2018  <b>Subject:</b> 500 Water Street Parking Information Report 2018-11 (Cachet Parking Lot)	<b>Recommendation:</b> 1. That Engineering Services report 2018-11 dated March 8, 2018 entitled “500 Water Street Parking (Cachet Parking Lot Expansion) be referred to the Community Centre Lands Task Force; and,  2. That the Community Centre Lands Task Force be directed to immediately reengage in the exploration of all options, including cost and timelines, for enhanced parking in the downtown area, including but not limited to new spaces and temporary structured parking; and,  3. That the Community Centre Lands Task Force work form the basis of a report back to Council, to be brought forward in Q1/Q2, 2019.  <b>Responsible Department:</b> ➤ Engineering Services/ Community Centre Lands Task Force	Q4, 2019	
24.	<b>Meeting Date:</b> Committee of the Whole – February 25, 2019  <b>Subject:</b> Recognition of the Widdifield Family	<b>Recommendations:</b> 1. That staff be directed to investigate options that will recognize the area east of the river and west of Doug Duncan Drive, that lies between Timothy and Water St to be recognized in some format by a commemorative plaque or other option that acknowledges and demonstrates the background and history of an area known to be Widdifield Park; and, 2. That Mike Widdifield of Newmarket be notified of any proposals.  <b>Responsible Department:</b> ➤ Recreation / Parks	Q4, 2019	Information Report to be provided
2020				
25.	<b>Meeting Date:</b> Council – June 26, 2017-Item 10  <b>Subject:</b> Application for Official Plan Amendment and Zoning By-law Amendment – 260 Eagle Street	<b>Recommendation:</b> 1. That traffic impacts be monitored post construction.  <b>Responsible Departments:</b> ➤ Engineering Services	Development is estimated to not be completed before 2020	





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## **Community Improvement Plan Partnerships Staff Report**

Report Number: 2019-26

Department(s): Planning and Building Services

Author(s): Ted Horton, Planner

Meeting Date: March 4, 2019

### **Recommendations**

1. That the report entitled Community Improvement Plan Partnerships dated March 4, 2019 be received;
2. That staff be directed to begin the process to amend the Official Plan substantially as presented in Attachment 1 to authorize the Town to participate in Community Improvement Plans implemented by the Regional Municipality of York and to bring such an amendment to a statutory public meeting as required by the *Planning Act*;
3. That following the public meeting, that comments from the public, Committee, and those received through the agency and departmental circulation of the application, be addressed by staff in a comprehensive report to the Committee of the Whole, if required; and
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Executive Summary**

Amendments to the *Planning Act* in 2006 enabled upper-tier municipalities to implement Community Improvement Plans, and to allow lower-tier municipalities such as Newmarket to partner and participate in them. In order to do so, the Town is required to add a policy to its Official Plan stating that the Town may choose to do so. Any budget requirements caused by the Town's participation in a Regional Community Improvement Plan still require the standard Council approvals process in addition to the process proposed herein to amend the Official Plan. This report proposes adding the required

Official Plan policy in order to provide Council with the option to employ such partnerships with the Region.

## Purpose

The purpose of this report is to initiate the Official Plan Amendment process to add a policy to the Town's Official Plan to allow the Town to partner and participate in any Community Improvement Plan ("CIP") adopted by the Regional Municipality of York ("the Region"). As is discussed below, this policy is required in order for Council to be able to authorize the Town to partner on such programs. The Region does not currently have any CIPs in place but is working toward creating one to encourage affordable rental housing.

Implementing this policy in the Official Plan would not oblige the Town to participate in any CIP. Rather, adding this policy would allow Council the option to participate in a Regional CIP if one is implemented, adding another tool for the Town to be able to employ to encourage investment and improvement in the community.

## Background

The *Planning Act* has long provided for the ability for municipalities to adopt Community Improvement Plans ("CIP"s). CIPs allow municipal councils to determine that improvement within a designated community improvement project area is desirable because of "age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason", as set out in subsection 28(1) of the *Planning Act*.

CIPs provide additional tools for municipalities to develop policies and programs such as acquiring and selling land, rehabilitating or constructing buildings, providing grants or loans, and other activities based on their own local needs and opportunities to bring about change and growth.

Project areas range from specific properties to streets, neighbourhoods and entire communities, while program coverage can span a wide spectrum of municipal objectives including, but not limited to:

- Municipally Driven Programs
  - infrastructure works
  - municipal property acquisition, land assembly and sale of lands
  - municipal facilities construction and rehabilitation
  - public space, parks and recreation works
  - signage, streetscape and landscaping improvements
- Incentive-Based Programs (grant, loan and property tax assistance)
  - preservation and reuse of heritage and industrial buildings
  - brownfields environmental assessment, remediation and redevelopment

- commercial building façade improvements
- downtown/core area and waterfront revitalization
- project feasibility studies
- space conversion for residential and commercial uses
- structural improvements to buildings (e.g., building upgrades)
- property tax assistance for remediation purposes

In 2006 the *Planning and Conservation Land Statute Law Amendment Act* came into force which made amendments to the *Planning Act*. This included the addition of the power for upper-tier municipalities to employ Community Improvement Plans for certain prescribed matters as laid out in O. Reg. 550/06, which includes:

1. Infrastructure that is within the upper-tier municipality's jurisdiction.
2. Land and buildings within and adjacent to existing or planned transit corridors that have the potential to provide a focus for higher density mixed-use development and redevelopment.
3. Affordable housing.

The amendment also added the ability and for lower- and upper-tier municipalities to participate in the programs of one another's Community Improvement Plans. In order to participate in the programs of the other tier's Community Improvement Plans, the *Planning Act* requires that the Official Plan of the municipality contain policies related to such participation. The York Region Official Plan ("YROP") contains such a policy, reading:

**8.3.6** To use the Community Improvement provisions of the *Planning Act* to implement the policies of this Plan. In doing so, the Region may:

- a.** designate any part of the Region as a Community Improvement Project Area;
- b.** enact a Regional Community Improvement Plan that utilizes incentive programs including making grants or loans within the Community Improvement Plan Area either to registered property owners or to local municipalities; and,
- c. participate in a Community Improvement Plan of a local municipality.** [*emphasis added*]

The proposed amendment to the Town's Official Plan would add a comparable policy that would allow the Town to partner and participate in any Regional CIP.

No Regional CIP is in place at this time. However, as was discussed in Report 2018-61, the Region is in the process of such a CIP to encourage mid-range affordable rental housing development.

## Proposed Regional CIP

Regional Council has recently endorsed the “Draft Rental Housing Incentives Guideline and Community Improvement Plan”. This draft guideline and plan proposes to offer incentives as part of an effort to encourage private purpose-built rental housing supply for mid-range income households. This would assist in the creation of rental units that are greater in price than affordable units (which are restricted to 125% of average market rent) and support the creation of mid-range income units (at 175% of average market rent, or less), which targets households who earn incomes in the fifth and sixth decile (see image below).

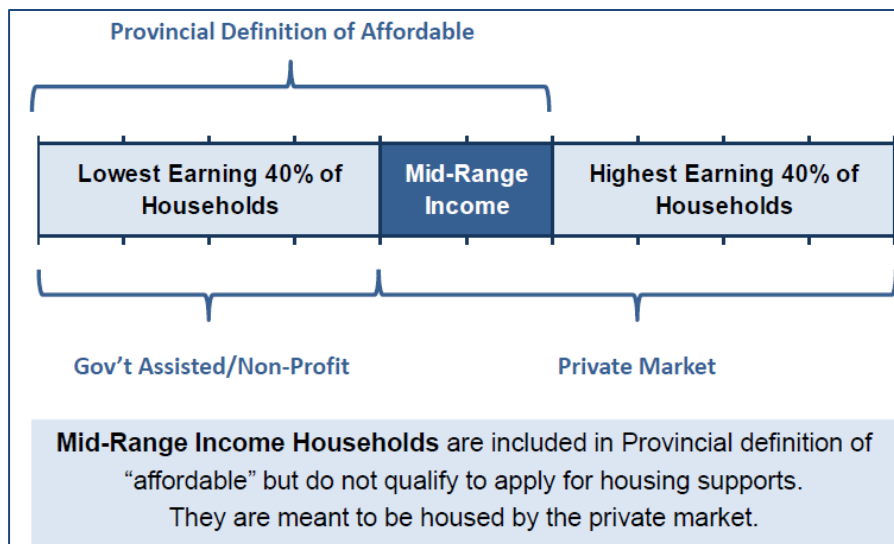


Figure 1: Mid-range income range (Source: York Region)

The Draft Rental Housing Incentives Guideline and Community Improvement Plan has not yet been approved by Regional Council, and may be amended before approval or may not be approved. If the Draft Guideline is not approved, there will remain no current Regional CIP in which the Town can participate. However, by adding the proposed policy the Town will be able to decide whether to participate in any future Region CIP that may be implemented.

