

# City Council - Planning Meeting Agenda



**December 11, 2017 – 6:00 p.m.**  
**Council Chambers, Guelph City Hall, 1 Carden Street**

Please turn off or place on non-audible all electronic devices during the meeting.

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## **Authority to move into closed meeting**

That the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to the Municipal Act, to consider:

**C-CON-2017.18      Public Appointment to the Board of Trustees of the Elliott**  
Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees

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## **Open Meeting – 6:30 p.m.**

### **Closed Meeting Summary**

O Canada  
Silent Reflection  
First Nations Acknowledgment  
Disclosure of Pecuniary Interest and General Nature Thereof

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## **Council Consent Agenda:**

The following resolutions have been prepared to facilitate Council's consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

**CON-2017.55      1 & 15 Stevenson Street North and 8 William Street**  
**Proposed Zoning By-law Amendment and Draft Plan of**  
**Vacant Land Condominium**  
**File: ZC1613/CDM1609**

### **Recommendation:**

1. That the application from Van Harten Surveying Inc. on behalf of Paul and Maria Leombruni for approval of a Zoning By-law Amendment from the R.1B (Residential, Single Detached) Zone to an R.1D-? (Specialized Residential, Single Detached) Zone to permit the development of 10 single detached

dwellings on the site municipally known as 1 and 15 Stevenson Street North and 8 William Street and legally described as Part of Lot 38, Plan 320, City of Guelph, be approved, in accordance with ATT-2A of the Infrastructure, Development and Enterprise Report IDE-2017-131, dated December 11, 2017.

2. That the application from Van Harten Surveying Inc. on behalf of Paul and Maria Leombruni for approval of a proposed draft plan of vacant land Condominium consisting of 7 residential single detached dwellings, as shown in ATT-6, applying to the property municipally known as 1 & 15 Stevenson Street North and legally described as Part of Lot 38, Plan 320, City of Guelph, be approved for a period of three (3) years in accordance with Conditions noted in ATT-2C of the Infrastructure, Development and Enterprise Report IDE-2017-131 dated December 11, 2017.

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## **Items for Discussion:**

The following items have been extracted from the Committee of the Whole Consent Report and the Council Consent Agenda and will be considered separately. These items have been extracted either at the request of a member of Council or because they include a presentation and/or delegations.

### **CON-2017.56      Draft Built Form Standards for the Gordon Street Intensification Corridor**

#### **Presentation:**

David de Groot, Senior Urban Designer

#### **Recommendation:**

That the Draft Built Form Standards for the Gordon Street Intensification Corridor be received.

### **CON-2017.57      Draft Built Form Standards for Mid-rise Buildings and Townhouses**

#### **Presentation:**

David de Groot, Senior Urban Designer

#### **Recommendation:**

That the Draft Built Form Standards for Mid-rise Buildings and Townhouses be received.

## **CON-2017.58      Guelph Innovation District (GID) – Real Estate Options**

### **Presentation:**

Peter Cartwright, General Manager, Business Development and Enterprise Services

### **Recommendation:**

1. That staff be directed to implement a proposal to acquire and dispose of real estate located within the Guelph Innovation District as described in Council Report IDE-2017-140, specifically lands identified as the former Wellington Detention Centre and the Turf Grass lands and report back at key implementation milestones as determined by staff.
2. That the Mayor be directed to advise the Minister of Infrastructure about the City of Guelph's intention to submit an Expression of Interest to acquire and dispose of real estate located within the Guelph Innovation District as described in Council Report IDE-2017-140, specifically lands identified as the former Wellington Detention Centre and the Turf Grass lands.
3. That the Mayor and City Clerk be authorized to execute the terms and conditions of a Letter of Intent/Conditional Agreement of Purchase and Sale to acquire from the Province of Ontario property within the Guelph Innovation District, as described in Council Report IDE-2017-140, specifically lands identified as the former Wellington Detention Centre and the Turf Grass lands, subject to the terms and conditions of a Letter of Intent/Conditional Agreement of Purchase and Sale being acceptable to the Deputy Chief Administrative Officer of Infrastructure, Development and Enterprise, and the Deputy Chief Administrative Officer Corporate Services.
4. That staff be directed to develop and issue a Request for Proposals to seek submissions from private development interests to develop property within the Guelph Innovation District, as described in Council Report IDE-2017-140, subject to its contents being acceptable to the Deputy Chief Administrative Officer of Infrastructure, Development and Enterprise, and the Deputy Chief Administrative Officer Corporate Services.
5. That staff be directed to assess Request for Proposal submissions from private development interests, and subject to the approval of the Deputy Chief Administrative Officer of Infrastructure, Development and Enterprise and the Deputy Chief Administrative Officer Corporate Services, conduct negotiations to sell and develop property within the Guelph Innovation District.
6. That the Mayor and Clerk be authorized to execute an agreement of purchase and sale for the purpose of selling property within the Guelph Innovation District to a private development interest, subject to the contents of the agreement of agreement of purchase and sale being acceptable to the Deputy Chief Administrative Officer of Infrastructure, Development and Enterprise and the Deputy Chief Administrative Officer Corporate Services.

7. That staff be directed to utilize the Tax Rate Operating Contingency Reserve #180 for operating costs to an upset limit of \$3,500,000, and that the Water Capital Reserve Fund #152 be utilized to fund the refundable deposits as required to an upset limit of \$6,500,000, as identified in Council report IDE-2017-140, and that staff calculate and charge to the project an appropriate rate of return of 3.5% per annum plus an additional 1.5% related to the risk of the project, subject to the approval of the Deputy Chief Administrative Officer Corporate Services, and the City Treasurer.
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## **Special Resolutions**

### **By-laws**

Resolution to adopt the By-laws (Councillor Billings).

### **Mayor's Announcements**

Please provide any announcements, to the Mayor in writing, by 12 noon on the day of the Council meeting.

### **Notice of Motion**

### **Adjournment**

# Staff Report

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To **City Council**

Service Area Infrastructure, Development and Enterprise Services

Date Monday, December 11, 2017

Subject **Decision Report  
1 & 15 Stevenson Street North and 8 William Street  
Proposed Zoning By-law Amendment and Draft Plan  
of Vacant Land Condominium  
File: ZC1613/CDM1609**

Report Number IDE-2017-131

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## Recommendation

1. That the application from Van Harten Surveying Inc. on behalf of Paul and Maria Leombruni for approval of a Zoning By-law Amendment from the R.1B (Residential, Single Detached) Zone to an R.1D-? (Specialized Residential, Single Detached) Zone to permit the development of 10 single detached dwellings on the site municipally known as 1 and 15 Stevenson Street North and 8 William Street and legally described as Part of Lot 38, Plan 320, City of Guelph, be approved, in accordance with ATT-2A of the Infrastructure, Development and Enterprise Report IDE-2017-131, dated December 11, 2017.
2. That the application from Van Harten Surveying Inc. on behalf of Paul and Maria Leombruni for approval of a proposed draft plan of vacant land Condominium consisting of 7 residential single detached dwellings, as shown in ATT-8, applying to the property municipally known as 1 & 15 Stevenson Street North and legally described as Part of Lot 38, Plan 320, City of Guelph, be approved for a period of three (3) years in accordance with Conditions noted in ATT-2C of the Infrastructure, Development and Enterprise Report IDE-2017-131 dated December 11, 2017.

## Executive Summary

### Purpose of Report

This report provides a staff recommendation to approve a Zoning By-law amendment and Draft Plan of Vacant Land Condominium to permit the development of 10 single detached residential units on the site municipally known as 1 and 15 Stevenson Street and 8 William Street.

## **Key Findings**

Planning staff support the proposed Zoning By-law amendment and draft plan of condominium subject to the recommended regulations and conditions in ATT-2.

## **Financial Implications**

Estimated Development Charges: \$290,380

Estimated Annual Taxes Once Developed: \$36,314

## **Report**

### **Background**

An application to amend the Zoning By-law was received for the subject site, municipally known as 1 and 15 Stevenson Street and 8 William Street from Van Harten Surveying Inc. on behalf of Paul and Maria Leombruni on July 27, 2016 and deemed to be complete on August 26, 2016. The subsequent application for a Draft Plan of Vacant Land Condominium was received on October 4, 2016 and deemed complete on November 3, 2016.

The intent of the applications is to change the zoning from the "Residential Single Detached" (R.1B) Zone to a "Specialized Single Detached" (R.1D-?) Zone to permit additional single detached dwellings with smaller frontages and lot sizes. The proposed Draft Plan of Vacant Land Condominium intends to create a seven (7) unit condominium with a private road accessing Stevenson Street North, just north of the existing dwelling located at 1 Stevenson Street North.

The rezoning application, if approved, will also allow for future applications to the Committee of Adjustment for Consent to sever to create a new lot on William Street and to demolish the dwelling unit at 15 Stevenson Street, sever the lot into two fronting on Stevenson Street North. In total, one (1) house is proposed to be demolished and ten (10) new single detached dwellings are proposed to be built, and two existing houses (1 Stevenson Street North and 8 William Street) are proposed to be retained.

### **Location**

The subject site is located on the east side of Stevenson Street north, just north of the Metrolinx railway (see ATT 1 - Location Map). The subject site has an area of approximately 0.7 hectares and a frontage of 50.9 metres along Stevenson Street North and a frontage of 24.4 metres along William Street. The site currently contains 3 single detached dwellings with one at each of 1 and 15 Stevenson Street North and one detached dwelling at 8 William Street.

Surrounding land uses include:

- To the north: single detached dwellings;
- To the south: the Metrolinx railway;
- To the east: single detached dwellings along William Street;
- To the west: single detached dwellings across Stevenson Street North.

## **Official Plan Land Use Designations and Policies**

The Official Plan land use designation that applies to the subject property is "General Residential". Within the "General Residential" land use designation, all forms of residential development are permitted which includes single and semi-detached dwellings. The related policies for this land use designation are included in ATT-3.

## **Official Plan Amendment #48 Land Use Designations and Policies**

Official Plan Amendment #48 (OPA 48), a comprehensive update to the City's Official Plan, designates the subject property as "Low Density Residential. This designation applies to residential areas within the built-up area of the City which are currently predominantly low-density in character. The predominant land use in this designation is residential and includes single and semi-detached dwellings. A Decision and Order from the Ontario Municipal Board on October 5, 2017 has brought OPA 48 into full force and effect. Although the applications which were received prior to OPA 48 coming into full force and effect are being processed under the 2001 Official Plan, Staff must have regard to the policies and designations of OPA 48. The land use designations and related policies contained in OPA 48 are included in ATT-4.

## **Existing Zoning**

The subject property is currently zoned "Residential Single Detached" (R.1B) in Zoning By-law (1995)-14864, as amended, which permits single-detached dwellings and associated uses.

Details of the existing zoning are included in ATT-5.

## **Description of Proposed Zoning By-law Amendment**

The purpose of the proposed Zoning By-law Amendment is to change the zoning from "Residential Single Detached" (R.1B) to a "Specialized Residential Single Detached (R.1D-?) Zone. In addition to the regulations set out in Section 5.1 – Residential Single Detached (R.1D) Zone of Zoning By-law (1995)-14864, as amended, one specialized regulation has been requested to facilitate this proposal:

That despite Table 5.1.2, Row 10 and Section 4.20 of the Zoning By-law, fences shall not be located in the yard between dwelling units.

Staff also recommend the follow specialized regulation be added:

For the purposes of this Zone, a condominium unit shall be considered a Lot as defined by this Zoning By-law.

Details of the proposed zoning are included in ATT-6.

## **Proposed Development**

The applicant is proposing to rezone the subject site from the current "Residential Single Detached" (R.1B) to a "Specialized Single Detached" (R.1D-?) Zone to permit

additional single detached dwellings with smaller frontages and lot sizes. The applicant has proposed to demolish the house at 15 Stevenson Street North and sever that lot to build two new detached dwelling units fronting onto Stevenson street North. The land behind these new lots would be subject to a draft plan of vacant land condominium with a total of 7 new single detached dwellings internal to the site that are accessed from Stevenson Street North via a private road. The existing lot on William Street is also proposed to be severed and one new detached dwelling would be built fronting onto William Street. The existing houses at 1 Stevenson Street North and 8 William Street are proposed to be retained.

The proposed development plan and proposed front building elevation of the detached dwellings are shown in ATT-7. The proposed Draft Plan of Vacant Land Condominium is shown in ATT-8.

### **Staff Review/Planning Analysis**

The staff review and planning analysis for these applications is provided in ATT-9. The analysis addresses all relevant planning considerations, including the issues raised through review of the application. The issues generally include:

- Evaluation of the proposal against the 2014 Provincial Policy Statement and Places to Grow: Growth Plan for the Greater Golden Horseshoe;
- Evaluation of the proposal's conformity with the Official Plan; including any Official Plan Amendments;
- Review of the proposed zoning, including the need for any specialized regulations;
- Review of servicing; and,
- Address all comments and issues raised during the review of the application, specifically tree removals and urban design considerations.

### **Planning Staff Recommendation**

Planning staff are satisfied that the Draft Plan of Vacant Land Condominium Application and Zoning By-law Amendment Application are consistent with the 2014 Provincial Policy Statement and conform to the Growth Plan for the Greater Golden Horseshoe. In addition, the applications conform to the objectives and policies of the Official Plan.

Planning staff are recommending that Council approve the applications for Draft Plan of Vacant Land Condominium and Zoning By-law Amendment subject to the zoning regulations and Conditions of Draft Plan approval outlined in ATT-2.

### **Financial Implications**

Estimated Development Charges: \$290,380

Estimated Annual Taxes Once Developed: \$36,314

### **Consultations**

Key dates for the public process regarding the planning applications are included in ATT-10.



# Corporate Administrative Plan

## Overarching Goals

Service Excellence

## Service Area Operational Work Plans

Our Services - Municipal services that make lives better

Our People- Building a great community together

Our Resources - A solid foundation for a growing city

## Attachments

ATT-1	Location Map
ATT-2	Recommended Zoning Regulations, Conditions of Consent and Conditions of Draft Plan of Condominium Approval
ATT-3	Existing Official Plan Designation and Policies
ATT-4	Official Plan Amendment # 48 Land Use Designations and Policies
ATT-5	Existing Zoning and Details
ATT-6	Proposed Zoning and Details
ATT-7	Proposed Development Concept and Building Elevations
ATT-8	Proposed Draft Plan of Vacant Land Condominium
ATT-9	Planning Analysis
ATT-10	Circulation Comments Summary
ATT-11	Public Notification Summary

## Departmental Approval

Not applicable.

## Report Author

Katie Nasswetter  
Senior Development Planner



## Approved By

Todd Salter  
General Manager  
Planning, Urban Design and  
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## Approved By

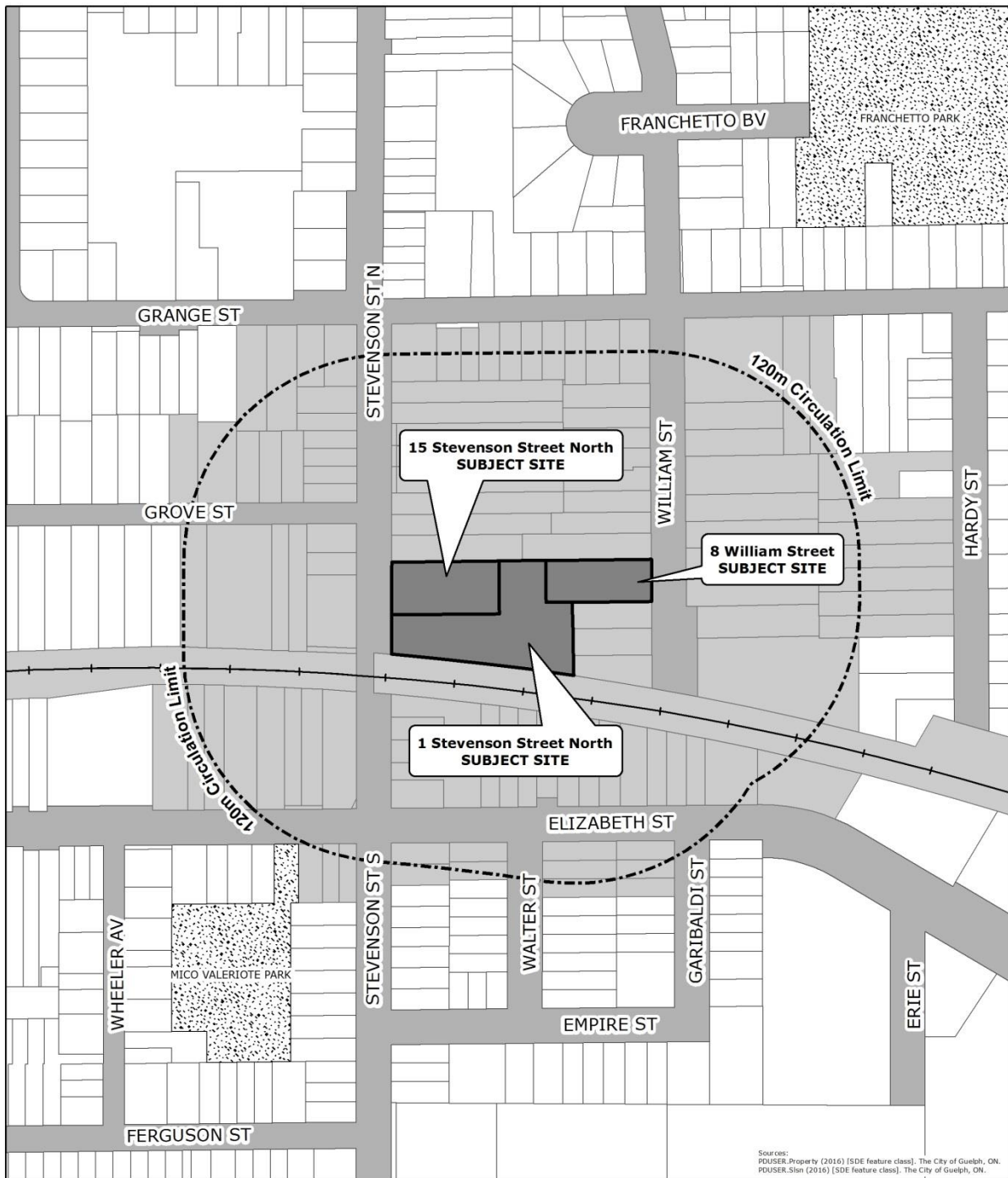
Chris DeVriendt  
Manager of Development Planning



## Recommended By

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# ATT-1 Location Map



**ATT-2**  
**Recommended Zoning Regulations, Conditions of Consent and Conditions  
of Draft Plan of Condominium Approval**

**2A: Zoning Regulations**

**Zoning By-law Amendment**

The following zoning is proposed:

**Specialized R.1D-? (Residential, Single Detached) Zone**

**Regulations**

In accordance with Section 4 (General Provisions) and Section 5.1 and Table 5.1.2 (Regulations Governing R.1 Zones) of Zoning By-law (1995)-14864, as amended, with the following exceptions:

Fences

Despite Table 5.1.2, Row 10 and Section 4.20 of the Zoning By-law, fences shall not be located in the yard between dwelling units.

Definition of a Lot

Despite Section 3, for the purposes of this Zone, a condominium unit shall be considered a Lot as defined by this Zoning By-law.

**2B: Proposed Conditions of Consent**

The following conditions are provided as information to Council and will be recommended through future Consent to Sever applications:

1. That the Owner shall submit to the City, in accordance with Section 41 of the *Planning Act*, a fully detailed site plan, indicating the location of the building, building design, landscaping, parking, access, grading and drainage on the said lands to the satisfaction of the General Manager of Planning, Urban Design and Building Services and the General Manager/City Engineer, prior to any construction or grading on the lands.
  - a. The developer further agrees to develop the proposed lots on Stevenson Street North and William Street with street fronting doors, in general accordance with the proposed lot layouts shown in this report (IDE 2017-131) to the satisfaction of the General Manager of Planning, Urban Design and Building Services.
2. The developer shall provide the City with easements for the existing sewer mains that cross the site. The easements dimensions must be to the satisfaction of the City and the easements must be created and registered at no cost to the City. All easements shall be transferred clear of encumbrance to the satisfaction of the City Solicitor.

3. The Owner shall pay to the City, as determined applicable by the Chief Financial Officer/City Treasurer, development charges and education development charges, in accordance with the City of Guelph Development Charges By-law (2009)-18729, as amended from time to time, or any successor thereof, and in accordance with the Education Development Charges By-laws of the Upper Grand District School Board (Wellington County) and the Wellington Catholic District School Board, as amended from time to time, or any successor by-laws thereof, prior to this issuance of any building permits, at the rate in effect at the time of the issuance of a building permit.
4. Prior to the endorsement of deeds, the Owner shall be responsible for the payment of cash-in-lieu of parkland dedication for all lands to the satisfaction of the Deputy CAO of Public Services pursuant to City of Guelph By-law (1989)-13410, as amended by By-law (1990)-13545 and By-law (2007) 18225 or any successor thereof.
5. The developer shall provide the City with a 3 metre road widening across the Stevenson Street frontage. The road widening shall be conveyed clear of encumbrance to the satisfaction of the City Solicitor.
6. The developer shall submit detailed engineering plans for the severance lots indicating such items as proposed servicing, grading and drainage, erosion and sediment control and access to the satisfaction of the General Manager/City Engineer. Such plans shall be certified by a Professional Engineer. All applications for a building permit shall be accompanied by a plot plan that shows that the proposed building, grading and drainage is in conformance with the approved overall drainage and grading plan.
7. The developer shall submit a stormwater management report to the satisfaction of the General Manager/City Engineer. Such report is to be certified by a Professional Engineer and is to be prepared in accordance with the City's Guidelines and the latest edition of the Ministry of the Environment's Stormwater Management Practices Planning and Design Manual.
8. The developer shall submit a geotechnical report, certified by a Professional Engineer, to the satisfaction of the General Manager/City Engineer which describes the potential impacts of groundwater and provides recommendations for pavement design and pipe bedding.
9. Prior to any construction or grading on the lands, the developer shall construct, install and maintain erosion and sediment control facilities, satisfactory to the General Manager/City Engineer, in accordance with a plan that has been submitted to and approved by the General Manager/City Engineer. Furthermore, the developer shall provide a qualified environmental inspector, satisfactory to the General

Manager/City Engineer, to inspect the site during all phases of development and construction including grading, servicing and building construction. The environmental inspector shall monitor and inspect the erosion and sediment control measures and procedures on a weekly or more frequent basis if required. The environmental inspector shall report on his or her findings to the City on a monthly or more frequent basis.

