Ontario Land Tribunal
Tribunal ontarien de l'aménagement du territoire

ISSUE DATE: Tuesday April 8, 2025 **CASE NO.:** OLT-24-000823

PROCEEDING COMMENCED UNDER subsection 34(11) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Applicant/Appellant:	Spruce Rose Inc.
Subject:	Application to amend the Zoning By-law – Refusal or neglect to make a decision
Description:	ZBA & DPSD to permit the creation of seven residential Lots
Reference Number:	Z-1631.66
Property Address:	304 & 318 Spruce Street (Part of Block A, Plan H121, Part 1,2 & 3, 20R10208)
Municipality/UT:	Oakville/Halton
OLT Case No.:	OLT-24-000823
OLT Lead Case No.:	OLT-24-000823
OLT Case Name:	Spruce Rose Inc. v. Oakville (Town)

PROCEEDING COMMENCED UNDER subsection 51(39) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended

Applicant/Appellant:	Spruce Rose Inc.
Subject:	Proposed Plan of Subdivision - Refusal by Approval Authority
Description:	ZBA & DPSD to permit the creation of seven residential Lots
Reference Number:	24T-24003/1613
Property Address:	304 & 318 Spruce Street (Part of Block A, Plan H121, Part 1,2 & 3, 20R10208)
Municipality/UT:	Oakville/Halton
OLT Case No.:	OLT-24-000824
OLT Lead Case No.:	OLT-24-000823
OLT Case Name:	Spruce Rose Inc. v. Oakville (Town)

BEFORE:

D. CHIPMAN MEMBER	))	Tuesday the 8th
	)	day of April, 2025

THIS MATTER having come before the Tribunal**;**

AND THE TRIBUNAL having been advised by the Parties on April 4, 2025, that a full uncontested settlement had been reached, on consent;

THESE MATTERS involving appeals under 34(11) and s. 51(39) of the *Planning Act*, R. S.O. 1990, c. P. 13, as amended, regarding the refusal of the Town of Oakville with respect to applications for a Zoning By-Law Amendment and Draft Plan of Subdivision concerning the lands located at 304 and 318 Spruce Street having come before the Tribunal to consider a settlement proposal proffered on consent of the Parties on April 4, 2025;

AND THE TRIBUNAL having received and considered:

i. the uncontested opinion evidence of Paul Lowes, a Registered Professional Planner, a member of the Ontario Professional Planners Institute and Canadian Institute of Planners, in his Affidavit sworn on April 2, 2025;

ii. The Exhibits contained therein.

AND THE TRIBUNAL, having accepted the uncontradicted Affidavit evidence of Paul Lowes, with respect to the Zoning By-law Amendment ("ZBA") and Draft Plan of Subdivision ("PoS") before the Tribunal in relation to lands known municipally as 304 and 318 Spruce Street in the Town of Oakville ("Subject Property"), and finding that the proposed ZBA and PoS, along with the prescribed conditions are consistent with, conform to, and are in keeping with applicable policies and guidelines of the Province of Ontario and the Town of Oakville, including:

i. the *Planning Act*;

ii. the Provincial Planning Statement 2024;
iii. the Region of Halton Official Plan;
iv. the Town of Oakville Official Plan;

AND THE TRIBUNAL finding that the requested ZBA and PoS, as revised pursuant to the settlement agreement, meet the required legislative tests, represent good planning, are in the public interest, and warrant approval, in principle, subject to the conditions agreed to by the Parties as set out in (**Attachment 4**);

AND THE TRIBUNAL, finds that it is satisfied that the proposed settlement along with prescribed conditions and revised instruments giving effect thereto:

a. have appropriate regard for matters of provincial interest under s. 2 of the *Planning Act*, in particular by optimizing the use of existing land and infrastructure within a settlement area;

b. are consistent with the policies and directives in the Provincial Planning Statement 2024, by supporting a gentle form of intensification on an underutilized site that is well served by municipal infrastructure and support active transportation and are transit-supportive;

c. are in conformity with the Halton Regional Official Plan by supporting policies that create complete communities and ensure growth is logical and supports sustainable growth and permits intensification for residential infill;

d. is in conformity with the Town of Oakville Official Plan by providing an increase to the housing stock in a built form which complements the existing character of the neighbourhood while providing an appropriate setback from the interior side yard adjacent to the existing single detached homes to the east and south of the proposed development;

e. <u>Planning Act – Section 51 Plans of Subdivision</u>

Section 51(24) of the Planning Act outlines the criteria for considering a draft plan of subdivision; the PoS represents intensification to provide additional housing to complement a complete community and is not premature; the subject lands are in an existing residential neighbourhood without any environmental or hazard constraints and are suitable for the purpose of seven residential lots.

NOW THEREFORE

THE TRIBUNAL ORDERS THAT:

1. The appeal by the Appellant under subsection 34(11) of the *Planning Act* is allowed, in part; and By-law 2014-014 is amended as set out in the draft Zoning By-law Amendment filed as Exhibit 3, and set out in **Attachment 1** to this Order;

2. The appeal by the Appellant under subsection 51(39) of the Planning Act is allowed in part and the Plan of Subdivision filed as Exhibit 2, and set out in **Attachment 2** to this Order is approved in principle subject to fulfillment of the conditions set out in **Attachment 3** to this Order;

3. Pursuant to s. 51(56.1) of the *Planning Act*, the Town of Oakville shall have the authority to clear the conditions of draft plan approval and to administer final approval of the plan of subdivision for the purposes of s. 51(58) of the *Planning Act*. In the event that there are any difficulties implementing any of the conditions of draft plan approval, or if any changes are required to be made to the draft plan, the Tribunal may be spoken to.

4. **AND THE TRIBUNAL** authorizes the Clerk of the Town of Oakville, as applicable, to assign a number to, insert any applicable dates, and format as may be necessary, the instrument as Exhibit 3, **Attachment 1** for recordkeeping purposes.

"Euken Lui"

EUKEN LUI
ACTING REGISTRAR

Ontario Land Tribunal
Website: olt.gov.on.ca Telephone: 416-212-6349 Toll Free: 1-866-448-2248

The Conservation Review Board, the Environmental Review Tribunal, the Local Planning Appeal Tribunal and the Mining and Lands Tribunal are amalgamated and continued as the Ontario Land Tribunal ("Tribunal"). Any reference to the preceding tribunals or the former Ontario Municipal Board is deemed to be a reference to the Tribunal.

Attachment 1

OAKVILLE

THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-059

A by-law to amend the Town of Oakville Zoning By-law 2014-014 to permit the use of lands described as 304 and 318 Spruce Street (Spruce Rose Inc., File No.:1613.66)

ORDERED BY THE ONTARIO LAND TRIBUNAL:

1. Map 19(8) of By-law 2014-014 is amended by rezoning the lands as depicted on Schedule 'A' to this By-law.

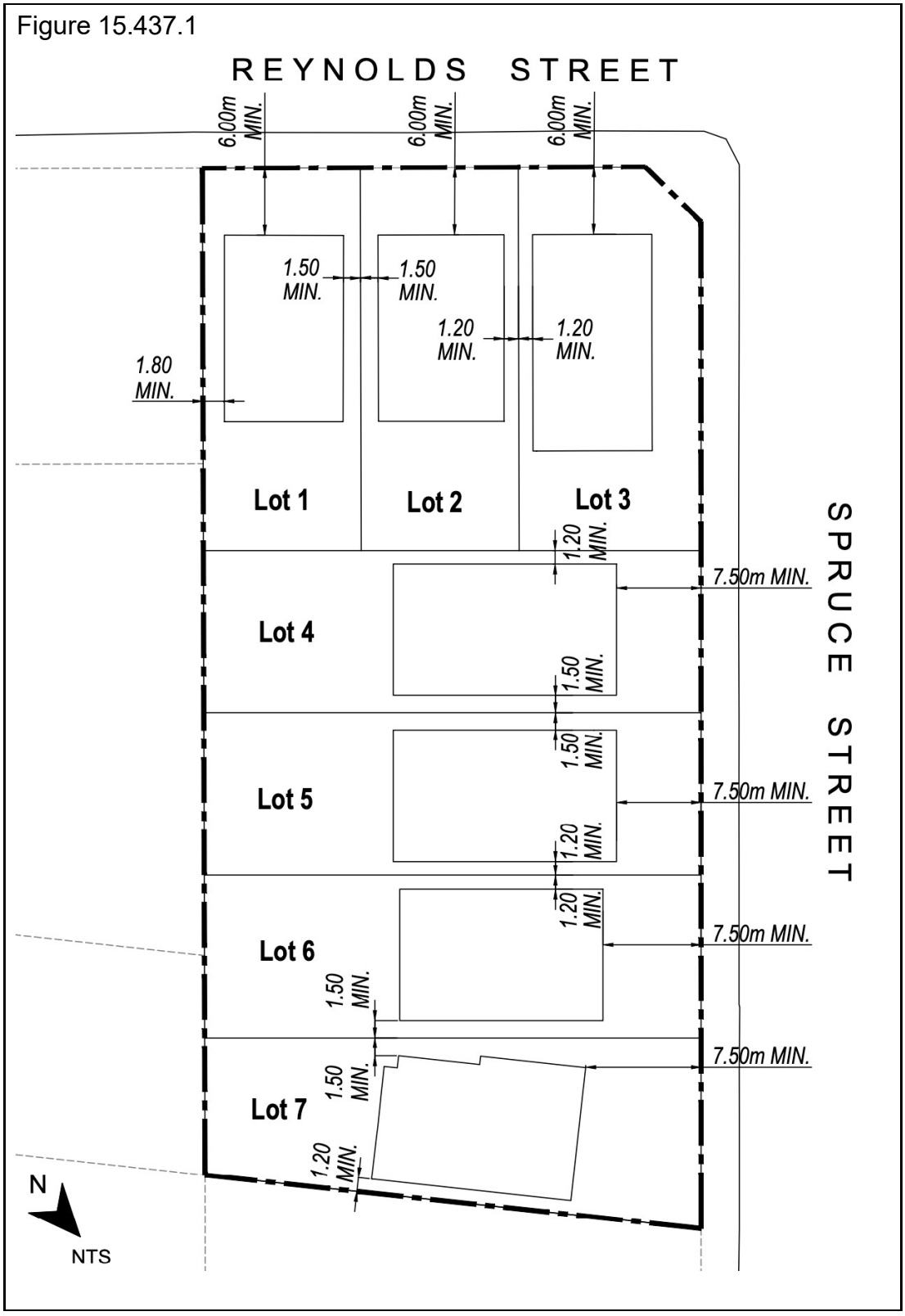
2. Part 15, Special Provisions, of By-law 2014-014 is amended by adding a new Section 15.437 as follows:

"437" Map 19(8)	**304 and 318 Spruce Street** (Spruce Road Inc.)	Parent Zone: RL3-0 (2025-059) (OLT-24-000824)
15.437.1 Zone Provisions		
The following regulations apply:		
a)	Minimum *lot area*	480.0m^2
b)	Minimum *lot frontage*	14.0m
c)	Minimum *front* and *interior side yards* shall be provided in accordance with Figure 15.437.1	

<table>
<tr><td>d)</td><td colspan="2">Maximum height of a detached dwelling shall be provided in accordance with the Table below and the lot numbers as indicated on site Figure 15.437.1

<table><tr><th>Lot Number</th><th>Maximum height</th></tr><tr><td>1</td><td>10.91m</td></tr><tr><td>2</td><td>10.76m</td></tr><tr><td>3</td><td>10.81m</td></tr><tr><td>4</td><td>10.65m</td></tr><tr><td>5</td><td>10.96m</td></tr><tr><td>6</td><td>10.99m</td></tr><tr><td>7</td><td>10.95m</td></tr></table></td></tr>
<tr><td>e)</td><td colspan="2">Maximum residential floor area ratio shall not apply</td></tr>
<tr><td>f)</td><td>Maximum encroachment of porches with or without a foundation into the minimum front yard</td><td>1.5m</td></tr>
<tr><td>g)</td><td>Minimum second storey step-back from the main wall of the first storey containing the private garage which is oriented toward the easterly interior side lot line Lot 7 as indicated on site figure 15.437.1</td><td>0.6m</td></tr>
<tr><td>h)</td><td>Maximum lot coverage for Lot 7</td><td>31%</td></tr>
<tr><td colspan="3">15.437.2 Parking Regulations</td></tr>
<tr><td colspan="3">The following parking regulations apply:</td></tr>
<tr><td>a)</td><td>Maximum driveway width</td><td>6.0m</td></tr>
<tr><td colspan="3">15.437.3 Special Site Figures</td></tr>
</table>

Figure 15.437.1



1. Part 16, Holding Provisions, of By-law 2014-014, as amended, is further amended by adding a new Section 16.3.61 as follows:

H61	304 and 318 Spruce Street (Spruce Rose Inc.)	Parent Zone: RL3-0 (2025-059)
Map 19(8)		
16.3.61.1 Only Permitted Uses Prior to Removal of the "H"		
For such time as the "H" symbol is in place, these lands shall only be *used* for the following:		
a)	Legal *uses*, *buildings* and *structures* existing on the *lot*.	
16.3.61.2 Conditions for Removal of the "H"		
The "H" symbol shall, upon application by the landowner, be removed by *Town* Council passing a By-law under Section 36 of the Planning Act. The following condition(s) shall first be completed to the satisfaction of the *Town of Oakville*:		
a)	That a Geotechnical Study be submitted and approved to the satisfaction of the Town of Oakville	
b)	That an updated Certificate of Insurance and Letter of Reliance, certified by a Qualified Person in accordance with Ontario Regulation 153/04, is provided to the satisfaction of the Town of Oakville.	

ORDERED by the Ontario Land Tribunal _____day of _____, 2025 for OLT File No. OLT-24-000824.