The new draft Regional guideline and plan, if approved by Regional Council, would provide for a 48-month deferral of Regional development application fees (in addition to the 36-month DC deferral for purpose-built high-density rental buildings), as well as a Tax Increment Equivalent Grant (TIEG) for the Regional portion of property taxes for up to 5 years.

A TIEG is an annual grant equal to all or a portion of the property tax increase (increment) following the completion of a project that has resulted in an increase in the assessed value of the property. In effect, the increase in property tax that occurs due to the increased value of the development is phased in over a period of time as the municipality “grants back” a diminishing portion of the increase each year. The Guideline

incorporates a five year TIEG with a grant for 80 per cent of the tax increment in year one, reduced by 20 per cent a year to full taxes paid in year five.

A TIEG can only be implemented through the use of a Community Improvement Plan (CIP). CIPs are authorized under Section 28 of the *Planning Act* and provide for a broad ability for municipalities to provide grants or loans in conformity with the policies of the Plan. To date the Town has adopted a CIP for the Main Street area, but has no CIP that would enable grants in any other part of Newmarket. Regional Council has directed Region staff to implement a CIP that would enable the provision of the incentives of the “Draft Rental Housing Incentives Guideline and Community Improvement Plan”, namely the TIEG.

The Draft Rental Housing Incentives Guideline and Community Improvement Plan is proposed to extend across the entire area that is designated as the Urban Area in the YROP, which includes all of the Town of Newmarket. This enables the Region to provide the rental incentives within the Guideline anywhere in the CIP area. However, the policies of the Guideline are such that they will prioritize development in Centres & Corridors such as Yonge Street and Davis Drive, and require the support and incentives of the respective lower-tier municipality. In this way, the CIP will only be provided to projects that receive Town support. The requirements for developments to access the incentives of the proposed Regional CIP are that the development:

- Be affordable to the mid-range income group (maximum 175% of average market rent).
- Be developed, marketed and maintained as a rental property for a minimum of 20 years.
- Have Local Municipal support including similar or better incentives.
- Include open pro forma work shared with Regional staff.
- Demonstrate that attempts have been made to access senior government incentives.

The proposed Regional CIP would require the approval of each development’s incentives by both local and regional municipalities on a case-by-case basis, save for if either Council were to establish a budget and delegate authority to staff to administer the program without the need for approval of individual projects. The proposed amendment to the Official Plan would enable the Town to partner with the Region on incentives through this CIP, although would not oblige the Town to do so.

The proposed amendment to the Official Plan would enable the Town to participate in any future Regional CIP, and not only the currently-proposed Draft Rental Housing Incentives Guideline.

## Historic Downtown CIP

The Town currently has one CIP located in the historic downtown area, centred on Main Street South and extending from Davis Drive to Water Street. This CIP provides assistance in the form of grants and loans for:

- Project feasibility studies
- Façade improvement & restoration
- Interior renovation & improvement
- Business signs
- Redevelopment & rehabilitation of buildings
- Development charges
- Planning & building fees
- Parking requirements
- Parkland dedication payments

Adopting the proposed amendment to the Official Plan will not affect the existing Historic Downtown CIP. If an eligible development were proposed and approved by Council within the existing Historic Downtown CIP area, it would be possible for the Town and the Region to employ the incentives of both CIPs for the same project.

## Discussion

The *Planning Act* requires that a decision of Council in respect of the exercise of any authority that affects a planning matter shall be consistent with the policy statements issued under subsection (1) of the *Act*, and shall conform with provincial plans in effect on that date, or shall not conflict with them. The policy statement is the Provincial Policy Statement 2014 (the “PPS”). The provincial plans comprise the Growth Plan for the Greater Golden Horseshoe 2017 (the “Growth Plan”), the Oak Ridges Moraine Conservation Plan 2017 (the “Oak Ridges Plan”), the Greenbelt Plan 2017 (the “Greenbelt Plan”), and the Niagara Escarpment Plan 2017.

## Provincial Policy Statement

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario’s policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for the citizens of Ontario.

Planning decisions shall be consistent with the Provincial Policy Statement (PPS). The PPS provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural environment. The policies of the PPS support improved land use planning and management, which contributes to a more effective and efficient land use planning system.



The policies set out how healthy, liveable and safe communities are to be sustained. This includes promoting efficient development and land use patterns which sustain financial well-being of the Province and municipalities over the long term and accommodating an appropriate range and mix of residential, employment, recreation, parks and open space and other uses to meet long term goals.

The Provincial Policy Statement is intended to be read in its entirety and the relevant policies are to be applied to each situation.

The proposed amendment is an addition of a policy to enable Council to partner with the Regional Municipality of York on any Regional Community Improvement Plans. The proposed policy enables the use of a power provided for in the *Planning Act* – the exercise of which power would then be bound by the limits of the *Act* and the requirements that planning decisions including CIPs be consistent with the PPS.

## **Growth Plan**

The Growth Plan directs growth to built-up areas designated within municipal official plans. The Growth Plan contains policies directing that municipalities create complete communities, reduce the dependence on private automobile through mixed-use and transit-supportive development; provide for high quality public spaces; support transit, walking, and cycling; implement minimum affordable housing targets in accordance with the PPS; and achieve an appropriate transition of built form to adjacent uses.

The proposed amendment to the Official Plan does not change the land-use permissions in Newmarket. Rather, it simply enables Council to employ a tool available under the *Planning Act* – the use of which is required to be employed making decisions which conform to the provisions of the Growth Plan.

## **York Region Official Plan**

Decisions with respect to planning matters are required to conform to the York Region Official Plan (YROP). The proposed policy closely matches a similar policy with the YROP and allows the Town to partner with the Region in CIPs that the Region may adopt.

## **Conclusion**

The proposed Official Plan Amendment should be provided for public consultation as required by the *Planning Act* including a statutory public meeting. Following this consultation staff will return with a report or by-law and recommendation to Council.

## **Business Plan and Strategic Plan Linkages**

Economic Development & Jobs – Creating vibrant and livable corridors along Davis Drive and Yonge Street by supporting opportunities for partnerships and with other levels of government.

Efficiency & Financial Management – Taking advantage of opportunities for funding to achieve Town goals of development.

## **Consultation**

This report was provided for review to partners at the Regional Municipality of York. Subject to Council's approval of the recommendations of this report, the proposed Official Plan Amendment will be circulated through the standard notice process for Official Plan amendments.

## **Human Resource Considerations**

None.

## **Budget Impact**

No budget impacts are anticipated related to this report. The future budget impact of any participation in a CIP, should Council adopt the proposed amendment, would be discussed in the report(s) applicable to that development.

## **Attachments**

Attachment 1 – Proposed Official Plan Amendment

## **Approval**

Ted Horton, Planner

Richard Nethery, Director, Planning and Building Services

Peter Noehammer, Commissioner, Development and Infrastructure Services

## **Contact**

Ted Horton, Planner – [thorton@newmarket.ca](mailto:thorton@newmarket.ca)

**AMENDMENT NO. 23**  
**TO THE**  
**TOWN OF NEWMARKET**  
**OFFICIAL PLAN**

**AMENDMENT NO. 23  
TO THE  
NEWMARKET  
OFFICIAL PLAN  
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## **PART A – THE PREAMBLE**

### **1. PURPOSE OF THE AMENDMENT**

The purpose of this amendment is to enable the Town to participate in Community Improvement Plans in partnership with the Regional Municipality of York.

### **2. LOCATION**

As a general policy of the Official Plan, this amendment applies to the entire Town of Newmarket.

### **3. BASIS OF THE AMENDMENT**

The *Planning Act* has long provided for the ability for municipalities to adopt Community Improvement Plans. Community Improvement Plans allow municipal councils to determine that improvement within a designated community improvement project area is desirable because of “age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason”, as set out in subsection 28(1) of the *Planning Act*. Community Improvement Plans provide additional tools for municipalities to develop policies and programs such as acquiring and selling land, rehabilitating or constructing buildings, providing grants or loans, and other activities based on their own local needs and opportunities to bring about change and growth.

