

# Town of Whitby

## Staff Report

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**Report Title: Draft Plan of Subdivision & Zoning By-law Amendment Application, Minto Communities Inc. File No. DEV-27-22 (SW-2022-06 and Z-19-22)**

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**Report to:** Committee of the Whole

**Date of meeting:** June 2, 2025

**Report Number:** PDP-25-25

**Department(s) Responsible:**

Planning and Development Department  
(Planning Services)

**Submitted by:**

Roger Saunders, Commissioner of  
Planning and Development, ext. 4309

<b>Acknowledged by M. Gaskell, Chief Administrative Officer</b>
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### 1. Recommendation:

1. That Council approve the Draft Plan of Subdivision (File No. SW-2022-06), subject to the comments included in Planning Report PDP 25-25 and the Conditions of Draft Plan Approval included in Attachment #9;
2. That Staff be authorized to prepare a Subdivision Agreement;
3. That Council approve the amendment to Zoning By-law #1784 (File No. Z-19-22) and that a Zoning By-law Amendment be brought forward for consideration by Council at a later date;
4. That Williams and Stewart Associates Ltd. be appointed as the Control Architect for the Draft Plan of Subdivision; and
5. That the Clerk forward a Notice to those parties and agencies who requested to be notified of Council's decision.

## **2. Highlights:**

- Minto Communities Inc. has submitted a Draft Plan of Subdivision Application and a Zoning By-law Amendment Application for a 11.04-hectare (27.28 acre) parcel of land located on the north side of Columbus Road, west of Baldwin Street North.
- The Draft Plan of Subdivision Application proposes to create 307 residential units which would be comprised of 134 low density units and 173 medium density units, four walkway blocks, a future right-of-way block and new public roads.
- The Zoning By-law Amendment Application proposes to change the current zoning from Agricultural (A) Zone to appropriate Zone categories to accommodate the proposed development.
- All commenting departments and external agencies have reviewed the Draft Plan of Subdivision Application and the Zoning By-law Amendment Application and have indicated their support for or no objection to the proposed development subject to their comments and conditions.

## **3. Background:**

### **3.1. Site and Area Description**

The subject land is located on the north side of Columbus Road, west of Baldwin Street North (refer to Attachment #1). The subject land is approximately 11.04 hectares (27.28 acres) in size.

The surrounding land uses include agricultural to the north, and the TransCanada Pipeline to the north (refer to Attachment #2). The lands to the west (SW-2025-01), east (SW-2020-01) and south (SW-2021-02) of the subject land are subject to development applications to facilitate the development of residential plans of subdivision.

### **3.2. Applications and Proposed Development**

Draft Plan of Subdivision and Zoning By-law Amendment Applications have been submitted by Minto Communities Inc.

The Draft Plan of Subdivision Application proposes to create 307 residential units which would be comprised of 134 low density units and 173 medium density units, five walkway blocks, a future right-of-way block and new public roads.

The Zoning By-law Amendment Application proposes to change the current zoning from Agricultural (A) Zone to appropriate Zone categories to accommodate the proposed development.

### **3.3. Documents Submitted in Support**

The following documents were submitted in support of the applications:

- An Arborist Report, prepared by Beacon Environmental, dated July 17, 2024;
- Entry into the Ontario Public Register of Archaeological Reports, prepared by the Ministry of Tourism, Culture and Sport, dated August 9, 2022;
- A Stage 2 Archaeological Assessment, prepared by Golder Associates Ltd., dated July 19, 2022;
- A Draft Plan of Subdivision, prepared by GHD Ltd., dated April 2025 (Revision #3) (refer to Attachment #3);
- An Environmental Impact Study, prepared by Beacon Environmental, dated August 2022, and revised February 2025;
- A Functional Servicing and Stormwater Management Report, prepared by SCS Consulting Group Ltd., dated August 2022 and revised February 2025;
- A Slope Stability Analysis and Setback Study for Proposed SWM Pond, prepared by B.I.G Consulting Inc., dated July 2024;
- A Preliminary Geotechnical Investigation for Proposed SWM Pond, prepared by B.I.G Consulting Inc., dated July 2024;
- A Geotechnical Investigation Report, prepared by B.I.G Consulting Inc., dated July 2024;
- A Preliminary Hydrogeological Investigation for Proposed SWM Pond, prepared by B.I.G Consulting Inc., dated June 2024;
- A Hydrogeological Investigation, prepared by B.I.G Consulting Inc., dated July 2024;
- A Preliminary Landscape Master Plan (L1) and Landscape Details (L2, L3), prepared by MHBC Planning, dated October 2023, and revised February 2025;
- A Noise Feasibility Study, prepared by Howe Gastmeier Chapnik Limited, dated August 2022 and revised February 2025;
- A Phase One Environmental Site Assessment, prepared by B.I.G Consulting Inc., dated March 2022;