10. The developer shall obtain a site alteration permit in accordance with City By-law (2007)-18420 to the satisfaction of the General Manager/City Engineer if grading or earthworks is to occur prior to site plan approval or prior to severance.
11. The developer shall stabilize all disturbed soil within 90 days of being disturbed, control all noxious weeds and keep ground cover to a maximum height of 150 mm (6 inches).
12. The developer shall service, grade, develop and maintain the site in accordance with the plans that have been approved by the City. The developer shall have the Professional Engineer who designed the servicing certify to the City that they supervised the construction of the servicing and that the as-built servicing is functioning properly as designed. The developer shall have the Professional Engineer who designed the site grading and drainage submit an as-built grading and drainage plan to the City.
13. The developer acknowledges that the City does not allow retaining walls higher than 1metre abutting existing residential properties without the permission of the General Manager/City Engineer.
14. The developer shall make satisfactory arrangements with Guelph Hydro and phone and cable providers for the servicing of the lands as well as provisions for any easements and/or rights-of-way for their plant.
15. The developer shall be responsible for the cost of design, development and implementation (including planting) of a Street Tree Planting Plan in accordance with City specifications. The developer shall provide the City with cash or letter of credit to cover the City approved estimate for the cost of development of the street tree plan to the satisfaction of the City. The developer shall warranty the trees for two winters. Replacement trees are to be warrantied for (a) the remainder of the warranty period of the original tree or (b) an additional year, whichever is greater. Once the tree has been planted, the developer shall provide the City with a certificate that certifies that the tree stock quality meets Canadian Nursery Landscape Association standards and that the tree has been planted following the City's Part B Specifications. The certificate must be certified by a landscape architect, certified arbourist or professional forester (who must be a qualified member of the Ontario Professional Foresters Association). At the end of the warranty period (after the

second winter), the developer shall provide the City with a second certificate that certifies that the tree was cared for as per the approved watering and maintenance plan on the Street Tree Planting Plan and that the tree is free of defects and disease.

16. The developer shall ensure that any private water supply wells, boreholes, monitoring wells and septic systems are decommissioned in accordance with O. Reg. 903.
17. The developer shall confirm to the satisfaction of the General Manager/City Engineer that the basements will have a 0.5metre separation from the seasonal high groundwater elevation.
18. The developer shall pay to the City the actual cost of construction of municipal services within the City's right-of-way including such items as sanitary, water and storm laterals, driveways, curb cuts and/or curb fills, sidewalk . Prior to approval of the plans, the developer shall pay to the City the estimated cost of the construction of municipal services as determined by the General Manager/City Engineer.
19. The developer shall pay the estimated and the actual cost for decommissioning and removal of any services as determined by the General Manager/City Engineer.
20. The developer shall construct the new buildings at such an elevation that the lowest level of the buildings can be serviced with a gravity connection to the sanitary sewer.
21. All electrical services to the site are to be underground and the developer shall make satisfactory arrangements with Guelph Hydro Electric Systems Inc. for the servicing of the site as well as provisions for any easements and/or rights-of-way for their plant.
22. The developer shall submit a report prepared by a Professional Engineer to the satisfaction of the Chief Building Official certifying that all fill placed below proposed building locations has adequate structural capacity to support the proposed building. All fill placed within the allowable Zoning By-law envelope for building construction shall be certified to a maximum distance of 30 metres from the street line. This report shall include the following information; lot number, depth of fill, top elevation of fill and the area approved for building construction from the street line.
23. The developer shall submit a report prepared by a Professional Engineer to the satisfaction of the Chief Building Official providing an opinion on the presence of soil gases (Radon and Methane) in the plan in accordance with applicable provisions contained in the Ontario Building Code.

24. The developer shall place the following notifications in all offers of purchase and sale for all lots and/or dwelling units and agrees that these same notifications shall be placed in the agreement to be registered on title:

"Purchasers and/or tenants of all lots or units are advised that sump pumps will be required for every lot unless a gravity outlet for the foundation drain can be provided on the lot in accordance with a certified design by a Professional Engineer."

"Purchasers and/or tenants of all lots or units are advised that if any fee has been paid by the purchaser to the Developer for the planting of trees on City boulevards in front of residential units does not obligate the City or guarantee that a tree will be planted on the boulevard in front or on the side of a particular residential dwelling. The City shall not provide regular maintenance for trees planted on private property save and except any maintenance conducted pursuant to section 62 of the Municipal Act, 2001, c.25, as amended, and purchasers of all lots or units shall be obligated to maintain any tree on private property in accordance with and pursuant to the City of Guelph's Property Standards By-law (2000)-16454, as amended."

"Purchasers and/or tenants of all lots or units, are advised prior to the completion of home sales, of the time frame during which construction activities may occur, and the potential for residents to be inconvenienced by construction activities such as noise, dust, dirt, debris, drainage and construction traffic."

"Purchasers and/or tenants of all lots or units are advised that on-street parking restrictions may apply to the street fronting their property."

25. The developer shall implement/incorporate any noise and/or vibration attenuation measures recommended in a Noise and Vibration Study by a qualified Professional Engineer, approved by the General Manager/City Engineer for each dwelling unit to be constructed.
26. The Owner agrees to provide a safety setback of habitable buildings from the railway right-of-way at a minimum of 30 metres in conjunction with a safety berm, to the satisfaction of Metrolinx or any future successor.
27. The following clause shall be inserted in all development agreements, offers to purchase, and agreements of Purchase and Sale or Lease of each dwelling unit within 300m of the railway right-of-way:

"Warning: Metrolinx or its assigns or successors in interest has or have a right-of-way within 300 metres from the land the subject hereof. There

may be alterations to or expansions of the railway facilities on such right-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the residents in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwelling(s). Metrolinx will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid right-of-way."

28. Any proposed alterations to the existing drainage pattern affecting Metrolinx Railway property must receive prior concurrence from the Railway and be substantiated by a drainage report to the satisfaction of the Railway.
29. The Owner shall through restrictive covenants to be registered on title and all agreements of purchase and sale or lease provide notice to the public that the safety berm, fencing and vibration isolation measures implemented are not to be tampered with or altered and further that the Owner shall have sole responsibility for and shall maintain these measures to the satisfaction of Metrolinx.
30. The Owner shall enter into an Agreement with Metrolinx stipulating how Metrolinx's concerns will be resolved and will pay Metrolinx's reasonable costs in preparing and negotiating the agreement.
31. The Owner shall be required to grant Metrolinx an environmental easement for operational noise and vibration emissions, registered against the subject property in favour of Metrolinx.
32. The Owner shall install and maintain a chain link fence with a minimum height of 1.83 metres along the mutual property line with Metrolinx rail line.
33. Hydro supply for severance fronting Stevenson Street North will be supplied from Stevenson Street North. The hydro services for these severances should be underground, supplied from the existing pole line on Stevenson Street North.
34. Hydro supply for severance fronting William Street will be supplied from William Street. The hydro services for this severance may be overhead. Conversion to underground service will be at the developer's expense as per Guelph Hydro Electric Systems Inc. conditions of service.
35. A minimum distance of 3.0 metres must be maintained between any dwelling units and pad-mounted transformers.



36. A minimum distance of 1.5 metres must be maintained between any driveways/entrances and distribution poles or pad-mounted transformers. Any relocations required would be done at the owner's expense.
37. A 4.2 metre by 4.2 metre area will be required for a low-profile, pad-mounted transformer on the common elements portion of the development.
38. Hydro meter locations are subject to Guelph Hydro standards and requirements.
39. That prior to the issuance of building permits and prior to undertaking activities which may injure or destroy regulated trees, the applicant submit a revised Tree Preservation Plan (TIPP) prepared by an arborist and in accordance with the Private Tree Protection By-law (2010-19058) for approval and to the satisfaction of the General Manager of Planning, Urban Design and Building Services;
40. That prior to the endorsation of deeds and prior to undertaking activities which may injure or destroy City owned trees, and where it is determined through the preparation of the TIPP that removal or harm of a City owned tree is required; a certified Arborist must provide a written analysis of the reasons for the City tree's removal to the satisfaction of the Manager of Parks Operations and Forestry.
41. That prior to undertaking activities which may injure or destroy regulated trees the applicant erect tree protection fencing at one (1) metre from the dripline of any existing trees to be retained on the property, or on adjacent properties, which may be impacted in accordance with the approved TIPP and to satisfaction of the General Manager of Planning, Urban Design and Building Services;
42. That prior to the issuance of building permits and prior to undertaking activities which may injure or destroy regulated trees, the applicant submit a Landscaping, Compensation and Replacement Plan (LCRP) in accordance with the Private Tree Protection By-law (2010-19058) for approval to the satisfaction of the General Manager of Planning, Urban Design and Building Services, and the LCRP must be implemented;
43. That prior to the issuance of building permits and prior to undertaking activities which may injure or destroy trees, the applicant will provide securities covering a portion of the cost of the approved Landscaping, Compensation and Replacement Plan (LCRP) based on a cost estimate provided by a qualified professional and to the satisfaction of the General Manager of Planning, Urban Design and Building Services. Securities will be held until implementation of the LCRP;

44. That prior to the issuance of building permits and prior to undertaking activities which may injure or destroy regulated trees, and where replacement plantings are not achievable on the subject lands, the owner will provide cash in lieu payment in accordance with the Private Tree Protection By-law (2010-19058), to the satisfaction of the General Manager of Planning, Urban Design and Building Services;
45. That the applicant contacts the City to inspect the tree protection fence prior to undertaking activities which may injure or destroy regulated trees.
46. That the undertaking of activities which may injure or destroy regulated trees occur outside of the breeding bird season (approximately April 1 to July 31) or include appropriate mitigation measures.
47. That a demolition permit will be required before the existing dwelling unit at 15 Stevenson Street North is permitted to be demolished. Because the dwelling at 15 Stevenson St N was built before 1927 and was identified in the Couling Building Inventory, it is defined as a potential built heritage resource until considered otherwise by Heritage Guelph. Heritage Guelph will be required to comment on the proposed demolition of this building prior to any permit being issued.
48. The developer shall enter into an agreement with the City, to be registered on title, satisfactory to the City Solicitor which includes all requirements, financial and otherwise to the satisfaction of the City of Guelph.

## **2C: DRAFT PLAN OF VACANT LAND CONDOMINIUM CONDITIONS**

THAT the application by Van Harten Surveying Inc. on behalf of Paul and Maria Leombruni for approval of a proposed Draft Plan of Vacant Land Condominium applying to property municipally known as 1 and 15 Stevenson Street North and 8 William Street and legally described as Part of Lot 38, Plan 320, City of Guelph, as shown on Schedule A, be APPROVED, subject to the following conditions:

### **CONDITIONS**

This approval applies to a Draft Plan of Vacant Land Condominium Application prepared by Van Harten Surveying on behalf of Paul and Maria Leombruni dated November 9, 2017, identifying 7 single detached dwellings within a condominium.

1. The developer shall apply to the City for site plan approval for the condominium lands. This application shall include submitting detailed plans indicating such items as proposed servicing, grading and drainage, erosion and sediment control, access, parking and traffic circulation to the satisfaction of the General Manager of Planning, Urban Design and Building Services and the General Manager/City Engineer. Such plans shall be certified by a Professional Engineer. All applications for a building permit shall be accompanied by a plan that shows that the proposed building, grading and drainage is in conformance with the approved overall drainage and grading plan.
  - a. Prior to the issuance of site plan approval, written confirmation shall be received from the General Manager of Environmental Services or his or her designate that the proposed development is in conformance with By-law (2011)-19199, known as the Waste Management By-law. Further, the Owner agrees and commits to employ a three-stream waste collection system with considerations and opportunities developed in their Waste Management Plan that would facilitate the transition to City collection at some point in the future.
  - b. Prior to any site plan approval, the Developer prepare a Salt Management Plan for the condominium satisfactory to the City's Risk Management Official for Source Water Protection.
2. The Owner shall pay to the City, as determined applicable by the Chief Financial Officer/City Treasurer, development charges and education development charges, in accordance with the City of Guelph Development Charges By-law (2009)-18729, as amended from time to time, or any successor thereof, and in accordance with the Education Development Charges By-laws of the Upper Grand District School Board (Wellington County) and the Wellington Catholic District School Board, as amended from time to time, or any successor by-laws thereof, prior to this issuance of any building permits, at the rate in effect at the time of the issuance of a building permit.

3. The developer shall submit a stormwater management report to the satisfaction of the General Manager/City Engineer. Such report is to be certified by a Professional Engineer and is to be prepared in accordance with the City's Guidelines and the latest edition of the Ministry of the Environment's Stormwater Management Practices Planning and Design Manual.
4. The developer shall submit a geotechnical report, certified by a Professional Engineer, to the satisfaction of the General Manager/City Engineer which describes the potential impacts of groundwater and provides recommendations for pavement design and pipe bedding.
5. Prior to any construction or grading on the lands, the developer shall construct, install and maintain erosion and sediment control facilities, satisfactory to the General Manager/City Engineer, in accordance with a plan that has been submitted to and approved by the General Manager/City Engineer. Furthermore, the developer shall provide a qualified environmental inspector, satisfactory to the General Manager/City Engineer, to inspect the site during all phases of development and construction including grading, servicing and building construction. The environmental inspector shall monitor and inspect the erosion and sediment control measures and procedures on a weekly or more frequent basis if required. The environmental inspector shall report on his or her findings to the City on a monthly or more frequent basis.
6. The developer shall obtain a site alteration permit in accordance with City By-law (2007)-18420 to the satisfaction of the General Manager/City Engineer if grading or earthworks is to occur prior to site plan approval or prior to severance.
7. The developer shall stabilize all disturbed soil within 90 days of being disturbed, control all noxious weeds and keep ground cover to a maximum height of 150 mm (6 inches).
8. The developer shall service, grade, develop and maintain the site in accordance with the plans that have been approved by the City. The developer shall have the Professional Engineer who designed the servicing certify to the City that they supervised the construction of the servicing and that the as-built servicing is functioning properly as designed. The developer shall have the Professional Engineer who designed the site grading and drainage submit an as-built grading and drainage plan to the City.
9. The developer acknowledges that the City does not allow retaining walls higher than 1metre abutting existing residential properties without the permission of the General Manager/City Engineer.

10. The developer shall make satisfactory arrangements with Guelph Hydro and phone and cable providers for the servicing of the lands as well as provisions for any easements and/or rights-of-way for their plant.
11. The developer shall be responsible for the cost of design, development and implementation (including planting) of a Street Tree Planting Plan in accordance with City specifications. The developer shall provide the City with cash or letter of credit to cover the City approved estimate for the cost of development of the street tree plan to the satisfaction of the City. The developer shall warranty the trees for two winters. Replacement trees are to be warranted for (a) the remainder of the warranty period of the original tree or (b) an additional year, whichever is greater. Once the tree has been planted, the developer shall provide the City with a certificate that certifies that the tree stock quality meets Canadian Nursery Landscape Association standards and that the tree has been planted following the City's Part B Specifications. The certificate must be certified by a landscape architect, certified arbourist or professional forester (who must be a qualified member of the Ontario Professional Foresters Association). At the end of the warranty period (after the second winter), the developer shall provide the City with a second certificate that certifies that the tree was cared for as per the approved watering and maintenance plan on the Street Tree Planting Plan and that the tree is free of defects and disease.
12. The developer shall ensure that any private water supply wells, boreholes, monitoring wells and septic systems are decommissioned in accordance with O. Reg. 903.
13. The developer shall confirm to the satisfaction of the General Manager/City Engineer that the basements will have a 0.5metre separation from the seasonal high groundwater elevation.
14. The developer shall pay to the City the actual cost of construction of municipal services within the City's right-of-way including such items as sanitary, water and storm laterals, driveways, curb cuts and/or curb fills, sidewalk . Prior to approval of the plans, the developer shall pay to the City the estimated cost of the construction of municipal services as determined by the General Manager/City Engineer.
15. The developer shall pay the estimated and the actual cost for decommissioning and removal of any services as determined by the General Manager/City Engineer.
16. The developer shall construct the new buildings at such an elevation that the lowest level of the buildings can be serviced with a gravity connection to the sanitary sewer.

17. All electrical services to the site are to be underground and the developer shall make satisfactory arrangements with Guelph Hydro Electric Systems Inc. for the servicing of the site as well as provisions for any easements and/or rights-of-way for their plant.
18. The developer shall submit a report prepared by a Professional Engineer to the satisfaction of the Chief Building Official certifying that all fill placed below proposed building locations has adequate structural capacity to support the proposed building. All fill placed within the allowable Zoning By-law envelope for building construction shall be certified to a maximum distance of 30 metres from the street line. This report shall include the following information; lot number, depth of fill, top elevation of fill and the area approved for building construction from the street line.
19. The developer shall submit a report prepared by a Professional Engineer to the satisfaction of the Chief Building Official providing an opinion on the presence of soil gases (Radon and Methane) in the plan in accordance with applicable provisions contained in the Ontario Building Code.
20. The developer shall place the following notifications in all offers of purchase and sale for all lots and/or dwelling units and agrees that these same notifications shall be placed in the agreement to be registered on title:

"Purchasers and/or tenants of all lots or units are advised that sump pumps will be required for every lot unless a gravity outlet for the foundation drain can be provided on the lot in accordance with a certified design by a Professional Engineer."

"Purchasers and/or tenants of all lots or units are advised that if any fee has been paid by the purchaser to the Developer for the planting of trees on City boulevards in front of residential units does not obligate the City or guarantee that a tree will be planted on the boulevard in front or on the side of a particular residential dwelling. The City shall not provide regular maintenance for trees planted on private property save and except any maintenance conducted pursuant to section 62 of the Municipal Act, 2001, c.25, as amended, and purchasers of all lots or units shall be obligated to maintain any tree on private property in accordance with and pursuant to the City of Guelph's Property Standards By-law (2000)-16454, as amended."

"Purchasers and/or tenants of all lots or units, are advised prior to the completion of home sales, of the time frame during which construction activities may occur, and the potential for residents to be inconvenienced by construction activities such as noise, dust, dirt, debris, drainage and construction traffic."

"Purchasers and/or tenants of all lots or units are advised that on-street parking restrictions may apply to the street fronting their property."

21. The developer shall enter into an agreement with the City, to be registered on title, satisfactory to the City Solicitor which includes all requirements, financial and otherwise to the satisfaction of the City of Guelph.
22. The developer shall implement/incorporate any noise and/or vibration attenuation measures recommended in a Noise and Vibration Study by a qualified Professional Engineer, approved by the General Manager/City Engineer for each dwelling unit to be constructed.
23. The Owner agrees to provide a safety setback of habitable buildings from the railway right-of-way at a minimum of 30 metres in conjunction with a safety berm, to the satisfaction of Metrolinx or any future successor.
24. The following clause shall be inserted in all development agreements, offers to purchase, and agreements of Purchase and Sale or Lease of each dwelling unit within 300m of the railway right-of-way:

"Warning: Metrolinx or its assigns or successors in interest has or have a right-of-way within 300 metres from the land the subject hereof. There may be alterations to or expansions of the railway facilities on such right-of-way in the future including the possibility that the railway or its assigns or successors as aforesaid may expand its operations, which expansion may affect the living environment of the residents in the vicinity, notwithstanding the inclusion of any noise and vibration attenuating measures in the design of the development and individual dwelling(s). Metrolinx will not be responsible for any complaints or claims arising from use of such facilities and/or operations on, over or under the aforesaid right-of-way."
25. Any proposed alterations to the existing drainage pattern affecting Metrolinx Railway property must receive prior concurrence from the Railway and be substantiated by a drainage report to the satisfaction of the Railway.
26. The Owner shall through restrictive covenants to be registered on title and all agreements of purchase and sale or lease provide notice to the public that the safety berm, fencing and vibration isolation measures implemented are not to be tampered with or altered and further that the Owner shall have sole responsibility for and shall maintain these measures to the satisfaction of Metrolinx.

27. The Owner shall enter into an Agreement with Metrolinx stipulating how Metrolinx's concerns will be resolved and will pay Metrolinx's reasonable costs in preparing and negotiating the agreement.
28. The Owner shall be required to grant Metrolinx an environmental easement for operational noise and vibration emissions, registered against the subject property in favour of Metrolinx.
29. The Owner shall install and maintain a chain link fence with a minimum height of 1.83 metres along the mutual property line with Metrolinx rail line.
30. Prior to any site plan approval, site alteration and/or tree removal, the Developer shall prepare an updated Tree Inventory & Preservation Plan as well as a Landscaping, Compensation and Replacement Plan, satisfactory to the General Manager of Planning, Urban Design and Building Services prior to any site alteration, tree removal or construction on the site.
31. Prior to any site plan approval, site alteration and/or tree removal, The Developer shall prepare detailed Landscaping, Compensation and Replacement Plan, prepared by an OALA that includes provision of street trees and landscaping of amenity space/ common elements of the condominium satisfactory to the General Manager of Planning, Urban Design and Building Services.
32. Prior to any site plan approval, site alteration and/or tree removal, the Developer shall provide a qualified Environmental Inspector, satisfactory to the General Manager of Planning, Urban Design and Building Services and the City Engineer, to inspect the site during all phases of development and construction including grading, servicing, and building construction. The environmental inspector shall monitor and inspect the erosion and sediment control and tree protection measures and procedures on a weekly or more frequent basis and report on their findings to the City on a monthly basis.
33. Prior to any site plan approval, site alteration and/or tree removal, the Developer shall complete and provide a security to the City to ensure the proper and timely completion of all landscaping in accordance with the approved Landscaping Plan(s). The amount of the securities required is determined from a detailed cost estimate for the sited works, listing items, quantities, unit costs and total costs. The cost estimate is to be prepared by the consultant and to the satisfaction of the General Manager of Planning, Urban Design and Building Services.
34. The developer shall provide the City with a 3 metre road widening across the Stevenson Street frontage. The road widening shall be conveyed clear of encumbrance to the satisfaction of the City Solicitor.



