

Town of Aylmer

# Report PLAN 18-23



<b>Report Title:</b>	<b>Development Activity Bi-annual Update 2023</b>
<b>Submitted for:</b>	June 7, 2023
<b>Report Author:</b>	Terry Koning, Associate Director of Infrastructure and Operations, Tyler Hiemstra, Manager of Facilities/Chief Building Official and Heather James, Manager of Planning and Development
<input checked="" type="checkbox"/> <b>Receive for Information</b>	<input type="checkbox"/> <b>Recommendation</b>

## Recommendation:

**That Council of the Town of Aylmer receive Report PLAN 18-23 regarding Development Activity Bi-annual Update 2023 for information purposes.**

## Background:

The Building, Engineering and Planning and Development Departments for the Town of Aylmer have collaborated in preparing a report for Council to provide a development activity update from January 2023 to present.

## Analysis:

### Building Department

Total Building Permits Issued – 38

Industrial – 3

Commercial – 5

Institutional – 2

Residential – 25

Demolition – 3

There have been 38 building permits issued to date this year. This is slightly ahead of the 32 building permits that were issued at this time last year. Most permits issued continue to be residential addition & alteration permits for decks, sheds, home renovations etc. There have been 6 new dwelling units created from permits issued, 5 single family homes and 1 additional residential unit. Two large projects that are currently underway include the new drive-thru restaurant (to be Dairy Queen) located at 25 Progress Drive, as well as a major renovation at Assumption Catholic School to facilitate a daycare centre. We anticipate that permit activity will continue to grow through the summer months.

## **Planning and Development Department**

Similar to Building, the Planning and Development Department has been busy since the start of the year. Below is a summary:

### **Subdivision and Condominiums**

#### **Willow Run**

- Zoning by-law amendment has been approved by Town Council and Draft Plan of Subdivision and Draft Plan of Condominium have been approved by Elgin County Council, appeal period in effect.
- Zoning by-law amendment was passed by Town Council; it has been appealed and will be considered by the Ontario Land Tribunal.
- 55 single detached residential lots.
- 8 semi-detached lots.
- 13 townhouse residential lots.
- 44 unit vacant land condominium community.
- 9.87ha of dedicated parkland.

#### **335 John Street South**

- 34 unit townhouse condominium site.
- Owner is currently completing draft plan of condominium conditions to receive final approval from the County of Elgin.

### **Site Plan Approval**

#### **25 Progress Drive (Phase 1)**

- A site plan agreement has been registered on title for 25 Progress Drive to permit a drive-thru restaurant (specifically for Dairy Queen) and associated parking lot.

#### **45 Progress Drive - Home Hardware (Phase 2)**

- Draft Site Plan Agreement has been circulated to Home Hardware and has been approved.
- Phase 2 of the subject site for a proposed lumber yard and addition to existing commercial retail building.

### **Local Official Plan Amendments and Zoning By-law Amendment**

#### **230 John Street**

- Local Official Plan Amendment and Zoning By-law Amendment to convert an existing vacant commercial building to a proposed 8 unit residential development.

- Local Official Plan Amendment has been adopted by Town Council; approval documents for local Official Plan Amendment have been sent to Elgin County for approval.
- Zoning By-law Amendment has been passed by Town Council and will come into force and effect once the local Official Plan Amendment comes into force and effect.

### **34 Sydenham Street East**

- Local Official Plan Amendment and Zoning By-law Amendment is to permit commercial uses in a portion of the front of an existing building on the ground floor and permit a maximum of six (6) residential dwelling units in the remainder of the building.
- Council decision has been deferred until more information on parking and access to the property has been provided by the owners.
- Decision on planning applications and a proposed use of alleyway and maintenance agreement is to be considered by Council at the June 7, 2023 Council meeting.

### **Minor Variances**

- 78 Victoria Street South
- 313 John Street South
- 10 Spruce Street East
- 21 Victoria Street South
- 57 Water Street
- 67 Queen Street South

### **Pre-Consultations:**

Collectively, the Associate Director of Infrastructure and Operations, Chief Building Official, Manager of Planning and Development and as well as the Director of Emergency Services/Fire Chief have been actively engaged in holding pre-consultation meetings for proposed site plan applications and other planning applications for the following:

- Beech Street East – two different properties, proposed industrial use.
- John Street South – multi-unit residential development
- Spruce Street West – multi-unit residential development
- Talbot Street West – commercial redevelopment