- A Phase Two Environmental Site Assessment, prepared by B.I.G Consulting Inc., dated March 2022;
- A Planning Justification Report, prepared by Gatzios Planning and Development Consultants Inc., dated August 2022;
- A Land Use Planning Brief, prepared by GHD Ltd., dated July 2024 and revised February 2025;
- An Environmental Report Reliance Letter, prepared by B.I.G Consulting Inc., dated December 2022, and revised December 2024;
- A Brooklin Secondary Plan Area, Sub-Area Study, Sub-Area 3C, prepared by SCS Consulting Group Limited, dated October 2022, and revised July 2024;
- A Sustainability Report and Whitby Green Standard Checklist, prepared by GHD Ltd., dated August 2022, and revised July 2024;
- A Transportation Impact Study, prepared by BA Group, dated August 2022;
- A Traffic Study Addendum, prepared by BA Group, dated June 25, 2024 and revised February 2025;
- A Tree Canopy Cover Plan (L1.1), prepared by MHBC Planning, dated October 2023, and revised July 2024;
- An Urban Design Brief, prepared by MHBC Planning, dated August 2022 and revised February 2025;
- A Water Balance Assessment, prepared by R.J. Burnside & Associates Limited, dated July 2022 and revised July 2024; and,
- A Water Well Survey, prepared by B.I.G Consulting Inc., dated May 2023.

The above documents were distributed to relevant internal departments and external agencies for review and comment.

#### **4. Discussion:**

##### **4.1. Envision Durham**

The subject lands are designated “Community Areas” in the Envision Durham Official Plan. Columbus Road is designated as a “Regional Corridor.” Community Areas are intended to develop as complete communities, providing a range of housing, transportation, and lifestyle

choices, and creating opportunities for residents to live, shop, work and access services and amenities within their community. Regional Corridors are intended for higher-density, mixed use development.

#### **4.2. Whitby Official Plan**

The subject lands are designated Low Density Residential, Medium Density Residential, Natural Heritage System and Natural Hazards on Schedule 'J' Brooklin Community Secondary Plan of the Whitby Official Plan (refer to Attachment #4).

The Official Plan states that lands designated Low Density Residential shall include single detached, semi-detached, and duplex dwellings. The maximum building height shall not exceed 3 storeys, with a density range of 25 – 35 units per net hectare.

The Official Plan states that lands designated Medium Density Residential shall provide for residential development at increased densities along arterial and collector roads to support future transit and active transportation, and to function as a transition in density and intensity of uses between Low Density Residential Areas and higher density mixed-use and commercial areas.

Lands designated Medium Density Residential permit street and block townhouses, apartments and other forms of multiple residential dwellings not exceeding 4-storeys in height with a permitted density range of 30 to 65 upnh. The minimum building height is 3-storeys abutting arterial roads outside of mature residential neighbourhoods.

The Natural Heritage System designation is comprised of an interconnected system of key natural heritage and hydrologic features. The extent and boundary of the Natural Heritage System is conceptual and the exact boundary shall be determined through an Environmental Impact Study. The boundary of the Natural Heritage System may be refined with additions and deletions without an amendment to the Whitby Official Plan.

Lands designated as Natural Hazard include areas that are unstable, prone to flooding conditions, poor soils, steep slopes, and erosion hazards.

#### **4.3. Zoning By-law**

The subject land is zoned Agricultural (A) Zone within Zoning By-law No. 1784 (refer to Attachment #5). The Agricultural (A) Zone does not permit the proposed uses.

Therefore, a Zoning By-law Amendment is required to permit the proposed development.

**4.4. Control Architect**

A Control Architect will be required to oversee the design of the subdivision's built form, in accordance with the Urban Design policies of the Official Plan and the Brooklin Architectural Control Guidelines. It is recommended that Williams and Stewart be appointed as the Control Architect for the proposed Draft Plan of Subdivision.

**4.5. Fire Break Lots**

The proponent must submit a Firebreak Lot Plan for review and approval by the Town of Whitby Fire and Emergency Services Department. The Plan must be provided prior to any construction activity taking place on the site.

**4.6. Composite Transportation Component Plan**

The Engineering Services Division has provided a Composite Transportation Plan to identify the anticipated locations of traffic infrastructure, including sidewalks, multi-use paths and road right-of-way dimensions (refer to Attachment #6). These elements will be further refined and implemented through the future detailed engineering design process.

**5. Financial Considerations:**

With each new subdivision development approved by the Municipality, the Town of Whitby assumes assets requiring regular operational maintenance and eventually capital replacement. The following assets will be generated as a result of the subdivision and included in the Town's Asset Management Plan. The Capital replacement and annual operating costs would be included in future budgets. Further details regarding infrastructure costs would also be identified in the Financial Services Asset Management annual report.

<b>Asset</b>	<b>Quantity</b>
Roads	3.9 lane-km
Sidewalks/Multi-use paths	3.5 km
Storm Sewers	1.6 km

**6. Communication and Public Engagement:**

A Public Meeting was held on November 21, 2022 in accordance with the Town of Whitby Official Plan and the Planning Act. This Public Meeting provided the public, interested parties, and agencies the opportunity to make representation in respect

to the Draft Plan of Subdivision Application and the Zoning By-law Amendment Application. The meeting minutes are included in Attachment #7. There was one member of the public who spoke at the public meeting. The concerns and questions raised at the public meeting include the following:

- Landscaping of the proposed development;
- Concerns about the traffic impact on Camber Court located to the south; and
- The need for a Construction Management Plan to address construction traffic on the residential lands to the south.