In 2006 the *Planning and Conservation Land Statute Law Amendment Act* came into force which made amendments to the *Planning Act*. This included the addition of the power for upper-tier municipalities to employ Community Improvement Plans for certain prescribed matters. The amendment also added the ability and for lower- and upper-tier municipalities to participate in the programs of one another’s Community Improvement Plans through making grants and loans to one another. In order to participate in the programs of the other tier’s Community Improvement Plans, the *Planning Act* requires that the Official Plan of the municipality contain policies related to such participation. This amendment adds such a policy to the Town’s Official Plan, which then permits Newmarket Council with the option to participate in any Regional Community Improvement Plan.

## **PART B – THE AMENDMENT**

All of this part of the document entitled “Part B – The Amendment”, consisting of the following text, constitutes Amendment No. 23 to the Newmarket Official Plan.

### **1. POLICIES**

The Newmarket Official Plan is hereby amended as follows:

Section 13.4 Implementation is amended to add subsection g) to read “participation in Community Improvement Plans of the Regional Municipality of York”.

## **2. IMPLEMENTATION**

This Amendment to the Official Plan will be implemented as follows:

### **a) Participation in Regional Community Improvement Plans**

The Council of the Town of Newmarket will determine whether to participate in Community Improvement Plans adopted by the Regional Municipality of York. Grants and loans made through such programs will be on such terms as to security and otherwise as the Council considers appropriate.



Town of Newmarket  
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## **1015-1029 Davis Drive Application Staff Report**

Report Number: 2019-25

Department(s): Planning and Building Services

Author(s): Ted Horton, Planner

Meeting Date: March 18, 2019

### **Recommendations**

1. That the report entitled 1015-1029 Davis Drive Application dated March 18, 2019 be received;
2. That the application be referred to a statutory public meeting as required by the *Planning Act*;
3. That following the public meeting, issues identified in this Report, together with comments of the public, Committee, and those received through the agency and departmental circulation of the application, be addressed by staff in a comprehensive report to the Committee of the Whole, if required; and
4. That Ryan Guetter, Weston Consulting, of 201 Millway Avenue, Suite 19, Vaughan, ON L4K 5K8 be notified of this action.
5. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

### **Executive Summary**

The Town has received an application to amend the Official Plan and Zoning By-law 2010-40 to permit the redevelopment of the lands known municipally as 1015-1029 Davis Drive from the current three single detached dwellings to twenty-three townhouse dwellings. This report summarizes initial feedback on the application and recommends that the application be referred to a public meeting as required under the Planning Act.

This report provides (1) the context of the site, (2) the details of the proposal, (3) a discussion of the relevant planning policies and how the application addresses them, and (4) an outline of initial review comments.

## Purpose

This report serves to inform Committee of the Whole of the application for zoning by-law amendment for 1015-1029 Davis Drive (hereafter referred to as the subject lands) under Section 34 of the Planning Act. This report provides the initial comments from staff from the Town and its development review partners. The recommendations of the report, if adopted, would direct staff to organize a statutory public meeting as required by the Planning Act.

## Background

### Context

The subject lands are currently occupied by three single-detached dwellings. The lands are located on Davis Drive at the corner of Hamilton Drive, and are three parcels of land of the five that abut Davis Drive between Belfry Drive and Hamilton Drive, part of a plan of subdivision approved in 1952 (see Figure 1 of the subject lots indicated below).

385

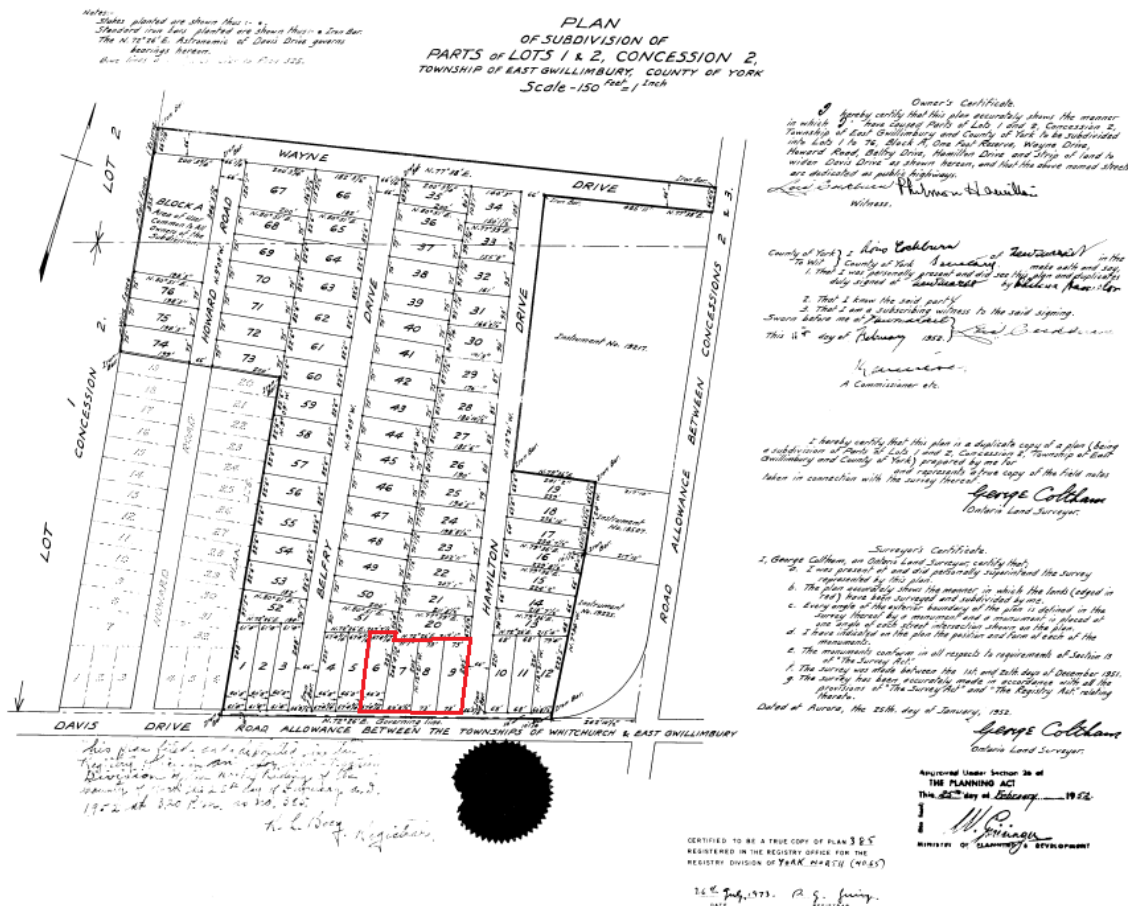


Figure 1: Plan of Subdivision for the subject lands



The subject lands are approximately 0.56 hectares (1.38 acres) in size, with a frontage on Davis Drive of 90.32 metres. The surrounding context is as follows, and is illustrated in Figure 2 as provided by the applicant:

1. North: Single detached dwellings fronting onto Belfry Drive and Hamilton Drive
2. East: Single detached dwellings fronting onto Hamilton Drive and a commercial plaza at the corner of Leslie Street and Davis Drive
3. South: Single detached residential dwellings whose rear fences face Davis Drive
4. West: Single detached dwellings fronting onto Davis Drive

Farther west on Davis Drive is the six-storey Hamilton Place seniors' apartment, and farther east a range of commercial uses and the 404 Town Centre commercial plaza.



**Figure 2: Subject Lands Context**

The subject lands are currently zoned Single Detached Residential 18 Metre Zone (R1-C) by Zoning By-law 2010-40, as amended, and designated Stable Residential in the Town of Newmarket Official Plan (2006).

## Proposal

This section of the report will present a general outline of the proposal from the applicant, including information related to built form, open space, transportation, and tenure. The conformity of the proposal with Town policies will not be provided in this section, but rather is laid out in the following Discussion section.