_____ MAYOR

_____ CLERK

SCHEDULE "A"
To By-law 2025-059



AMENDMENT TO BY-LAW 2014-014

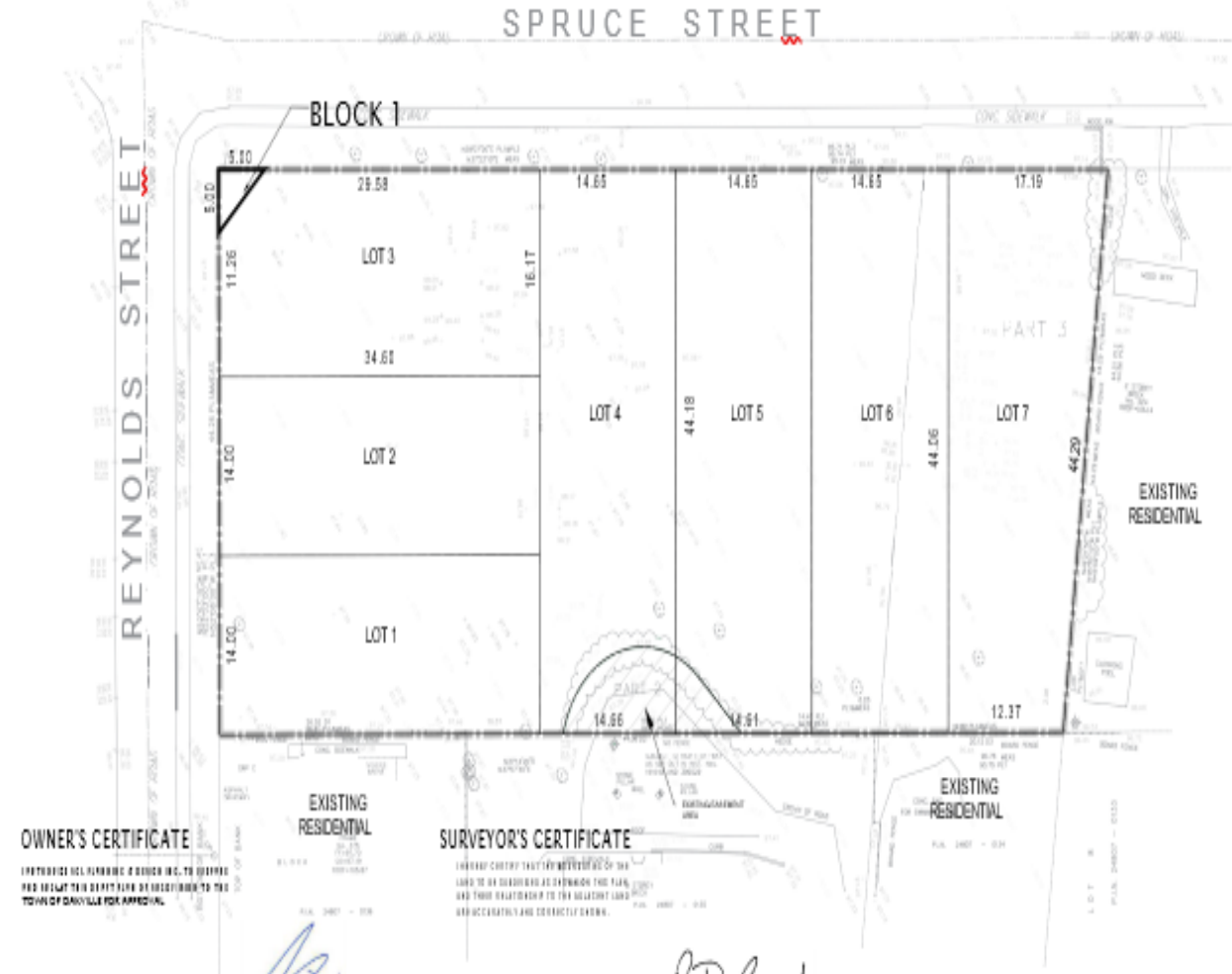
Rezoned from
CU (Community Use) to
H61-RL3-0 sp: 437 (Residential Low)

EXCERPT FROM MAP
19 (8)

SCALE: 1:7,000

Attachment 2

DRAFT PLAN OF SUBDIVISION
PART OF BLOCK A
REGISTERED PLAN 121
TOWN OF OAKVILLE
REGIONAL MUNICIPALITY OF HALTON
1:400





KEY PLAN SCALE: 1:1000

SECTION 51, PLANNING ACT, ADDITIONAL INFORMATION

A. AS SHOWN ON DRAFT PLAN
B. NOT APPLICABLE
C. AS SHOWN ON DRAFT PLAN
D. AS SHOWN ON DRAFT PLAN
E. AS SHOWN ON DRAFT PLAN
F. AS SHOWN ON DRAFT PLAN
G. AS SHOWN ON DRAFT PLAN
H. MUNICIPAL WATER SERVICES
I. CLAY-LOAM
J. AS SHOWN ON DRAFT PLAN
K. MUNICIPAL SANITARY AND STORM SEWER AVAILABLE FROM ADJACENT STREET

SCHEDULE OF LAND USE

BLOCK 1		1			
LOT 1			1		
LOT 2			1		
LOT 3			1		
LOT 4			1		
LOT 5			1		
LOT 6			1		
LOT 7			1		
TOTAL		1	7		

OWNER'S CERTIFICATE

DATE _____, 2024

SURVEYOR'S CERTIFICATE

DATE JANUARY 23, 2024

Attachment 3

APPENDIX A –

CONDITIONS OF DRAFT PLAN APPROVAL

Town File No.'s: 24T-24003/1613
Draft Plan Dated
on February 23, 2024

TOWN OF OAKVILLE CONDITIONS FOR FINAL APPROVAL AND FOR THE REGISTRATION OF THE DRAFT PLAN OF SUBDIVISION BY SPRUCE ROSE INC.

This approval applies to the draft plan of subdivision (24T-24003/1613) prepared by R. Denbroeder O.L.S, dated February 23, 2024 illustrating 1 block and 7 lots. The conditions applying to the approval of the final plan for registration are as follows:

	CONDITIONS TO BE MET PRIOR TO PRE-GRADING OR PRE-SERVICING	***CLEARANCE AGENCY***
1.	That the Owner shall have an **Environmental Audit** undertaken by a qualified professional engineer to ensure that the land is suitable for the proposed use. If in the opinion of the professional engineer, the Environmental Audit indicates the land may not be suitable for the proposed uses, the engineer must so advise the Town of Oakville. The Owner undertakes to do further investigative studies and to do all work required to make the lands suitable for the proposed use and any land to be conveyed to the Town including roads, stormwater management facilities, parks and the natural heritage system.	OAK (DS)
2.	The Owner shall provide a **Certificate of Insurance and Reliance Letter** in compliance with O. Reg. 153/04 to the satisfaction of the Town of Oakville.	OAK(DS)
3.	That the owner shall prepare and implement the **tree preservation plan, and a Driveway Design Plan exclusively for Lot 7 in accordance with the approved OLT settlement**, prior to site alteration, to the satisfaction of the Urban Forester in the Parks and Open Space Forestry Department. Further, the owner shall not disturb or remove trees without written permission from the Town.	OAK (POSF)
4.	That the Owner shall not install any municipal services on the site until the Owner has entered into a **Preservicing Agreement** or Subdivision Agreement with the Town. Pre-servicing may occur in accordance with the Town's pre-servicing policy.	OAK (DS)
5.	The Owner shall submit for approval a **detailed engineering submission** to be submitted to the Development Services Section of the Planning & Development Department for review and approval prior the preparation of a Preservicing Agreement.	OAK (DS)
6.	The Owner shall submit a Geotechnical Study and Stormwater Management Report to the Development Services Section of the Planning & Development Department for review and final approval. These reports must demonstrate, but are not limited to, the following a) infiltration feasibility and water balance analysis b) subsurface soil characteristics c) water quantity control for each outlet, including major and minor flow analysis and storage as determined by the Modified Rational Method d) water quality control e) allowable release rates as determined by the Rational Method f) easements shall be appropriately sized to accommodate the designed underground infrastructure system, ensuring compliance with the Development Engineering Procedures and Guidelines Manual. acceptable grading and drainage strategy meeting municipal standards and ensuring effective stormwater management	OAK (DS)