### **Planning Policy Review:**

Since the start of the year, the Planning and Development Department has been actively reviewing new and upcoming provincial and county planning policies:

- Bill 23, More Homes Built Faster Act
- Draft County of Elgin Official Plan update

- Proposed Provincial Policy Statement, 2023
- Proposed Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023

### **Proposed Planning Policy Projects**

For the remainder of the year, the Planning and Development Department intends to review and/or revise the following:

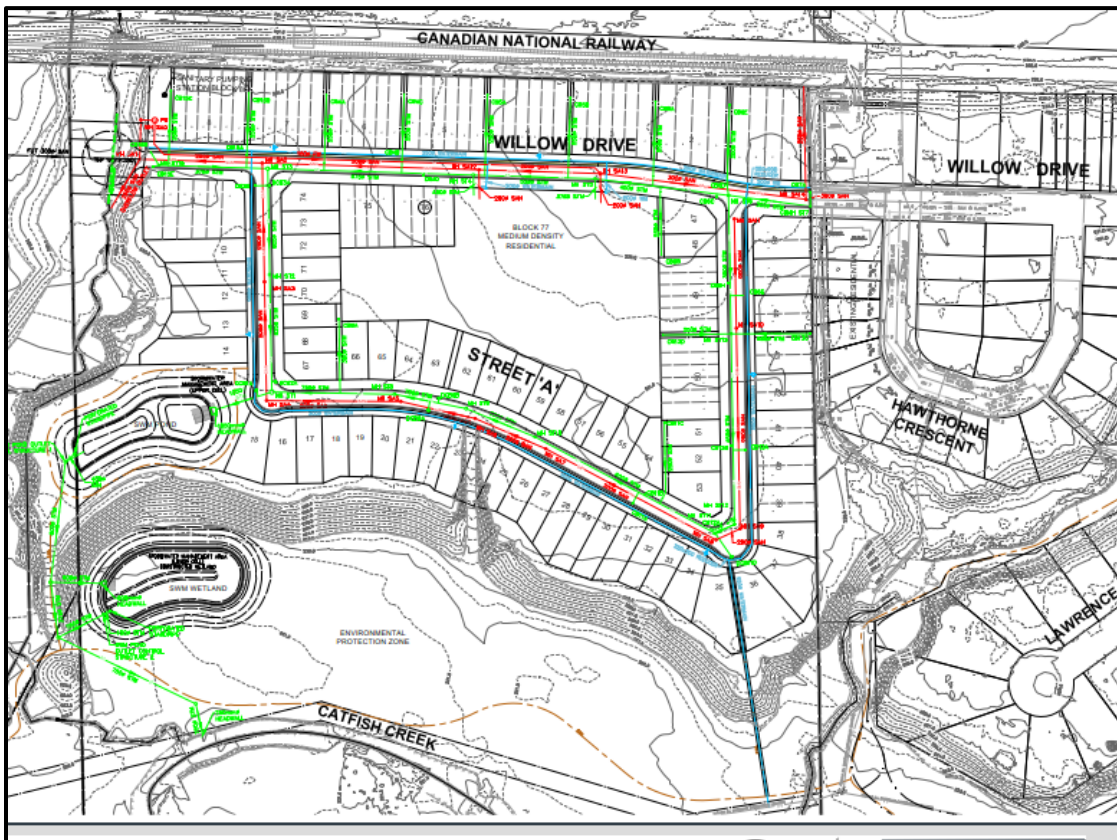
- Revise Town of Aylmer Site Plan Control By-law
- Review Town of Aylmer Official Plan for conformity with proposed Provincial Policy Statement, 2023 and draft County of Elgin Official Plan update

### **Engineering**

Similar to Building and Planning and Development, the Engineering has been quite busy for the Town since January 2023. Below is a summary of the projects:

### **Willow Run – Plan of Subdivision and Plan of Condominium**

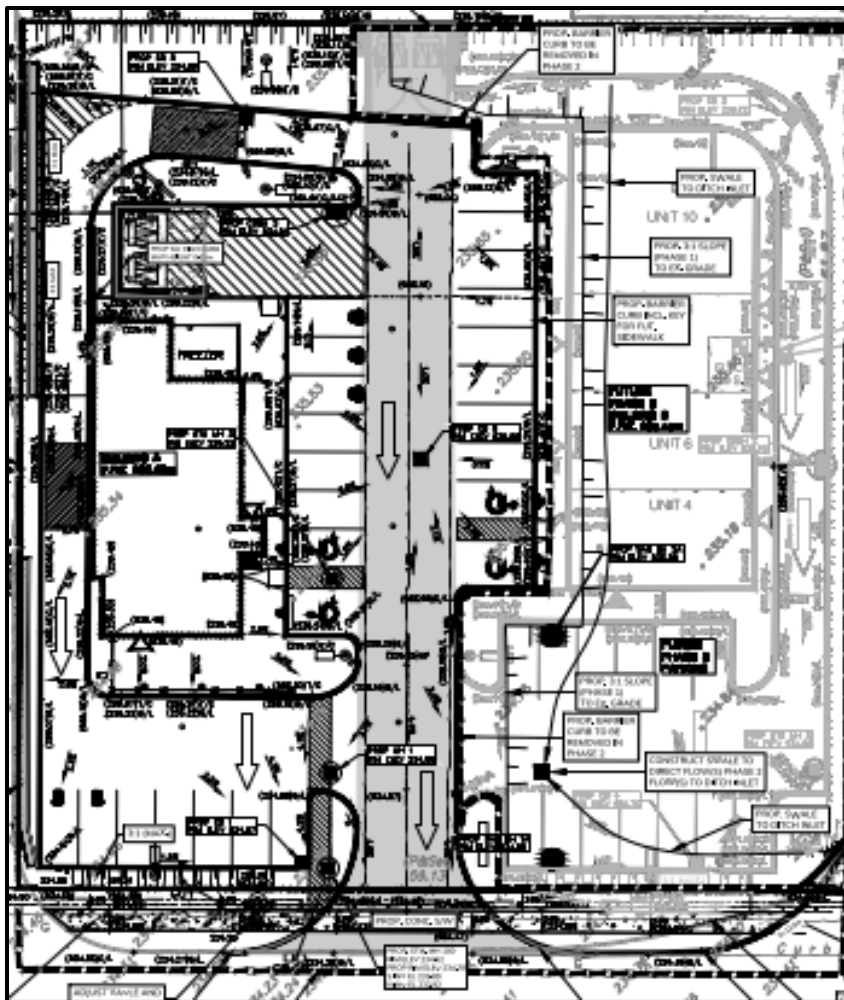
- Detailed engineering drawing submission in progress for the subdivision, i.e., grading, sanitary pump station and stormwater management pond design.
- Will provide sanitary outlet and easement for the future industrial park to the north of the subdivision.



## **25 Progress Drive (Phase 1) – Site Plan Approved**

- Phase 1 includes servicing and storm water management capacity for another building (Phase 2) on the eastern portion of the property.
- Phase 2 will be completed at a later date under a separate site plan agreement.
- The Phase 2 parking design and building layout is “shelf ready” dependent on tenant availability.
- Site has been stripped of topsoil; contractor is awaiting approved shop drawings to complete the servicing.





### 45 Progress Drive - Home Hardware Phase 2

- Phase 2 of the subject site for a proposed lumber yard and addition to existing commercial retail building.
- Lot grading, stormwater management, lighting and site work design has been approved by staff.

### 11 Linden Street Servicing – Road Occupancy Permit Approved

- Residential infill lot severance (conditionally approved in 2022) and servicing for a proposed duplex on Linden Street between Warren St and Water St.
- Sanitary sewer installation and water services in the Town’s Right-Of-Way.
- Low Impact Development (LID) for storm water management.