### Built form

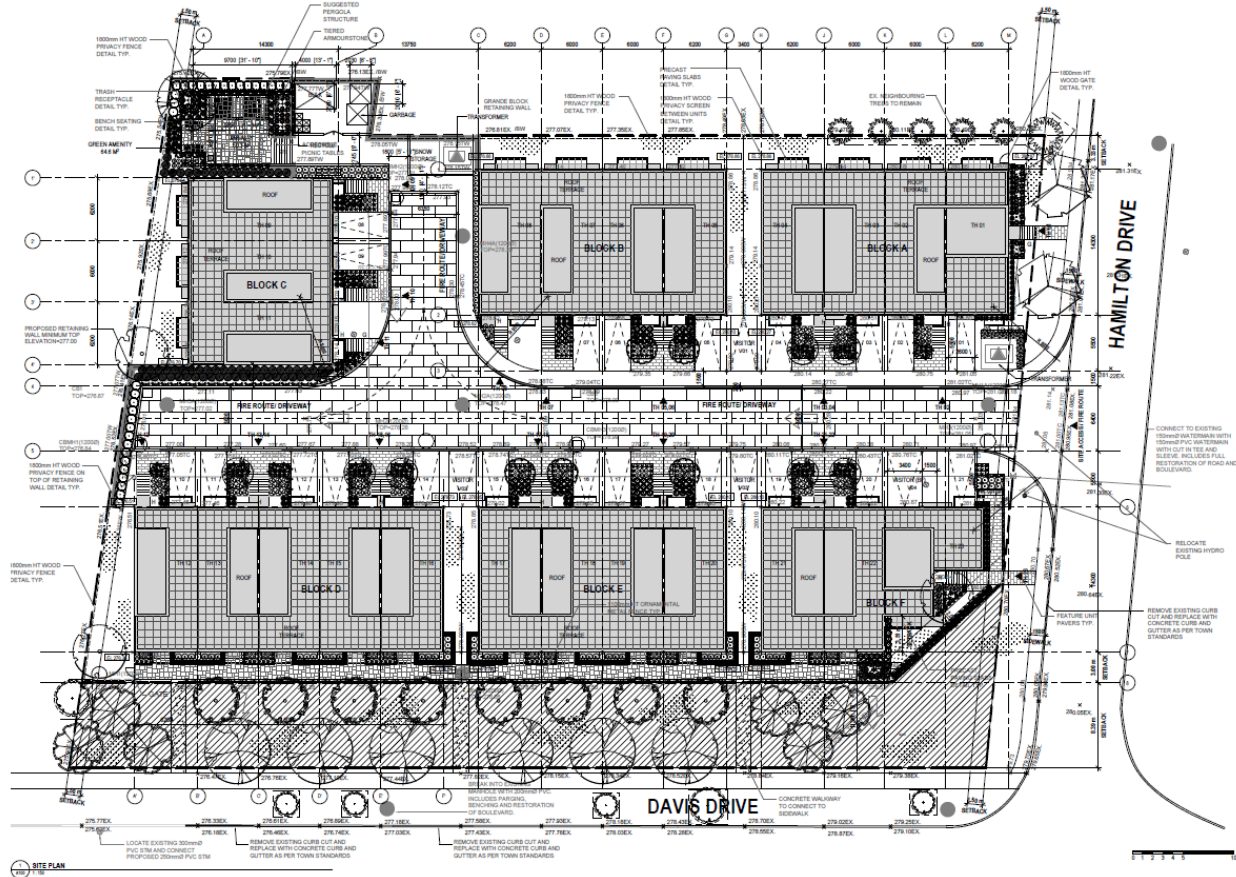
The applicant is seeking to amend the Official Plan to add townhouse units on a private road as a permitted use on the subject lands. More, the applicant is seeking to amend Zoning By-law 2010-40 to permit twenty-three townhouse units in six blocks with an internal road connecting to Hamilton Drive and no vehicular access onto Davis Drive. Each block is proposed to be three stories in height, with a flat roof including a rooftop terrace for each unit. More detailed statistics related to the proposed development are available in the table below.

The general built form for each building is similar in design; each townhouse features an integral garage (built into the face of the structure) with both an internal access through the garage and exterior stairs rising to the second storey. Grey brick is proposed as the principal façade material with accents of metal panels that are white or appear to be wood.

Each townhouse rises to approximately 13 metres in height, and includes a rooftop terrace accessed through a room that also functions as a mechanical penthouse. The rear of each townhouse unit features large windows that are flush with the mail wall and a second-storey balcony. One townhouse unit is proposed to be built as an accessible barrier-free unit.

The overall proposed site plan can be seen below in Figure 3.

Project Statistics	
	1015-1029 Davis Drive
<b>Storeys</b>	3
<b>Gross floor area (m<sup>2</sup>)</b>	5,807.9 m <sup>2</sup>
<b>Density (Floor Space Index)</b>	1.21
<b>Coverage</b>	41.6%
<b>Total number of townhouse units</b>	23
<b>Amenity Area</b>	114.9m <sup>2</sup>
<b>Average unit size</b>	289.7m <sup>2</sup>
<b>Parking Spaces</b>	44 resident 3 visitor
<b>Barrier-free parking spaces</b>	1 visitor
<b>Bicycle parking spaces</b>	44



**Figure 3: Proposed phasing and development blocks**

## Open Space

Each of the units along the north and east blocks is proposed to have a rear yard of between 2 and 4 metres in depth. The townhouse units along the south blocks would have a small landscaped area in the interior of the site adjacent to their driveway and a small front step fronting onto Davis Drive.

The proposed development also includes a small shared outdoor amenity area. The proposal includes one amenity area at the northwest corner of the subject lands comprised of a pair of seating areas surrounded by landscaping and privacy fencing.

## Transportation

The proposed development is oriented around a 6 metre wide private laneway that runs east-west across the site with a northerly T-turn around. The road features a pedestrian connection through the site along the northerly edge of the internal road.

The subject lands are located along Davis Drive, which features a range of transit options, as illustrated in the figure below and including:

- VIVA Yellow



- 100 metres from site – Rapidway service every 15 minutes along Davis Drive
- 50 Queensway
  - 100 metres from site – Local service Georgina to Newmarket GO Bus Terminal
- 55 Davis Drive
  - 100 metres from site – Local service along Davis Drive
- 521 Newmarket Community Bus
  - 100 metres from site – Route designed for seniors and people with disabilities to link to seniors' residences, medical facilities, community centres and shopping areas
- 56 Gorham/Eagle
  - 200 metres from site – Local service Leslie Street, Harry Walker Parkway, Gorham Street, and Eagle Street to Newmarket GO Bus Terminal
- 57 Mulock
  - 200 metres from site – 404 Town Centre along Mulock Drive to Bathurst Street and Newmarket GO Bus Terminal

The subject lands are also located a bus ride from regional transit options, including:

- Newmarket GO Train Station (10 minute bus ride)
  - Connections southbound on Barrie GO line to Union Station and northbound to Barrie Allendale
- Newmarket GO Bus Terminal (13 minute bus ride)
  - Connections to VIVA Blue serving Yonge Street, GO Buses to Union Station and Yorkdale

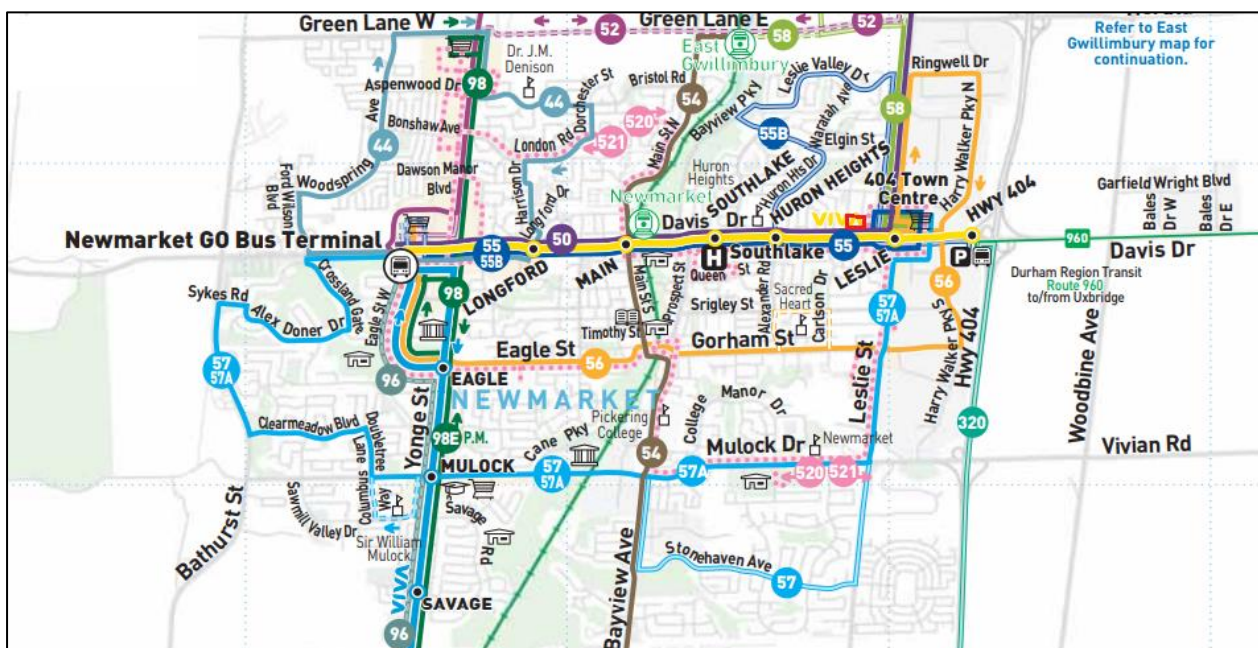


Figure 4: York Region Transit map

The proposed development includes 44 parking spaces for residents and four visitor parking spaces, of which one is barrier-free.

