

Date: December 3<sup>rd</sup> 2025

From: Urban Insights Inc.  
To: Heather St.Clair  
Council Package  
Cc: Building Prosperity Inc.  
Project Team



**RE: Neighbourhood Information Process and Comments  
399 North Townline Road, OP25-09-6 and ZN6-25-04**

On Wednesday November 28, 2025 a neighbourhood information meeting was hosted by the development proponent, Building Prosperity Inc., with their consultants Urban Insights Inc. The meeting was held at Henderson Hall between 5:30-7:30 and extended to 8:00. The meeting room included a series of post boards including the Aging-In-Place display board, the proposed site plan, an aerial reference board, a shadow study board and an information survey activity. The meeting was delivered in a presentation format starting with an overview of the project, a question-and-answer forum, and, 1 on 1 engagement at the end.

### **Clarification**

The Neighbourhood Meeting is not a formal public meeting. The purpose of this neighbourhood meeting was to provide an update on the proposed development applications to the neighbours and address as many questions as possible as part of the development application process. This is a proactive engagement session held by the development proponent and application applicant. This type of engagement is an option on the development application form and as a team, we believe this is a positive process to enhance neighbourhood engagement.

Information on the Formal meeting is available at:

1. [https://www.oxfordcounty.ca/media/ws1niigf/op25-09-6\\_6-25-04\\_pn-20251118.pdf](https://www.oxfordcounty.ca/media/ws1niigf/op25-09-6_6-25-04_pn-20251118.pdf)
2. <https://www.ingersoll.ca/town-hall/council-agendas-and-minutes/>

For reference, all technical studies are available at the County office for more information.

### **Notification For Neighbourhood Meeting**

A one-page (double sided) notice was delivered to properties surrounding the development site beyond the statutory 120 metre circulation distance. These notices were hand delivered on sections of North Townline Road, Shelton Drive, McCreery Road, Feltz Drive, Scourfield Drive and a section of Bell Street by Urban Insights Inc.



# WHAT IS AGING IN PLACE?



**AGING IN PLACE – LIVING SAFELY AND INDEPENDENTLY IN YOUR OWN HOME AND COMMUNITY AS YOU GROW OLDER**

## KEY ELEMENTS



Comfortable home



Accessible environment



Social connections

**MAKING SURE YOUR HOME AND COMMUNITY SUPPORT YOU AS YOU AGE**

**Independence**  
ENJOYING AUTONOMY AND CONTROL IN YOUR OWN LIFE

**BENEFITS**  
**Familiarity**  
MAINTAINING COMFORT IN A KNOWN PLACE

**Stability**  
AVOIDING THE DISRUPTION OF MOVING INTO A NEW COMMUNITY

## The Proposed Development

As noted during the presentation, the proposed development is planned as an 'aging in place' development intended for residents 55 years or older as an independent living accommodation. The development is a purpose-built rental accommodation managed by a private property management company. This development will not have nursing care services or assisted living services.

## HOUSING SPECTRUM



The proposed development is designed with two apartment buildings with a total of 114 residential units. At this time, there are 49 one-bedroom units and 65 two-bedroom units. The development has 176 parking spaces (1.54 space per unit). Overall, the project exceeds the 1.5 parking space per unit however, the project delivers 1.3 space per unit for the dedicated residential units (not including barrier free or visitor parking spaces). A Transportation Study has been prepared by CGE Consulting and affirms that the proposed parking supply can be supported.

The property is bisected by Sutherland Drain, an ephemeral creek. This waterway is protected by the Upper Thames Region Conservation Authority (UTRCA) and has a "no touch" zone. A detailed environmental report has been prepared by NRSI Consultants and identifies the "no touch" water way and tree area boundaries and introduces associated buffer setbacks.

## Neighbourhood Survey

An information survey was provided to the residents. In total, there were 10 residents which identified Yes, they agree with aging-in-place at this location, and, 13 residents identified no, this is not a good location for aging-in-place. This represents almost 50% of the residents attending the meeting.

