

**TOWN OF CALEDON  
PLANNING  
RECEIVED**

**PLANNING JUSTIFICATION REPORT  
IN SUPPORT OF H SYMBOL REMOVAL**

11/9/21

**ALTON MILL ARTS CENTRE (AMAC)  
1402 QUEEN STREET  
VILLAGE OF ALTON, ONTARIO  
TOWN OF CALEDON, REGION OF PEEL**



**PREPARED BY THE ALTON DEVELOPMENT INC. (ADI)**

**OCTOBER 21, 2021  
REVISED NOVEMBER 4, 2021**

## **INTRODUCTION**

This report has been prepared to fulfil the requirement for a complete application for the removal of the H symbol from the zoning relating to the Alton Mill Arts Centre property.

In accordance with the Pre-Consultation (DART) meeting form dated Feb 12, 2015 and September 7, 2021, a Planning Justification Report is required to identify how the requirements of the Holding symbol have been addressed.

## **BACKGROUND**

The Alton Mill Arts Centre (AMAC) is a designated heritage property, restored and adapted to its current use as an artistic/cultural hub and event space. After sitting vacant for a decade and a half, this 1880's vintage property was restored in two stages starting in the late 1990s and completed in 2009. The project entailed a re-zoning from Unserviced Industrial (MU) to Village Commercial (VC) with a Holding symbol attached, along with a related Site Plan application.

AMAC has been operating continuously since 1997 and is home to artist studios, galleries/retailers, a heritage exhibit, cafe and a venue for public events, private functions and arts and cultural programming. Covid-19 had a significant negative impact on the operation but AMAC has been fortunate enough to remain open.

The property is subject to a Site Plan agreement that contemplates work in phases.

## **HOLDING SYMBOL**

There are two zoning by-laws ([BL2008-32](#) & [BL2008-33](#)) that regulate the site. They permit an array of commercial uses, several of which are presently restricted pending satisfaction of two requirements.

### ***Restricted Uses***

*Until such time as holding provisions 1 and 2 have been removed, the subject property may not be used for: a place of assembly, a place of entertainment, or a restaurant, unless the restaurant uses paper service only (i.e. all serving dishes, plates, cutlery, etc. are recyclable or disposable). No portion of any basement shall be used for a restaurant or a training facility.*

Both zoning by-laws state:

*The Holding "H" symbol for the CV-461-H10 [and CV-35-F-H] zone shall not be removed until such time as:*

- 1. The owner can satisfy the Town of Caledon Credit Valley Conservation and the Ministry of the Environment (if applicable) that there is sufficient sewage capacity to service the expected development of the subject lands;*
- 2. A structural engineer has confirmed that any building in the floodplain has been flood proofed to the satisfaction of Credit Valley Conservation.*

## **RATIONALE FOR REMOVAL OF H SYMBOL**

The proposal to remove the H symbol will permit the full array of permitted uses to come into effect. AMAC is a major heritage asset realized through significant public and private investments whose future sustainability is predicated on an additional variety of use of space. The full range of permitted uses for public events, private functions and a full service restaurant are essential for the realization of AMACs' full potential.

***As explained below, the lifting of the H is a pre-requisite for both the current Change of Use application and the future restaurant Building Permit application.***

## **RELATED PROCESSES**

In conjunction with the closing of the original building permits and as suggested by the Caledon Building Department, ADI has submitted an application for a Change of Use for the westerly  $\frac{2}{3}$  of the building under the Ontario Building Code to permit Assembly uses. This is the portion of the building that was restored in 2006-2009, and is distinct from the eastern portion restored in the late 1990s. This is a separate process from the H removal symbol as it relates to Building Code requirements for such uses. ADI has been working with the Town Building Department to conclude that process which essentially entails relatively minor changes to the building (eg. fire doors, door hardware changes, adjustments to exit signs, etc.) but no major building alterations. Unfortunately Covid-19 put that process on hold and the intent is to bring that process to a conclusion shortly. This will require the lifting of the H prior to issuance of the Change of Use permit.

In terms of the ultimate intention of putting in a full service restaurant in the building, a separate Building Permit application will be required for the restaurant, which will require additional sewage capacity. The restaurant permit application will be accompanied by an application for a second sewage system on the property which, when combined with the existing system will remain within Town jurisdiction under the OBC (ie. no more than 10,000 lpd).

Other Phase Two works will require additional Building Permits and additional site plan works as defined in the Site Plan Agreement.

## **HOW H SYMBOL REQUIREMENTS HAVE BEEN ADDRESSED**

The following outlines how the requirements for lifting of the Holding Symbol have been addressed:

- 1) Adequate sewage capacity to the satisfaction of Town, CVC, MOE (if applicable).
  - a) By way of the attached letter from the CVC dated Nov 17, 2016 to Rob Hughes, Manager of Development, Town of Caledon (Appendix A).
  - b) As a result of ongoing water usage monitoring, reporting operational practices and detailed submissions to, and discussions with the Town Chief Building Official over the

past several years. A meeting with the CBO and ADI in August 2020 led to confirmation from the CBO that the existing uses and proposed Assembly uses are able to be met from a sewage capacity point of view by way of limiting the maximum capacity at any one time to 208 persons along with the use of portable washrooms for events that exceed that figure. The CBO has also confirmed that MOE approval is not required as the total daily sewage volume will not exceed 10,000 litres/day with the exception of two specific annual fundraising events.

This is documented in an email from the CBO email, dated Aug 24, 2020 (Appendix B).

- c) The Owner has provided confirmation that the maximum capacity of 208 persons is noted (Appendix C) and has installed signage to that effect inside the building (Appendix D).

2) Floodproofing subject to satisfaction of CVC.

This has been addressed, by way of the attached letter from the CVC dated Nov 17, 2016 (Appendix A) to Rob Hughes, Manager of Development, Town of Caledon. This sign-off is based on a previous letter from the CVC dated Nov 7, 2014 based on a certification letter from the project Structural Engineer Tacoma Engineering dated June 29, 2009. Combined, these materials provide evidence that the CVC permit issued for this project (permit # 08/139) has been complied with and all requirements met.

**CONCLUSION**

This document provides a brief background about the Alton Mill Arts Centre, a description of the current restricted uses and H symbol removal requirements as set out in the site specific zoning by-laws for the property. As required by the Pre-Consultation (DART) form, this report provides supporting material that confirms that the requirements for removing the Holding symbol have been addressed. It is appropriate therefore for the H symbol to be removed upon receipt of a complete application.

I trust this is satisfactory and if you have any questions, please contact me.

Sincerely;

THE ALTON DEVELOPMENT INC.

Jeremy Grant, OPPI, MCIP, RPP

## **APPENDICES**

### **APPENDIX A**

#### CVC MATERIALS:

- A) CVC LETTER NOV 17, 2016
- B) CVC LETTER NOV 7, 2014
- C) CVC PERMIT 08/139
- D) TACOMA ENGINEERING STRUCTURAL & FLOODPROOFING CERTIFICATION JUNE 29, 2009

### **APPENDIX B**

#### CHIEF BUILDING OFFICIAL EMAIL AUG 24, 2020

### **APPENDIX C**

#### LETTER FROM ALTON MILL ARTS CENTRE AUG 25, 2020 RE: MAXIMUM CAPACITY SIGNAGE

### **APPENDIX D**

#### PHOTOS OF POSTED MAXIMUM OCCUPANCY SIGNS OCT 21, 2021