35. Fire Access Routes that are required to be constructed under the Ontario Building Code, the Ontario Fire Code or are required by Municipal Bylaw are specifically provided to facilitate access for firefighting operations and shall not be obstructed by gates, fences, building materials, vehicles or any other form of obstruction. The construction of a gate or fence within a fire route is not permitted and is a direct contravention of Division B, sentence 2.5.1.2 (1) of the Ontario Fire Code as amended.
36. That prior to site plan approval and prior to any construction or grading on the lands, the owner shall enter into a Site Plan Control Agreement with the City, registered on title, satisfactory to the City Solicitor and the General Manager/City Engineer, covering the recommendations noted above and to develop the site in accordance with the approved plans.
37. The Developer agrees in the Condominium Agreement to advise the future Condominium Corporation that adequate sidewalks, lighting and snow removal must be provided to allow children to walk safely to school or a congregated bus stop.
38. The Developer agrees in the Condominium Agreement to advise the future Condominium Corporation that "This development has private road access, Service de transport de Wellington-Dufferin Student Transportation Services does not run school buses on private roadways and therefore potential busing students will be required to meet the bus at a congregated bus pick-up point."
39. Hydro supply for condominium units 1 through 7 will be supplied from Stevenson Street North. The hydro services for these units should be underground except for a pad-mounted transformer.
40. A minimum distance of 3.0 metres must be maintained between any dwelling units and pad-mounted transformers.
41. A minimum distance of 1.5 metres must be maintained between any driveways/entrances and distribution poles or pad-mounted transformers. Any relocations required would be done at the owner's expense.
42. A 4.2 metre by 4.2 metre area will be required for a low-profile, pad-mounted transformer on the common elements portion of the development.
43. An easement will be required on the common elements portion of the development for Guelph Hydro Electric System Inc. primary distribution equipment, secondary distribution and pad-mounted transformer.
44. The provision of street lighting internal to the private development will be the responsibility of the developer. A separate service may be required for any common element power requirements.

45. Hydro meter locations are subject to Guelph Hydro standards and requirements.
46. The Developer shall satisfy all requirements and conditions of Canada Post including but not limited to: advisories and suitable mailbox locations. The Developer shall ensure that the eventual unit/homeowner is advised in writing by the developer / subdivider / builder that Canada Post has selected the municipal easement to their lot for a Community Mail Box installation and the developer shall be responsible for the installation of concrete pads in accordance with the requirements of Canada Post, in locations to be approved by Canada Post to facilitate the placement of Community Mail Boxes.
47. The Developer shall enter into a Condominium Agreement with the City, to be registered on title, to the satisfaction of the City Solicitor and General Manager/City Engineer which includes all requirements, financial and otherwise as noted to the satisfaction of the City of Guelph.

Conditions to be met prior to registration:

48. Prior to condominium registration, the developer shall obtain approval of the General Manager/City Engineer with respect to the availability of adequate water supply and sewage treatment capacity.
49. Prior to condominium registration, the developer shall provide the City with a drainage certificate from an Ontario Land Surveyor or a Professional Engineer certifying that the fine grading and sodding/vegetation of the site is complete and that the elevation of the building foundation(s) and the grading of the site is in conformity with the approved grading and drainage plan. Any variance from the approved plans has received the prior approval of the City Engineer. Furthermore, the City may not issue a release of this condition for the site or any phase of the site during the months of December, January, February and March.
50. Prior to the condominium registration, the developer shall have the Professional Engineer who designed the storm water management system certify to the City that he/she supervised the construction of the storm water management system, and that the storm water management system was approved by the City and that it is functioning properly.
51. Prior to condominium registration, the developer shall provide the City with a certificate from a Professional Engineer certifying that the sanitary sewers, building drains, building sewers, building storm drains, building storm sewers, watermains, water distribution system, hydrants, catchbasins, roadways, driveways, parking areas and sidewalks that are to become part of the common facilities and areas, are in good repair, free from defects and functioning properly.

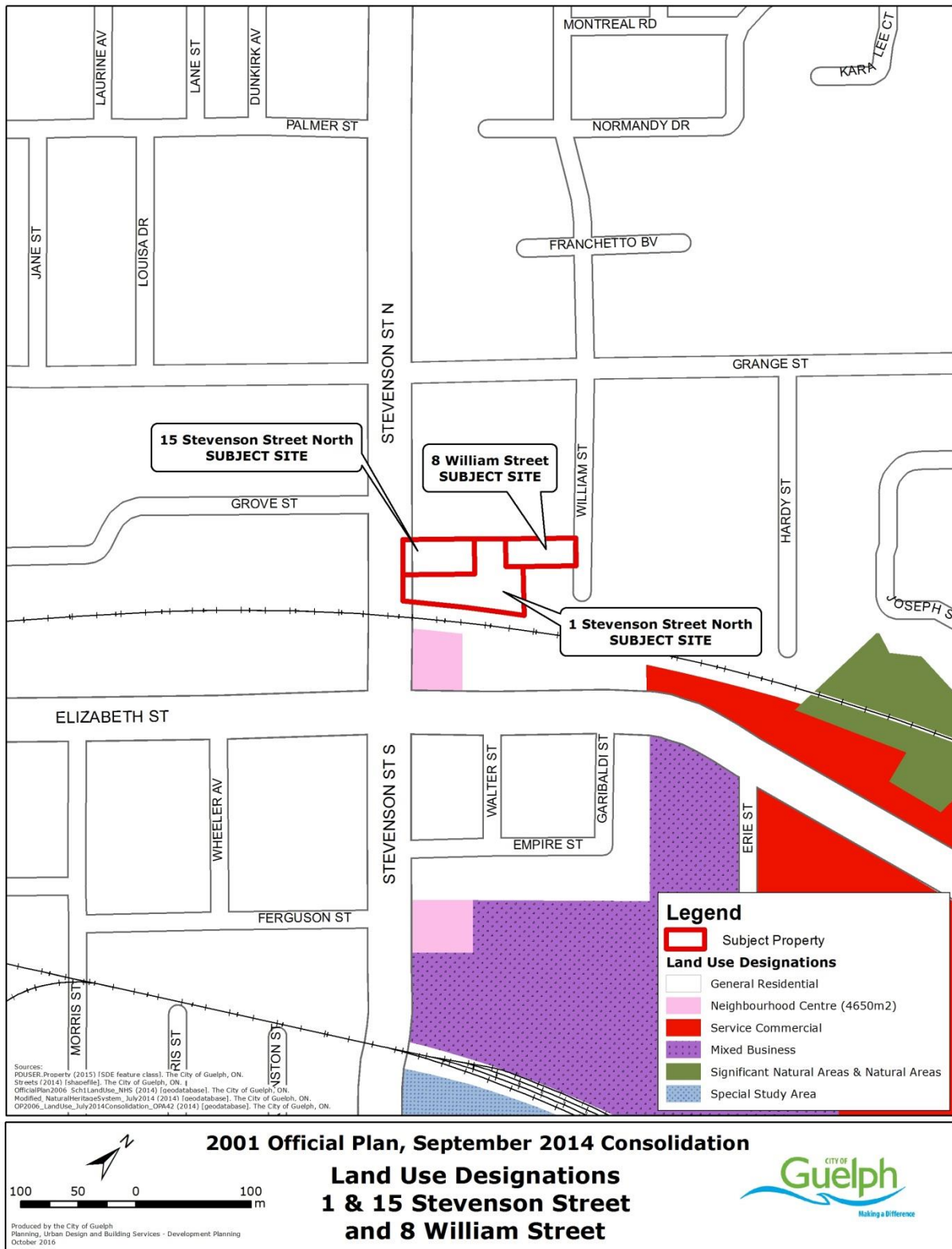
52. Prior to condominium registration, the developer shall have a Professional Engineer and/or Ontario Land Surveyor identify all the sanitary sewers, building drains, building sewers, building storm drains, storm sewers, stormwater management system, watermains and water distribution system serving the site and also identify the locations where easements are required.
53. Prior to condominium registration, an independent lawyer shall certify that the proposed condominium has easements for all the sanitary sewers, building drains, building sewers, building storm drains, storm sewers, stormwater management system, watermains and water distribution system serving the condominium, which are located on private lands other than the lands being registered
54. Prior to condominium registration, the Developer shall pay to the City the total cost of reproduction and distribution of the Guelph Residents Environmental Handbook, to all future residents with such payment based on a cost of one handbook per residential dwelling unit as determined by the City, prior to draft plan approval for any residential development.
55. The Owner shall be responsible for the payment of cash-in-lieu of parkland dedication for all lands of the Draft Plan of Condominium in the amount of 5% of land value to the satisfaction of the Deputy CAO of Public Services pursuant to s. 51.1 of the *Planning Act* prior to the registration of the subdivision.
  - a. Prior to registration of the condominium, the Owner shall provide to the Deputy CAO of Public Services a satisfactory appraisal report prepared for The Corporation of the City of Guelph for the purposes of calculating the payment of cash-in-lieu of parkland dedication pursuant to s.51.1 of the Planning Act. For the purposes of determining the amount of payment, the value of the land shall be determined as the day before the approval of Draft Plan. The appraisal report shall be prepared by a qualified appraiser who is a member in good standing of the Appraisal Institute of Canada, and shall be subject to the review and approval of the Deputy CAO of Public Services. Notwithstanding the foregoing, if the appraisal provided by the applicant is not satisfactory to the Deputy CAO of Public Services, acting reasonably, the City reserves the right to obtain an independent appraisal for the purposes of calculating the payment of cash-in-lieu of parkland dedication.
56. Prior to condominium registration, the owner shall provide any required easements within the condominium as common elements of the condominium.

Conditions to be met prior to the issuance of a building permit

57. The Developer shall ensure that all buildings and structures shown in the Declaration and Description as being included in the common elements shall be constructed prior to final approval and registration of the Plan of Condominium.
58. The Condominium Declaration shall contain appropriate provisions setting out responsibility for maintaining, repairing and replacing services which serve:
  - a. More than one unit, whether or not those services are within the common elements or within a unit;
  - b. An owner's unit only, that are located within the owner's unit or another unit; and
  - c. The owner's unit only, that are located within the common elements.
59. The Developer shall pay any outstanding debts owed to the City.
60. The Developer shall pay Development Charges to the City in accordance with By-law Number (2014) - 19692, as amended from time to time, or any successor thereof and in accordance with the Education Development Charges By-laws of the Upper Grand District School Board (Wellington County) and the Wellington Catholic District School Board as amended from time to time, or any successor by-laws thereto, prior to the issuance of any building permits, at the rate in effect at the time of issuance of a building permit.
61. The Developer shall provide the City with written confirmation from the Engineering Department of Guelph Hydro Electric Systems Inc. that the vacant land condominium hydro servicing has been completed to the satisfaction of Guelph Hydro.

**NOTES:** That this Draft Plan Approval shall lapse at the expiration of 3 years from the date of issuance of Draft Plan approval.

# **ATT-3** **Official Plan Land Use Designations and Policies**



**ATT-3 (continued)**  
**Official Plan Land Use Designations and Policies**

**'General Residential' Land Use Designation**

7.2.31 The predominant use of land in areas designated, as 'General Residential' on Schedule 1 shall be residential. All forms of residential *development* shall be permitted in conformity with the policies of this designation. The general character of development will be low-rise housing forms. *Multiple unit residential buildings* will be permitted without amendment to this Plan, subject to the satisfaction of specific development criteria as noted by the provisions of policy 7.2.7. Residential care facilities, *lodging houses, coach houses* and garden suites will be permitted, subject to the development criteria as outlined in the earlier text of this subsection.

7.2.32 Within the 'General Residential' designation, the *net density of development* shall not exceed 100 units per hectare (40 units/acre).

1. In spite of the density provisions of policy 7.2.32 the *net density of development* on lands known municipally as 40 Northumberland Street, shall not exceed 152.5 units per hectare (62 units per acre).

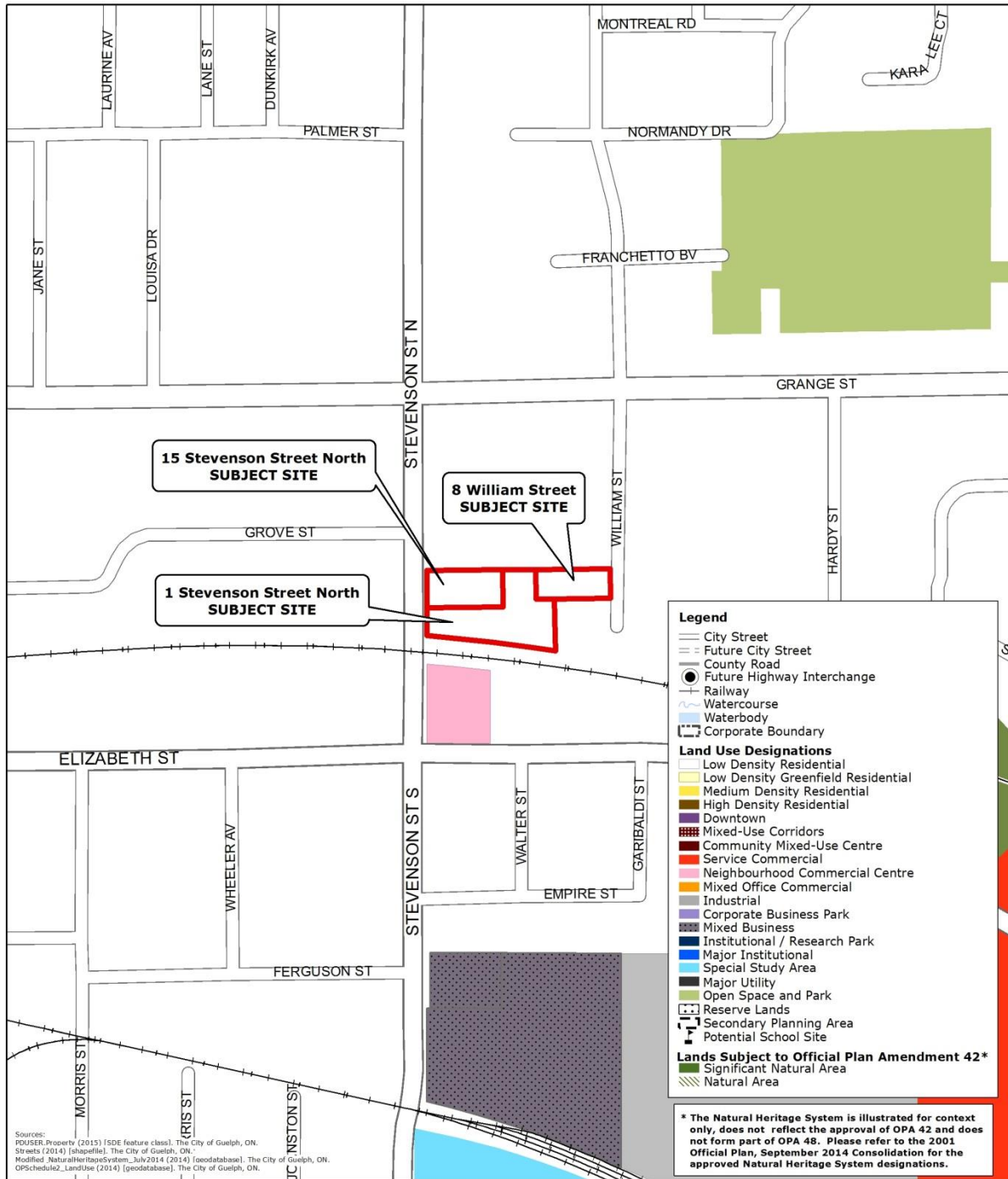
7.2.33 The physical character of existing established low density residential neighbourhoods will be respected wherever possible.

7.2.34 Residential lot *infill*, comprising the creation of new low density residential lots within the older established areas of the City will be encouraged, provided that the proposed *development* is compatible with the surrounding residential environment. To assess compatibility, the City will give consideration to the existing predominant zoning of the particular area as well as the general design parameters outlined in subsection 3.6 of this Plan. More specifically, residential lot *infill* shall be compatible with adjacent residential environments with respect to the following:

- a) The form and scale of existing residential development;
- b) Existing building design and height;
- c) Setbacks;
- d) Landscaping and amenity areas;
- e) Vehicular access, circulation and parking; and
- f) Heritage considerations.

7.2.35 Apartment or townhouse *infill* proposals shall be subject to the development criteria contained in policy 7.2.7

# **ATT-4** **Official Plan Amendment #48 Land Use Designations and Policies**



**ATT-4 (continued)**  
**Official Plan Amendment #48 Land Use Designations and Policies**

**9.3.2 Low Density Residential**

This designation applies to residential areas within the *built-up area* of the City which are currently predominantly low-density in character. The predominant land use in this designation shall be residential.

**Permitted Uses**

1. The following uses may be permitted subject to the applicable provisions of this Plan:
  - i) detached, semi-detached and duplex dwellings; and
  - ii) multiple unit residential buildings, such as townhouses and apartments.

**Height and Density**

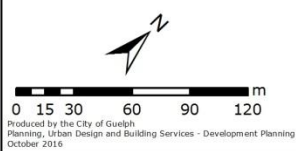
The *built-up area* is intended to provide for *development* that is *compatible* with existing neighbourhoods while also accommodating appropriate *intensification* to meet the overall *intensification target* for the *built-up area* as set out in Chapter 3.

The following height and density policies apply within this designation:

2. The maximum height shall be three (3) storeys.
3. The maximum *net density* is 35 units per hectare and not less than a minimum *net density* of 15 units per hectare.
4. Notwithstanding policies 9.3.2.2 and 9.3.2.3, increased height and density may be permitted for *development* proposals on arterial and collector roads without an amendment to this Plan up to a maximum height of six (6) storeys and a maximum *net density* of 100 units per hectare in accordance with the Height and Density Bonus policies of this Plan.



## ATT-5 Existing Zoning



### EXISTING ZONING 1 & 15 Stevenson Street North and 8 William Street



**ATT-5 (continued)**  
**Existing Zoning and Details**

5.1 RESIDENTIAL SINGLE DETACHED (R.1) **ZONES**

5.1.1 PERMITTED **USES**

The following are permitted **Uses** within the R.1A, R.1B, R.1C, and R.1D **Zones**:

**Single Detached Dwelling**

**Accessory Apartment** in accordance with Section 4.15.1

**Bed and Breakfast** establishment in accordance with Section 4.27

**Day Care Centre** in accordance with Section 4.26

**Group Home** in accordance with Section 4.25

**Home Occupation** in accordance with Section 4.19

**Lodging House Type 1** in accordance with Section 4.25

5.1.2 REGULATIONS

Within the Residential 1 (R.1) **Zones**, no land shall be **Used** and no **Building** or **Structure** shall be erected or **Used** except in conformity with the applicable regulations contained in Section 4 - General Provisions, the regulations listed in Table 5.1.2, and the following:

5.1.2.1 Despite Row 7 of Table 5.1.2, where a **Garage, Carport** or **Parking Space** is not provided in accordance with Section 4.13.2.1, one **Side Yard** shall have a minimum dimension of 3 metres.

5.1.2.2 Despite any required **Side Yard** on a residential **Lot, Carports** shall be permitted provided that no part of such **Carport** is located closer than 0.6 metres to any **Side Lot Line**.

5.1.2.3 In the event that there is a transformer easement on a particular **Lot**, portions of the **Single Detached Dwelling** may be required to be **Setback** further than specified in Row 6 of Table 5.1.2 in order that a minimum separation of 4.5 metres may be maintained between the transformer easement and any part of the dwelling.

5.1.2.4 Despite Rows 6 and 8 of Table 5.1.2, **Buildings** or **Structures** located on **Through Lots** shall have a **Setback** the same as the nearest adjacent **Main Building** and in accordance with Section 4.24.

5.1.2.5 Despite Row 4 of Table 5.1.2, the minimum **Lot Frontage** for a **Corner Lot** in a R.1D **Zone** shall be 12 metres.

5.1.2.6 Despite Row 4 of Table 5.1.2, the **Lots** located within Defined Area Map Number 66 of Schedule "A" of this **By-law** shall have a minimum **Lot Frontage** of the average **Lot Frontage** established by the existing **Lots** within the same **City Block Face**, but in no

case less than 9 metres. Nothing in this section shall require the minimum **Lot Frontage** to be greater than the minimum **Lot Frontage** established in Table 5.1.2. Where the average **Lot Frontage** of the existing **Lots** on the **Block Face** cannot be determined, the minimum **Lot Frontage** shall be as indicated in Table 5.1.2.

5.1.2.7 Despite Row 6 of Table 5.1.2, the minimum **Front** or **Exterior Side Yard** for dwellings located within Defined Area Map Number 66 of Schedule "A" of this **By-law**, shall be:

- i) The minimum **Front Yard** or **Exterior Side Yard** shall be 6 metres or the average of the **Setbacks** of the adjacent properties. Where the off-street **Parking Space** is located within a **Garage** or **Carport**, the **Setback** for the **Garage** or **Carport** shall be a minimum of 6 metres from the **Street Line**.
- ii) In accordance with Section 4.6 and 5.1.2.3; and
- iii) In accordance with the Ontario Building Code, as amended from time to time or any successor thereof, regulations for above ground electrical conductor clearances to **Buildings**.

Where a road widening is required in accordance with Section 4.24, the calculation of the required **Front** or **Exterior Side Yard** shall be as set out in Section 5.1.2.7, provided that the required **Front** or **Exterior Side Yard** is not less than the new **Street Line** established by the required road widening.