## Neighbourhood Comments During The Meeting

During a two-hour period, a broad range of comments were provided by residents. The Top 5 issues centre around: Traffic; Noise; Construction Management; Other Location For This; and, Privacy / Height / Views.

A full summary of neighbourhood comments is provided in Appendix 1. These comments were discussed during the question-and-answer forum and recorded on a flip chart. Additional comments were provided in writing on sticky tabs posted on the flip chart.

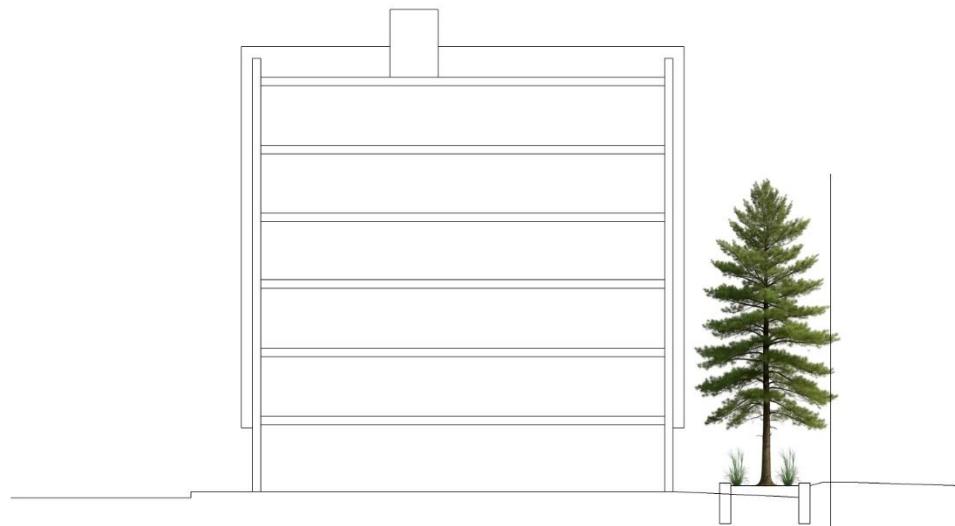


## **Follow Up Actions From Meeting**

During the meeting, the Developer and Consultant indicated that they will address a number of 'low hanging fruit' prior to the public meeting on December 8<sup>th</sup>. This included:

1. Raising traffic speed as a common and major issue along North Townline Road to County and Town staff. This is a common issue raised during the meeting. Opportunities to incorporate speed reduction measures as part of the development is encouraged.
2. Investigating if Building B (the building at along North Townline Road) construction can be phased first (prior) ahead of Building A.
3. To investigate if an enhanced front yard setback and landscaping can be provided along North Townline Road.

Updated Front Yard Conceptual Landscaping Enhancement



## **Neighbourhood Comments to Town Council**

Urban Insights Inc. received a list of comments received from a resident who was not able to make the meeting. The County planner provided a response outlined below, and expanded by Urban Insights Inc. As part of an open and transparent process, Urban Insights Inc. has answered the remaining questions with comments provided below.

- 1) Has a professional traffic study been completed? If yes, what does it predict for added vehicle trips, congestion on nearby streets, and peak hour effects?

County. Yes, a Transportation Impact Study (TIS) was submitted as part of the application by CGE Transportation Consulting, which has been peer reviewed by the Town's consulting Traffic Engineer, Paradigm Transportation Solutions. The purpose of the TIS was to assess the existing road network during peak hours and evaluate current and future performance of the local road network, as well as assess the proposed on-site parking an site maneuverability.

The TIS submitted by the applicant concluded that the proposed development can be supported from a transportation perspective and that the site can be adequately serviced by the existing road network and local intersection operations are expected to remain efficient with no upgrades recommended, which was consistent with the review by the Town's consulting Traffic Engineer.

Consultant. The TIS also reviewed the requested parking reduction and concluded the site will function based on the proposed parking.

2) Will construction temporarily close streets, disrupt traffic and for how long?

County: Unfortunately, I am not able to comment on the construction schedule, but the applicant's agent has been copied and may be able to provide additional information.