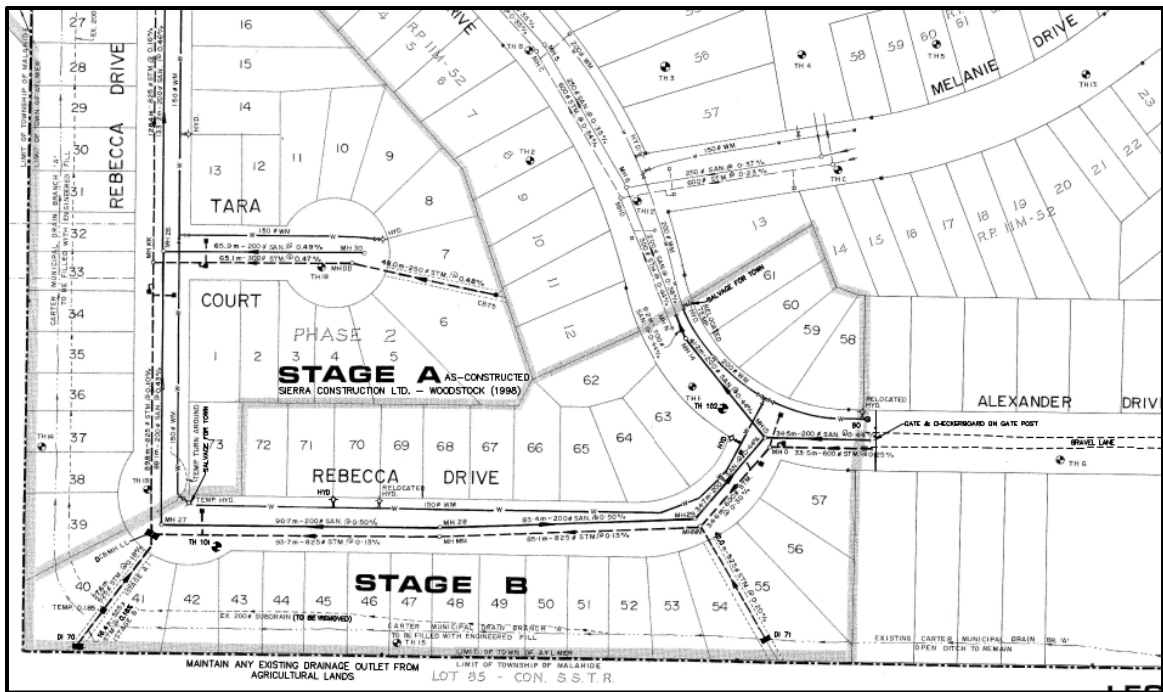


### **Centennial Estates Subdivision, Phase 2, Stage B**

- Pre-existing subdivision agreement with Site Alteration and Servicing Agreement under new ownership.
- 33 single detached residential lots.
- Extension of Rebecca Drive and Alexander Drive.
- New servicing, storm, sanitary, watermain, utilities, curb, sidewalk, asphalt and streetlighting for subdivision.
- Concrete curbs have been placed, fine grading and asphalt will proceed next.
- Remaining works include utility installations and Town review of all engineering reporting, as-constructed documentation and CCTV reports prior to issuance of building permits for individual lots.







### **85 Forest Street – Plan of Condominium**

- 18 Unit condominium site
- Condo site has been constructed; condos currently being built.

### **Aylmer Industrial Park (AIM) – Under Design**

- Proposed 14 lots of varying sizes to be fully serviced for industrial development.
- Extension of White Street and south access off Elm Street.
- Development currently under design, stormwater management pond and sanitary connection to Willow Run under CN Rail.
- Future south road and water tower access road has been constructed to finished underside of curb grades.



### **Engineering/Development Activities:**

- Creation of the Town of Aylmer Design Guidelines Manual <https://aylmer.ca/town-hall/planning-and-development/design-guidelines-manual/>
- Creation of a new Site Plan Agreement template and issuance of individual site plan agreements, including assembling all necessary documentation required for site plan agreements i.e., insurance certificates, traffic control plans, security deposits.
- Review and provide comments on various development applications:
  - Storm water management calculation review

- Low impact Development review (storage for 2-to-100-year storm capacity)
- Sanitary design calculation review
- Water modeling review
- Development, roadway, and lot grading review
- Servicing Easement requirements
- Private and public parking requirements
- Landscaping requirements
- Lighting requirements as per RP-8-14
- AODA requirements
- Creation of the Town of Aylmer, Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA) program, sewage application package, stormwater application package and watermain application package to streamline the ECA process for the Town and Developers: <https://aylmer.ca/town-hall/planning-and-development/consolidated-linear-infrastructure-environmental-compliance-approval-cli-eca/>
- Issuance and receipt of Road Occupancy Permits and necessary documents (i.e., Utility contractors, Talbot St scaffolding, Linden St servicing, etc.)
- Respond to public drainage concerns.
- Respond to public inquires and complaints regarding development activities or construction.

### **Strategic Priorities**

- Pillar One – Dynamic, Inclusive Community
- Pillar Two – Planning for the Future
- Pillar Three – Economic Vitality
- Pillar Four – Environmental Stewardship
- Pillar Five – Public Service Excellence

### **Financial Impacts**

Not applicable

Respectfully submitted,

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<input type="checkbox"/> Reviewed by Josh Brick, Director of Corporate/ Legislative Services
<input checked="" type="checkbox"/> Reviewed by Andy Grozelle, Chief Administrative Officer