



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

General Committee Report

No. PDS22-107

Subject: Application for Site Plan Approval
York Region District School Board
377 Hartwell Way
File Number: SP-2021-12

Prepared by: Sean Lapenna, Development Planner

Department: Planning and Development Services

Date: July 5, 2022

Recommendation

1. That Report No. PDS22-107 be received; and
2. That Site Plan Application File SP-2021-12 to permit the development of a two-storey JK-8 elementary school (638 students) with a Gross Floor Area of 5,985.50 m² (64,427.0 ft²) and accessory childcare facility (48 children), bus drop-off lane, parking areas, additional student drop off lanes, asphalt play yard, outdoor fenced play areas and green space throughout, be approved.

Executive Summary

This report seeks Council's approval of a site plan application at 377 Hartwell Way for the development of a future Elementary School 5,985.50 m² (64,427.0 ft²) (12,519.0 ft²) with accessory childcare facility, to be fully developed and occupied by September 2024.

- The proposed Site Plan conforms to the Town of Aurora Official Plan;
- The Proposed Site Plan conforms to the Town's Comprehensive Zoning By-law;
- Planning Staff are satisfied with Site Design and Building Elevations;
- Planning Staff recommend that the site plan application be approved. Final technical matters will be addressed prior to the execution of the site plan agreement.

Background

Application History

The Site Plan Application was submitted to the Town on October 4, 2021. The application was deemed complete on October 20, 2021. The applicant made a resubmission on March 30, 2022 to address and respond to comments on the first submission issued by the Town and commenting agencies.

Location/Land Use

The subject lands are municipally known as 377 Hartwell Way and are located south of St. John's Sideroad, west of Leslie Street and on the south-east corner of Hartwell Way and William Graham Drive. The subject lands are currently vacant, have an approximate lot area of 5.87 ac (23, 764.0 m²) and a lot frontage of 179.50 m (590.0 ft).

Surrounding Land Uses

The surrounding land uses are as follows:

North: Low-density residential and Hartwell Way;

South: Low-density residential and Open Spaced lands;

East: Low-density residential and vacant lands;

West: Low-density residential and Environmentally Protected lands.

Policy Context

Provincial Policies

All development applications shall have regard for the Provincial Policy Statement (PPS), which provides policy direction on matters of Provincial interest. These policies support the development of strong communities through the promotion of efficient land use and development patterns.

The Growth Plan for the Greater Golden Horseshoe (The Growth Plan) is a guiding document for growth management within the Greater Golden Horseshoe Area. The Growth Plan provides a framework which guides land use planning.

The Lake Simcoe Protection Plan (LSPP) provides policies which address aquatic life, water quality and quantity, shorelines and natural heritage, other threats and activities (invasive species, climate change and recreational activities).

York Region Official Plan

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

Town of Aurora Official Plan

As illustrated on Figure 2, the majority of the subject lands are designated 'Elementary School' while a western portion of the site is designated 'Urban Residential 1' by the Town of Aurora's Official Plan.

As outlined in the 'Elementary School' designation, the subject lands are one of two sites which have been identified in the Secondary Plan area to accommodate future elementary school developments, as shown on Schedule A of OPA 73 (Aurora 2C Secondary Plan).

It is the intent of the Urban Residential 1 designation to promote well-designed, low density housing in appropriate locations throughout the community. Elementary School is listed as a Permitted Use in the Urban Residential 1 designation.

Zoning By-law 6000-17, as amended

The subject property is zoned 'I (419) (Institutional Exception Zone)' under Zoning By-law 6000-17, as amended, which permits Public or Private Schools.

Reports and Studies

The Applicant submitted the following studies, reports and plans as part of a complete Site Plan Application:

Report/Drawing Name	Report/Drawing Author
Site Plan	Hossack & Associates Architects
Building Elevations	Hossack & Associates Architects
Floor Plans	Hossack & Associates Architects
Landscape Plan	FRP Inc.
Tree Inventory and Protection Plan	FRP Inc.
Site Grading Plan	MGM Consulting Inc.
Site Servicing Plan	MGM Consulting Inc.
Stormwater Management Report	MGM Consulting Inc.
Erosion and Sediment Control Plan	MGM Consulting Inc.
Geotechnical Investigation	Forward Engineering & Associates Inc.
Hydrogeological Assessment Report	Cambium Inc.
Phase One Environmental Site Assessment	Tetra Tech
Traffic Impact Study	GHD Limited.
Pavement Marking & Signage Plan	GHD Limited.
Green Development Standards Report	Hossack & Associates Architects

Proposed Application

The site plan application was submitted in order to accommodate the development of a new two-storey JK-8 elementary school (638 students) with a childcare facility (48 children). The facility has a Gross Floor Area of approximately 5,985.50 m² (64,427.0 ft²) and a building height of 10.75 m (35.0 ft). The submitted site plan outlines that the property will be accessed by a total of four driveways (three driveways along Hartwell Way and one driveway off of William Graham Drive). A total of 90 parking spaces (including 5 barrier free parking spaces) have been provided along with 15 bicycle parking spaces.