Consultant: A construction management plan will be prepared at the detailed site plan approval stage, and, provided to the Town and County as part of the Building Permit process. The Consulting Team will provide neighbourhood updates through a Neighbourhood Information Update Letter on future activities and project progress. A website is being developed and will be available for project updates. More information will be provided on this as the process moves forward.

3) Has an environmental impact study / report or equivalent been done? What about shadows cast on nearby homes (wind tunnel effect, sunlight blockage)

County. Yes, an Environmental Impact Study (EIS) has been prepared by Natural Resource Solutions Inc. (NRSI) and reviewed by the County's consulting Ecologist, as well as the Upper Thames River Conservation Authority. At this time we are waiting on a response from the applicant's Ecologist regarding technical EIS considerations, however we won't be bringing forward a recommendation on the proposal until such time as our consultant is satisfied with the ecological aspects of the proposal. A shadow study was also provided, which will be reviewed as part of a follow up report to Council, which will be available to the public.

Consultant. There are no impact(s) to the protected wetland area or the woodland area.

4) How will stormwater drainage and flooding risks be managed as permeable surfaces are changed / removed?

County. The proposed development would be located wholly outside of the regulated flood limit area, which has been reviewed in detail by the Upper Thames River Conservation Authority. As is typical for development applications, if the Official Plan amendment/rezoning is approved, a stormwater management plan would be submitted and be reviewed in detail at the site plan approval stage. At that time, before any permits are issued, the applicant will be required to demonstrate that storm sewer servicing can be constructed in accordance with the Ministry of Environment as well as the Town of Ingersoll standards and the Upper Thames

River Conservation Authority requirements, through the submission of a detailed stormwater management plan and grading and drainage plans. Any on-site stormwater management features proposed would need to meet the quantity and quality standards of these agencies and post-development flows would not be permitted to exceed the pre-development flows.

Consultant. A full Functional Servicing Report (FSR) has been provided to the County and Town for review. Stormwater is managed through rooftop storage, in a detention tank, and oil-grit-separator. Any access overland flow (as per pre and post development) will flow to the Sutherland Drain. The site is functional, and will continue to be reviewed through the detailed planning approval processes.

5) What utilities upgrades are needed (water, sewer, electricity, gas, internet)? Who pays for them and will there be a strain on existing neighbourhood infrastructure?

County. If the Official Plan amendment/rezoning is approved, these considerations would be reviewed by each specific agency and utility provider as part of the site plan approval process. These agencies have all been circulated on the proposal and if any concerns are received we will note them for Council's consideration, however at this time we have not received any comments from the utility providers indicating they have concerns with the application.

Consultant. If any infrastructure services are required to be extended, or connected to the development, these costs will be the responsibility of developer. The "FSR" confirms the site can be serviced.

6) Will there be any green features? (Solar panels, energy efficiency, EV charging stations)  
Not that I am aware of, however this is not something the municipality regulates or enforces.

Consultant. Energy efficiency requirements are set out in the Ontario Building Code. The development will be required to meet these. The development has the opportunity to receive CMHC Funding (construction loan financing) from the Federal Government which provides more favourable lending terms than conventional financing. If this project goes through CMHC funding, the project will be subject to higher sustainability / energy efficiency criteria and enhanced barrier free design criteria. This funding source is under review. Thank you for the comment on EV Charging Stations. This will be taken into construction at the Site Plan Stage.

7) What is the timeline for construction start / end including phases and daily / weekly work hours?

This would be subject to the schedule of the applicant/developer.  
More information will be provided closer to the building permit stage. This information will be shared with the community on project timing and phasing.

8) How will dust, noise, vibration, debris be controlled ie) monitoring, restrictions on pile driving, or early morning work.

County. I am not aware of any specific local by-laws respecting construction work, however if you do have concerns regarding potential future construction work, please contact the Town directly. The Town's Noise By-law does provide restrictions to construction work from a noise perspective. This By-law can be found at <https://webresources.ingersoll.ca/documents/07-By-Law-19-5060-Noise-Control-August-6-2019-2-.pdf>

Consultant. This will be the responsibility of the Construction Manager. Best practices will be applied for this construction site. More information will be provided closer to the building permit stage and shared with the community.