	The studies shall be completed in accordance with town standards and to the satisfaction of the Town of Oakville.	
7.	The Owner shall submit and receive final approval of a draft reference plan for Town of Oakville servicing easements, as needed for the proposed development.	OAK (DS, TE)
8.	The Owner shall submit and receive final approval of a **Transportation Impact Study** to be submitted to the Development Services Section of the Planning & Development Department to demonstrate suitable driveway spacing and separation distance to the intersection of Reynolds Street and Spruce Street.	OAK (DS, TE)
9.	The Owner and/or their engineering consultants, shall arrange and hold a pre-construction meeting with the Development Services Section of the Planning & Development Department and the contractor to review and discuss mitigation measures for all construction related impacts, including mud tracking, dust suppression, truck routes and contractor/trades parking, material storage, stockpile location, working hours, noise mitigation, etc, prior to the commencement of topsoil stripping and earthworks. Prior to the Earthworks Pre-construction Meeting, a Site Alteration Permit from the Town must be secured by the Owner and perimeter erosion and sediment control measures must be installed. A second pre-construction meeting is also required prior to the commencement of any servicing works. Prior to the Servicing Pre-construction Meeting, a complete set of approved Engineering Plans is required, including the Traffic Management Plan and Composite Utility Plan.	OAK (DS)
10.	That the Owner prepares and implements a report outlining **erosion and siltation controls measures** required prior to and during the construction of the subdivision to the satisfaction of the Town of Oakville. A separate sediment and erosion control plan will be required for the following three phases of construction: a) earthworks b) servicing c) home construction.	OAK (DS, POSF)
11.	The Owner shall prepare a **detailed engineering submission** to be submitted to the Regional Development Project Manager for review and approval prior to the preparation of the Regional subdivision agreement.	RMH (DS)
12.	That the owner acknowledges, in writing, that registration of all or part of this plan of subdivision may not take place until notified by the Region's Development Project Manager that sufficient water capacity exists to accommodate this development.	RMH (DS)
13.	The Owner acknowledges, in writing, that registration of all or part of this plan of subdivision may not take place until notification by the Region's Development Project Manager that sufficient Wastewater Plant capacity exists to accommodate this development.	RMH (DS)
14.	That the Owner acknowledges, in writing, that registration of all or part of this plan of subdivision may not take place until notification by the Region's Development Project Manager that sufficient storage and pumping facilities and associated infrastructure relating to both water and wastewater are in place.	RMH (DS)
15.	All works which are the responsibility of the Owner to complete shall be supervised during construction by a licensed Professional Engineer of the Province of Ontario with all professional engineering fees paid by the Owner. The Owner's engineer must provide competent full time inspection staff on site during construction activities to obtain the required "as constructed" field information, and to ensure compliance with the approved drawings and the Region's Current Construction and Design Standards.	RMH (DS)
16.	The Owner shall enter into a subdivision agreement and satisfy all requirements, financial and otherwise, of The Regional Municipality of Halton, including but not limited to, the phasing of the plan for registration, investigation of soil contamination and soil restoration, the provision of roads and the installation of water and sanitary sewer	RMH (DS)

	services, utilities and drainage works. This agreement is to be registered on title to the lands.	
17.	The development shall be subject to full municipal water and sanitary sewer services to the satisfaction of the Region of Halton.	RMH (DS)
18.	That the Owner is required to submit a revised Functional Servicing Study outlining in detail the proposed servicing of this property that includes water modelling that addresses flows and pressures and demonstrates that the existing water system can accommodate the proposed development to Halton Region's Development Project Manager, Regional Planning and Public Works Department for review and approval.	RMH (DS)
19.	That the Owner shall provide the Town with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the relocation of existing **Community Mail Boxes** on Spruce Street as required by Canada Post Corporation, prior to any earthworks on the site.	CP
20.	That the Owner shall provide the Town with evidence that the location of proposed structures, driveways, and existing trees have been vetted by Oakville Hydro and no conflicts have been identified that would differ from the **approved OLT Settlement for** the purpose of providing service to the future lots. Should a conflict with the approved OLT Settlement arise, modifications to the plan can be considered, where no suitable alternatives are available, at the discretion of the Town of Oakville.	OAK (DS, POSF, PS) OH
	CONDITIONS TO BE MET PRIOR TO MARKETING AND SALES	
21.	That the Owner finalize and submit for approval a revised Urban Design Brief in accordance with the **approved OLT Settlement and that the Urban Design Brief have regard for the adjacent Trafalgar Road Heritage Conservation District.**	OAK (PS)
22.	The Owner shall submit elevation drawings (all facades), typical floor plans (all levels) including garage floor plan showing vehicle space and storage areas and typical lotting plans for all models on lots not subject to Site Plan Approval to Planning Services Urban Design staff for review and approval. Upon acceptance, these drawings shall be added as an Appendix to the Urban Design Brief. The Owner agrees that compliance with this condition is required prior to the Owner marketing or selling any such units.	OAK (PS)
23.	That the Owner shall select a **control architect** who shall ensure all development which is exempt from Site Plan Approval process, proceeds in accordance with the Town-approved Urban Design Brief. The Owner shall submit a letter to the Town from the selected control architect acknowledging the following: i. a control architect has been retained for this subdivision and does not have any perceived or real pecuniary interests or conflicts with performing the required duties; ii. the control architect acknowledges the final Urban Design Brief prepared for this subdivision and agrees to implement the same; iii. the control architect is responsible for ensuring the Town-approved models, as appended to the Urban Design Brief, will be sited in accordance with the Urban Design Brief direction; iv. the control architect will ensure that any sold units meet the design direction and criteria of the Town-approved Urban Design Brief, prior to submitting for building permit review; and, v. the control architect will discuss with Town staff any identified issues vi. the control architect will submit stamped/signed drawings with the building permit application in accordance with the foregoing.	OAK (PS)
	CONDITIONS TO BE MET PRIOR TO INITIATING SALES PROGRAMME	

	NEIGHBOURHOOD INFORMATION MAPPING	
24.	The developer shall prepare a preliminary neighbourhood information map for the subdivision, to the satisfaction of the Town's Director of Planning & Development Department. The Map is to be posted in a prominent location in each sales office or from wherever homes in the subdivision are being sold and included within the individual purchase and sale agreements. The Map shall include the location and type of parks, a general description of their proposed facilities as well as the following information: a) All street names, b) The immediately surrounding existing and proposed land uses and potential building heights, c) The approximate locations and types of easements within the subdivision; d) Where parks and open space areas are located e) The locations of all anticipated Canada Post Community Mailboxes, f) The existing Transit routes through the subdivision, g) Garage Floor Plan for each unit type offered showing typical vehicle type accommodation, waste and yard care storage, and bicycle storage. h) The following standard notes: 1. "This map, and the following list, is intended to provide potential home buyers with general information about the neighbourhood and the surrounding area. If you have specific questions, you are encouraged to call the Town's Planning Department during normal business hours which are 8:30 am to 4:30 pm, Monday to Friday." 2. "Please Note: this map is based on information available on _____ (month/year) and may be revised without notice to purchasers." 3. "The map shows that there will be several types of proposed and potential housing and building heights in the subdivision." 4. "Sites shown on the map for future development, parks, shopping etc. could have driveways anywhere along their street frontage." 5. "There may be catch basins or utilities easements located on some lots in this subdivision." 6. "Community mailboxes will be directly beside some lots." 7. "Most streets contain on-street parking, and may be available for overnight parking, subject to parking permits." 8. "The completion of some dwellings in this subdivision may be delayed until after the completion of exterior finishes on the adjacent buildings." 9. "There may be Transit bus routes on some streets within this subdivision with stops beside some homes. Oakville Transit reserves the right to introduce transit services and facilities such as bus stops, shelters, pads and associated amenities on any municipal rights-of-way to provide effective service coverage."	OAK (PS)