5.1.2.8 Despite Row 7 of Table 5.1.2, properties **Zoned** R.1B or R.1C with **Buildings** over 2 **Storeys** located within Defined Area Map Number 66 of Schedule "A" of this **By-law** shall have a minimum **Side Yard** requirement of 1.5 metres.

5.1.2.9 Deleted.

5.1.2.10 Despite Row 7 of Table 5.1.2 in the R.1A Zone, where a **Building** has a one **Storey** portion and a 1.5 to 2 **Storey** portion, the required **Side Yard** shall be 1.5m from the **Side Lot Line** to the foundation wall of the 1 **Storey** portion and 2.4m from the **Side Lot Line** to the wall of the 1.5 to 2 **Storey** portion.

5.1.2.11 Where **Lots** have less than 12 metres of **Frontage**, the **Garage** is limited to a maximum of 55% of the **Lot** width (as measured at the **Front Yard Setback**).

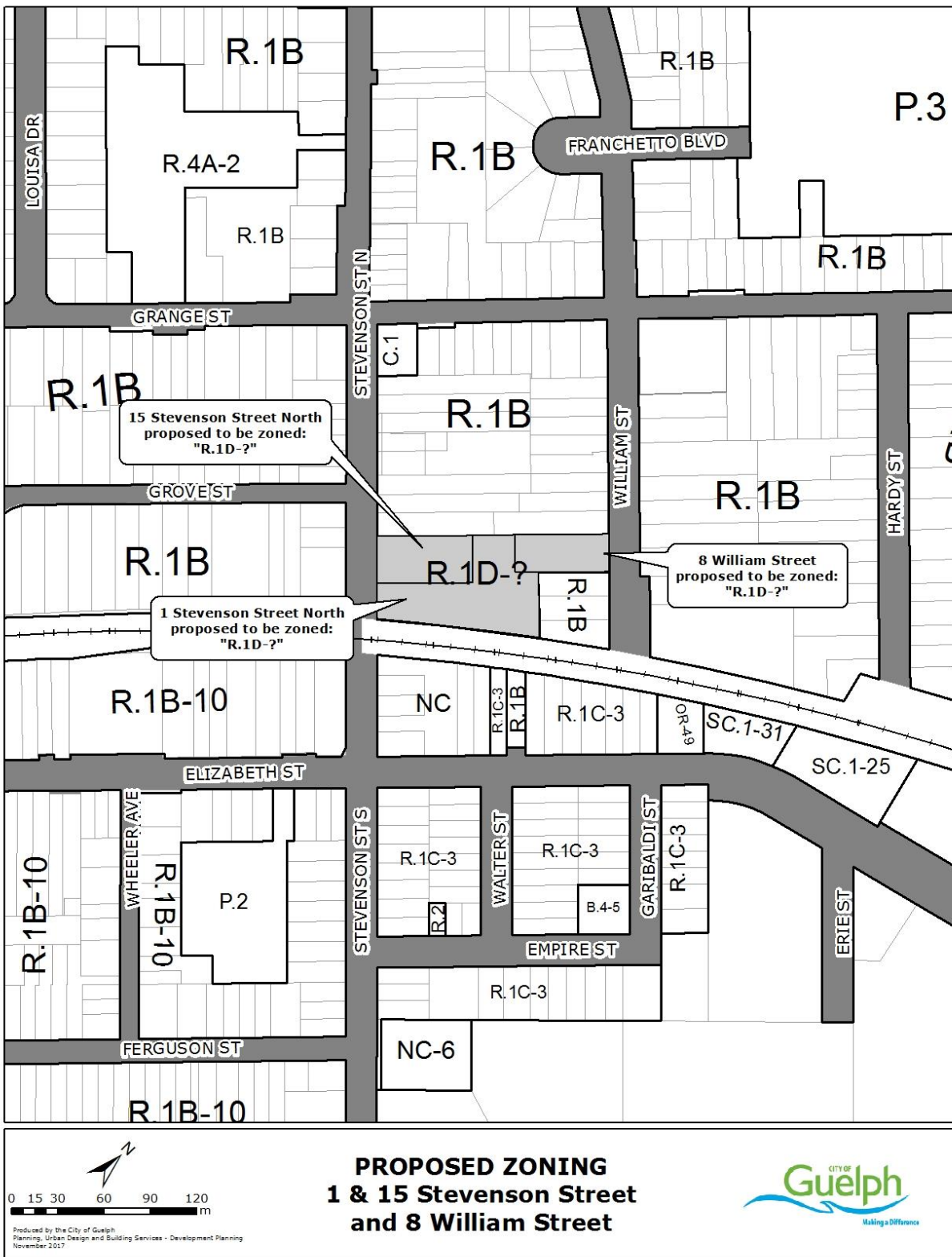
EXCERPT FROM TABLE 5.1.2 - REGULATIONS GOVERNING R.1 ZONES

1	Residential Type	Single Detached Dwellings
2	Zone	<b>R.1B</b>
3	Minimum Lot Area	460 m <sup>2</sup>
4	Minimum Lot Frontage	15 metres and in accordance with Section 5.1.2.6.
5	Maximum Building Height	3 Storeys and in accordance with Section 4.18.
6	Minimum Front Yard	6 metres and in accordance with Sections 4.6, 4.24, 5.1.2.3, 5.1.2.4 and 5.1.2.7.
6a	Minimum Exterior Side Yard	4.5 metres and in accordance with Sections 4.6, 4.24, 4.28, 5.1.2.3, 5.1.2.4 and 5.1.2.7.
7	Minimum Side Yard  1 to 2 Storeys  Over 2 Storeys	1.5 metres  2.4 metres  and in accordance with Sections 5.1.2.8, 5.1.2.1 and 5.1.2.2.
8	Minimum Rear Yard	7.5 metres or 20% of the <i>Lot Depth</i> , whichever is less and in accordance with Section 5.1.2.4.
9	Accessory Buildings or Structures	In accordance with Section 4.5
10	Fences	In accordance with Section 4.20.
11	Off-Street Parking	In accordance with Section 4.13.
12	Minimum Landscaped Open Space	The <i>Front Yard</i> on any <i>Lot</i> , excepting the <i>Driveway (Residential)</i> shall be landscaped and no parking shall be permitted within this <i>Landscaped Open Space</i> . Despite the definition of <i>Landscaped Open Space</i> , a minimum area of 0.5 metres between the <i>Driveway (Residential)</i> and nearest <i>Lot Line</i> must be maintained as landscaped space in the form of grass, flowers, trees, shrubbery, natural vegetation and indigenous species.
13	Garbage, Refuse and Storage	In accordance with Section 4.9.
14	Garages	For those <i>Lots</i> located within the boundaries indicated on Defined Area Map Number 66, attached <i>Garages</i> shall not

		project beyond the main front wall of the <i>Building</i> . Where a roofed porch is provided, the <i>Garage</i> may be located ahead of the front wall of the dwelling (enclosing <i>Habitable Floor Space</i> on the first floor) equal to the projection of the porch to a maximum of 2 metres.
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## ATT-6

### Proposed Zoning and Details



**ATT-6 (continued)**  
**Proposed Zoning and Details**

**Proposed Zoning: Specialized Residential Single Detached (R.1D - ?)**

The regulations governing R.1 Zones in Section 5.1 as noted in ATT-5 above, with the following regulations and exception:

EXCERPT FROM TABLE 5.1.2 - REGULATIONS GOVERNING R.1 ZONES

1	Residential Type	Single Detached Dwellings
2	Zone	<b>R.1D</b>
3	Minimum Lot Area	275 m <sup>2</sup>
4	Minimum Lot Frontage	9 metres and in accordance with Section 5.1.2.5 and 5.1.2.6.
5	Maximum Building Height	3 Storeys and in accordance with Section 4.18.
6	Minimum Front Yard	6 metres and in accordance with Sections 4.6, 4.24, 5.1.2.3, 5.1.2.4 and 5.1.2.7.
6a	Minimum Exterior Side Yard	4.5 metres and in accordance with Sections 4.6, 4.24, 4.28, 5.1.2.3, 5.1.2.4 and 5.1.2.7.
7	Minimum Side Yard  1 to 2 Storeys  Over 2 Storeys	0.6 metres  and in accordance with Sections 5.1.2.1 and 5.1.2.2.
8	Minimum Rear Yard	7.5 metres or 20% of the <i>Lot Depth</i> , whichever is less and in accordance with Section 5.1.2.4.
9	Accessory Buildings or Structures	In accordance with Section 4.5
10	Fences	In accordance with Section 4.20.
11	Off-Street Parking	In accordance with Section 4.13.
12	Minimum Landscaped Open Space	The <i>Front Yard</i> on any <i>Lot</i> , excepting the <i>Driveway (Residential)</i> shall be landscaped and no parking shall be permitted within this <i>Landscaped Open Space</i> . Despite the definition of <i>Landscaped Open Space</i> , a minimum area of 0.5 metres between the <i>Driveway (Residential)</i> and nearest <i>Lot Line</i> must be maintained as landscaped space in the form of grass, flowers, trees, shrubbery, natural

		vegetation and indigenous species.
13	Garbage, Refuse and Storage	In accordance with Section 4.9.
14	Garages	For those <i>Lots</i> located within the boundaries indicated on Defined Area Map Number 66, attached <i>Garages</i> shall not project beyond the main front wall of the <i>Building</i> . Where a roofed porch is provided, the <i>Garage</i> may be located ahead of the front wall of the dwelling (enclosing <i>Habitable Floor Space</i> on the first floor) equal to the projection of the porch to a maximum of 2 metres.

### **Proposed Specialized Regulations:**

#### Fences

That despite Table 5.1.2, Row 10 and Section 4.20 of the Zoning By-law, fences shall not be located in the side yard between dwelling units.

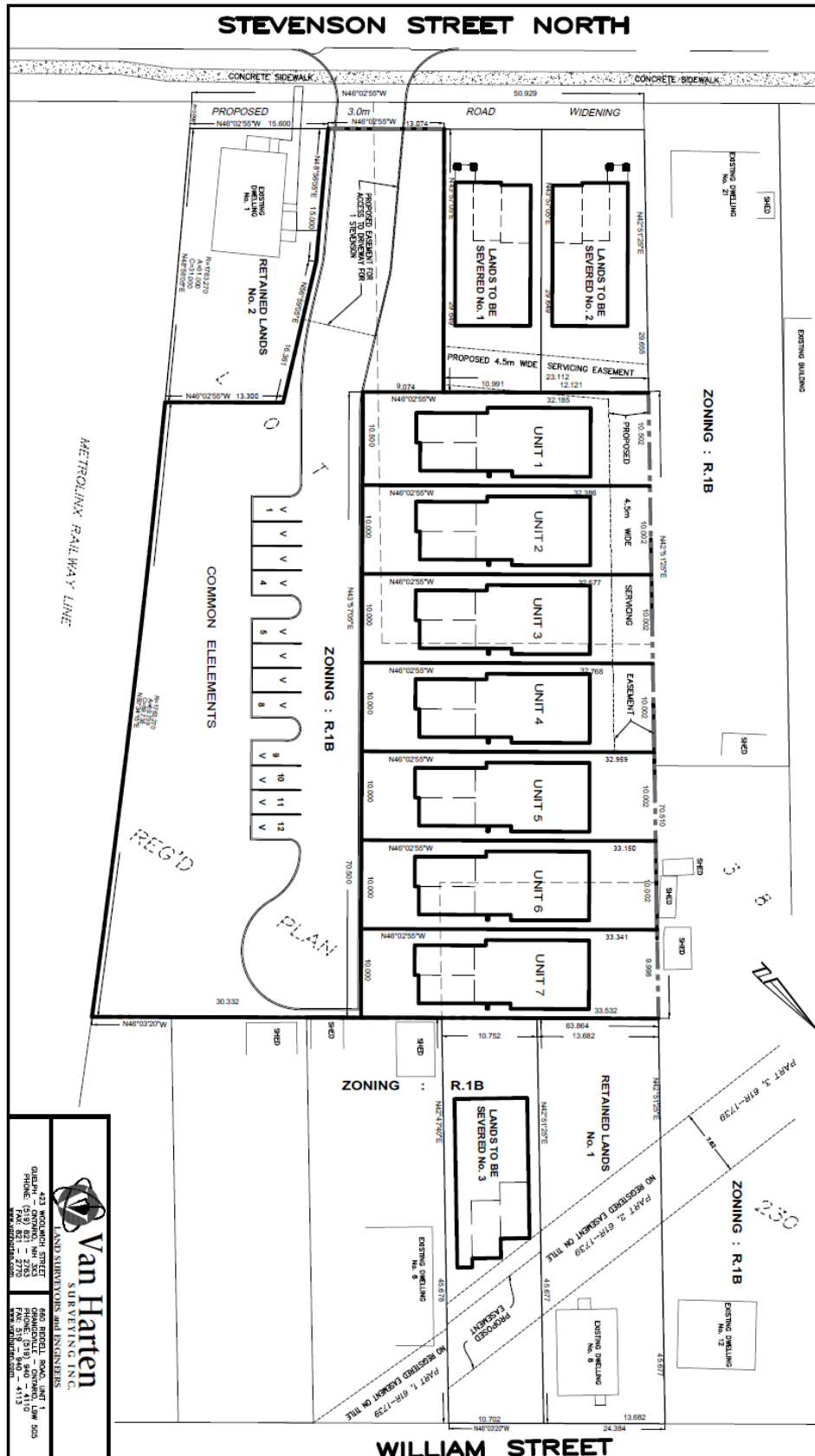
#### Definition of a Lot

For the purposes of this Zone, a condominium unit shall be considered a Lot as defined by this Zoning By-law.



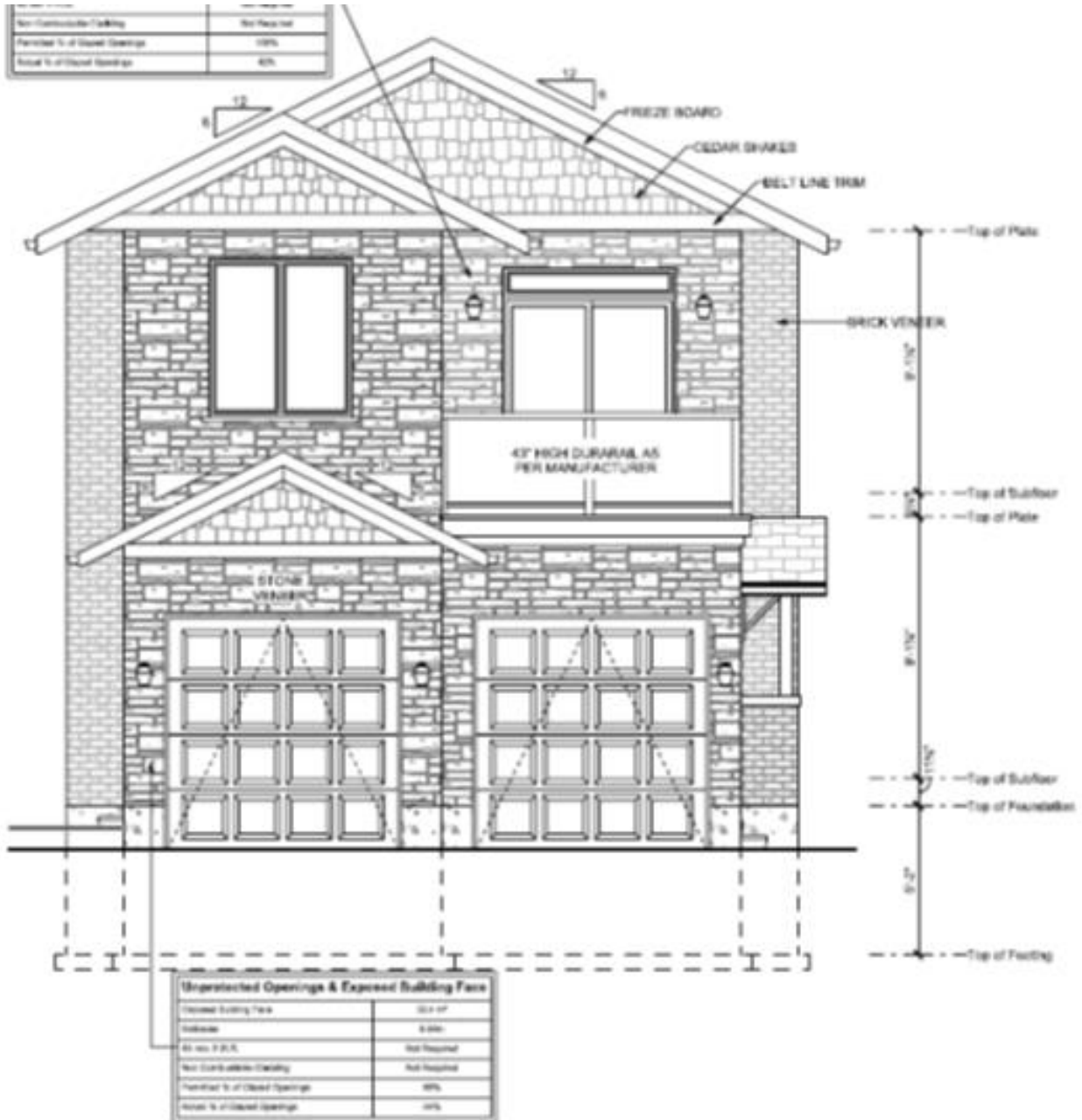
# ATT-7

## Proposed Development Concept and Building Elevations



## ATT-7 (continued)

### Proposed Front Elevation of Condominium Units



**Front Elevation**  
SCALE: 3/16" = 1'-0"

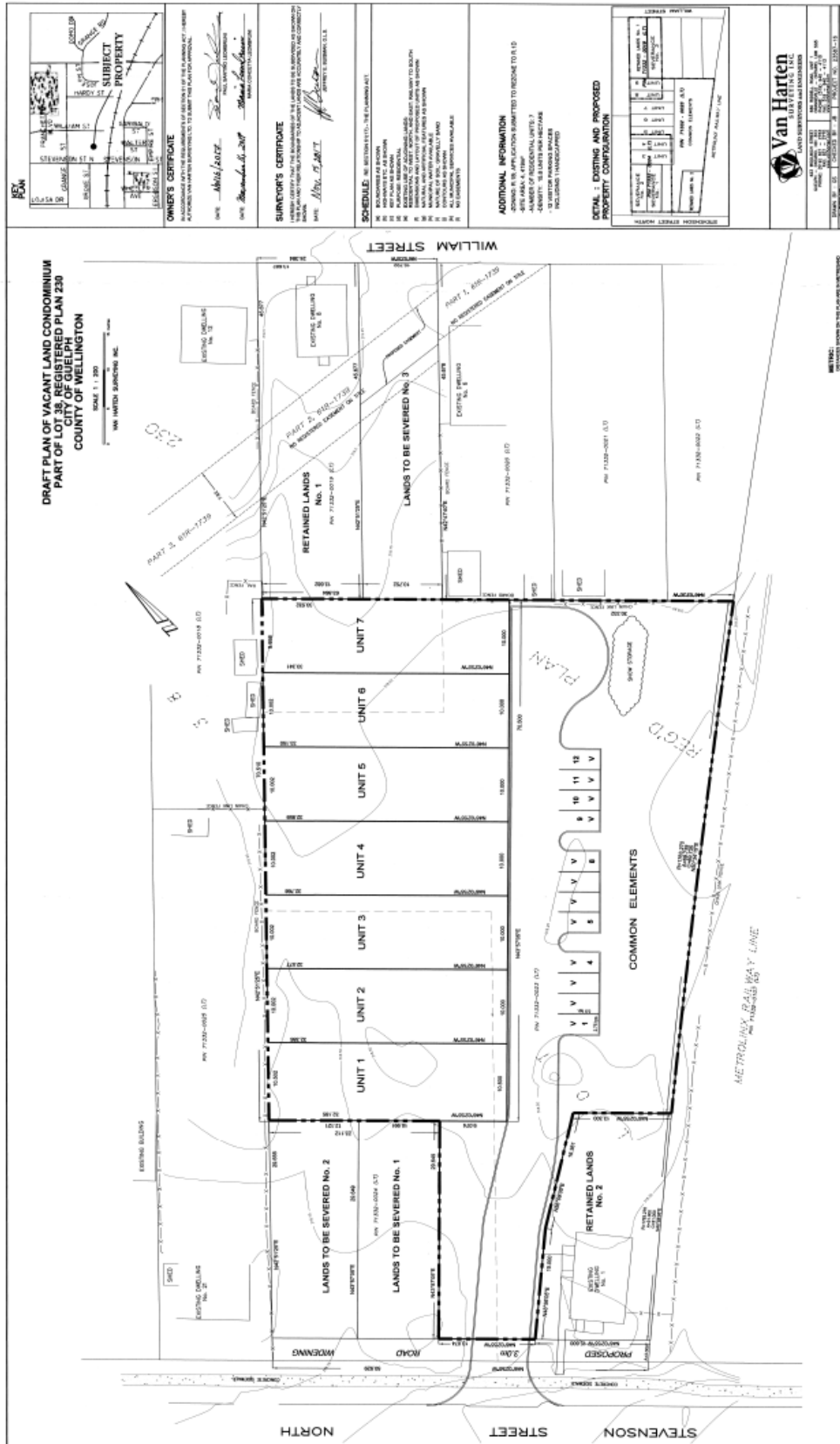
**ATT-7 (continued)**

**Proposed Dwelling Type facing Stevenson St North**



# ATT-8

## Proposed Draft Plan of Vacant Land Condominium



## **ATT-9**

### **Planning Analysis**

#### **2014 Provincial Policy Statement**

The 2014 Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Key objectives of the PPS include: building strong communities; wise use and management of resources; and protecting public health and safety. The PPS promotes efficient land use and development patterns that support strong, liveable and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Planning decisions are required to be consistent with the 2014 PPS.