9) What safety measures for nearby residents (fencing, traffic flaggers, rodent control)?

County. If approved, the Town can require fencing as part of the site plan approval process, but the other examples you have provided may be outside of the Town's regulation authority.

Consultant. A construction management plan will be prepared for this development and will be the responsibility of the Construction Manager. All aspects of the site development will meet construction requirements.

10) Will there be a community liaison for complaints during construction?

County. If you have any concerns going forward, please don't hesitate to contact Town staff and your concerns will be directed to the appropriate staff.

Consultant. A news letter will be prepared and circulated to neighbours prior to any construction. The Construction Manager will provide a contact to answer neighbourhood questions and issues.

11) How will this affect property values in the surrounding area (positive or negative)?  
Unfortunately this is outside of the scope of considerations for the Town and County. If you have concerns regarding property values you could contact a real estate agent to discuss.

12) What views, privacy, and light for existing homes (will not overlook homes or block sunlight)?

County. A shadow study has been prepared, which will be reviewed as part of our recommendation to Council and a lighting plan will be required as part of a future site plan approval process, if the rezoning is approved.

Consultant. Additional measures are currently being reviewed through the consultation process, such as landscaping recommendations and building design recommendations. These recommendations will be identified through the OPA-ZBA process and carried through to the site plan stage for implementation. More information will be provided to Council at the formal Public Meeting for decision making.

13) Will increased population strain local schools, parks, emergency services, or police / fire response times?

County. These agencies have all been circulated on the proposal. The Thames Valley District School Board and Ingersoll Fire Department have indicated they have no comments or concerns with the proposal. No comments have been received from the Town Parks Department, however it is noted that there is a private park proposed for the site and an existing park located in proximity to the subject lands.

Consultant. Private amenities will be provided in the development to support the residents of the project. Fire Route(s) have been identified on the concept plan and will be approved through the Site Plan process. The proposed development represents a form of housing continuum, and is planned, to accommodate an age-in-place residency for existing Ingersoll residents to transition to as they downsize. As a project team, we believe the proposed development can be accommodated (114 units) with exiting Town services and will add to the community housing options as a more complete community.

14) What affordable housing units (if any) will be included and at what income levels?

County. The applicant has not provided any requests for the establishment of affordable rental units, but has indicated that the intended target market would be seniors.

Consultant. The proposed development is a purpose-built rental apartment building which forms part of the housing continuum. As a rental project, this form of housing provides more attainable housing price point than ownership units. Also. If the project is financed through CMHC financing, there will be a requirement to provide a percentage of units as affordable units. This is currently under review.

15) Are there planned public benefits ie) park?

County. As noted, a private park is proposed for the development, however as with all residential development, Development Charges would be applicable, which are intended to assist with offsetting a range of public service costs.

16) Will the developer fund any off site improvements (sidewalks, trees, traffic lights)?

County. This would be at the discretion of the Town and dependent on the nature of off-site works, but typically any upgrades off-site are required to be funded by the developer.

Consultant. Public sidewalks have been identified as an off-site improvement and implemented through the more detailed site plan stage.

17) How much in new property taxes or fees will the city receive, and where will that money go?

County. This is outside of the planning review process. Property taxes are based off assessment values from MPAC. More information on their assessment methods can be found at <https://www.mpac.ca/en/PropertyTypes/ResidentialPropertyAssessments>

Consultant. The property taxes are paid to the Town, County and school boards. This money is used to support municipal services and salaries. New development also contributes to infrastructure costs by the payment of Development Charge Fees. Overall, new development helps support a healthy public sector budget. Please refer to the Town website on taxes which provides the following information:

1. Education taxes— This tax rate is set by the Province of Ontario and remitted to your preferred local school board to support education services.
2. County Taxes— A portion of your taxes will go back to the County of Oxford to support various services provided such as Library, Social Housing, Land Ambulance and Ontario Works.
3. Municipal Taxes— This tax rate is set by the Town of Ingersoll to cover the cost of supplying municipal services determined by the Budget process. Any grants, user fees and other sources of revenue are deducted from the total expenditures and the balance is raised through taxation.