### **Tenure**

The applicant has indicated in their Planning Justification report that the intended tenure for Phase 1 is to divide the townhouse units as Parcels of Tied Land (POTLs) with the internal road privately owned as a common element condominium. This is similar in format to other developments that Council has considered including 260 Eagle Street and 955-995 Mulock Drive (Gordon Circle).

The effect of this is that the road is the undivided shared property of the townhouses that abut the street. This avoids the need for the Town to assume the ownership and maintenance of the road and the services therein, but then instead places that cost and obligation onto the property owners on the street. This varies from if the same number of townhouses were built on a traditional public street, in which case the Town would assume that long-term responsibility.

### **Affordable Housing**

The applicant has indicated in their Planning Justification report that the proposed built form of three-bedroom townhouses will accommodate families at a more affordable scale than the predominating built form of single detached housing in the surrounding area. No specific price points for the sale of units has been proposed.

### **Discussion**

The Planning Act requires that a decision of Council in respect of the exercise of any authority that affects a planning matter shall be consistent with the policy statements issued under subsection (1) of the Act, and shall conform with provincial plans in effect on that date, or shall not conflict with them. The policy statement is the Provincial Policy Statement 2014 (the “PPS”). The provincial plans comprise the Growth Plan for the Greater Golden Horseshoe 2017 (the “Growth Plan”), the Oak Ridges Moraine Conservation Plan 2017 (the “Oak Ridges Plan”), the Greenbelt Plan 2017 (the “Greenbelt Plan”), and the Niagara Escarpment Plan 2017.

Applicable policies and how they are addressed by this application are discussed below. In certain sections comments from staff regarding how the application might be improved to better align with these policies is presented, beginning principally in the section discussing the Town’s Official Plan.

### **Provincial Policy Statement**

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario’s policy-led planning system, the PPS sets the policy foundation for regulating the development

and use of land. It also supports the provincial goal to enhance the quality of life for the citizens of Ontario.

Planning decisions shall be consistent with the Provincial Policy Statement. The PPS provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural environment. The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

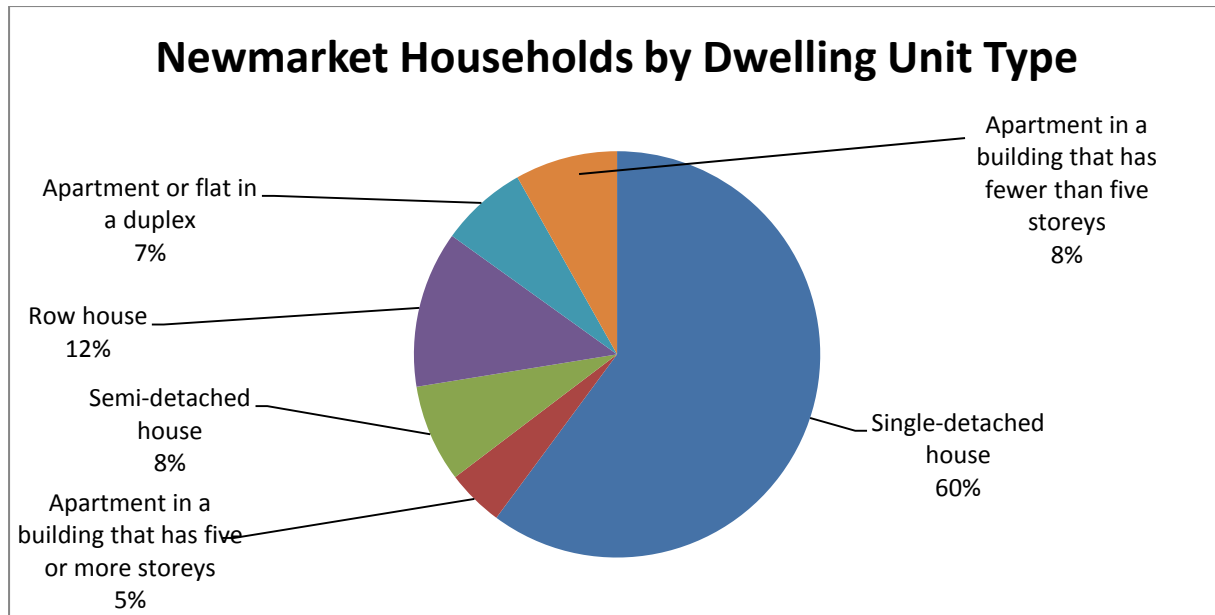
The Provincial Policy Statement is intended to be read in its entirety and the relevant policies are to be applied to each situation.

The policies set out how healthy, liveable and safe communities are to be sustained. This includes promoting efficient development and land use patterns which sustain financial well-being of the Province and municipalities over the long term and accommodating an appropriate range and mix of residential, employment, recreation, park and open space and other uses to meet long term goals.

The PPS supports and promotes intensification in designated growth areas taking advantage of existing and planned infrastructure. The PPS also supports providing an 'appropriate range and mix of housing', including:

- establishing affordable housing targets;
- permitting and facilitating all forms of housing, residential intensification, and redevelopment;
- directing new housing development to where appropriate infrastructure exists to support them;
- promoting densities of housing that efficiently use land and resources; and
- minimizing the cost of housing through compact built forms.

A healthy housing stock provides a mix of housing types for residents of diverse means, family compositions, and stages of life. An unbalanced housing market that predominantly supplies one form of housing to the exclusion of others is inherently poorer at accomplishing this aim, as it lacks the flexibility of a range of types of housing that can accommodate the diverse needs of different families. Newmarket's housing stock includes a range of types, but is predominantly single detached homes (see chart below).



Increased stock of townhouse dwelling units, where appropriately sited and designed, assists in increasing the diversity of housing stock in Newmarket. Such developments can provide an increased housing density of a built form that is more compact, affordable than the predominant single detached built form.

## Growth Plan

The Growth Plan for the Greater Golden Horseshoe (“Growth Plan”) directs growth to built-up areas designated within municipal official plans. The Growth Plan contains policies directing that municipalities create complete communities, reduce the dependence on private automobile through mixed-use and transit-supportive development; provide for high quality public spaces; support transit, walking, and cycling; implement minimum affordable housing targets in accordance with the PPS; and achieve an appropriate transition of built form to adjacent uses.

The Growth Plan emphasizes optimizing the use of existing urban land to avoid development of greenfield lands, and to capture the benefits of density to support a greater mix of land uses, reducing the need for long commutes, and to support improvements to public transit. To that end, the Growth Plan directs that the vast majority of growth will occur in settlement areas such as the Town of Newmarket, and in locations with higher-order transit such as the frequent Bus Rapid Transit (BRT) service on Davis Drive.

The Growth Plan requires that development be planned to achieve minimum density targets of residents and jobs for major transit station areas on priority transit corridors served by Bus Rapid Transit (BRT) such as the Viva BRT on Davis Drive. The Region and the Town have not yet amended their respective Official Plans to implement these policies and delineate the specific areas of application for these policies; however due to the presence of the frequent Viva BRT in proximity to this location the planning

principles of supporting transit growth through intensification close to Viva stops such as this are still relevant and applicable.

The Growth Plan further directs municipalities to provide for high quality public spaces that support transit, walking, and cycling. This is achieved in a range of ways, both through the development of on-site open space amenities and through the provision of public space through parkland. As has been discussed above, this proposal includes one small shared amenity area and proposed to contribute to the development of open space through contributions of cash-in-lieu of parkland as is required by the Parkland Dedication By-law.

The Growth Plan also directs the implementation of minimum affordable housing targets. These are discussed in greater detail in the Official Plan subsection of this Discussion section as the targets are adopted in Newmarket through the Official Plan. Decisions with respect to planning matters are required to conform to the provisions of the Growth Plan.

## **York Region**

As with all planning matters in the Town of Newmarket, and most particularly those affecting lands on roads under the jurisdiction of the Regional Municipality of York, it is important to align policies and decisions of the Town and the Region. To that end, this application should be considered in light of both the York Region Official Plan (YROP) and the Yonge-Davis Streetscape Master Plan (YDSMP).