	10. "Boulevard trees will be planted according to Town standards and a tree will not necessarily be located in front of every home. Purchasers are further advised that home builders are not permitted to charge a purchaser separately for the cost of trees, sodding, fencing and paving of the driveway apron. The Town will not reimburse purchasers, nor assist in any recovery of moneys paid, under any circumstance." 11. "The design of features on public lands may change. Builders' sales brochures may depict these features, however, the Town has no control over builders' sales brochures." 12. "The Town's Zoning By-law regulates the width of driveways. Please do not have your driveway widened before inquiring about the permitted driveway width for your lot." 13. "The width of driveways may be restricted to protect existing mature municipal and private trees. Do not widen your driveway without obtaining necessary permits for the removal of trees and other vegetation." 14. "Not all vehicle types can be accommodated on the proposed lots whether on the driveway or within a garage area. Check with your builder regarding the particular situation for the model and lot you intend to purchase." 15. "Driveway entrance widenings or modifications on private or public lands beyond what was approved as part of the subdivision design will not be permitted. Property Owners must take note of the available parking space on their approved driveway and within the garage and purchase homes with knowledge that additional space for more personal / family vehicles may be limited or unavailable." 16. "This community is subject to Architectural Control. Models available for sale have to be pre-approved by the Control Architect and certain models may not be available for some of the lots. Check with your builder regarding the particular situation for the model and lot you intend to purchase." 17. "Halton Region is responsible for household garbage, recycling and green bin collection. For further information, please call 311 or visit Halton.ca" 18. "For further general information on proposed and existing land use, please call the Town's Planning Department 905.845.6601." 19. "For detailed grading and berming information, please call the Town's Transportation and Engineering Department 905.845.6601" The developer shall ensure that each builder selling homes within the subdivision: a) provides prospective purchasers with a "Notice to New Home Purchasers" from the Town in the prescribed format that includes all of the notes required on the neighbourhood information maps, and, attaches a copy of the most up-to-date neighbourhood information map to each offer of purchase and sale agreement.	
	CONDITIONS TO BE MET PRIOR TO FINAL APPROVAL / REGISTRATION	

25.	That the Owner shall provide confirmation to the satisfaction of the Town's Finance Department that **all outstanding property taxes** and outstanding debts have been paid prior to plan registration.	OAK (F)
26.	That the Owner enter into a standard form **subdivision agreement** to the satisfaction of the Town to address all matters related to the financial and construction obligations and build out of the subdivision, including but not limited to, development charge reimbursements, works to be completed on behalf of the Town, subdivision assumption and maintenance and monitoring of stormwater management facilities, Transcanada Pipelines Limited (TCPL) requirements, homeowner warning clauses, etc.	OAK (DS, PS)
27.	That the Owner shall provide a **certificate signed by the surveyor** and the Owner stating that the plan proposed to be submitted for registration is the same as the latest (most recent) draft approved plan and, if the plans are not the same, that any differences between the proposed registered plan and the latest draft plan are accepted by the Town.	OAK (DS)
28.	That the owner design, construct, and have in operation all **stormwater management infrastructure** such as catchbasins and associated pipes, or alternative measures, in accordance with the approved Geotechnical Report and Stormwater Management Plan/Report to the satisfaction of the Development Services Section of the Planning & Development Department. The Owner is responsible for planting all required vegetation within 12 months of draft plan registration.	OAK (DS)
29.	That the Owner shall **dedicate all lands to be conveyed to the Town, and any other authority** free of charge and with clear title (free and clear of encumbrances) and any necessary easements. A Certificate of Title shall be provided, in a form satisfactory to the Town, or other authority.	OAK (DS, PS)
30.	That the owner provide the required analysis to demonstrate that the hydraulic grade line has been appropriately considered in the design of any units with reverse slope driveways, to the satisfaction of the Town.	OAK (DS)
31.	That the Owner shall provide a **construction management plan** to the satisfaction of the Town for the purpose of ensuring an appropriate sequence of development from initial construction to assumption and which reflects all applicable studies. The **CMP** should identify road closures, detour routes, on-street parking and transit access impacts, and other aspects that may impact the access and function of the rights-of-way abutting and surrounding the subject site. Temporary signage and pavement marking plan during construction period for vehicular traffic, pedestrian, parking, municipal services and emergency services is also required for staff review and approval.	OAK (DS, TE)
32.	That the owner prepares and agree to **implement the following plans and studies** to the satisfaction of the Town • Transportation Impact Study including any required updates • Construction Management Plan • Urban Design Brief • Geotechnical Report • Stormwater Management Report • Functional Servicing Report • Tree Protection Plan • Tree Canopy Cover Plan showing 30% coverage	OAK (DS, TE PS, POSF)
33.	That the Owner shall provide **digital discs of the registered plan of subdivision** in AutoCAD 2012 or later version with the following coordinate system UTM NAD 83 Zone 17 with approved delineated features to the Regional Municipality of Halton and the Town of Oakville prior to registration of the plan.	OAK (TE) RMH (DS)
34.	That the Owner shall provide the Town, together with the final plan, a list of **lot and block widths, depths and areas** prepared by an Ontario Land Surveyor, to ensure all lot and blocks meet or exceed the minimum requirements of the approved Zoning By-law. The Owner shall agree to	OAK (Z)

	revise the draft plan as required in order to comply with all provisions of the approved Zoning By-law.	
35.	That prior to registration of the plan, the Owner's surveyor shall submit to the Town **horizontal co-ordinates of all boundary monuments**. These co-ordinates are to be based on 6 degree UTM Projection, NAD83 Datum. Exemptions and alternatives to this can only be granted by the Transportation and Engineering Department.	OAK (TE)
36.	That the Owner acknowledges, in writing, that the developer will be fully responsible for collection and disposal of all waste until the developer is able to confirm that the development has reached 90% occupancy and demonstrate that a waste collection truck is able to safely and consistently perform collection services without obstruction or delay, to the satisfaction of the Region.	RMH (DS)
37.	The Owner acknowledges, in writing, they will provide a letter to all tenants/owners within the development which clearly communicates the details of the Waste management system that will be provided by the Developer and when Region collection will begin, to the satisfaction of Halton Region. This includes that waste collection for the proposed development will not commence until the proposed development is 90% occupied and that a Waste collection truck is able to safely and consistently perform collection services without obstruction or delay. The owner shall provide a copy of the letter, which clearly communicates the details of the Waste management system, addressed to all tenant/owners within the development, to the satisfaction of Halton Region.	RMH (DS)
38.	The Owner agrees that should the development be phased, a phasing plan shall be submitted prior to registration of the first phase. The phasing plan will indicate the sequence of development, the land area in hectares, the number of lots and blocks for each phase and the proposed use of all blocks including the proposed number of units, the specific lots to be developed, site access to each phase, grading and the construction of public services. The phasing must be reflected in all engineering reports.	RMH (DS)
39.	The Owner shall submit to the Planning & Development Department digital copies of the final draft plan of subdivision along with applicable Land Registry Appendix D form for sign off. Upon acceptance, the town will forward these materials to the Region of Halton for final sign off.	RMH (DS) OAK (PS)
40.	That the Owner shall provide the Town with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of **Community Mail Boxes** as required by Canada Post Corporation, prior to registration of the plan.	CP
41.	Prior to registration of the plan, the Owner shall make satisfactory arrangements with Enbridge Gas Inc. (Enbridge Gas) to provide the **necessary easements and/or agreements required by Enbridge Gas** for the provision of local gas service for this project. Once registered, the owner shall provide these easements to Enbridge Gas at no cost, in a form agreeable and satisfactory to Enbridge Gas.	Enbridge Gas
42.	The Owner shall confirm that **sufficient wire-line communication / telecommunication infrastructure** is currently available within the proposed development to provide communication / telecommunication service to the proposed development. In the event that such infrastructure is not available, the Developer is hereby advised that the developer may be required to pay for the connection to and/or extension of the existing communication / telecommunication infrastructure. If the Developer elects not to pay for such connection to and/or extension of the communication / telecommunication infrastructure, the Developer shall be required to demonstrate to the municipality that sufficient alternative communication / telecommunication facilities are available within the proposed development to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e. 911 Emergency Services).	BC (Cogeco)