The 2014 Provincial Policy Statement (PPS) refers to focusing growth within settlement areas with densities and a mix of land uses which efficiently use land and resources. In addition, the PPS indicates that Planning authorities shall identify and promote opportunities for intensification and redevelopment where this can be accommodated, taking into account existing building stock or areas and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs. The proposed development is within the City's settlement area and will allow efficient use of existing infrastructure by increasing the residential density by redeveloping three large single detached lots into a total of 11 single detached dwellings (two existing, two new lots and seven in a plan of condominium).

In summary, the proposed development is in compliance with the PPS.

#### **Provincial Growth Plan for the Greater Golden Horseshoe (Places to Grow)**

The Growth Plan for the Greater Golden Horseshoe (2017) provides a framework for managing growth in the Greater Golden Horseshoe, including:

- directing growth to built-up area where capacity exists to best accommodate population and employment growth; and
- promoting transit supportive densities and a healthy mix of residential and employment uses.

The Growth Plan also encourages the development of compact, vibrant and complete communities with a mix of land uses and a range and mix of employment and housing types.

The Growth Plan provides an overall target for intensification. The original Growth Plan from 2006 included that by the year 2015, a minimum of 40% of all residential growth would occur within the built-up area. Recently revised, the 2017 Growth Plan has increased the required amount of intensification to occur in built up areas to 50% of all development from the time of the next municipal comprehensive

review until 2031, and then from 2031 onwards, a minimum of 60% of all development must occur in the built-up area.

This development is within the built-up area of the City and contributes to our overall intensification of the built up area, as it currently contains three single-detached dwellings at a density of 4 units per hectare and is proposed to be redeveloped as 11 units at a density of approximately 16 units per hectare. This added density along Stevenson Street North also supports transit and adds to the efficient use of existing infrastructure and services.

### **Official Plan Conformity**

The proposed development meets several of the major goals and objectives of the Official Plan. This includes efficiently utilizing the land base and establishing complementary and compatible land uses that are well integrated with adjacent lands.

Other major goals and objectives of the Official Plan satisfied by the proposed development include:

- directing development to an area where municipal services and related infrastructure are most readily or can be made available;
- assists in promoting a compact development pattern to avoid urban sprawl;
- ensuring development is sympathetic and compatible with the built form of existing land uses;
- assists in accommodating projected growth within the settlement area boundary;
- provides for additional residential land uses;
- assists in providing for an adequate supply and range of housing types; and
- supports transit, walking and cycling for everyday activities.

The applicant is proposing single detached dwellings on the portion of the property designated as "General Residential". The predominant use of land in areas designated, as "General Residential" is residential. All forms of residential development are permitted in conformity with the policies of this designation. The general character of development will be low-rise housing forms. The surrounding neighbourhood consists almost entirely of single-detached housing in a wide range of lot sizes.

The net density of development is not to exceed 100 units per hectare within the "General Residential" land use designation. The proposed density is approximately 16 units per hectare, while the current density is approximately 4 units per hectare. The density calculation for this site includes the lands on the southerly side of the site that buffer the development from the adjacent railway and cannot be built upon.

The proposed development will create single detached dwellings on small lots compatible with the surrounding single detached dwellings which exist on a variety of lot sizes and configurations. The proposed lot sizes provide for a more intensive and efficient use of land in a built up area of the City. The development will utilize existing services available on Stevenson Street North and William Street.

#### Official Plan Amendment 48

Official Plan Amendment #48 (OPA 48), a comprehensive update to the City's Official Plan, designates the subject property as "Low Density Residential. A Decision and Order from the Ontario Municipal Board on October 5, 2017 has brought OPA 48 into full force and effect. Although the applications which were received prior to OPA 48 coming into full force and effect are being processed under the 2001 Official Plan, Staff must have regard to the policies and designations of OPA 48. The land use designations and related policies contained in OPA 48 are included in ATT-4.

The Low Density Residential designation applies to residential areas within the built-up area of the City which are currently predominantly low-density in character. The predominant land use in this designation is residential and includes single and semi-detached dwellings. The maximum height is limited to three (3) storeys in this designation and the maximum net density is 35 units per hectare and not less than a minimum net density of 15 units per hectare. The proposed development is consistent with the "Low Density Residential" designation as it proposes two storey high single detached dwellings with a density of 16 units per hectare.

The proposed draft plan of vacant land condominium will create single detached dwellings on small lots (technically condominium units) compatible with the surrounding single detached dwellings which exist on a variety of lot sizes and configurations. The proposed unit sizes provide for a more intensive and efficient use of land in a built up area of the City. The condominium development will utilize existing services available on Stevenson Street North.

#### **Draft Plan of Vacant Land Condominium Approval**

Registration of a Draft Plan of Vacant Land Condominium is required to establish condominium ownership of the 7 single detached lots fronting onto the private road, as per the plan shown in Attachment 7. Vacant land condominiums include units and common elements. The common elements would include the internal private roadway, the stormwater management area, visitor parking, the berm that acts as a railway buffer and the snow storage area. These common elements will be owned and maintained by a condominium corporation and a reserve fund will be required to cover the ongoing maintenance and operation of the common elements.

The "unit" is the parcel of land on which the single detached dwelling would be constructed. When a vacant land condominium is registered, each unit may be sold to a future homeowner, either before or after the dwelling has been constructed on the unit. The building or structures on the vacant land are not part of the condominium.

## **Review of Proposed Zoning**

The requested Specialized R.1D-? Zone is appropriate to implement the proposed development for the subject property. This will allow for single detached lots to be developed on the subject property through both severances and a Draft Plan of Condominium, with minimum lot frontages of 9 metres.

The specialized R.1D zoning regulations requested are minor in nature and considered appropriate to address specific site design issues associated with this site and the development of single detached dwellings on a private condominium road.

The applicant has requested a specialized regulation prohibiting fencing in the interior side yards between units, to ensure there is adequate space for residents to access the rear yard amenity areas.

Further staff review identified one other specialized regulation requirements as follows: That for the purposes of this zone, a condominium unit shall be considered to be a Lot as defined by this Zoning By-law. This regulation will clarify appropriate yards and setbacks for the single detached dwellings that are proposed to be part of the draft plan of vacant land condominium.

### Urban Design/Compatibility

A concern was raised after the Public Meeting about the compatibility of the proposed housing design with the rest of the neighbourhood. The proposed front elevation consisted of a double car garage, with entrances to the dwelling unit on the side of each unit (see proposed elevation in Att-5). The applicant was able to widen the lots that front on the streets to create lots that could accommodate a house with a double car garage and a street-facing front entrance, similar to many R.1D lots built today. The dwelling units on the interior of the site within the vacant land condominium are still proposed to remain as originally proposed. These units are designed to be built as an accessory unit on the first level, behind the garage and a main unit on the second floor and all of these units are proposed to be rental. This type of house design is permitted in the current Zoning By-law.

Staff note that now that Official Plan Amendment #48 is in full force and effect, the Zoning By-law will be comprehensively updated to ensure that visible, street facing front doors will be required on all new single detached dwellings.

### Trees

A concern was raised at the Public Meeting regarding tree removals along the fence line with the adjacent neighbour to the north. The applicant completed a Tree Inventory and Preservation Plan which identified all tree removals required for the development as proposed and required tree compensation. Prior to any tree removals, the applicant is required to submit an updated Tree Inventory and Preservation Plan in line with the detailed site design through the Site Plan approval process, together with detailed landscaping plans. Staff note it is the applicant's responsibility to obtain permission from the adjacent property owner for the removal of any trees along the property line that may have shared ownership.



### Site Access

The proposed Condominium lands would have a single full movement access onto Stevenson Street North. A retained detached dwelling at 1 Stevenson Street North is required to move its driveway access onto the private road instead of directly accessing Stevenson Street North to ensure street accesses are safely separated.

### Municipal Services

Existing services are available within the right-of-way along Stevenson Street North. The City's Development Engineering Division has recommended a number of conditions regarding how the site is serviced, graded and managed that are included as part of the Draft Plan of Vacant Land Condominium Conditions and will be implemented through Site Plan Approval, as well as will become conditions of Consent for the future severances.

### Demolition of a Single Detached Dwelling at 15 Stevenson Street North

The applicant will be required to submit a demolition permit application to demolish the one (1) single detached dwelling at 15 Stevenson Street North. The single detached dwelling is not designated but is listed as part of the Couling Inventory in the City of Guelph's Municipal Register of Cultural Heritage Properties. As such when the demolition permit application is received the application will be reviewed by Heritage Guelph and the City's Heritage Planner prior to a decision being made. The General Manager of Planning, Urban Design and Building Services has delegated authority to approve this demolition permit.

**ATT-10**  
**Circulation Comments Summary**

<b>Respondent</b>	<b>No Objection or Comment</b>	<b>Conditional Support</b>	<b>Issues /Concerns</b>
Planning		√	Subject to conditions in Attachment 2
Engineering*		√	Subject to conditions in Attachment 2
Environmental Planning*		√	Subject to conditions in Attachment 2
Parks Planning*		√	Subject to conditions in Attachment 2
Zoning*		√	Subject to conditions in Attachment 2
Canada Post*		√	Subject to conditions in Attachment 2
Guelph Fire*		√	Subject to conditions in Attachment 2
Union Gas	√		
Guelph Hydro*		√	Subject to conditions in Attachment 2
Upper Grand District School Board		√	Subject to conditions in Attachment 2
Guelph and Wellington Development Association	√		
Donna Jennison (local resident)			Concern about proposed house design and neighbourhood compatibility

# MEMO



FILE: 16.131.001

**TO:** Katie Naswetter, Senior Development Planner  
**FROM:** Mary Angelo, Supervisor, Development Engineering  
**DEPARTMENT:** Engineering and Capital Infrastructure Services  
**DATE:** October 13, 2017  
**SUBJECT:** 1 Stevenson Street, 15 Stevenson Street and 8 William Street  
ZC1613, 23CDM16509

The applications are for a zoning by-law amendment and draft plan of condominium. The developer wants to change the zoning on the properties from Residential Single Detached to Specialized Residential Single Detached so that he can create 7 detached homes in a condominium, 2 detached homes fronting Stevenson Street and 1 detached home fronting William Street; all with smaller frontages and lot sizes.

## Comments

### Source Water Protection

Source Water Protection staff have reviewed the application and have no comments or requirements.

### Environmental

Environmental staff have reviewed the developer's submitted Phase One Environmental Site Assessment and Reliance Letter and have no concerns or requirements.

### Transportation/Traffic

Transportation staff reviewed the developer's Sightline Analysis for Stevenson Street and they agree with the examination.

### Water Pressure and Sanitary Capacity

Infrastructure staff have reviewed the plans and have indicated that our existing water system has sufficient and adequate supply to accommodate the development. They also indicated that water pressures in the watermains on Stevenson Street in vicinity of the proposed development under certain conditions such as peak hour demand at locations with elevation at 347m height above mean sea level (AMSL) could range from 38.0psi to 42.0psi and average day demand at locations with elevation at 341m height AMSL could range from 47.5psi to 52.5psi. Water pressures in the watermains on William Street in vicinity of proposed development under certain conditions such as peak hour demand at locations with elevation at 337m height AMSL could range from 38.0psi to 42.0psi and average day demand at locations with elevation at 337m height AMSL could range from 47.5psi to 52.5psi. They have also indicated that there are no capacity constraints in the Stevenson and William sanitary sewers to

# MEMO

accommodate this development. The developer should also be aware that the City does not know the current condition of underground infrastructure adjacent to the proposed development.

## Preliminary Servicing, Grading, Drainage, Stormwater Management

Engineering Technical staff have reviewed the Servicing Plan, Grading Plan and the Stormwater Management Report. We have gone through a few iterations of the plans with the developer's Engineer. Our remaining preliminary comments (please see attached marked-up plans) are such items as: maximum allowable driveway grade is 5%, we will need to see additional proposed elevations along the southerly property line and we will need to control the proposed drainage from 'Severance 3' to 6 William. We can resolve these details during detailed plan review for the condominium or site plan or severance.

For the condominium, the 5-year design storm will outlet to the Stevenson Street storm sewer and the major storms will flow overland to Stevenson Street. Peak flow for the 5-year will be attenuated to predevelopment rate on site using underground storage and parking lot ponding. A Stormceptor has been proposed to treat the stormwater downstream of the underground storage.

The drainage for the future severance lots appears to be split with the rear portions draining to the condominium lands. As such, before the lands are severed, there will need to be an agreement to deal with the drainage that is proposed to flow from the retained/severed lands to the condominium lands.

There appears to be no basements proposed for the seven condominium units but it is unclear if the other three units will have basements or not. The developer's Stormwater Management Report speaks to there being high groundwater elevations for the site. As such, the developer will need to confirm to the satisfaction of the General Manager/City Engineer that the basements will have a 0.5 metre separation from the seasonal high groundwater elevation.

## Recommendations

We support approval of the zone change.

We provide the following conditions of approval for the draft plan of condominium. These will also be requirements of site plan approval and/or severance:

1. The developer shall provide the City with easements for the existing sewer mains that cross the site. The easements dimensions must be to the satisfaction of the City and the easements must be created and registered at no cost to the City. All easements shall be transferred clear of encumbrance to the satisfaction of the City Solicitor.
2. The developer shall provide the City with a 3 metre road widening across the Stevenson Street frontage. The road widening shall be conveyed clear of encumbrance to the satisfaction of the City Solicitor.

# MEMO

3. The developer shall apply to the City for site plan approval for the condominium lands in accordance with Section 41 of The Planning Act. This application shall include submitting detailed plans indicating such items as proposed servicing, grading and drainage, erosion and sediment control, access, parking and traffic circulation to the satisfaction of the General Manager/City Engineer. Such plans shall be certified by a Professional Engineer. All applications for a building permit shall be accompanied by a plan that shows that the proposed building, grading and drainage is in conformance with the approved overall drainage and grading plan.
4. The developer shall submit detailed engineering plans for the severance lots indicating such items as proposed servicing, grading and drainage, erosion and sediment control and access to the satisfaction of the General Manager/City Engineer. Such plans shall be certified by a Professional Engineer. All applications for a building permit shall be accompanied by a plot plan that shows that the proposed building, grading and drainage is in conformance with the approved overall drainage and grading plan.
5. The developer shall submit a stormwater management report to the satisfaction of the General Manager/City Engineer. Such report is to be certified by a Professional Engineer and is to be prepared in accordance with the City's Guidelines and the latest edition of the Ministry of the Environment's Stormwater Management Practices Planning and Design Manual.
6. The developer shall submit a geotechnical report, certified by a Professional Engineer, to the satisfaction of the General Manager/City Engineer which describes the potential impacts of groundwater and provides recommendations for pavement design and pipe bedding.
7. Prior to any construction or grading on the lands, the developer shall construct, install and maintain erosion and sediment control facilities, satisfactory to the General Manager/City Engineer, in accordance with a plan that has been submitted to and approved by the General Manager/City Engineer. Furthermore, the developer shall provide a qualified environmental inspector, satisfactory to the General Manager/City Engineer, to inspect the site during all phases of development and construction including grading, servicing and building construction. The environmental inspector shall monitor and inspect the erosion and sediment control measures and procedures on a weekly or more frequent basis if required. The environmental inspector shall report on his or her findings to the City on a monthly or more frequent basis.
8. The developer shall obtain a site alteration permit in accordance with City By-law (2007)-18420 to the satisfaction of the General Manager/City Engineer if grading or earthworks is to occur prior to site plan approval or prior to severance.
9. The developer shall stabilize all disturbed soil within 90 days of being disturbed, control all noxious weeds and keep ground cover to a maximum height of 150 mm (6 inches).
10. The developer shall service, grade, develop and maintain the site in accordance with the plans that have been approved by the City. The developer shall have the Professional Engineer who designed the servicing certify to the City that they supervised the construction of the servicing and that the as-built servicing is

# MEMO

functioning properly as designed. The developer shall have the Professional Engineer who designed the site grading and drainage submit an as-built grading and drainage plan to the City.

11. The developer acknowledges that the City does not allow retaining walls higher than 1metre abutting existing residential properties without the permission of the General Manager/City Engineer.
12. The developer shall make satisfactory arrangements with Guelph Hydro and phone and cable providers for the servicing of the lands as well as provisions for any easements and/or rights-of-way for their plant.
13. The developer shall be responsible for the cost of design, development and implementation (including planting) of a Street Tree Planting Plan in accordance with City specifications. The developer shall provide the City with cash or letter of credit to cover the City approved estimate for the cost of development of the street tree plan to the satisfaction of the City. The developer shall warranty the trees for two winters. Replacement trees are to be warrantied for (a) the remainder of the warranty period of the original tree or (b) an additional year, whichever is greater. Once the tree has been planted, the developer shall provide the City with a certificate that certifies that the tree stock quality meets Canadian Nursery Landscape Association standards and that the tree has been planted following the City's Part B Specifications. The certificate must be certified by a landscape architect, certified arbourist or professional forester (who must be a qualified member of the Ontario Professional Foresters Association). At the end of the warranty period (after the second winter), the developer shall provide the City with a second certificate that certifies that the tree was cared for as per the approved watering and maintenance plan on the Street Tree Planting Plan and that the tree is free of defects and disease.
14. The developer shall ensure that any private water supply wells, boreholes, monitoring wells and septic systems are decommissioned in accordance with O. Reg. 903.
15. The developer shall confirm to the satisfaction of the General Manager/City Engineer that the basements will have a 0.5metre separation from the seasonal high groundwater elevation.
16. The developer shall pay to the City the actual cost of construction of municipal services within the City's right-of-way including such items as sanitary, water and storm laterals, driveways, curb cuts and/or curb fills, sidewalk. Prior to approval of the plans, the developer shall pay to the City the estimated cost of the construction of municipal services as determined by the General Manager/City Engineer.
17. The developer shall pay the estimated and the actual cost for decommissioning and removal of any services as determined by the General Manager/City Engineer.
18. The developer shall construct the new buildings at such an elevation that the lowest level of the buildings can be serviced with a gravity connection to the sanitary sewer.

# MEMO

19. All electrical services to the site are to be underground and the developer shall make satisfactory arrangements with Guelph Hydro Electric Systems Inc. for the servicing of the site as well as provisions for any easements and/or rights-of-way for their plant.
20. The developer shall submit a report prepared by a Professional Engineer to the satisfaction of the Chief Building Official certifying that all fill placed below proposed building locations has adequate structural capacity to support the proposed building. All fill placed within the allowable Zoning By-law envelope for building construction shall be certified to a maximum distance of 30 metres from the street line. This report shall include the following information; lot number, depth of fill, top elevation of fill and the area approved for building construction from the street line.
21. The developer shall submit a report prepared by a Professional Engineer to the satisfaction of the Chief Building Official providing an opinion on the presence of soil gases (Radon and Methane) in the plan in accordance with applicable provisions contained in the Ontario Building Code.
22. The developer shall place the following notifications in all offers of purchase and sale for all lots and/or dwelling units and agrees that these same notifications shall be placed in the agreement to be registered on title:

“Purchasers and/or tenants of all lots or units are advised that sump pumps will be required for every lot unless a gravity outlet for the foundation drain can be provided on the lot in accordance with a certified design by a Professional Engineer.”

“Purchasers and/or tenants of all lots or units are advised that if any fee has been paid by the purchaser to the Developer for the planting of trees on City boulevards in front of residential units does not obligate the City or guarantee that a tree will be planted on the boulevard in front or on the side of a particular residential dwelling. The City shall not provide regular maintenance for trees planted on private property save and except any maintenance conducted pursuant to section 62 of the Municipal Act, 2001, c.25, as amended, and purchasers of all lots or units shall be obligated to maintain any tree on private property in accordance with and pursuant to the City of Guelph’s Property Standards By-law (2000)-16454, as amended.”

“Purchasers and/or tenants of all lots or units, are advised prior to the completion of home sales, of the time frame during which construction activities may occur, and the potential for residents to be inconvenienced by construction activities such as noise, dust, dirt, debris, drainage and construction traffic.”

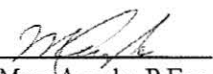
“Purchasers and/or tenants of all lots or units are advised that on-street parking restrictions may apply to the street fronting their property.”


23. The developer shall enter into an agreement with the City, to be registered on title, satisfactory to the City Solicitor which includes all requirements, financial and otherwise to the satisfaction of the City of Guelph.


# MEMO

24. Prior to condominium registration, the developer shall obtain approval of the General Manager/City Engineer with respect to the availability of adequate water supply and sewage treatment capacity.
25. Prior to condominium registration, the developer shall provide the City with a drainage certificate from an Ontario Land Surveyor or a Professional Engineer certifying that the fine grading and sodding/vegetation of the site is complete and that the elevation of the building foundation(s) and the grading of the site is in conformity with the approved grading and drainage plan. Any variance from the approved plans has received the prior approval of the City Engineer. Furthermore, the City may not issue a release of this condition for the site or any phase of the site during the months of December, January, February and March.
26. Prior to the condominium registration, the developer shall have the Professional Engineer who designed the storm water management system certify to the City that he/she supervised the construction of the storm water management system, and that the storm water management system was approved by the City and that it is functioning properly.
27. Prior to condominium registration, the developer shall provide the City with a certificate from a Professional Engineer certifying that the sanitary sewers, building drains, building sewers, building storm drains, building storm sewers, watermains, water distribution system, hydrants, catchbasins, roadways, driveways, parking areas and sidewalks that are to become part of the common facilities and areas, are in good repair, free from defects and functioning properly.
28. Prior to condominium registration, the developer shall have a Professional Engineer and/or Ontario Land Surveyor identify all the sanitary sewers, building drains, building sewers, building storm drains, storm sewers, stormwater management system, watermains and water distribution system serving the site and also identify the locations where easements are required.
29. Prior to condominium registration, an independent lawyer shall certify that the proposed condominium has easements for all the sanitary sewers, building drains, building sewers, building storm drains, storm sewers, stormwater management system, watermains and water distribution system serving the condominium, which are located on private lands other than the lands being registered.

Please do not hesitate to contact us if you have any questions.