<https://www.ingersoll.ca/town-hall/property-taxes>

<https://www.oxfordcounty.ca/your-government/financial-policy/property-taxes/>

18) Who manages the building and what are projected monthly fees?

County. This would be at the discretion of the property owner and not subject to the Town's input. If there were any concerns with property standards, that would be subject to the Towns' property standards by-laws.

Consultant. The buildings will be purpose-built apartment rental housing and will be managed by a professional management company. This project will provide an attainable rental rate which will be finalized closer to construction time.

19) What security features will be in place (cameras, controlled access, on site staff)?

County. This is not something regulated by the Town.

Consultant. This will be the responsibility of the Construction Manager. It is common practice to fence the site during construction and to have video surveillance.

20) How will waste / recycling be handled to avoid overflow and pests?

County. Garbage collection processes and designs will be reviewed in detail as part of a future site plan approval process, if approved. Garbage collection would be in accordance with the County's and Town's garbage collection policies.

#### **Phone Calls**

The consultant received three phone calls. The issues covered a broad range of concerns, and, questions. Key issues included: do not want to look at a wall, there is lots of rain that goes onto the property, can this project go somewhere else, traffic is fast along North Townline Road, who will live here, how was this agricultural property rezoned, how do I get more information, when is next meeting.

#### **Next Steps**

To address as many questions as possible, a summary of answers is provided in Appendix 2. These will be highlighted during the December 8<sup>th</sup> meeting with reference to this Summary.

The next step is to go to Town Council meeting for presentations on December 8<sup>th</sup>. This meeting (December 8<sup>th</sup>) is to provide information to Council and is not a decision meeting. A separate meeting will be scheduled for Council discussion and decision.

The Planning Consultant will prepare a Planning Addendum to be submitted following the December 8<sup>th</sup> to address neighbourhood comments where possible as an updated Report for Staff and Council consideration.

## **Appendix 1: Neighbourhood Comments and Sticky Notes**

- What age will this building be for people?
- What about seniors with grand children?
- Need a fence behind second building backing onto Shelton Drive properties.
- Don't want people walking behind through to Scourfield Park.
- Tree line stays
- What about noise?
- What about privacy?
- What is the phasing plan? Will this be built all at once?
- Build 1<sup>st</sup> building (along North Townline) first – in the event Building #2 is cancelled (less impact to Shelton Neighbours).
- How long will this take to build / develop?
- How much property tax will this create?
- Will this be condominium? Who maintains.
- Rent. Will seniors qualify for affordability.
- Parking. Does the project meet parking requirements?
- Will there be underground parking?
- There is project on Bell Street. Demographics driving this. Market focused.
- Rendering does not show houses.
- "Great way to market".
- Scourfield Park. Do not want walkway.
- Do not want building in our backyard. From North Townline Road.
- What about people walking on North Townline Road? People will want to walk.
- North Townline Road is a fast road. There is more traffic, and it is faster. This is a concern. What can be done to slow downtown traffic.
- This is not the right location for seniors / age in place. There are other locations. What about downtown? What about the Arena?
- What about the property in the rear yard (1.7 acres) on other side of creek? How can this be maintained? Can't get across.
- Concern about the new tenants. How will they fit into the neighbourhood. Are there any safeguards.
- Can the site have underground parking?
- Concern about reducing parking rate. What about visitor?
- Can there be different views and orientation of buildings on the site?
- How long will this project take?
- Question about 55 years age. What about amenities – will there be bike rooms, where will residents walk to, will this connect to Scourfield Park? Concern about people using park and don't want them walking through.
- What requirement is there to have 55 age? How can this be legally enforced. What about grand children living with grand parent(s). Do they qualify?
- Noise is a concern. There could be parties on the balconies.