The site plan also includes an outdoor play field in the south-west corner of the site which has an area of 2,706 m² (29,127 ft²), an asphalt play field which has an area of 2,600 m² (27,986 ft²) which is located behind the future two-storey school building to the south, as well as an outdoor play area for future kindergarten students which is located in front of the future two-storey school building to the north. Additional outdoor play space will be provided for the future childcare facility to be accessed off of William Graham Drive to the east.

The application outlines that approximately 27 classrooms will be provided internal to the building as well as an indoor school gymnasium, a library resource centre, student support centre space as well as washroom, change room, mechanical room and office space throughout the facility.

The school will also include an accessory childcare program which will be operated by a third-party provider, inside the school facility. The childcare program will host two program rooms designed to provide childcare services to a maximum of 48 children. The childcare program will have fenced play areas with a combination of asphalt and landscaping as well as a separate parking lot to be accessed off of William Graham Drive and which is located in the south-east corner of the site.

Analysis

The proposed Site Plan conforms to the Town of Aurora Official Plan

As noted earlier in this report, the majority of the subject lands are predominantly designated 'Elementary School' while a western portion of the site is designated 'Urban Residential 1' by the Town of Aurora Official Plan. Elementary Schools within the 'Urban Residential 1' designation will be permitted with a maximum height of 12.0 metres.

The subject property overall has been specifically designated to accommodate a future elementary school. Section 3.3.6 of OPA 73 outlines that this site has been selected to reflect the role of school sites in supporting the definition of community structure and patterns of land use.

The policies that apply to the subject property through OPA 73 outline that schools shall provide parking for both vehicles and bicycles, amenity areas with planting and/or fencing from adjacent residential dwellings.

The policies that apply further note that that parking and loading areas will be provided and access points designed in a manner that will minimize conflicts between pedestrian and vehicular traffic and will enhance the aesthetic character of the neighbourhood.

Planning Staff are of the opinion that the proposed site plan conforms to the policies of both the 'Urban Residential 1' and predominant 'Elementary School' Official Plan designations that apply to the property.

The proposed Site Plan conforms to the Town's Comprehensive Zoning By-law

The subject property is zoned 'I (419) (Institutional Exception Zone)' under Zoning By-law 6000-17, as amended, which permits Public or Private Schools. The applicant has proposed a new two-storey elementary school with childcare centre. The school use as mentioned is a permitted use under the site zoning in place. In addition to this, zoning staff have also confirmed that the childcare centre use would be classified as an

accessory use to the permitted school use, meaning that the zoning is in place to accommodate the development as proposed.

Zoning staff have also confirmed that the proposal conforms to all applicable by-law requirements. These would include lot coverage, building height, setbacks and minimum parking requirements (for both vehicle and bicycle).

Planning Staff are of the opinion that the proposed site plan conforms to the 'I (419) (Institutional Exception Zone)' zoning in place under Zoning By-law 6000-17, as amended.

Planning Staff are satisfied with Site Design and Building Elevations

The site plan review has progressed to a stage where staff are satisfied with the overall site and physical design including matters such as the proposed building elevations, site circulation, parking arrangements and landscaping. As such, staff are recommending that the site application be approved.

Building Elevations

The building elevations were reviewed by Planning Staff to ensure that the overall design was appropriate for the subject site and area. The building elevations reflect that the materials to be used for the construction of the new elementary school consists primarily of red masonry brick, light grey masonry brick, glazed brick (charcoal coloured) as well as horizontal corrugated steel siding panelling (white, grey and charcoal coloured). Windows have been placed and designed in a manner to provide a breakup between the predominate brickwork throughout each side of the building, as well as the panelling used as an accent material, in order to achieve a level of variation throughout and to avoid monotony.

Site Circulation

A total of four driveways are proposed to accommodate the development as proposed. Beginning in the north-west corner of the site and fronting Hartwell Way, this proposed driveway includes one ingress lane and two egress lanes for a total of three lanes and a width at street line of 24.820 m (81.0 ft). This driveway provides access to and from the school's parking lot (80 parking spaces including 4 barrier free parking spaces) as well as two pick up and drop off lanes internal to the site (labelled on site plan "Kiss & Ride Lane").