	NEIGHBOURHOOD INFORMATION MAPPING	
43.	The developer shall prepare a final neighbourhood information map, based on the final M-plan, and approved by the Town's Director of Planning and Development, to replace the preliminary neighbourhood information map in all affected sales offices or wherever homes are sold. This map shall contain the following information: a) all of the information required on the preliminary map, b) the locations of all sidewalks. c) the locations of all rear yard catch basins and utilities easements on private property where applicable, d) the proposed locations of all above ground utilities, where known, e) the proposed locations of all bus stops, f) The proposed locations of all community mailboxes that serves this subdivision. The developer shall ensure that each builder selling homes within the subdivision: a) provides prospective purchasers with a "Notice to New Home Purchasers" from the Town in the prescribed format that includes all of the notes required on the neighbourhood information maps, and, attaches a copy of the most up-to-date neighbourhood information map to each offer of purchase and sale agreement.	OAK(PS)
	CONDITIONS TO BE INSERTED INTO SUBDIVISION AGREEMENTS (Town and/or Regional Municipality of Halton)	
44.	The Owner acknowledges that the Town may require **minor revisions** to the draft plan to ensure property alignment with existing or proposed lots, blocks, streets, and/or facilities on lands adjacent to this draft plan.	OAK (PS)
45.	That the Owner agrees to submit a revised **Planning Statistics Spreadsheet** to the satisfaction of Planning Services based upon the registration of M-Plans.	OAK (PS)
46.	That the Owner acknowledges that any eligible **Development Charge** reimbursements will be in accordance with the Town's Development Charge By-law. The Owner agrees to submit progress reports for any **Development Charge reimbursable** items identified to be reimbursed through Development Charge credits, whether repaid through Development Charge credits or other means, in a form satisfactory to the Town's Finance Department. The Owner further agrees to abide by the Town's requirements for matters dealing with Development Charge credits.	OAK (F)
47.	The Owner acknowledges that **work completed on behalf of the Town** shall not exceed the estimated values contained within the subdivision agreement and that the Town will not accept any further progress certificates relating to the Schedule 'K' works and will not consider the payment of said progress certificates received after the assumption of the subdivision by the Town. The Owner further acknowledges that work done on behalf of the Town may not be reimbursed until funded in the Town's approved capital budget.	OAK (DS, F)
48.	The Owner agrees to provide notice to prospective purchasers upon the completion and approval of the **Composite Utility Plan** showing the location of all community facilities (community mail boxes, bus shelter and stops, street trees, sidewalks, street light poles, hydrants, cable boxes,	OAK (DS)

	transformers or any other above grade facilities) to the satisfaction of staff and that this plan be displayed in the sales office.	
49.	That the Owner's engineer provide certification that all **Erosion and Sediment Controls** are in a state of good repair and Stormwater infrastructure is operational to the satisfaction of the Development Services Section of the Planning & Development Department prior to building permit issuance.	OAK (DS)
50.	That the Owner agrees to construct **stormwater management infrastructure** according to the approved plans and reports for this subdivision. Additionally the Owner agrees to monitor and maintain the infrastructure until they are accepted by the town. Monitoring shall be completed over the period of one year, or 4 rain events greater than 15mm of precipitation accumulation. The Owner shall provide a monitoring procedure and schedule for all stormwater management infrastructure immediately after all stormwater management infrastructure become operational. All monitoring shall be in accordance with the requirements of the approved **Geotechnical Study and Stormwater Management Report,** and the Development Engineering Procedures and Guidelines Manual. Should the monitoring results fail to demonstrate to the satisfaction of the Town of Oakville, acting reasonably, that the performance of the stormwater management infrastructure is in accordance with acceptable engineering practices, the Owner shall take immediate remedial action.	OAK (DS)
51.	That storm sewerage, lot grading and street grading must be in conformity with the Town of Oakville's **Storm Drainage Policies and Criteria Manual** and to the satisfaction of the Development Services Section of the Planning & Development Department, in accordance with the Development Engineering Procedures and Guidelines Manual.	OAK (DS)
52.	The Owner shall agree to **deposit mylars and digital discs** (.dwg file format) of the registered plan of subdivision to the satisfaction of the Town.	OAK (DS)
53.	That the Owner agrees within the subdivision agreement to deliver to the Town the following materials to accommodate **PSAB requirements** (hereinafter in this section referred to as the "Materials") within the times herein provided: a) Prior to registration of the Plan, a table in form and content acceptable to the Town and certified accurate by an Ontario Land Surveyor, setting out the area of all lands to be dedicated to the Town pursuant to this agreement, including rights of way (herein after referred to as the "Dedicated Lands"); b) Prior to acceptance of Maintenance, a table in form and content acceptable to the Town, and certified by the Owner's Engineer, setting out all materials used in the Town's Work, the dates of their respective installation, together with certification of their fair market value at installation; and c) Prior to assumption of the Plan, updated certification by the aforementioned Ontario Land Surveyor, Owner's Engineer or Appraiser as applicable, of the Materials and their current fair market value in form and content acceptable to the Town, together with certification in the manner and by the persons set out herein of any works to be assumed by the Town and not previously certified.	OAK (DS)
54.	In the event that required subdivision land use and **notice signage** becomes damaged and/or missing from their original approved locations, the Town may re-install signage on the Owner's behalf and the Owner shall reimburse the Town for such works.	OAK (DS)
55.	That the Owner satisfies the **telecommunications** provider with respect to their land requirements and agrees to permit all electrical and telecommunication providers who have signed the Town's access agreement to locate on the roads within the plan and that the Owner allow	OAK (DS)

	these services to connect to the buildings, all to the satisfaction of the Town.	
56.	That the Owner shall provide in each of the sales offices or wherever homes are sold a **large coloured map**, not less than 1.5 metres by 2 metres, of the approved land use plans to date and/or where applicable, the land use plans approved in the Official Plan for the overall community together with a copy of the Town of Oakville Official Plan and a prominent note indicating that further information can be obtained from the Oakville Planning Services Department.	OAK (DS)
57.	That the Owner agrees that the Town shall retain **securities for any Stormwater Management infrastructure** for at least a minimum one year maintenance period after the construction and stabilization of the stormwater management infrastructure or at the Town's discretion, The value of this security will be determined by the applicant's engineer and agreed to by town staff.	OAK (DS)
58.	That the Owner designs, constructs and has in operation all necessary **stormwater infrastructure** prior to the issuance of any building permits to the satisfaction of the Development Services Section of the Planning & Development Department.	OAK (DS)
59.	That the Owner agrees at their cost to implement a **municipal tree planting program** for all public roads in accordance with the approved Composite Utility Plan and/or Tree Planting Plan. As well as implement and maintain the approved Tree Canopy Coverage Plan for Lots 1-7 with a collective tree canopy coverage of 30%. The selection of species, caliper and timing of work shall be undertaken to the satisfaction of Parks and Open Space Forestry and in accordance with the latest Town standards and specifications within the final and approved North Oakville Urban Forest Strategic Management Plan, where applicable.	OAK (DS, POSF)
60.	That the Owner agrees to submit **prior to Assumption** an inventory of all boulevard trees planted by species, size, tree attributes, planting date(s), and x/y coordinates in a digital format acceptable to Parks and Open Space Forestry.	OAK (POSF, DE)
61.	That the Owner warranty all **boulevard street trees** and trees planted in open space areas for a period of 2 years from the date of planting and agrees to maintain in a healthy condition all trees until Assumption or to the end of the warranty period, where the warranty extends beyond assumption. A minimum of two deficiency inspections must be performed by Forestry staff and corrected to the satisfaction of Parks and Open Space Forestry.	OAK (POSF, DE)
62.	That the Owner agrees to place **topsoil** on lots, and boulevards in accordance with approved Town standards.	OAK (POSF, DE)
63.	That the Owner agrees to submit monthly (or after significant rainfall equal or greater than 10mm or snowmelt events) sediment and erosion control reports during construction to the satisfaction of the Town of Oakville.	OAK (DS)
64.	That the Owner agrees to post acceptable securities with the Town of Oakville as part of the subdivision agreement, for the purpose of ensuring the construction and completion of all works identified on the approved plans to the satisfaction of the Town of Oakville which may be disturbed during the development of the subdivision.	OAK (DS)
65.	That the Owner agrees to not store **construction materials** on vacant lots and/or open space blocks that abut lots which are occupied by homeowners.	OAK (DS)
66.	That the Owner provides **a fire break plan** and other fire prevention measures to the satisfaction of the Town of Oakville, where necessary.	OAK (FD)
67.	That the Owner acknowledges that all works which are the responsibility of the Owner to complete, shall be subject to general construction observation by a **licensed Professional Engineer** of the Province of Ontario with all professional engineering fees paid by the Owner. The Owner's engineer must provide competent full time staff on site during	OAK (DS)