  
Mary Angelo, P.Eng.  
Supervisor,  
Development Engineering

  
Terry Gayman, P.Eng.  
Manager, Infrastructure,  
Development and Environmental Engineering

  
Allister McIlveen  
Manager, Transportation Services



# INTERNAL MEMO



DATE October 31, 2017  
TO Katie Nasswetter  
FROM Environmental Planning  
DIVISION IDE  
DEPARTMENT Planning, Urban Design and Building Services  
SUBJECT **1 & 15 Stevenson Street N and 8 William St – Proposed Zoning By-law Amendment and Draft Plan of Vacant Land of Condominium (ZC1613/23CDM16509)**

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Environmental Planning Staff have reviewed the submitted materials for the above noted Planning Act applications, including:

- Draft Plan of Vacant Land of Condominium – Van Harten Surveying Inc. (October 3, 2016)
- Preliminary Servicing and Stormwater Management Report – Van Harten Surveying Inc. (September 1, 2017)
- Van Harten Surveying Inc., Dwg. No. 1 of 3, Rev. 5 "Site Plan"
- Van Harten Surveying Inc., Dwg. No. 2 of 3, Rev. 5 "Grading Plan"
- Van Harten Surveying Inc., Dwg. No. 3 of 3, Rev. 6 "Site Servicing Plan"
- Aboude & Associated Inc., Dwg. No TP 1 & TP 2 "Tree Inventory and Preservation Plan" (October 10, 2017)

It is understood that the application is to permit the future construction of 7 single detached homes within a condominium, two detached dwellings fronting Stevenson Street N (2 Lots to be severed) and one new detached dwelling on William Street (1 Lot to be severed). The existing 2 houses, 1 fronting Stevenson and the other on William Street will remain. The lands are currently zoned Residential Single Detached (R.1B) and the applicant is seeking a rezoning to a Specialized Single Detached Residential (R.1D ?) zone to permit the proposed dwellings with smaller frontages and lot sizes.

## Comments:

### Stormwater Management

To support maintaining and managing water quality within the City, environmental planning staff note that a salt management plan will also need to be prepared for the condo.

### Tree Inventory and Preservation Plan (TIPP)

The revised TIPP incorporates updates to the anticipated number of removals (now 64 in total) to reflect revisions to the development proposal overall. Overall it appears that generally:

- The severances on Stevenson St will result in the removal of 12 trees, 5 of which require compensation based on condition of the trees;
- The severance on William St will result in the removal of 5 trees, including the removal of a City owned street tree, all of which will require compensation based on the condition of the trees; and,
- The vacant land condo results in the removal of 47 trees, including the removal of a City owned street tree, 32 of which will require compensation based on their condition and including the City owned street tree.

Where trees are proposed for removal along property lines and may have shared ownership, staff note that it is the responsibility of the proponent owner to obtain permission from adjacent property owners prior to the removal or damage of these trees.

Tree Compensation and Replacement:

Staff also note that tree compensation requirements related to the condo will be required separately from the severance proposals. Compensation for regulated tree removals is to be provided at a 3:1 ratio for all removals including the City owned street trees. It is anticipated that this will result in:

- 15 compensation trees for the Stevenson St severances
- 15 compensation trees for the William St severance.
- 96 compensation trees for the vacant land condo

For a total of 126 compensation plantings that we need to be incorporated into the respective development proposals through the preparation of the landscaping, replanting and replacement plans.

In addition staff note that it has been recommended by Forestry staff that the compensation provided for the two street trees should include new tree plantings into the boulevards on Stevenson and William St where space is available and/or onto the frontage of the new private lots to contribute to the street character where it space in the boulevards may be limited. This will also be examined further through the preparation of the landscaping, replanting and replacement plans.

Staff also note that where replacement plantings are not achievable cash in lieu may be accepted at a rate of \$500 for each tree damage or destroyed.

Finally staff note that the detailed design for the condominium should also consider plantable space opportunities to accommodate tree compensation, street trees and associated landscaping to support and enhance the City's urban forest through the site plan process.

Corresponding conditions are recommended below, as they relate to each of the various applications required for this proposal.

**Conditions of Approval (Vacant Land Condo and Rezoning):**

The following are recommended conditions of draft plan approval for the Vacant Land Condo application and the corresponding rezoning application should also reflect that these requirements are also to be addressed prior to site plan approval.

Conditions to be met prior to site plan approval/site alteration and/or tree removal:

1. The Developer shall prepare an updated **Tree Inventory & Preservation Plan** as well as a **Landscaping, Compensation and Replacement Plan**, satisfactory to the General Manager of Planning Services prior to any site alteration, tree removal or construction on the site.
2. The Developer shall prepare detailed **Landscaping, Compensation and Replacement Plan**, prepared by an OALA that includes provision of street trees and landscaping of amenity space/ common elements of the condominium satisfactory to the General Manager of Planning Services.
3. The Developer shall provide a qualified **Environmental Inspector**, satisfactory to the General Manager of Planning Services and the City Engineer, to inspect the site during all phases of development and construction including grading, servicing, and



building construction. The environmental inspector shall monitor and inspect the erosion and sediment control and tree protection measures and procedures on a weekly or more frequent basis and report on their findings to the City on a monthly basis.

4. The Developer shall complete and provide a security to the City to ensure the proper and timely completion of all landscaping in accordance with the approved **Landscaping Plan(s)**. The amount of the securities required is determined from a detailed cost estimate for the sited works, listing items, quantities, unit costs and total costs. The cost estimate is to be prepared by the consultant and to the satisfaction of the General Manager of Planning Services.
5. The Developer prepare a **Salt Management Plan** for the condominium satisfactory to the City's Risk Management Official for Source Water Protection.

Conditions to be met prior to registration:

6. The Developer shall pay to the City the total cost of reproduction and distribution of the **Guelph Residents Environmental Handbook**, to all future residents with such payment based on a cost of one handbook per residential dwelling unit as determined by the City, prior to draft plan approval for any residential development.

**Conditions of Approval (consent applications):**

Staff note that the comments/conditions for the related severance applications may be revised or updated through the related Committee of Adjustment process, based on revised information at such time that the applications are brought forward.

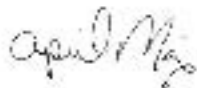
1. That prior to the issuance of building permits and prior to undertaking activities which may injure or destroy regulated trees, the applicant submit a revised Tree Preservation Plan (TIPP) prepared by an arborist and in accordance with the Private Tree Protection By-law (2010-19058) for approval and to the satisfaction of the General Manager of Planning, Urban Design and Building Services;
2. That prior to the endorsement of deeds and prior to undertaking activities which may injure or destroy City owned trees, and where it is determined through the preparation of the TIPP that removal or harm of a City owned tree is required; a certified Arborist must provide a written analysis of the reasons for the City tree's removal to the satisfaction of the Manager of Parks Operations and Forestry.
3. That prior to undertaking activities which may injure or destroy regulated trees the applicant erect tree protection fencing at one (1) metre from the dripline of any existing trees to be retained on the property, or on adjacent properties, which may be impacted in accordance with the approved TIPP and to satisfaction of the General Manager of Planning, Urban Design and Building Services;
4. That prior to the issuance of building permits and prior to undertaking activities which may injure or destroy regulated trees, the applicant submit a Landscaping, Compensation and Replacement Plan (LCRP) in accordance with the Private Tree Protection By-law (2010-19058) for approval to the satisfaction of the General Manager of Planning, Urban Design and Building Services, and the LCRP must be implemented;
5. That prior to the issuance of building permits and prior to undertaking activities

which may injure or destroy trees, the applicant will provide securities covering a portion of the cost of the approved Landscaping, Compensation and Replacement Plan (LCRP) based on a cost estimate provided by a qualified professional and to the satisfaction of the General Manager of Planning, Urban Design and Building Services. Securities will be held until implementation of the LCRP;

6. That prior to the issuance of building permits and prior to undertaking activities which may injure or destroy regulated trees, and where replacement plantings are not achievable on the subject lands, the owner will provide cash in lieu payment in accordance with the Private Tree Protection By-law (2010-19058), to the satisfaction of the General Manager of Planning, Urban Design and Building Services;
7. That the applicant contacts the City to inspect the tree protection fence prior to undertaking activities which may injure or destroy regulated trees.
8. That the undertaking of activities which may injure or destroy regulated trees occur outside of the breeding bird season (approximately April 1 to July 31) or include appropriate mitigation measures.

Should you have any questions with respect to the above please let me know.

Regards,



April Nix, BES MCIP RPP  
Environmental Planner

Planning, Urban Design and Building Services  
Infrastructure, Development and Enterprise  
City of Guelph  
1 Carden St Guelph

T 519-822-1260 x 2718  
F 519-822-4632  
E [april.nix@guelph.ca](mailto:april.nix@guelph.ca)



# INTERNAL MEMO



DATE November 30, 2016  
TO Katie Nasswetter  
FROM Tiffany Brûlé  
DIVISION Parks Planning and Open Space Development,  
DEPARTMENT Public Services  
SUBJECT **1 & 15 Stevenson Street North and 8 William Street  
Proposed Zoning By-law Amendment (ZC1613) and  
Proposed Vacant Land Condominium (23DCM16509)**

Park Planning & Open Space Development has reviewed the documents listed below in support of the proposed Zoning By-law Amendment and Vacant Land Condominium as it pertains to 1 & 15 Stevenson Street North and 8 William Street:

1. Planning Report (July 2016)
2. Site Concept Plan (August 2016)
3. Site Servicing and Grading Plans (August 2016)
4. Tree Preservation Plans and Details (August 2016)
5. Architectural Plans (October 2015)
6. Phase 1 ESA (June 2016)
7. Noise and Vibration Feasibility Study (July 2016)

Park Planning offers the following comments:

## **General:**

It is understood that the lands outside the Draft Plan of Vacant Land Condominium will be severed through a Consent Application following the Zoning By-law Amendment and Draft Plan of Vacant Land Condominium processes. Formal comments will be provided upon a formal consent application submission.

## **Zoning Bylaw Amendment:**

Park Planning has no objection to the proposed Zoning By-Law Amendment to rezone the subject site from the current R.1B (Residential Single Detached) Zone to a specialized R.1D (Residential Single Detached) Zone to permit additional single detached dwellings with smaller frontages and lot sizes.

## **Parkland Dedication:**

The purpose of the Zoning By-law Amendment and Draft Plan of Vacant Land Condominium is to permit the development of 7 residential detached dwellings on the subject lands (0.44 hectares) at a net density of 15.8 residential units per hectare. Therefore, Park Planning would require a minimum Parkland Dedication at a rate of 5% pursuant to s. 51.1 of the Planning Act prior to the registration of the subdivision.

For this development the owner shall be responsible for the payment of cash in lieu of parkland dedication.

An appraisal of the subject property will be required to determine the cash in lieu amount pursuant to s.51.1 of the Planning Act. The appraisal report shall be prepared by a qualified appraiser who is a member in good standing of the Appraisal Institute of Canada. The property owner is responsible for the cost and to arrange for the appraisal.

**Draft Plan of Vacant Land Condominium Conditions:**

Park Planning has no objection to the Draft Plan of Vacant Land Condominium, subject to the following conditions:

- The Owner shall be responsible for the payment of cash-in-lieu of parkland dedication to the satisfaction of the Deputy CAO of Public Services pursuant to s. 51.1 of the *Planning Act* prior to the registration of the subdivision.
- Prior to registration of the vacant land condominium, the Owner shall provide to the Deputy CAO of Public Services a satisfactory appraisal report prepared for The Corporation of the City of Guelph for the purposes of calculating the payment of cash-in-lieu of parkland dedication pursuant to s.51.1 of the *Planning Act*. The appraisal report shall be prepared by a qualified appraiser who is a member in good standing of the Appraisal Institute of Canada, and shall be subject to the review and approval of the Deputy CAO of Public Services. Notwithstanding the foregoing, if the appraisal provided by the applicant is not satisfactory to the Deputy CAO of Public Services, acting reasonably, the City reserves the right to obtain an independent appraisal for the purposes of calculating the payment of cash-in-lieu of parkland dedication.

**Summary:**

The above comments represent Park Planning's review of the documents and Reports submitted in support of the Zoning By-law Amendment and Draft Plan of Vacant Land Condominium. Based on the current information provided, Parks would support the proposed development subject to the above requirements.

Sincerely,

**Tiffany Brûlé, OALA CSLA**  
Park Planner

Parks and Recreation  
**Public Services**  
Location: City Hall

T 519-822-1260 x 3371  
E [tiffany.brûlé@guelph.ca](mailto:tiffany.brûlé@guelph.ca)

P:\CommunityServices\Riverside\_Park Planning\PLANING\CAST DISTRICT\Zoning ByLaw & Official Plan Amendments\and OP - Riverside\_050118m

# INTERNAL MEMO



**DATE** November 26, 2016  
**TO** Katie Nasswetter  
**FROM** Pat Sheehy  
**DIVISION** Building Services  
**DEPARTMENT** Infrastructure, Development and Enterprise  
**SUBJECT** Zoning Services comments- 1 and 15 Stevenson Street North (ZC1613)

Zoning has reviewed the proposed Zoning By-law amendment for the subject property and has the following comments:

- The applicant is requesting a change from the generic R.1B zone to a specialized R.1B zone. The proposal is to allow for single detached dwellings in a condominium setting.
- Specialized regulations may be required related to parking and setbacks.

General comments:

- Zoning would ask that compliance be confirmed to the following regulations with respect to parking. Specialized provisions may be required.
- 4.13.7.2.1 A Driveway (Residential) in an R.1 Zone shall have a maximum width of: 6.5 metres in an R.1B Zone
- 4.13.7.2.5 The width of the Driveway (Residential) is measured parallel to the front of an attached Garage or in the case of a Lot where there is no Garage or there is a detached Garage, the driveway width is measured perpendicular to the direction in which the Vehicle drives and parks on the Driveway (Residential).
- The rear yard technically is the lot line furthest from Stevenson, therefore Unit #7. This will require a specialized regulation to recognize the reduced yard as shown.

Thanks  
Pat



Date: September 19, 2016

Kalia Nasswalter  
Senior Development Planner  
Infrastructure, Development and Enterprise  
City Of Guelph  
1 Carden Street  
Guelph, ON N1H 3A1

Reference: File:ZC1513  
1 & 15 Stevenson St N and 8 William St  
Kalia

Thank you for contacting Canada Post regarding plans for a new subdivision in Guelph.  
Please see Canada Post's feedback regarding the proposal below.

**Service type and location**

1. Canada Post will provide mail delivery service to the subdivision through centralized Community Mail Boxes (CMBs).
2. If the development includes plans for (a) multi-unit building(s) with a common indoor entrance, the developer must supply, install and maintain the mail delivery equipment within these buildings to Canada Post's specifications.

**Municipal requirements**

1. Please update our office if the project description changes so that we may determine the impact (if any).
2. Should this subdivision application be approved, please provide notification of the new civic addresses as soon as possible.

**Developer timeline and installation**

1. Please provide Canada Post with the excavation date for the first foundation/first phase as well as the date development work is scheduled to begin. Finally, please provide the expected installation date(s) for the CMB(s).

Please see Appendix A for any additional requirements for this developer.



## Appendix A

### Additional Developer Requirements:

- The developer will consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes. The developer will then indicate these locations on the appropriate servicing plans.
- The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office 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. The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail Boxes within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Box.
- The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.
- The developer agrees to provide the following for each Community Mail Box site and to include these requirements on the appropriate servicing plans:
  - Any required walkway across the boulevard, per municipal standards
  - Any required curb depressions for wheelchair access, with an opening of at least two metres (consult Canada Post for detailed specifications)
  - A Community Mailbox concrete base pad per Canada Post specifications.

[Add subdivision plan showing proposed CMB sites as part of Appendix as applicable]

**From:** Alexandra Ariss  
**Sent:** November 21, 2016 10:44 AM  
**To:** Michael Witmer  
**Subject:** 1 and 15 Stevenson Street North and 8 William Street

Hello

On behalf of the Guelph Fire Prevention Division, please see comments with respect to the proposed draft plan for 1 and 15 Stevenson Street North and 8 William Street.

***"Fire Access Routes that are required to be constructed under the Ontario Building Code, the Ontario Fire Code or are required by Municipal Bylaw are specifically provided to facilitate access for firefighting operations and shall not be obstructed by gates, fences, building materials, vehicles or any other form of obstruction. The construction of a gate or fence within a fire route is not permitted and is a direct contravention of Division B, sentence 2.5.1.2 (1) of the Ontario Fire Code as amended"***

If you have any questions, please let me know.  
Thank you  
Alex

**Alex Ariss**  
Clerical Assistant III  
**Public Services-Emergency Services-Guelph Fire Dept**  
**City of Guelph**  
50 Wyndham St S  
Guelph, ON N1H 4E1  
p-519-824-6590 X 2121  
[e-alexandra.ariss@guelph.ca](mailto:e-alexandra.ariss@guelph.ca)

December 7, 2016

Katie Nassweiler  
Planning Services  
Infrastructure, Development and Enterprise  
City of Guelph  
1 Carden Street  
Guelph, ON N1H 3A1

Dear Madam:

**Re: 1 & 15 Stevenson Street North and 8 William Street (File No. ZC1613)**

We would like to submit the following comments concerning this application:

Given the notice of complete application, dated November 17<sup>th</sup>, 2016:

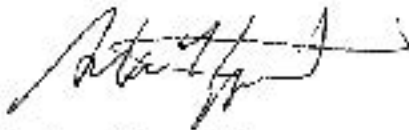
1. Hydro supply for severance numbers 1 and 2 will be supplied from Stevenson Street North. The hydro services for these severances should be underground, supplied from the existing pole line on Stevenson Street North.
2. Hydro supply for units 1 through 7 will be supplied from Stevenson Street North. The hydro services for these units should be underground except for a pad-mounted transformer.
3. Hydro supply for severance number 3 will be supplied from William Street. The hydro services for this severance may be overhead. Conversion to underground service will be at the developer's expense as per Guelph Hydro Electric Systems Inc. conditions of service.
4. A minimum distance of 3.0 metres must be maintained between any dwelling units and pad-mounted transformers.
5. A minimum distance of 1.5 metres must be maintained between any driveways/entrances and distribution poles or pad-mounted transformers. Any relocations required would be done at the owner's expense.
6. A 4.2 metre by 4.2 metre area will be required for a low-profile, pad-mounted transformer on the common elements portion of the development.

*355 Southgate Drive, Guelph ON N1G 4Y1 [www.guelphhydro.com](http://www.guelphhydro.com)*

7. An easement will be required on the common elements portion of the development for Guelph Hydro Electric Systems Inc. primary distribution equipment, secondary distribution and pad-mounted transformer.
8. Street lighting internal to the private development will be the responsibility of the developer. A separate service may be required for any common element power requirements.
9. Hydro meter locations are subject to Guelph Hydro standards and requirements.

Sincerely,

GUELPH HYDRO ELECTRIC SYSTEMS INC.

A handwritten signature in black ink, appearing to read 'A. Kappheim', with a stylized flourish at the end.

A. Kappheim, P.Eng  
Asset Management and Planning Supervisor  
AK/gc



UPPER GRAND DISTRICT SCHOOL BOARD  
500 Victoria Road North, Guelph, Ontario N1E 6K2  
Phone: (519) 822-4420 Fax: (519) 822-2134

Martha C. Rogers  
Director of Education

December 1, 2016

PLN: 16-83  
File Code: R14  
Sent by: mail & email

Katie Nasswetter  
Senior Development Planner  
Infrastructure, Development and Enterprise  
City of Guelph  
1 Carden Street  
Guelph, Ontario N1H 3A1

Dear Ms. Nasswetter;

Re: **23CDM16509 & ZC1613**  
**1 & 15 Stevenson Street North and 8 William Street**

Planning staff at the Upper Grand District School Board has reviewed the above noted application for a proposed draft plan of vacant land condominium and zoning by-law amendment to permit the development of 3 freehold single detached dwellings and 7 condominium single detached dwellings at Stevenson North and William Street.

Be advised that the Planning Department has **does not object** to the proposed amendment subject to the following conditions:

- Education Development Charges shall be collected prior to the issuance of a building permit.
- The developer shall agree in the condominium agreement that adequate sidewalks, lighting and snow removal (on sidewalks and walkways) will be provided to allow children to walk safely to school or to a designated bus pickup point.
- The developer shall agree in the condominium or subdivision agreement to advise all purchasers of residential units and/or renters of same, by inserting the following clause in all offers of Purchase and Sale/Lease:

*"In order to limit liability, public school buses operated by the Service de transport de Wellington-Dufferin Student Transportation Services (STWDS TS), or its assigns or successors, will not travel on privately owned or maintained right-of-ways to pick up students, and potential busing students will be required to meet the bus at a congregated bus pick-up point."*

Should you require any additional information, please feel free to contact me.

Sincerely,

Emily Bumbaco  
Planning Technician  
[emily.bumbaco@ugdsb.on.ca](mailto:emily.bumbaco@ugdsb.on.ca)





March 22, 2016

Ms. Katie Nasswetter  
Senior Development Planner  
Planning Services  
Planning, Urban Design and Building Services  
City of Guelph  
1 Carden Street  
GUELPH, Ontario N1H 3A1

Dear Ms. Nasswetter:

**Re: 1 & 15 Stevenson Street and 8 William Street - Proposed Zoning By-law  
Amendment (File # ZC1613)**

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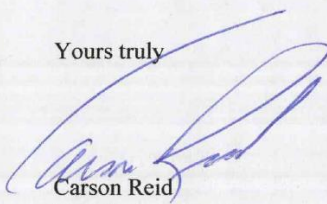
The Guelph and Wellington Development Association is in receipt of the Notice of Complete Application dated September 9, 2016 for the above-noted property.

The proposed application will enable an innovative infill development, introducing single detached residential dwellings on an under-utilized parcel of land. The proposal is also compatible with the existing detached residential dwellings surrounding these properties and provides an adequate setback to the existing Metrolinx railway line.

