

Report to Council

Report Title:	Standardized Design Guidelines HAF		
Prepared By:	Dominic Paquette, Building and Planning Manager/CBO		
Department:	Building and Planning		
Date:	March 24, 2026		
Report Number:	BLDG2026-02	File Number:	C11BU
Attachments:	ARU Toolkit		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number BLDG2026-02 - Standardized Design Guidelines HAF, prepared by Dominic Paquette, Building and Planning Manager/CBO for Council's approval.

Report:

Background:

Through the Housing Accelerator Fund program, the Municipality of Brockton received incentive funding to reduce red tape, accelerate development approvals, and implement housing-friendly policies. These efforts are intended to increase housing supply and improve affordability within the community.

As part of the program requirements, Brockton was required to identify and commit to key milestones within its funding application. One such milestone was the development and presentation of an Additional Residential Unit (ARU) Toolkit to Council. This presentation is intended to provide Council members with an opportunity to review the proposed Toolkit and offer design input to inform its final development.

Analysis:

The ARU Toolkit is in its rough draft and has been designed to provide residents with key information to allow them to understand what is required to create an ARU within their existing dwelling, accessory detached building, or as part of a new build. The Toolkit also provides two sets of drawings for detached accessory structures for residents to take to a qualified designer to jump start their project design.

This Toolkit when used by the residents of Brockton will provide them with a fast track for their application moving them to the top of the review pile.

Over the past six years Brockton has issued nine permits for ARU's.

The majority of the ARU Toolkit are requirements brought forth from the Ontario Building Code and Brockton's Zoning bylaw. I welcome the members of council to provide any input on the presentation of this information within the document to ensure we are providing a useful tool for those creating new housing units in the community.

Brockton's Community Goals:

The content and recommendations in this report support advancing the priorities to **Build a Better Brockton** in one or more of the following areas: **Heritage, Culture, and Community, Quality of Life, Municipal Governance, Land Use Planning and the Natural Environment, and/or Economic Development.**

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective?
N/A

The funding for this Toolkit comes from funding provided by the Housing Accelerator Funding program.

Reviewed By:



Trish Serratore, Chief Financial Officer

Respectfully Submitted by:



Dominic Paquette, Building and Planning Manager/CBO

Reviewed By:



Sonya Watson, Chief Administrative Officer