### **York Region Official Plan**

The York Region Official Plan (YROP) has policies that relate to this application in several ways. First, the YROP designates the subject lands as part of the “Urban Area”, which is the primary area for accommodating growth. A minimum of 40% of all residential development in York Region is to occur within the built-up area which includes the subject lands. This application supports the achievement of this target.

Second, the subject lands are located on Davis Drive which is under the jurisdiction of the Regional Municipality of York and the YROP identifies the road as having a planned width of street of up to 43 metres. If Council approves the application and it proceeds to site plan approval, the applicant will be required to convey land to the Region across the frontage of the site to achieve this increased street width.

Third, the application generally supports the YROP policies related to intensification. The application supports the YROP policy of permitting a mix and range of housing types, lot sizes, unit sizes, functions, tenures, and levels of affordability. Based on its location on Davis Drive, the application supports the YROP targets of locating 50 percent of residents within 200 metres of a transit stop, and 90 percent of residents within 500 metres of a transit stop.



## Yonge-Davis Streetscape Master Plan

The Regional Municipality of York and the Town have adopted the Yonge-Davis Streetscape Master Plan (YDSMP), which will guide streetscape development along these key arterial roads and assist in strengthening the mobility, accessibility, and livability of Newmarket. The YDSMP describes Davis Drive East from Patterson Street to Highway 404 (where the subject lands are located) as follows:



Davis Drive East, bound by Patterson Street on the west and Highway 404 on the east, has a varied and inconsistent street character with one section heavily dominated by a commercial strip plaza development and medical facilities in the east. A majority of the streetscape is dominated by residential rear lots. The section of Davis Drive has continuous sidewalks provided along both sides for the entire length as well as an existing bicycle facilities (on-road shared) for a majority of length.

Although sidewalks and cycling facilities currently exist, there is a lack of amenities resulting in a poor pedestrian environment and a cluttered public realm. In addition, there are frequent driveways, particularly along the north side of Davis Drive, interrupting both traffic and pedestrian flow. This section of Davis Drive transitions into to the vivaNext rapidway near Patterson Street.

Key existing characteristics of Davis Drive East include:

- Varied street character with a mix of commercial as well as low density residential;
- Above ground utilities visible;
- Utility poles are dominant in the streetscape;
- Significant grade changes near Leslie Street and Davis Drive on southeast quadrant.

The YDSMP seeks to improve the streetscape along these corridors, and in the Davis Drive East area to improve pedestrian and cyclist accessibility, enhance street tree plantings, and bring increased activity and vibrancy to the street through a cohesive design.

To ensure transportation connectivity, improve the potential for redevelopment of the westerly adjacent lots, and minimize the need for driveway accesses onto Davis Drive, Planning staff from the Regional Municipality of York have requested that the development be required to plan for the inclusion of a future vehicle and pedestrian

connection to the adjacent westerly properties (1005 Davis Drive and 11 Belfry Drive) at such time as they may redevelop.

Planning staff from the Regional Municipality of York have reviewed the application and have no objection to the proposed Official Plan Amendment and Zoning By-law Amendment, subject to the requested future connection discussed above.

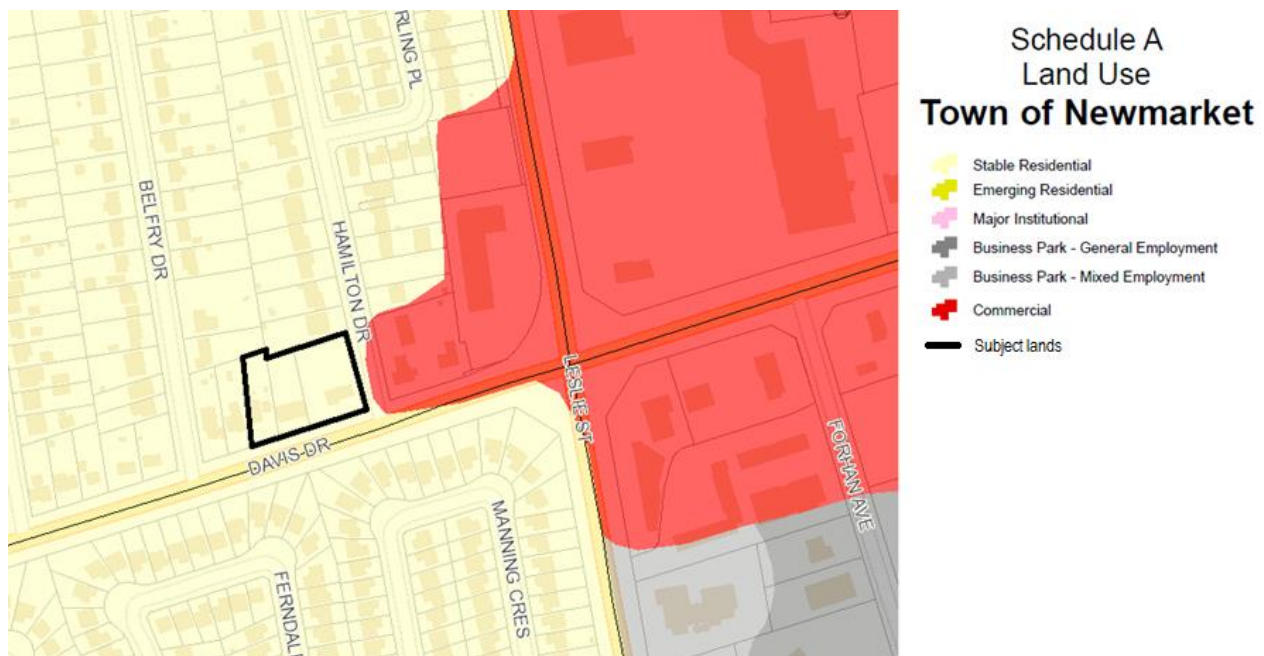
## Town of Newmarket Official Plan

The subject lands are within lands encompassed by the Town's 2006 Official Plan. The Official Plan refines and implements the policies of the Regional and Provincial policies within Newmarket.

The Town's Official Plan is based on objectives of protecting natural and cultural heritage, encouraging sustainable growth and transportation, supporting economic development, revitalizing the downtown, intensifying the urban centres, and promoting a healthy community.

## Use

The subject lands are designated "Stable Residential". To the east lands are designated as "Commercial". The subject lands are indicated in the excerpt from Schedule A of the Official Plan below in Figure 4.



**Figure 5: Schedule A of the Official Plan**

Stable residential areas have a mix of housing forms including rowhouses, townhouses, duplexes, fourplexes, apartments, and other multi-unit buildings. The Official Plan generally directs the highest forms of intensification to the urban centres such as Yonge

Street and Davis Drive, and directs that where intensification occurs in stable residential areas that compatibility and character are protected.

While townhouse dwellings are a denser dwelling type than the abutting single family dwellings to the north and west, in principle townhouse dwellings are not incompatible with single-detached residential neighbours. The Town's practice has often historically been that new development adjacent to existing development should be of a similar built form. However, throughout Newmarket and in new development areas there are residential built forms that differ in form, size, height, and density that are adjacent to one another. The application seeks to amend to Official Plan to allow townhouse units on a private road as a permitted use on the subject lands.

As the Town continues to consider development applications that are increasingly infill and intensification, consideration must be given to a finer grain of analysis of built form compatibility than simply dwelling type and instead consider variables of height, mass, architectural style, orientation, and landscaping. This is particularly the case as the areas that were designated as Emerging Residential in the 2006 Official Plan approach full build-out and demand for redevelopment grows.

### **Affordable Housing**

This section will present an overview of housing affordability in Newmarket and how this application addresses housing affordability policies. The applicant has indicated in their Planning Justification report that the proposed built form of three-bedroom townhouses will accommodate families at a more affordable scale than the predominating built form of single detached housing in the surrounding area. No specific price points for the sale of units has been proposed.

The Town's Official Plan indicates that a minimum of 25% of new housing units outside of the Yonge & Davis Provincial Urban Growth Centre shall be affordable to low and moderate income households. While this 25% is not intended to be achieved on each individual application, but rather within the Official Plan area as a whole, Council should consider how these targets will be achieved if development applications proceed without supplying any affordable units. Any development that is approved without any affordable units renders the challenge of meeting this target greater.