	construction activities to obtain the required "as constructed" field information, and to ensure general compliance to the best of his/her professional knowledge with the approved drawings and the Town and Region's Current Construction and Design Standards.	
68.	The Owner agrees that should the development be phased, the Owner shall submit a **phasing plan** prior to final approval of the first phase. The phasing plan will indicate the sequence of development, the land area in hectares, the number of lots and blocks for each phase and the proposed use of all blocks including, the proposed number of units, the specific lots to be developed, site access to each phase, grading and the construction of public services. The phasing must be reflected in all engineering reports. The phasing shall be to the satisfaction of the Regional Municipality of Halton, and the Town of Oakville.	OAK (DS)
69.	That the Owner shall submit a copy of the **approved sidewalk plan**, prepared to the satisfaction of the Town of Oakville, to the Halton District School Board and Halton Catholic District School Board.	HDSB HCDSB
70.	That the developer agrees that, should the development be phased, a copy of the phasing plan must be submitted prior to final approval to the Halton District School Board. The phasing plan will indicate the sequence of development, the land area, the number of lots and blocks and units for each phase.	HDSB HCDSB
71.	That the Owner provides the Halton District School Board and Halton Catholic District School Board a **geo-referenced AutoCAD file** of the draft M-plan once all Lot and Block numbering configuration has been finalized. Should any changes occur after the initial submission to Lot and Block configuration or numbering on the draft M-plan the Owner shall provide a new AutoCAD file and a memo outlining the changes.	HDSB HCDSB
72.	That the Owner agrees to supply, erect and maintain signs at all major entrances into the new development advising prospective purchasers that if a permanent school is not available alternative accommodation and/or busing will be provided. The Owner will make these signs to the specifications of the Halton District School Board and the Halton Catholic District School Board and erect them prior to the final approval.	HDSB HCDSB
73.	That the Owner agrees to ensure that all new home buyers will be officially notified of the exact **Community Mail Box** locations prior to any house sales. Also, that the owner shall post in a clear site a copy of the plan indicating the Community Mail Box sites at the sales office. This plan is requested to be completed and approved prior to the start of the House sales for the subdivision. Once the homeowner has closed their home sale, the developer shall notify all new homebuyers of the process to initiate Mail Delivery as well as the address of the local Post office where new homeowners can go and show their warranty documentation as well as a license for identification to begin the process of requesting mail delivery.	CP
74.	The Owner agrees to provide the location of all **Community Mail Boxes** on the approved Composite Utility Plan to the satisfaction of the Town and Canada Post.	CP
75.	The Owner agrees, prior to offering any units for sale, to display and maintain a map on the wall of the sales office or wherever homes are sold in a place readily accessible to potential homeowners that indicates the location of all **Community Mail Boxes** within the development, as approved by Canada Post. Further, the Owner agrees to inform all homebuyers of the process to initiate mail delivery for their new home address.	CP
76.	The owner/developer will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans.	CP
77.	The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals,	CP

	cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.	
78.	The Owner agrees to provide a suitable and safe temporary site for **Community Mail Box** locations. This temporary mail box pad will be a compacted gravel area with a minimum of a single row of patio stones for mail box placement. Temporary pad specifications will be provided to the Owner during the siting process. This location must be set up a minimum of 30 days prior to first occupancies.	CP
79.	The owner/developer will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy	CP
80.	The Owner agrees to (a) permit all CRTC-licensed telecommunications companies intending to serve the Subdivision (the "Communications Service Providers") to install their facilities within the Subdivision, and (b) provide joint trenches for three agencies for such purpose.	BC/Cogeco/Rogers
81.	That the Owner acknowledge its responsibility to up-front the cost of any extension to the **electrical distribution system**.	OH
82.	That the Owner agrees to place the following **notification in all offers of purchase and sale** for all lots and/or units and in the Town's subdivision agreement to be registered on title: a) "Purchasers are advised that the Town of Oakville's current **street tree planting standards**, which are subject to change, are intended to have an average of one tree for every 8 metres of frontage to be considered for planting in order to accommodate future tree growth. This means that not every house is intended to receive a tree. Purchasers are also advised that the ability to accommodate the planting of a street tree within the public road allowance will be influenced by housing form, development setbacks, utilities, driveway width and location. The Town reserves the right, in its sole discretion, to determine whether a street tree will be planted at any particular location within the subdivision particularly on narrow building lots." b) "Purchasers are advised that **winter maintenance** and snow plowing from public streets will be done in accordance with the Council approved protocol and policies for snow removal." c) "Purchasers and/or tenants are advised that the homeowner's builder is responsible for the timing and coordination of **rectifying lot grading** matters which occur prior to assumption." d) "Purchasers and/or tenants are advised that prior to the placement of any **structures in side and rear yards**, the Zoning By-law should be reviewed to determine compliance and that a Site Alteration Permit may be required prior to proceeding to do any site work." e) "Purchasers and/or tenants are advised that **private landscaping** is not permitted to encroach within the Town's road allowance, public open space or Natural Heritage System area. Any unauthorised encroachments are to be removed by the homeowner prior to Assumption." f) "Purchasers and/or tenants are advised that an overall grade control plan has been approved for this Plan and further some lots will incorporate the drainage of adjoining lots through the design of **swales and rear lot catch basins**." g) "Purchasers are advised that any **unauthorized alteration of the established lot grading** and drainage patterns by the homeowner may result in negative drainage impacts to their lot and/or adjoining lots."	OAK (PS, DS, POSF) CH HDSB HCDSB CP

	h) "Purchasers and/or tenants are advised that home/business mail delivery will be from designated **Community Mail Boxes** and that purchasers are to be notified by the developer/owner regarding the exact centralized mail box locations prior to the closing of any home sales. " i) "Prospective purchasers are advised that schools on sites designated for the Halton District School Board in the community are not guaranteed. Attendance at schools in the community is also not guaranteed. Pupils may be accommodated in temporary facilities and/or be redirected to schools outside of the area. School attendance areas are subject to change and/or student redirections can be implemented to accommodate students outside of their community to address immediate school accommodation pressures." j) "Prospective purchasers are advised that school busses will not enter cul- de- sacs and pick up points will be generally located on through streets convenient to the Halton Student Transportation Services (HSTS). Additional pick up points will not be located within the subdivision until major construction activity has been completed." k) That in cases where offers of purchase and sale have already been executed, the owner sends a letter to all purchasers which include the above statement. l) "Prospective purchasers are advised that Catholic school accommodation may not be available for students residing in this area, and that you are notified that students may be accommodated in temporary facilities and/or bused to existing facilities outside the area." m) "Prospective purchasers are advised that the HCDSB will designate pick up points for the children to meet the bus on roads presently in existence or other pick up areas convenient to the Board, and that you are notified that school busses will not enter cul-de-sacs and private roads." n) "Purchasers are advised that **driveway entrance widenings** or modifications on private or public lands beyond what was approved as part of the subdivision design will not be permitted. Property Owners must take note of the available parking space on their approved driveway and within the garage and purchase homes with the knowledge that additional space for more personal / family vehicles may be limited or unavailable." o) "Purchasers are advised that Oakville is founded on the principle of public transit as a priority and as such buses with varying frequencies of services are expected to operate throughout the neighbourhoods. Residents are expected to accept bus operations, with their associated impacts as a reality along roadways of this community. Transit infrastructure including **bus stops and bus shelters** may be located on municipal streets within subdivisions either as temporary and/or permanent features." p) "Purchasers are advised that Public roads are expected to accommodate pedestrians, cyclists and vehicles of all types. Temporary and/or permanent **public parking along municipal roads** except laneways adjacent to any property can be made available for on-street parking by the public and is not reserved for use by the property Owner. This will be most evident in close proximity to parks, schools, laneways and commercial or mixed use districts where visitors to these locations will be encouraged to park on-street in accordance with municipal requirements as on-site parking space will be minimal or non-existent.	