This development is consistent with the policies of the Growth Plan, Provincial Policy Statement and City of Guelph Official Plan. It will accommodate a gradual increase in residential density within the Built Boundary of the City.

The Guelph and Wellington Development Association supports this application and we encourage staff to expedite the processing of this file.

Yours truly



Carson Reid  
President

GUELPH AND WELLINGTON DEVELOPMENT ASSOCIATION • BOX 964 • GUELPH, ONTARIO N1H 6N1  
TEL: 519-822-8511 FAX: 519-837-3922

**From:** Donna Jennison  
**Sent:** March 3, 2017 11:44 AM  
**To:** Mayors Office; Clerks  
**Subject:** infill housing development on Stevenson St.

Submission regarding: File ZC1613 & CDM1609

Proposed Zoning By-law Amendment and Draft Plan of Vacant Land Condominium

For the properties known as: 1 and 15 Stevenson St. North and 8 William Street

Dear Mayor Cam Guthrie,

I am writing to express my concern about the development planned for the bottom of Stevenson St. North, a street on which I and my family have lived for the last 17 years.

The “snout” houses planned for the bottom of Stevenson Street are an ill-conceived addition to our neighbourhood. They have no place in a city that values strong connected communities, active transportation and healthy lifestyles.

Snout houses create a less inviting feel to a neighbourhood, are less pedestrian friendly and discourage neighbours from getting to know each other. These “garages with houses attached” are emblems of an auto-dominated lifestyle, have zero curb appeal and create alienating street-scapes. They provide no connection to the public domain and turn their backs to the sidewalks at the expense of community connection and security. They de-emphasize architectural interest and do not allow for the expression of individuality, creativity or pride of home ownership the way windows, doors or front yards can. They discourage walking, safety and connection..all the things that are essential for a healthy, vibrant and connected community.

One town in the US asked the question: “Are they trick or treat proof?” Would you want your child walking down a dark lane-way in a cluster of cold and alienating houses to find the front door? Can you picture your young adult daughter or granddaughter fumbling for her keys at night at a doorway down a long dark alienating alley?

After many months of construction on Stevenson St. we are now down from 4 lanes to 2 with bike lanes. This is a very welcome and wonderful development and means our street is now considerably more pedestrian and cyclist friendly. The new bike lanes and improved sidewalks will create many opportunities for our neighbourhood: cyclists commuting to school and work, recreational cycling connecting our great trails to the south and the north, walking to local schools and shopping and more. We've taken one giant step forward, let's not take two back by building alienating infill housing.

Years ago influential activist and urban advocate Jane Jacobs coined the term “sidewalk ballet” to describe the intricate dance between neighbours and passers by that makes a street enjoyable and

friendly. Please support us in creating our own beautiful “sidewalk ballet”. Help us to take pride in our community now and in the future.

Say NO to snout housing in our community!

Sincerely,

Donna Jennison




**ATT-11**  
**Public Notification Summary**

July 27, 2016	Application for rezoning received by the City of Guelph
August 26, 2016	Application for rezoning deemed complete
September 9, 2016	Notice of Complete Application mailed to prescribed agencies and surrounding property owners within 120 metres
October 4, 2016	Application for draft Plan of Condominium received by the City of Guelph
November 3, 2016	Application for draft plan of condominium deemed complete
November 17, 2016	Notice of Complete Application for the draft Plan of Condominium and Public Meeting mailed to prescribed agencies and surrounding property owners within 120 metres
November 17, 2016	Notice of Public Meeting advertised in the Guelph Tribune
December 12, 2016	Statutory Public Meeting of City Council
November 22, 2017	Notice of Decision Meeting sent to parties that commented or requested notice
December 11, 2017	City Council Meeting to consider staff recommendation




## Guelph's Official Plan

Statement of goals, objectives and policies that guide Guelph's growth and development in the years leading up to 2031

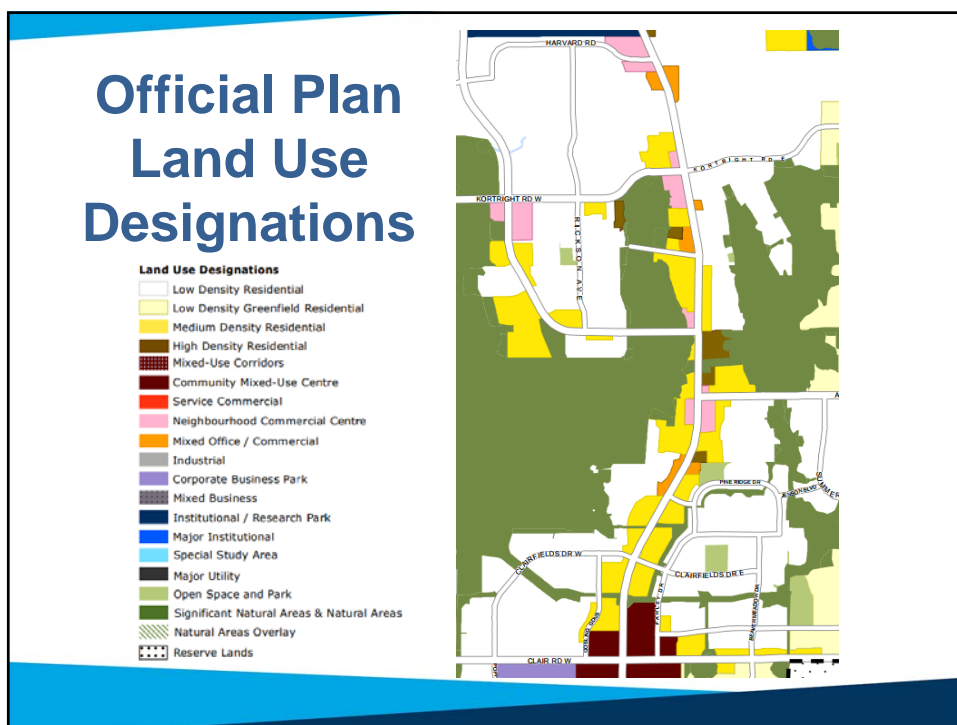
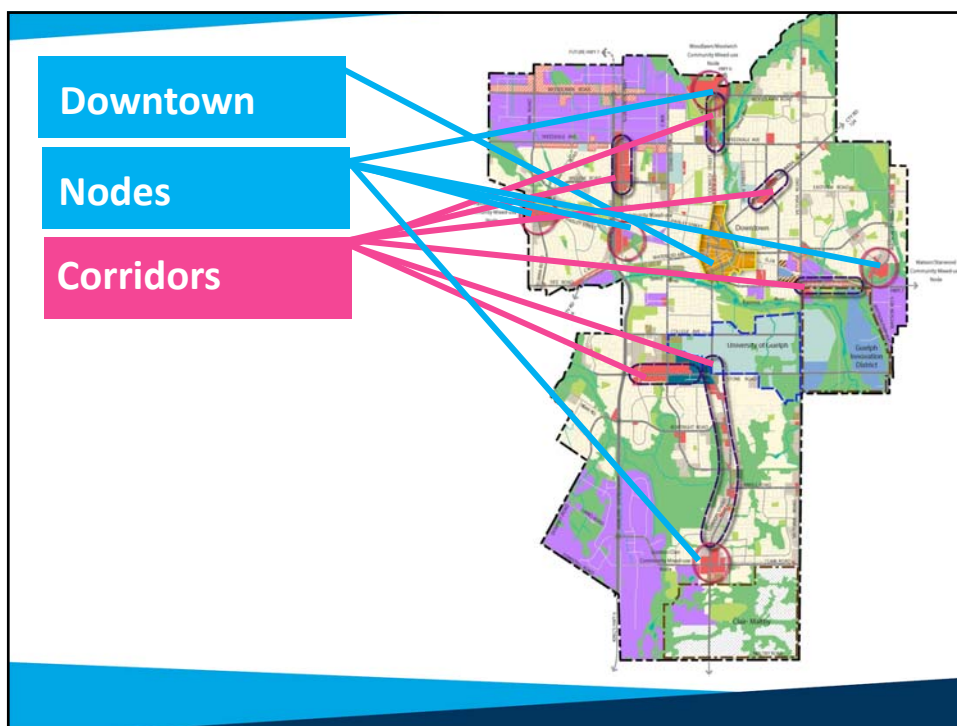


**Official Plan Amendment Number 48:**  
Five-year Review

Adopted by Guelph City Council on June 25, 2012  
Approved by Minister of Municipal Affairs and Housing on December 11, 2013  
Approved by the Ontario Municipal Board on October 5, 2017



growth • community • environment

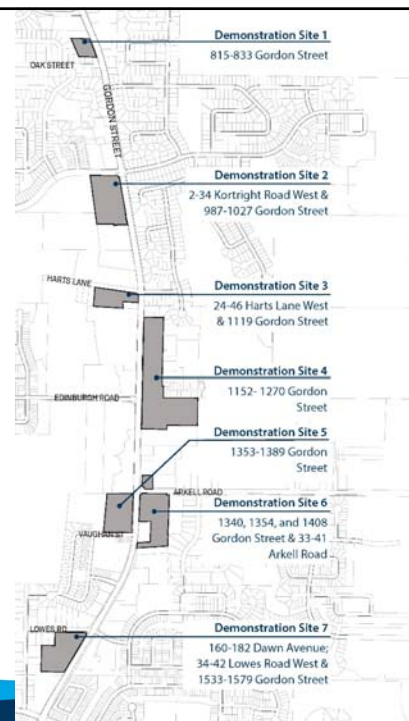


## Why Gordon Street

- Area is an identified **Intensification Corridor**
- Designated as an **Arterial Road**
- Experiencing **development pressure** for more compact built form
- Guidance required to **ensure that future development fits**
- To **identify parks and open space opportunities** in advance of development

## Project Overview

- Illustrates a cohesive vision for the future of Gordon Street
- Contains design direction for 7 sites to demonstrate *potential* future development
- To be used in conjunction with the Built Form Standards for Mid-Rise Buildings and Townhouses, where applicable



## Draft Vision

Gordon Street is envisioned to become a vibrant, pedestrian friendly street framed by mid-rise buildings, continuous rows of healthy trees, and active at-grade uses that engage the street and the sidewalk. Future development will carefully protect, maintain, restore and enhance the natural heritage system and fit within the context of adjacent low rise neighbourhoods.

## Draft Guiding Principles-Summary

1. Create **appropriate building forms**
2. Promote **greening** through consistent landscaped street frontage
3. Create **enhanced connections** north-south and east-west
4. Promote mid-rise buildings that **frame streets and other spaces**
5. Promote **sunlight, views and privacy**

















## Draft Guiding Principles- Summary

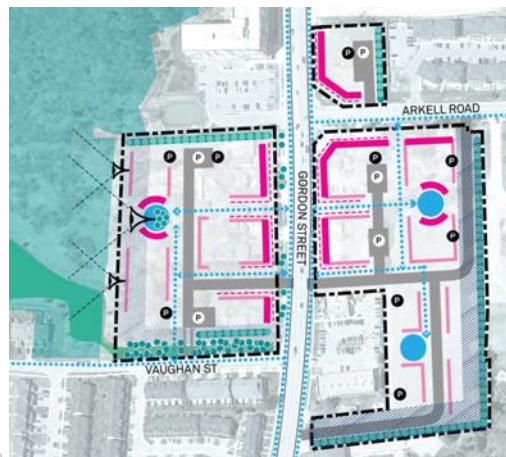
6. Foster **variety and flexibility** in building form
7. Underground parking or **well designed parking** located at rear or side of sites
8. Incorporate **innovative stormwater management** such as green roofs
9. Create **pedestrian connections** that facilitate movement

## Directions Diagrams

Example: Sites 5 & 6

### LEGEND

Context	 Roads  Significant Natural Area
Site	 Site Boundaries
Buildings	 Principal Facade  Secondary Facade  Buildings - Commercial at Grade
Cars	 Main Vehicular Circulation  Potential New Road  Surface Parking Areas  Garage Parking Access
People	 Pedestrian Path  Amenity / Open Spaces (Framed by Principal Facades)
Trees	 Existing Trees  Visual Connection/ Access To Significant Natural Area  New Tree Buffers
Adjacent Uses	 Land Use Transition Zone (Application of 45° Angular Plane to control the height of new development adjacent to lower rise buildings and open spaces)



## Summary of Public Input Received

### KEY THEMES:

- **Traffic:** Gordon street traffic analysis to be considered as part of city wide transportation study
- **Transitions:** 45 degree angular plane from mid-rise buildings to adjacent low density residential and parks designations

## Summary of Public Input Received

- **Parks and Open Space**
  - Minimum requirements for landscaped open space, common outdoor amenity space, and trees City-wide
  - Direction for public park near Gordon Street and Edinburgh Road (Site 4)
  - Promote the retention of existing mature trees, where possible.

## Summary of Public Input Received

- **How the document will be used**
  - The document will be used as a guideline to assist in interpreting Official Plan policies.
  - The demonstration plans included will not require development in the exact same form but will guide development in the direction of the vision of the Official Plan.

## Recommendation

That the Draft Built Form Standards for the Gordon Street Intensification Corridor be received.

## Next Steps

Public and stakeholder comments welcome until: **January 15, 2018**



# Staff Report



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To	<b>City Council</b>
Service Area	Infrastructure, Development and Enterprise Services
Date	Monday, December 11, 2017
Subject	<b>Draft Built Form Standards for the Gordon Street Intensification Corridor</b>
Report Number	IDE-2017-138

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## Recommendation

That the Draft Built Form Standards for the Gordon Street Intensification Corridor be received.

## Executive Summary

### Purpose of Report

The purpose of this report is to provide Council the draft Built Form Standards for the Gordon Street Intensification Corridor (Attachment 1) for review and input. Staff is also accepting public comments. Finally, the report sets out the project's next steps and timelines.

### Key Findings

The City has completed an update of its Official Plan through Official Plan Amendment (OPA) 48. The City is now moving forward with implementation of the Plan.

The draft document outlines how the Official Plan vision for the Gordon Street Intensification Corridor can be achieved. With a focus on key demonstration sites, these plans will provide staff and developers with additional guidance regarding the preparation and review/evaluation of future development applications within this area. The document will also provide recommendations for the future comprehensive Zoning By-law review.

This work provides a thoughtful and consistent approach to urban design in this area and will be incorporated into an Urban Design Manual which is currently being developed.

## **Financial Implications**

The Draft Built Form Standards for the Gordon Street Intensification Corridor is funded through the approved capital budget.

## **Report**

The City has completed an update of its Official Plan through Official Plan Amendment (OPA) 48, which is now in effect with the exception of site specific policy appeals. Based on this, the City is now moving forward with implementation of the Plan. This report provides background information regarding the evolution the Gordon Street Intensification Corridor and how the Official Plan policies will be implemented through future development applications.

This document highlights and illustrates Official Plan policies regarding the Gordon Street Intensification Corridor. This work builds on and complements the Built Form Standards for Townhouses and Mid-Rise Buildings, which is currently being developed. The Built Form Standards also build on the City's Official Plan, using urban design to implement placemaking principles in Intensification Corridors through the technical city-building procedures and tools available to the City.

In 2016, Council endorsed concept plans for the Woolwich Intensification Corridor (in conjunction with Woodlawn/Woolwich Community Mixed Use Node). Like the Woolwich concept plan, the Draft Built Form Standards for the Gordon Street Intensification Corridor will provide staff and developers with additional guidance for the preparation and review/evaluation of future development applications within this area. It will also provide recommendations to the City's zoning by-law update during the future comprehensive Zoning By-law review. The document will provide a consistent approach to urban design and will be incorporated into the Urban Design Manual when completed. The City has retained Brook McIlroy as the consultant on this project.

### **Official Plan Policy Context: Intensification Corridor Policies**

The 2009 Urban Design Action Plan and subsequent Official Plan Amendment 39, identified intensification corridors as part of the structuring elements of the City containing multiple land use designations that provide for mixed-use development in proximity to transit services at appropriate locations.

Six intensification corridors are identified in the Official Plan: Woolwich Street; Eramosa Road; York Road; Stone Road; Silvercreek Parkway; and, Gordon Street.

In addition, the Official Plan contains Intensification Corridor policies that:

- Plan for increased densities to support existing and planned transit levels;
- Permit a mix of residential, office, institution and commercial uses, as well as a range of local services; and,

- Direct and orient development toward arterial and collector roads.

Gordon street is also designated an arterial road which is meant to accommodate a high volume of traffic and support future higher order transit.

Lands in the Gordon Street Intensification Corridor include (as shown in the Official Plan): High Density Residential, Medium Density Residential, Neighbourhood Commercial Centre, and Mixed Office/Commercial. The table below summarizes key policies for these designations.

Designation	Permitted Uses	Height	Density
Medium Density Residential	Multiple unit residential buildings, such as townhouses and apartments	Minimum height is (2) two storeys and maximum height is (6) six storeys	Maximum net density of 100 units per hectare and not less than a minimum net density of 35 units per hectare*
High Density Residential	Multiple unit residential buildings generally in the form of apartments	Minimum height is (3) three storeys and maximum height is (10) ten storeys	Maximum net density of 150 units per hectare and not less than a minimum net density of 100 units per hectare*
Neighbourhood Commercial Centre	Commercial, retail and service uses; small-scale offices; community services and facilities; live/work; multiple unit residential within mixed-use buildings; and urban squares  Residential uses are not permitted on the ground floor	The maximum height is six (6) storeys	Additional building height and density may be considered subject to the Height and Density Bonus provisions of this Plan
Mixed Office/Commercial	Convenience commercial and small-scale retail commercial; small-scale office; personal service; and detached, semi-detached, townhouses and apartments.	Maximum height is four (4) storeys	Residential development may be permitted to a maximum net density of 100 units per hectare*

**Table 1: Official Plan Land Use Designations**

\*Increased height and density may be permitted in accordance with the Height and Density Bonus Provisions of the Official Plan Section 10.7.

## **Gordon Street Intensification Corridor Today**

As outlined in the Council-adopted 2017 Urban Design Action Plan, Gordon Street is the historic “highway into town” from the south. While retaining some of its natural and cultural heritage, it is gradually being intensified. The City is also exploring the use of higher order transit along Gordon Street and other corridors.

As identified in the Official Plan the Gordon Street Intensification Corridor is generally located between Stone Road and Clairfields Drive as outlined on Schedule 1B of the Official Plan.

As stated in the Council-adopted 2017 Urban Design Action Plan the vision for Intensification Corridors is to:

“Create more efficient and complete communities, while accommodating growth, enhancing mobility and improving the visitor experience along main transportation corridors and key access routes in Guelph.”

Furthermore, the UDAP identified a number of specific challenges to their evolution that will need to be addressed through implementation. Some of these concerns were also brought up by the public including:

- The primary entrance corridors into Guelph contain a varied range of land uses including commercial, suburban residential, urban residential, industrial, rural and natural heritage;
- Most arterial and collector roads are designed primarily to facilitate vehicular traffic and do not encourage walking and cycling; and,
- Lot sizes and land ownership patterns may make consolidation and coordinated intensification difficult.

## **Overview of the Draft Document**

The purpose of the Draft Gordon Street Intensification Corridor Vision Document and Demonstration Plans is to illustrate a cohesive vision for future development within the Gordon Street Intensification Corridor based on Official Plan policies as well as other City policies.

The draft vision articulated in the draft document for the Gordon Street Intensification Corridor is as follows:

“Gordon Street is envisioned to become a vibrant, pedestrian friendly street framed by mid-rise buildings, continuous rows of health trees, and active at-grade uses that engage the street and the sidewalk. Future development will carefully protect, maintain, restore and enhance the natural heritages system and transition sensitively to adjacent low rise neighbourhoods.”

The Document contains an overview of the area, a description of the existing policy framework (i.e. Growth Plan, Official Plan, etc.), a vision and guiding principles for Gordon Street and the seven demonstrations sites. Each demonstration site includes official plan directions, design considerations and a conceptual urban design illustration.

Seven demonstration sites have been chosen along Gordon Street to illustrate potential future development scenarios in the event that redevelopment is proposed. These sites were chosen as they are considered underutilized; they are larger properties with the possibility of consolidation; and they have not recently been redeveloped.

Additional guidelines will be provided in the Built Form Standards for Townhouses and Mid-Rise Buildings such as parking, common amenity space, landscaped open space, tree planting, building massing such as stepbacks and transitions to surrounding neighbourhoods.

The Draft Built Form Standards for the Gordon Street Intensification Corridor is Attachment 1 to this report.

### **How staff will implement this document**

The Built Form Standards for the Gordon Street Intensification Corridor will establish general principles and design considerations for development within the Intensification Corridor and, in particular, the key demonstration sites. Once endorsed by Council, this document will be used to provide guidance for staff to evaluate development applications within the area. While market and economic conditions will ultimately determine the timing for the full build-out of the permitted uses and built form vision, the concept plans are intended to provide greater guidance to development proponents and enhance clarity and consistency regarding the City's urban design policies in this area.

The intent is to allow for more timely approvals of development applications that are in keeping with the document.

Development proposals within the area will be required to demonstrate how the proposal is generally consistent with and reflects the Draft Built Form Standards for the Gordon Street Intensification Corridor to the satisfaction of staff. Furthermore, the principles established will guide the development of implementation tools (e.g. zoning by-law amendments or updates). This being said, the demonstration plans are conceptual and issues such as building size/placement may be refined and changes proposed through the development process so long as the development is generally consistent with the document.

### **Summary of Themes and Analysis of Public Input Received to Date**

#### **1. Traffic**

##### *Summary of Comments*

- Implications of growth for traffic has been raised as a key concern. In particular, existing and future traffic along Gordon Street is an important concern of many who use the corridor.

### *Staff Response*

- As an implementation document, this document is primarily about the built form, as envisioned by the Official Plan rather than revisiting the heights and densities in the Official Plan. In addition, Gordon Street is designated an Arterial Road which is intended to carry a high volume of traffic.
- This being said, the document recognizes that the City will shortly be undertaking a City-wide Transportation Master Plan update. Based on the feedback received, the draft document concludes that Gordon Street traffic capacity should be examined in regards to in future growth (i.e. to 2041).
- In addition, the City is also about to undertake an Environmental Assessment for Gordon Street to examine adding a centre turn lane between Edinburgh Road and Arkell Road.
- Finally, as individual developments come forward traffic impact studies will be required which will look at local area improvements that may be required to accommodate future development.