- How did you get approval from the UTRCA? This has been difficult for others.
- Don't like the look.
- Don't see why there should be support for this.
- What about property values and views.
- What about construction and traffic? How will this be addressed and how long.
- How expensive will these units be? Will they be \$3,000 - \$4,000 per month? This would not be affordable.
- Timing. How soon can this start.
- Who owns the property right now? Are there conditions?
- There is not enough sanitary capacity? How can this work?
- What about storm water management? How is this managed.
- What is the cost to taxes? Who pays for new infrastructure?
- How did developer find this property?
- Aging in place seems deceiving.
- Will there be medical care? Nursing care?
- Will there be a corner store?
- Is there any provincial money for this development?
- Will taxes go up with government incentives?
- Are there incentives?
- The view is a problem.
- What about lights and noise?
- We paid to be where we are. There is a premium on these lots.
- What is the zoning?
- Why is right building to go first? Question about phasing.
- How can you provide updates on this? Is more information available?
- Keep trees as buffers. Want high fence(s).
- Can fencing be put around the site? How can this be enhanced.
- What about run off water? Will this flood my property or the creek?
- What about noise dampening. What about the rooftop mechanical units? (HVAC)
- Can we get engineering studies?
- What about dirt getting into the pools during construction?
- What else can go on the property? Industrial, schools, commercial? Do we want industrial development here?
- Can you sell units later?
- Is there a common area?

## **Appendix 2 - Answers Following Public Meeting**

The neighbourhood information meeting provided a valuable opportunity to hear directly from residents and understand the core issues raised regarding the proposed development at 399 North Town Line Road.

As summarized in the meeting notes, the majority of comments focused on five themes: traffic, noise, construction management, requests for considering other locations, and concerns about privacy, height and views.

Each topic was discussed in detail at the meeting and has since been reviewed by the project team.

- The Transportation Impact Study and peer review confirm that the development will not require road upgrades, that sightlines at the new driveway meet safety standards, and that emergency and service vehicles can circulate safely.
- A full Environmental Impact Study has verified that all natural heritage features—wetlands, woodlands, and the Sutherland Drain corridor—are protected with appropriate buffers and that no species at risk will be negatively affected.
- Engineering work confirms the site can be fully serviced with municipal water and sanitary systems, supported by an on-site stormwater management system designed to prevent off-site impacts.

Neighbours also emphasized concerns about views, privacy, and shadowing; the shadow study demonstrates that most shadows fall within the site and that step-backs and the preserved treeline along the eastern boundary help maintain compatibility with adjacent homes.

Residents asked about construction impacts, noise, dust, and timing; these matters will be addressed through a detailed construction management plan at the site plan stage, and regular neighbourhood updates will be provided as the project advances.

Several residents expressed interest in fencing, enhanced landscaping, and increased setbacks; these items are now under review, and refinements—such as enhancing the landscape buffer along North Town Line Road—will be brought forward where feasible.

The Property is planned for residential development, and is Zoned Future Development. The Town has two high-density land use sites in the Town located about the same distance from the downtown. Ingersoll is growing, and, more housing options are needed to support long term population growth and aging. Many residents would like to stay in Ingersoll. This development provides a new opportunity for residents to downsize to. At present, the development respects the existing R4 interior year setbacks, there is an existing large tree buffer, and the Sutherland Creek provides a wide natural buffer to the south. As a high density development (up to 6 storeys), the density falls within range and is located on a major street. The site is working with a complex site condition (with natural setback requirements) and efforts have been made to orient the buildings for a highly functional site development. As we work through the approval

steps, additional design measures can improve / enhance neighbourhood compatibility. These will be looked at and presented in an updated Planning Justification Report.

Overall, the comments have helped inform a series of early solutions and refinements, and the project team will continue to incorporate neighbourhood feedback as the applications progress through the formal public meeting and detailed design stages.

The consulting team is preparing a website for this development that will include project updates. The website will be confirmed at the December 8<sup>th</sup> Meeting.