Units are deemed to be affordable if they are rented or sold at a price that meets the Region's annual thresholds. Ownership thresholds are set at the maximum price that households in the sixth decile of income distribution can afford to pay. For 2017 the maximum sale price for an ownership-tenure dwelling unit to be considered affordable is \$478,400 regardless of unit type or size. These thresholds can be seen in the figure from the 2017 York Region Housing Solutions Progress Report below.



**Figure 6: York Region Household Income Distribution and Affordable Ownership Thresholds**

To date, the Town has had limited success in achieving affordable housing units. Data from York Region shows that in 2017, 6% of new ownership-tenure households met the affordable price thresholds.

In summary of the aspects of the application related to affordable housing, the applicant has proposed no affordable housing units, although they advance the argument that increasing housing supply and particularly increasing the supply of townhouse dwelling units will provide housing options that are comparatively affordable among the single detached dwellings that are most common in Newmarket.

## Urban design

The Official Plan includes policies that emphasize that high-quality urban design is a requirement to create a livable, attractive community. The Official Plan seeks to create an attractive, accessible, comfortable, safe and healthy built environment by requiring that all developments focus on six key design principles:

- Design in context with the natural and built environments;
- Connectivity;
- Pedestrian Amenities;
- Usable Common areas;
- Safety; and,
- Visual Quality and Aesthetics.

The policies of the Official Plan are less detailed than those of the Urban Centres Secondary Plan, which provides specific guidance related to materials, transitions in building height, window and entrance locations, servicing and utility integration, streetscape design, and other matters. Conversely, the Official Plan directs that development respect the six principles listed above, but does not prescribe specific elements such as maximum angular plane to lower-density areas or particular limits on shadow impact. Notwithstanding the lack of these policies, staff continue to review applications against general urban design principles and have provided comments to the

applicant that seek to refine the application before providing a recommendation to Council.

## **Transportation**

The integration of land use and transportation planning is a critical element of the Official Plan and of good planning. The transportation policies of the Official Plan encourage a shift away from single occupant vehicles in favor of more active, efficient, and sustainable transportation modes. The Official Plan policies prioritize the use of public transit and active transportation.

The Official Plan provides policies related to intensification surrounding rapid transit. While this has been most concretely implemented in the Urban Centres Secondary Plan, these principles are applicable where improved transit exists outside of that area, such as the Viva Yellow station in proximity to this site. Section 1.3.4 of the Official Plan states that:

The development of the rapid transit system on Yonge Street and Davis Drive in Newmarket and York Region is strongly supported by this Plan. Land use changes around potential station areas will be planned for in order to provide the necessary support to make such a transit system viable.

It is important when reviewing development applications that they not be considered without looking to the future potential of surrounding properties; integrated and forward-looking planning assists in achieving opportunities that are lost when properties are considered in isolation. To that end, staff from Planning Services and from the Region have requested that the application be revised to ensure that if the westerly properties should redevelop in the future that the internal road can be extended to connect and provide an east-west connection between Hamilton Drive and Belfry Drive. This supports the Official Plan policies (Section 12.2.2) of enhancing connectivity consolidating vehicle accesses, and follows similar planning principles to the fine-grid street network proposed in the Urban Centres Secondary Plan by creating a more permeable street network that balances transportation demands.

The proposed development includes 44 parking spaces for residents and four visitor parking spaces, of which one is barrier-free. The visitor parking spaces are proposed in an atypical location, being in the boulevard between the townhouses and the internal road. Staff have provided comments to the applicant that the location of the visitor parking does not meet the Town's expectations of design due to the unlikelihood of the spaces being maintained for visitors when their design affords and suggests that they are private. Similarly, staff have noted to the applicant that the two townhouse units (units 8 and 11) whose driveways are of insufficient length to host a vehicle without encroaching onto the sidewalk or the internal road are not acceptable.

## **Parkland and Open Space**

Parkland Dedication in accordance with Parkland Dedication By-law 2017-56 is required. The by-law requires certain minimum amounts of dedication of land and provides for a calculation of cash in lieu of remaining requirements. The proposed application, if approved, will be required to provide cash in lieu of parkland to assist the Town in funding the acquisition and improvement of parks and park facilities.

Each of the units along the north and east blocks is proposed to have a rear yard of between 2 and 4 metres in depth. The townhouse units along the south block would have a small landscaped area in the interior of the site adjacent to their driveway and a small porch fronting onto Davis Drive.

The proposed development also includes a small shared outdoor amenity area. The proposal includes one amenity area at the northwest corner of the subject lands comprised of a pair of seating areas surrounded by landscaping and privacy fencing. The proposed amenity area is separated from the rest of the site by the waste storage area, a snow storage area, and a hydro transformer. Staff have provided comments to the applicant that the isolated location of the waste storage area undermines its usefulness, and that placing the amenity area behind the waste storage and hydro transformer leaves it isolated and unobserved. Changes to the design of this area are recommended to better support the Official Plan policies of usable common areas and safety.

## **Conclusion**

Staff continue to review the application and have provided comments to the applicant. Certain responses and revisions are required to the application, some of which may be addressed through revisions before a recommendation is brought to Council and certain other comments may be addressed at the site plan application stage if Council should deem to approve the application.

The application is sufficiently advanced that it should be presented at a statutory public meeting as required under the Planning Act. Following that meeting, staff will continue to work with the applicant to address comments from the Town and other review partners before bringing a recommendation to Council at a later date.

## **Comments**

Staff routinely circulate zoning by-law amendment applications to the public and the Town's review partners. Many of the comments provided are outlined in the Discussion section above. Additional comments from several review partners are provided below for greater context.



## York Region

Staff from the Regional Municipality of York have provided comments on the application, and note that the application generally conforms to the York Region Official Plan. They have provided comments on the proposal, which general address:

- The requirement to convey lands along the Davis Drive frontage to the Region to achieve the planned width of the right-of-way
- Ensuring potential of future vehicular and pedestrian connection to the westerly properties
- Servicing allocation is required from the Town

Comments from York Region will be addressed through the appropriate planning tools.

## Engineering Services

Staff from the Engineering Services have provided comments on the application and requested a response from the applicant before a decision is rendered on the proposal. These comments general address:

- Site layout – Ensuring that the waste area is functionally laid out and that access to rear yards is not blocked by electrical infrastructure
- Stormwater management – Revisions are required to address Town requirements for Low Impact Development (LID) and the additional stormwater criteria of the Wayne and Waratah Stormwater Study
- Environmental – A Phase Two Environmental Site Assessment should be conducted a condition of lifting any future holding provisions in the zoning by-law, if approved

Comments from Engineering Services will be addressed through the appropriate planning tools.

## Town Arborist

The Town's Consulting Arborist, Urban Forest Innovations Inc., has reviewed the application and provided comments.

If Council deems to approve the application, staff will ensure compliance with the Tree Preservation, Protection, Replacement, and Enhancement Policy through the future site plan application.

## Lake Simcoe Region Conservation Authority

The Lake Simcoe Region Conservation Authority (LSRCA) has reviewed the application in accordance with the Natural Heritage and Natural Hazard policies of the Provincial Policy Statement (PPS), the Greenbelt Plan, the Lake Simcoe Protection Plan (LSPP), and Ontario Regulation 179/06 under the *Conservation Authorities Act*.

The LSRCA is satisfied that, from a watershed management perspective, that the application is consistent with the applicable policies. Consequently, the LSRCA has no objection to the application. They further note that more detailed comments will be provided at the site plan application stage in order to ensure compliance with applicable policies related to stormwater management and hydrogeology.

### **Other Review Partners**

- Building Services has reviewed the application indicated that compliance with the Ontario Building Code will be ensured at the time of building permit application
- Central York Fire Services has reviewed the application indicated no objection
- Canada Post has been advised of the application and they have noted their requirements to ensure orderly mail delivery to the development in the event that Council approves the application
- The Southlake Regional Health Centre has been advised of the application and they have noted the ongoing need for capital investment and public support to meet the needs of the region's growing population
- Enbridge Gas has been advised of the application and they have noted no objection
- Rogers Communications has been advised of the application and they have noted no comment

### **Conclusion**

This application should be referred to a public meeting as required under the Planning Act. Following this meeting, staff will continue to work with the Town's review partners and the applicant to address provided comments. Staff have provided comments to the applicant and will seek responses or revisions to the plans before returning to Council with a recommendation report or a by-law, as required, for Council's decision.