Central to the site along Hartwell Way are located two more driveways (one ingress and one egress) as designated entry and exit points for school bus use only. Each driveway

includes two lanes and has a width at street line of 21.230 m (70.0 ft). These driveways will be utilized by school buses to enter and exit the subject lands for pick-up and drop off purposes. This area onsite also functions as a designated fire route.

The final driveway proposed is located off of William Graham Drive in the south-east end of the site. It includes one ingress lane and one egress lane for two lanes in total with a width at the street line of 24.980 m (82.0 ft). This driveway provides access to and from a separate parking area (10 spaces including one barrier free space) which is intended for use by the proposed childcare program which is accessory to the School (Principal Use).

In addition to the parking areas being located onsite, staff acknowledge that the site has been specifically designed to accommodate student drop off areas via "Kiss & Ride" lanes and bus drop off lanes to be internal to the site, as opposed to resorting to on street parking. As such, staff are satisfied with the site circulation design as shown on the site plan.

Parking

Based on the number of classrooms to be provided (27) along with the accessory child care program and future portables located outdoors (6) (not part of this application) the minimum number of onsite parking spaces required is 74, which includes 4 barrier free parking spaces. The submitted site plan outlines that approximately 90 parking spaces will be provided (including 5 barrier free spaces) resulting in a parking surplus. Further to the previous section of this report (site circulation) staff are of the opinion that the overall parking configuration has been designed in a manner to mitigate the potential for conflicts to the greatest extent possible. As such, staff are satisfied with the onsite parking provided.

Landscaping

The applicant is proposing a variety of plantings along all property lines and staff note a higher concentration of plantings along the side yard property line to the west and rear yard property line to the south, considering that these particular areas onsite abut existing single-detached dwellings (see Figure 1).

A total of 54 new deciduous trees are proposed, along with 10 new coniferous trees. 96 new deciduous shrubs are proposed and 50 new coniferous shrubs are proposed overall. Of these new plantings 30 are proposed along the side yard property line to the west (13 trees & 17 shrubs) while 38 new plantings are proposed along the rear yard property line to the south (17 trees & 21 shrubs).

A 3.0 m wide landscape buffer along the side yard property line to the west and 5.6 m wide landscape buffer along the rear yard property line to the south will be in place in order to accommodate all new plantings as well as to provide adequate buffering and visual screening between abutting residential neighbouring properties and the school site. The front yard property line to the north and east side property line to the east are bordered by Hartwell Way and William Graham Drive.

Overall, Parks Division staff are satisfied with the latest landscaping submission and have already confirmed security and fee amounts to be included as part of the future site plan agreement.

Waste & Recycling

The school includes a designated waste and recycling area, which is now shown on the latest site plan in the south-west area of the elementary school (see Figure 4). The designated area for management of waste and recycling will be internal to the building, with interior rooms being located inside the school building. The applicant has confirmed that custodial staff will make arrangements with private garbage and recycling operators to coordinate pickup and removal of all waste and recycling generated onsite.

Snow Storage

As shown on the latest site plan, designated areas have been provided onsite for snow storage during the winter months. All snow storage locations located onsite will be finalized with Town Staff prior to execution of the site plan agreement.

Department/Agency Comments

Planning Staff recommend that the Site Plan application be approved. Final technical matters will be addressed prior to execution of the site plan agreement

Planning and Development Services – Development Engineer

The Town's Development Engineer has no objections to approval of the Site Plan application and is accepting of the Green Development Standards report submitted as part of the second submission. Any remaining comments on the latest technical submission will be addressed prior to execution of the site plan agreement.

Building Division

The Town's Building Division has no objections to approval of the site plan application. From a zoning standpoint, all applicable zoning by-law requirements are being met with the development as proposed.

Operational Services – Parks Division

The Town's Parks Division expressed no objection to approval of the site plan application and is satisfied with the overall landscaping plan (see Figure 5). As noted earlier in the report, a total of 54 new deciduous trees are proposed, along with 10 new coniferous trees. 96 new deciduous shrubs are proposed as well as 50 new coniferous shrubs. Overall, Parks Division staff are satisfied with the latest landscaping submission and have already confirmed security and fee amounts to be included as part of the future site plan agreement.

Operational Services – Public Works Division

The Town's Public Works Division expressed no objection to approval of the site plan application but did confirm through their latest review that a water meter would need to be relocated inside a property line onsite and that a backflow preventor would need to be installed inside the building. All snow storage locations will need to be confirmed and finalized by Town Staff. Staff will be sure to address these matters prior to execution of the site plan agreement.