A Landscaping Plan has been provided which includes the provision of trees on the Columbus Road West right-of-way.

Camber Court is not a thru-street, however the intersection at Camber Court and proposed "Street 'E'" is proposed to be signalized. This will facilitate traffic turning left or right on Columbus Road West.

A Construction Management Plan will be required for the proposed development as a Condition of Draft Plan Approval.

All individuals who registered as an interested party at the statutory public meeting and any individuals who provided written correspondence to the Town have been provided notice of the June 2, 2025 Committee of the Whole Meeting.

The submissions made by the public have been considered in determining the recommendation for approval of the proposed Draft Plan of Subdivision and Zoning By-law Amendment Application.

## **7. Input from Departments/Sources:**

The following agencies have reviewed the applications and have no objection:

- Bell Canada;
- Canada Post;
- Durham District School Board;
- Durham Catholic District School Board;
- French Public School Board;
- Enbridge Gas Inc.;
- Elexicon; and
- Rogers Communication.

Refer to Attachment #8 for Agency and Stakeholder Detailed Comments.

## **7.1. Internal Departments:**

### **Community Services – Parks Planning and Development Division**

Parks staff have provided supportive comments on the applications subject to Conditions of Draft Plan Approval.

Refer to Attachment #8 for detailed comments and Attachment #9 for Conditions of Draft Plan Approval.

### **Engineering Services**

Comments provided by Engineering Services support approval of the applications, subject to a number of Conditions of Draft Plan Approval and technical comments that can be addressed through the Engineering Submission and Subdivision Agreement process.

As part of their comment letter, Engineering Services have attached a Composite Transportation Component Plan (CTCP) highlighting the anticipated locations of sidewalks and multi-use paths for reference. Engineering Services expects that the components of this plan will be further refined and implemented through the future detailed engineering design processes.

Refer to Attachment #8 for detailed comments and Attachment #9 for Conditions of Draft Plan Approval.

### **Financial Services**

Comments provided by Financial Services staff outline the Town's standard requirements for the payment of development charges and cash-in-lieu of parkland.

Refer to Attachment #8 for detailed comments.

### **Strategic Initiatives (Sustainability)**

Sustainability staff confirm that the Whitby Green Standard Checklist and Sustainability Rationale Report meet the Tier 1 requirements. Staff request more detail be provided as the application progresses into the detailed design phase.

Refer to Attachment #8 for detailed comments.

### **Whitby Fire and Emergency Services**

Fire and Emergency Services staff have provided comments indicating a firebreak layout plan is required and also identified locations in proximity to the



laneway where fire hydrants are requested. The requirement for a firebreak layout has been added as a Condition of Draft Plan Approval and hydrant locations will be reviewed and approved through detailed design.

Refer to Attachment #8 for detailed comments and Attachment #9 for Conditions of Draft Plan Approval.

## **7.2. External Agencies:**

### **Central Lake Ontario Conservation Authority**

Staff from the Central Lake Ontario Conservation Authority (CLOCA) have advised that they have reviewed the submitted reports and plans and that any outstanding comments can be addressed through Conditions of Draft Plan Approval.

Refer to Attachment #8 for detailed comments and Attachment #9 for Conditions of Draft Plan Approval.

### **Region of Durham**

The comments provided by the Region of Durham state that there is no objection to the applications, subject to the Conditions of Draft Plan Approval.

Refer to Attachment #8 for detailed comments and Attachment #9 for Conditions of Draft Plan Approval.

## **8. Strategic Priorities:**

The development review process has provided an opportunity for public and agency input. The development of a residential subdivision contributes to meeting the priorities of the Community Strategic Plan, specifically:

Action Item 1.3.4 under Pillar 1: Whitby's Neighbourhoods by providing a variety of housing options;

Action Item 2.1.5 under Pillar 2: Whitby's Natural & Built Environment by meeting the Tier 1 requirements of the Whitby Green Standard; and,

Action Item 2.2.2 under Pillar 2: Whitby's Natural & Built Environment implementing active transportation facilities including sidewalks, trails, and multi-use paths.

## **9. Attachments:**

Attachment #1 – Location Sketch

Attachment #2 – Aerial Context Map

Attachment #3 – Applicant's proposed Draft Plan of Subdivision

Attachment #4 – Excerpt from Town of Whitby Secondary Plan Schedule 'J'

Attachment #5 – Excerpt from Zoning By-law 1784

Attachment #6 – Preliminary Composite Transportation Component Plan

Attachment #7 – Public Meeting Minutes

Attachment #8 – Agency and Stakeholder Detailed Comments

Attachment #9 – Conditions of Draft Plan of Subdivision Approval