### **Business Plan and Strategic Plan Linkages**

#### **Living Well**

- Growth management strategies

#### **Well Balanced**

- Meeting the needs of all life-cycle stages

#### **Well-equipped & managed**

- Efficient management of capital assets and municipal services to meet existing and future operational demands
- Varied housing types, affordability and densities

#### **Well planned & connected**

- Long-term strategy matched with a short-term action plan



- Improving interconnectivity and interaction amongst neighbours and neighbourhoods

## **Consultation**

The zoning by-law amendment application has been provided to the Town's review partners per standard practice. Notice has been provided to surrounding residents, persons and bodies as required by Ontario Regulation 545/06 of the Planning Act.

The recommendations of this report refer the applications to the statutory public meeting as required by the Planning Act.

## **Human Resource Considerations**

None.

## **Budget Impact**

The appropriate planning application fees have been received for the Official Plan application and zoning bylaw amendment application. The Town will also receive revenue from development charges and assessment revenue with the development of this proposal in the event the applications are approved.

## **Attachments**

- Location Map
- Proposed Site Plan

## **Approval**

Ted Horton, Planner

Richard Nethery, Director, Planning and Building Services

Peter Noehammer, Commissioner, Development and Infrastructure Services

## **Contact**

Ted Horton, Planner – [thorton@newmarket.ca](mailto:thorton@newmarket.ca)

# LOCATION MAP

## 1015, 1025, 1029 Davis Drive



 Subject Lands



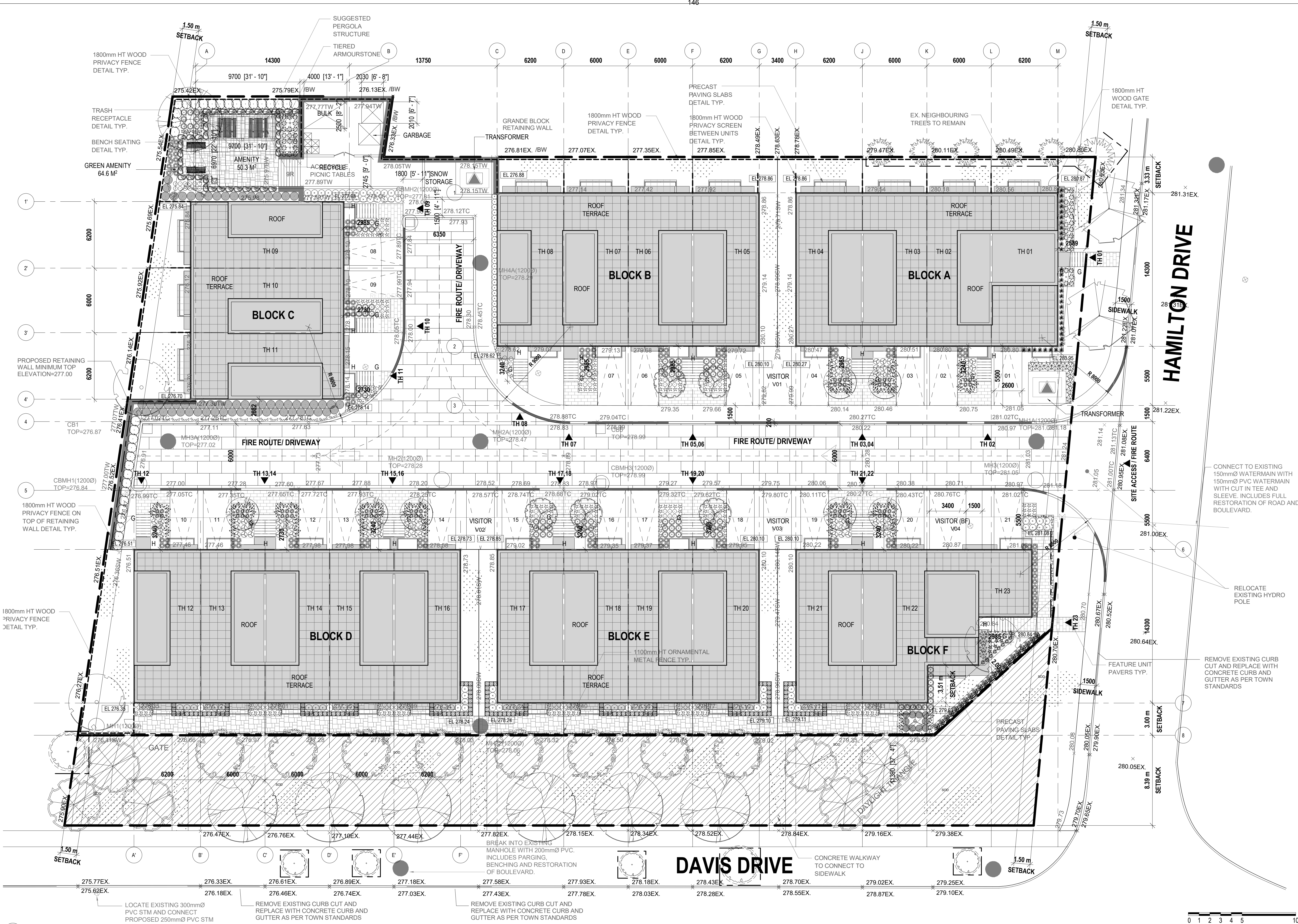
TOWN OF NEWMARKET PLANNING DEPARTMENT



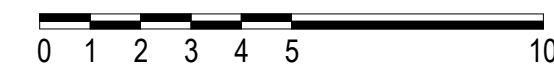


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1 SITE PLAN  
SP100 1:150



**KEY PLAN**

1 2018-10-09 ISSUED FOR SITE PLAN APPROVAL	
<b>A&amp;Architects</b> A& Associates Architects Inc. Six Carlaw Ave, Suite 205 B Toronto Ontario M4M 2R5 (416) 468-0100 www.aarchitects.ca	
Application for Official Plan Amendment & Zoning By-law Amendment	
1015, 1025, 1029 Davis Dr Newmarket, Ontario	
SCALE As indicated	
OWNER NAME LULU HOLDINGS INC.	DATE AUGUST 2018
SHEET NAME <b>SITE PLAN</b>	
PROJECT NO. 17-135	SHEET NO. <b>SP100</b>





### Deputation and Further Notice Request Form

Please complete this form to speak at a meeting of Town Council or Committee of the Whole or to receive further notification regarding an item on the agenda. If filling out by hand please print clearly.

Please email to [clerks@newmarket.ca](mailto:clerks@newmarket.ca), fax to 905-953-5100 or mail or drop off at Legislative Services Department, Town of Newmarket Municipal Offices, 395 Mulock Drive, PO Box 328, STN Main, L3Y 4X7

Name: <u>STEPHANIE RILEY / BELKAM ENGINEER</u>	
Organization / Group/ Business represented: _____	
Address: _____	Postal Code: _____
Daytime Phone No: _____	Home Phone: _____
Email: _____	Date of Meeting: <u>APRIL 29 / 2019</u>
Is this an item on the Agenda? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Agenda Item No: <u>10/15-1029 DAVIS DRIVE</u>
<input checked="" type="checkbox"/> I request future notification of meetings	<input checked="" type="checkbox"/> I wish to address Council / Committee
Describe in detail the reason for the deputation and what action you will be asking Council/Committee to take (if applicable): <u>GROUP OF RESIDENTS LIVING IN AREA OF DEVELOPMENT WANTING TO EXPRESS CONCERNS RE PROPOSED DEVELOPMENT.</u>	
Do you wish to provide a written or electronic communication or background information <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please submit all materials at least 5 days before the meeting. <u>(PETITION)</u>	

#### Deputation Guidelines:

- Deputations related to items on the agenda can be accommodated up to and including the meeting day;
- Deputations related to items not on the agenda may be scheduled within sixty (60) days of receipt of this form;
- Deputations will not be heard on a matter decided upon by Council until ninety (90) days have passed from the date of the matter's disposition by Council;
- Deputations are limited to 5 minutes.

Be advised that all Council and Committee of the Whole meetings are audio-video recorded and live streamed online. If you make a presentation to Council or Committee of the Whole, your presentation becomes part of the public record and you will be listed as a presenter in the minutes of the meeting. We post our minutes online, so the listing of your name in connection with the agenda item may be indexed by search engines like Google.

Personal information on this form will be used for the purposes of sending correspondence relating to matters before Council. Your name, address, comments, and any other personal information, is collected and maintained for the purpose of creating a record that is available to the general public in a hard copy format and on the internet in an electronic format pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended. Questions about this collection should be directed to the Director of Legislative Services/Town Clerk, Town of Newmarket, 395 Mulock Drive, P.O. Box 328, STN Main, Newmarket, ON L3Y 4X7; Telephone 905 895-5193 Ext. 2211 Fax 905-953-5100