Traffic/Transportation

A Traffic Impact Study was submitted as part of the Site Plan application to which the Town's Traffic Analyst has expressed no objection to the findings and conclusions contained within. The applicant also submitted as part of a complete application a Pavement Marking and Signage Plan which requires no further updates. A Traffic Management Plan will need to be submitted prior to the beginning of construction. Staff will ensure approval of this plan prior to execution of the site plan agreement. The Town's Traffic Analyst has expressed no objection to approval of the site plan application.

The Regional Municipality of York

The Regional Municipality of York has reviewed the application and advises that they have no objection to approval of the site plan.

Lake Simcoe Region Conservation Authority (LSRCA)

The Lake Simcoe Region Conservation Authority has confirmed that several minor technical comments are required to be addressed with respect to the submitted Hydrogeological Assessment and Stormwater Management Reports. These reports will need to be finalized and approved prior to execution of the site plan agreement. The Lake Simcoe Region Conservation Authority has provided their conditions of approval to be included in the site plan agreement. The Owner will be required to satisfy all LSRCA conditions of approval in the site plan agreement.

Central York Fire Services

Central York Fire Services (CYFS) has reviewed the application and have confirmed that all comments have been addressed satisfactorily. As such, CYFS has no objection to site plan approval.

Public Comments

Planning Staff have not received any public comments with respect to this site plan application.

Advisory Committee Review

Accessibility Advisory Committee

The Town's Accessibility Advisor reviewed the site plan on behalf of the Accessibility Advisory Committee in accordance with the Accessibility for Ontarians with Disabilities Act in order to encourage barrier free access.

Upon review of the first submission, the Accessibility Advisor noted that automatic door openers for all public access locations should be provided. In response to this comment, the applicant confirmed that the only public access entrance to the school is the front entrance, which the applicant confirmed will include an automated power door operator.

In response to additional comments made by the Accessibility Advisor after the first submission, the applicant also confirmed that all customer service counters will have an allocated accessibility spot, all drop off locations will have a rolling curb depression providing access to exterior paths of travel and that an accessible route or ramp will be provided to the stage in the gymnasium.

In addition to this, the school will also be equipped with fully functioning elevator (lift) capabilities to allow for barrier free access between both floors. Finally, the barrier free parking requirements as noted earlier in this report have been met as the required number of barrier free parking spaces will be provided onsite.

On this basis, Town Staff are satisfied with the barrier free needs provided for this site and as such, the Town's Accessibility Advisor provided no further comments.

Legal Considerations

In accordance with Section 41 of the *Planning Act*, the owner may appeal a site plan application if Council fails to approve the application within thirty (30) days of the application being submitted. The owner may also appeal any of the Town's conditions, including the terms of a site plan agreement. There is no right of appeal for any other person.

Financial Implications

All applicable fees and securities will be collected upon execution of the Site Plan agreement. Furthermore, this development will generate development charge and annual tax levy revenues for the Town.

Communications Considerations

Site plan applications submitted under Section 41 of the Planning Act do not require public notification. However, a Notice of Site Plan application sign was posted on the subject property in November 2021 by the applicant. In addition to this, all planning applications are listed on the Town's website through the Planning Application Status List which is reported to Council and updated quarterly.

Link to Strategic Plan

The proposed Site Plan Application supports the Strategic Plan goal of supporting an exceptional quality of life for all through its accomplishment in satisfying objectives within the following goal statement:

Strengthening the fabric of our community: By working with York Region, college and university partners to establish post-secondary education options in Aurora, we are strengthening the fabric of our community.

Alternative(s) to the Recommendation

1. That Council provide direction.

Conclusion

Planning and Development Services have reviewed this Site Plan Application in accordance with the policies of Provincial Plans; the Regional and Town Official Plans, the Town's Zoning By-law and municipal development standards.

Overall, Staff are satisfied with the proposed Site Plan and it has progressed to the stage where it can be presented to Council for approval subject to comments stated herein. The majority of comments to date have been addressed by the applicant and any outstanding technical matters and comments will be addressed by the Town prior to execution of the Site Plan agreement.

Attachments

Figure 1: Location Map

Figure 2: Existing Official Plan Designation

Figure 3: Existing Zoning

Figure 4: Proposed Site Plan

Figure 5: Proposed Landscape Plan

Figure 6: Proposed Building Elevations - North, East, West & South

Figure 7: Exterior Perspectives - North, East, West & South

Previous Reports

None.

Pre-submission Review

Agenda Management Team review on June 16, 2022.

Approvals

Approved by Marco Ramunno, MCIP, RPP, Director Planning & Development Services

Approved by Doug Nadorozny, Chief Administrative Officer