	In cases where offers of purchase and sale have already been executed, the Owner shall send a letter to all purchasers which includes the above statements.	
	CLOSING CONDITIONS	
1	Prior to signing the final plan the **Director of Planning and Development** shall be advised that all conditions have been carried out to the satisfaction of the relevant agencies, and that a brief but complete statement detailing how each condition has been satisfied has been provided.	OAK (PS)
2	Prior to signing the final plan the Director of Planning and Development shall be advised by the **Regional Municipality of Halton** that conditions 11-18, 33, and 36-39 inclusive have been carried out to their satisfaction with a brief but complete statement detailing how each condition has been satisfied.	OAK (PS) RMH (DS)
3.	Prior to signing the final plan the Director of Planning and Development shall be advised by the **Halton District School Board** that conditions 69-72, and 82 inclusive have been carried out to their satisfaction with a brief but complete statement detailing how each condition has been satisfied.	OAK (PS) HDSB
4.	Prior to signing the final plan, the Director of Planning and Development shall be advised by the **Halton Catholic District School Board** that conditions 69-72, and 82 inclusive have been carried out to their satisfaction with a brief but complete statement detailing how the condition has been satisfied.	OAK (PS) HCDSB
5.	Prior to signing the final plan, the Director of Planning and Development shall be advised by the **telecommunications provider** that conditions 42 and 80 inclusive have been carried out to their satisfaction with a brief but complete statement detailing how the condition has been satisfied.	OAK (PS) BC, Cogeco, Rogers
6.	Prior to signing the final plan the Director of Planning and Development shall be advised by **Canada Post** that conditions 19, 40, 73-79 and 82 inclusive have been carried out to their satisfaction with a brief but complete statement detailing how each condition has been satisfied.	OAK (PS) CP
7.	Prior to signing the final plan, the Director of Planning and Development shall be advised by **Oakville Hydro** that conditions 20 and 81 inclusive have been carried out to their satisfaction with a brief but complete statement detailing how the condition has been satisfied.	OH
8.	Prior to signing the final plan, the Director of Planning and Development shall be advised by **Union Gas/Enbridge Gas** that condition 41 has been carried out to their satisfaction with a brief but complete statement detailing how the condition has been satisfied.	UG/Enbridge
	All of the above conditions shall be satisfied within 3 years of the granting of draft approval, being *Day___, Month_____, 2025*.	OAK (PS)

LEGEND – CLEARANCE AGENCIES

BC	Bell Canada
Cogeco	Cogeco Cable
CP	Canada Post
HCDSB	Halton Catholic District School Board
HDSB	Halton District School Board
CH	Conservation Halton
MECP	Ministry of Environment, Conservation and Parks
MNRF	Ministry of Natural Resources, Forestry and Parks
MTCS	Ministry of Tourism, Culture and Sport

OAK (A)	Town of Oakville – Planning Administration
OAK (DS)	Town of Oakville – Development Services
OAK (EP)	Town of Oakville – Environmental Planning
OAK (F)	Town of Oakville – Finance
OAK (FD)	Town of Oakville – Fire Department
OAK (L)	Town of Oakville – Legal
OAK (POSF)	Town of Oakville – Parks and Open Space Forestry
OAK (PS)	Town of Oakville – Current Planning Services
OAK (T)	Town of Oakville – Transit
OAK (TE)	Town of Oakville – Transportation and Engineering Department (formerly DE)
OAK (Z)	Town of Oakville – Building Services Department, Zoning Section
OH	Oakville Hydro
RMH (DS)	Regional Municipality of Halton – Development Services
Rogers	Rogers
Enbridge Gas	Enbridge Gas

NOTES:

1. The Owner should obtain the written approval of the Ministry of Environment, Conservation and Parks(MECP) for any work within significant habitat of endangered and threatened species, as per the **Endangered Species Act**, where necessary.

2. The Owner should obtain the written approval of the Environment and Climate Change Canada or Fisheries and Oceans Canada for any work within significant habitat of endangered and threatened species, as per the **Species at Risk Act**, where necessary.

3. The Owner should ensure that any vegetation removal take place outside of the nesting season, pursuant to the **Migratory Bird Convention Act**, where necessary.

4. That the Owner shall obtain a site alteration permit under By-law 2008-124, as it may be amended from time to time or any successor thereto, prior to any earth moving activities. Matters to be addressed as part of the site alteration permit shall include but not be limited to confirmation of construction access, installation and maintenance of erosion and sediment controls, mud tracking, stabilisation, grading and seeding of non-development blocks.

5. The owner is to enter into satisfactory arrangements with the Town related to the payment of Parkland / Cash in Lieu in accordance Section 42 of the Planning Act and the Town's By-law 2022-108 and the payment of a Community Benefit Charge (if applicable) in accordance with By-law 2022-069 The owner is to contact the Towns Manager of Realty Services no later than 90 days prior to their intended date to draw the first building permit for the proposed development or redevelopment, to arrange coordination of the necessary appraisal.

6. The required payments and contributions for water, wastewater and roads are payable in accordance with the terms and conditions set out in the applicable allocation program agreement in which the Single-Detached Equivalents are being reserved for the Owner.

7. The Owner will be required to pay all applicable Regional development charges in accordance with the Region of Halton Development Charges By-law(s), as amended. If a subdivision (or other form of development) agreement is required, the water, wastewater and road portions of the Regional development charges are payable upon execution of the agreement or in accordance with the terms and conditions set out in the agreement. In addition, commencing January 1, 2017 every owner of land located in Halton Region intended for residential development will be subject to the Front-ending Recovery payment. Residential developments on lands located in Halton Region that prior to January 1, 2017 are part of a Regional allocation program, or have an executed Regional/Local Subdivision or consent agreement, or have an executed site plan agreement with the Local Municipality, or received a notice in writing from the Local

Municipality that all requirements under the Planning Act have been met, or obtained a building permit are not subject to the Front-ending Recovery Payment.

The above note is for information purpose only. All residential development applicants and every owner of land located in Halton Region assume all of the responsibilities and risks related to the use of the information provided herein.

Please visit our website at www.halton.ca/developmentcharges to obtain the most current development charge and Front-ending Recovery Payment information, which is subject to change.

8. Fees are required by Halton Region for each extension to draft approval and for major revisions to the draft plan or conditions.

9. Please note the Owner should be made aware that Halton Region will have the following requirements at the time of registration of the subdivision:
   - Final draft M plans signed and dated by the Owner, Surveyor and initialled by the Town's Planner
   - Regional Registration fee
   - Registry Office review form

10. Education Development Charges are payable in accordance with the applicable Education Development Charge By-law and are required at the issuance of a building permit. Any building permits that are additional to the maximum yield that is specified by the Subdivision Agreement are subject to Education Development Charges prior to the issuance of a building permit, at the rate in effect at the date of issuance.