## **2. Transitions**

### *Summary of Comments*

- Concerns raised that height permitted by the Official Plan will impact the existing low rise residential neighbourhoods in the surrounding area. In particular a number of comments were raised regarding Site 4 related to the transition from medium density residential to low density residential along Landsdown Drive.

### *Staff Response*

- The draft document proposes to create sensitive transitions to surrounding neighbourhoods through the use of an angular plane. A 45 degree angular plane taken from the property line can help shape development and provide a transition from mid-rise buildings to adjacent low density residential designations.
- In regards to Landsdown Drive, a direction has been included to ensure that development should maintain the street's function as a residential local street. The revised draft example diagrams show that townhouses should face and front onto the street which, in conjunction with the angular plane, is intended to create an appropriate transition between the low-density residential designation east of Landsdown Drive and the medium density designation to the west.

## **3. Parks and Open Space**

### *Summary of Comments*

- Concerns that intensification will create a loss of green space and retaining existing mature trees. A number of respondents appreciated the document vision for greening the corridor.

### *Staff Response*

- The document sets the vision for promoting the greening of Gordon Street by

promoting a landscape street frontage (based on a setback of 6m for residential buildings and 3 metres for mixed-use buildings).

- Minimum requirements for landscaped open space, common outdoor amenity space, and trees are included in the draft City-wide Built Form Standards for Townhouses and Mid-rise buildings in order to ensure appropriately sized green spaces and the planting of new trees.
- The document includes a direction for a public park near Gordon Street and Edinburgh Road.
- Key existing clusters of trees are identified on the demonstration sites to promote the retention of existing mature trees, where possible.

#### **4. How the document will be used**

##### *Summary of Comments*

- Questions surrounding the status of the document.

##### *Staff Response*

- The document will be used as a guideline to assist in interpreting Official Plan policies. The demonstration plans included will not require development in the exact same form but will guide development in the direction of the vision of the Official Plan. Further discussion of this is included in the section of this report entitled "How staff will implement this document."

#### **Next Steps**

Next steps and community engagement timing are currently scheduled as outlined in the following table.

Timing	Deliverable
January 15, 2018	Public and stakeholder comments due.
Q1-2 2018	Recommended Final Built Form Standards for the Gordon Street Intensification Corridor to IDE/Council for endorsement.

#### **Financial Implications**

The Draft Built Form Standards for the Gordon Street Intensification Corridor is funded through the approved capital budget.

#### **Consultations**

Staff and consultants have interviewed and met with a number of landowners and

other key stakeholders who are involved professionally in development in Guelph.

A meeting was held on May 24, 2017 with owners of land within the seven demonstration sites. The purpose of this meeting was to present the initial concept plans and get public feedback prior to taking the draft document to the larger public. This meeting was held in a workshop format to allow for facilitated discussion of the concept plans. Approximately 36 persons attended this meeting.

On October 24, 2017 an Open House was held at the Salvation Army between 3:30-5:30 p.m. and 6:30-8:30 p.m. to present the revised draft document and demonstration sites to the general public. Approximately 64 total persons attended these meetings.

Based on feedback received, changes have been made to the document that generally:

- Provide additional clarity around document graphics.
- Provide for more direction regarding transition along Landsdown Drive between the Medium Density Residential to the west and the Low Density Residential designation to the east.
- Emphasize the importance of buildings framing the street at the corner of Lowes and Gordon Street while providing for some additional flexibility.

Comments received during and after stakeholder interviews, the landowner workshop and the public open house have informed the development of the draft document. Internal meetings with a team of staff were held to develop the document. This included staff from Engineering, Parks Planning and Guelph Transit. In addition, internal City staff has also been circulated to provide comments on the initial document. Staff is asking for comments to be received by January 15, 2018.

## **Corporate Administrative Plan**

### **Overarching Goals**

Service Excellence  
Innovation

### **Service Area Operational Work Plans**

Our Services - Municipal services that make lives better  
Our People- Building a great community together

## **Attachments**

ATT-1      Draft Built Form Standards for the Gordon Street Intensification Corridor is available on the City of Guelph website at:  
<http://guelph.ca/city-hall/planning-and-development/community-plans-studies/urban-design/urban-design-concept-plans/intensification-corridor-concept-plans/>

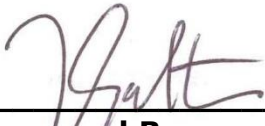


## Departmental Approval

Not applicable

### Report Author

David de Groot  
Senior Urban Designer



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### Approved By

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### Approved By

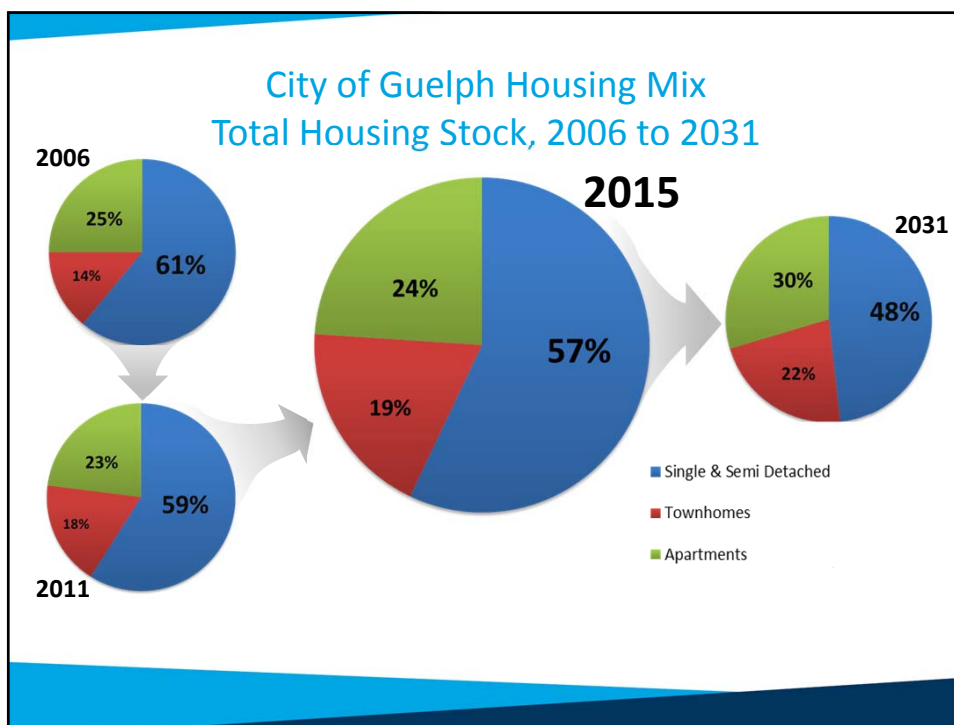
Melissa Aldunate  
Manager of Policy Planning and Urban Design



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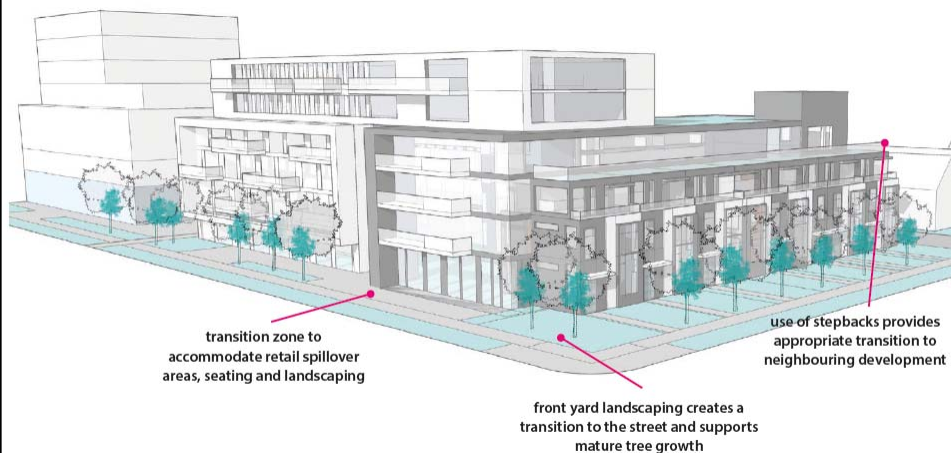


## Objectives & Purpose of the Built Form Standards

- Framework for design of mid-rise buildings and townhouses to support existing planning policy direction for growth
- Encourages compact growth with high quality sustainable development and strong pedestrian realm
- Provides clear direction/guidance to developers and staff by supporting efficient review process
- Will be used to evaluate urban design briefs and planning applications
- Provides recommendations for future update to the City's Zoning By-Law

## Mid-Rise Buildings

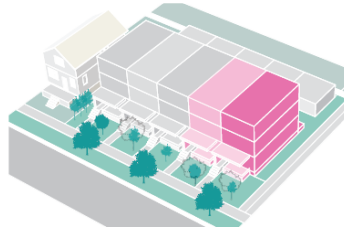
4 to 6 storeys in height



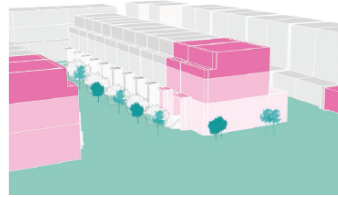
## Townhouses

generally 2-3 storeys

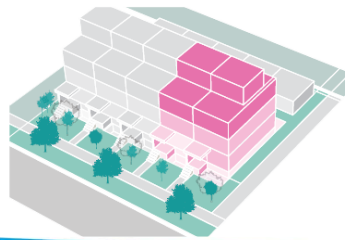
STANDARD TOWNHOUSE



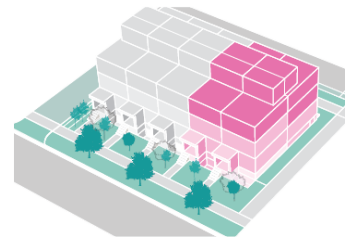
CLUSTER TOWNHOUSE



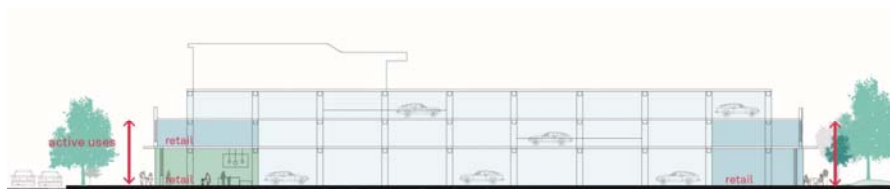
STACKED TOWNHOUSE



STACKED BACK-TO-BACK TOWNHOUSE



## Parking, Access, Circulation and Loading

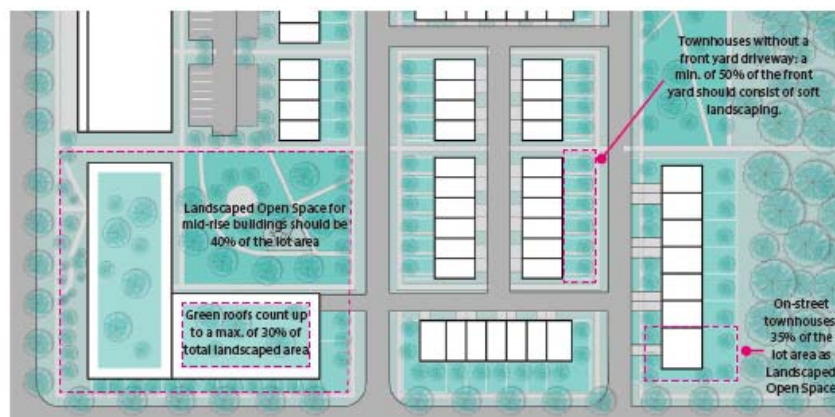


- Parking in structures or underground where possible

## Common Amenity Space

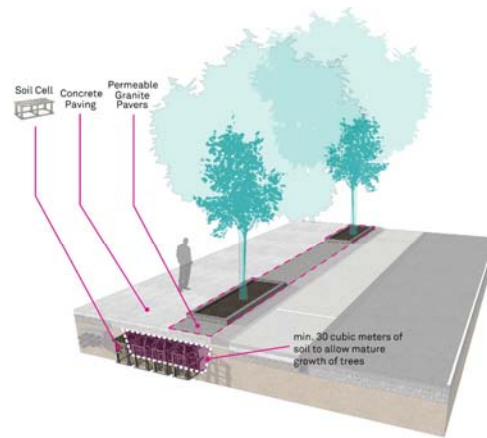


## Landscaped Open Space



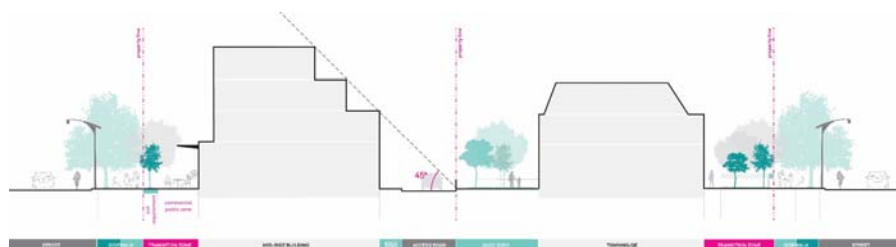
## Tree Planting

30m<sup>3</sup> soil volume for mature tree growth



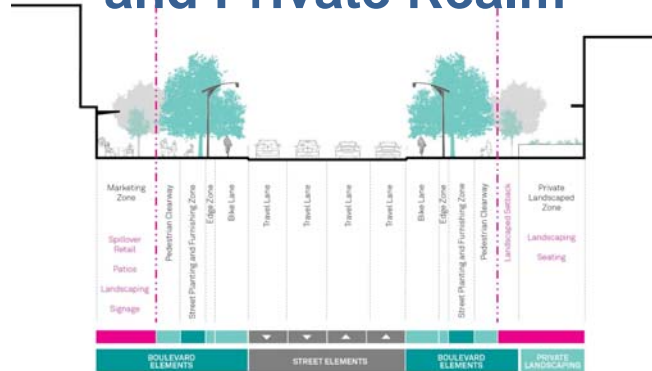
- **Appropriate tree canopy cover**, including retention of character defining trees

## Context Sensitive Building Design



- 45 degree angular plane between mid-rise building site and adjacent low density residential. This includes the use of stepbacks and setbacks
- To ensure impacts of height, overlook and shadow are mitigated

## Transition Zone Between Public and Private Realm



- **Transition zone** between public and private realm with clearly defined boulevard and street elements
- **Wider street setbacks** (for landscaping, mature trees, seating, pedestrian walkways, bike lanes)

## Recommendation

That the Draft Built Form Standards for Mid-rise Buildings and Townhouses be received.

## Next Steps

Public and stakeholder comments welcome until: January 15, 2018

# Staff Report



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To	<b>City Council</b>
Service Area	Infrastructure, Development and Enterprise Services
Date	Monday, December 11, 2017
Subject	<b>Draft Built Form Standards for Mid-rise Buildings and Townhouses</b>
Report Number	IDE-2017-137

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## Recommendation

That the Draft Built Form Standards for Mid-rise Buildings and Townhouses be received.

## Executive Summary

### Purpose of Report

The purpose of this report is to provide Council the draft Built Form Standards for Mid-Rise Buildings and Townhouses (Attachment 1) for review and input. Staff is also accepting public and agency comments. Finally, the report also sets out the project's next steps and timelines.

### Key Findings

The City has completed an update of its Official Plan through Official Plan Amendment (OPA) 48. The City is now moving forward with implementation of the Plan.

Based on the Official Plan, the Built Form Standards for Mid-rise Buildings and Townhouses will provide clear directions/standards for the design of new townhouse buildings and mid-rise buildings across the City. The document will also provide the basis and recommendations for the future comprehensive Zoning By-law review in regards to design and massing considerations and potential regulations for these types of developments.

The Preliminary Design Directions document was received and supported by Council on May 8, 2017. The draft Built Form Standards for Mid-Rise Buildings and Townhouses have been prepared based on internal and external stakeholder engagement (Attachment 1).



The Built Form Standards for Mid-rise Buildings and Townhouses will address both residential and mixed use developments and take policy direction from the urban design policies in the City's Official Plan (OPA 48). It will provide a thoughtful and consistent approach to evaluating the design of these buildings and guidance to the development community, while allowing for innovation and supporting design excellence. The document will also help residents and developers understand the quality of design that will be expected of new development.

### **Financial Implications**

The Built Form Standards for Townhouses and Mid-rise Buildings is funded through the approved capital budget.

## **Report**

The City has completed an update of its Official Plan through Official Plan Amendment (OPA) 48 which is now in effect with the exception of site specific policy appeals. Based on this, the City is now moving forward with implementation of the Plan. One of the goals is to enhance the already established sense of place that Guelph's citizens enjoy and to guide change where it is planned to occur, creating a complete and distinctive community through the application of urban design excellence. This work will become a component of the City's Urban Design Manual.

The Built Form Standards for Mid-rise Buildings and Townhouses will provide clear directions/standards for the design of new townhouse buildings and mid-rise buildings across the City (with the exception of Downtown which is subject to the [Downtown Built Form Standards](#)). The building standards will address both residential and mixed use developments and take policy direction from the urban design policies in the City's Official Plan. It will provide a thoughtful and consistent approach to evaluating the design of these buildings and guidance to the development community, while allowing for innovation and supporting design excellence. The document will also help residents and developers understand the quality of design that will be expected of new development and, if followed effectively, will result in a streamlined approvals process.

The project will also provide the basis and recommendations for the future comprehensive Zoning By-law review in regards to potential design and massing regulations for townhouses and mid-rise buildings. It will provide sufficient direction regarding the evaluation of urban design briefs, site-specific Zoning By-law amendments and other planning applications. The City has retained Brook McIlroy as the consultant on this project.

As outlined in Guelph's Official Plan, mid-rise buildings are generally between 4 and 6 storeys. This work will address mixed-use buildings as well as single-use buildings. The document will also address different townhouse typologies such as cluster townhouses, stacked townhouses and street-oriented townhouses.

## **Draft Built Form Standards for Mid-rise Buildings and Townhouses (Attachment 1)**

The Built Form Standards address how different components of a site should be organized and designed, as well as specific standards for mid-rise buildings and townhouses. The location and orientation of buildings, parking, access, and circulation, landscaped space, outdoor amenity space and trees, as well as impacts on the environment and stormwater management should all be considered. The following is a summary of site considerations:

### **Sustainable Site Design**

This includes sustainable building design (i.e. reduced energy and water consumption), the promotion of alternative modes of transportation, the use of green roofs and Low Impact Development (LID) measures.

### **Parking, Access, Circulation and Loading**

The location of parking in relation to buildings and other site components should not dominate the visual edges of the site, especially when viewed from the street. Underground or structure parking is encouraged. Long term bicycle parking standards are also included.

### **Common Amenity Space**

Comfortable and safe spaces should be provided for pedestrians with a range of active and passive programming, which may include a children's play area, seating, garden, shade structure, barbecues, etc. The location and orientation of common amenity spaces should strategically be designed to include a balance of sun, shade and protection from wind.

### **Landscaped Open Space**

Hard and soft landscaping treatments should be incorporated into the site design and provide a diversity of colour, texture and plant material to create visual interest and pedestrian comfort.

### **Tree Planting**

Trees should be planted in sufficient soil volumes and in appropriate locations to ensure healthy tree growth. Existing trees should be preserved where possible.

### **Mid-Block Connections**

Pedestrian circulation routes should be connected and comfortable while making connections to the public right-of-way. They should include lighting features, seating and signage to ensure to promote pedestrian safety and comfort.

### **Lighting**

Adequate lighting should be provided for building identification and safety, including lighting to accent walkways, steps, ramps, etc. while minimizing the infringement of light and the creation of glare. Lighting should be warm in colour and directed away from the night sky.

### **Rooftop Mechanical**

Mechanical systems should be incorporated within the design of the building and be completely screened from public view.

### **Utilities and Solid Waste**

Utilities and on-site garbage containers should be located to minimize impact on aesthetic quality and function of the site.

### **Building Massing, Scale and Transitions**

Building massing includes the size, shape and form of a building. These guidelines include building setbacks, stepback, maximum building length, angular planes, etc. Building transitions to adjacent low-rise neighbourhoods, cultural and natural heritage, parks and open spaces should be incorporated to mitigate negative impacts such as shadowing, wind and lack of privacy.

### **Ground Floor and Street Edge Design**

This includes an appropriate interface between buildings and the public-of-way, including front doors, windows, canopies, patios, and a rhythm of shop fronts.

### **Articulation, Façade Design and Materials**

Building designs should incorporate architectural diversity and a range of materials to promote visual diversity in texture and colour, such as stone and brick.

### **Next Steps**

A full circulation to stakeholders and the public is currently being undertaken. Next steps and community engagement timing are currently scheduled as outlined in the following table.

<b>Timing</b>	<b>Deliverable</b>
<b>December 7, 2017</b>	Public Open House held.
<b>January 15, 2018</b>	Public and stakeholder comments due.
<b>Q1-2 2018</b>	Recommended Built Form Standards for Mid-rise Buildings and Townhouses presented to IDE/Council for endorsement.

### **Financial Implications**

The Built Form Standards for Townhouses and Mid-rise Buildings is funded through the approved capital budget.

## Consultations

Formal consultation for the Directions Document began early 2017. Staff and consultants interviewed a number of key stakeholders who are involved professionally in the development of these buildings types in Guelph. Internal staff from multiple departments have also been consulted. In addition, on March 22<sup>nd</sup> two public workshops were conducted, one in the afternoon and one in the evening. In total, approximately 55 people attended the workshops.

These interviews and workshops have informed the development of the draft document. Staff has also completed an initial internal circulation with key internal staff. This included staff from Engineering and Zoning. A public open house is also scheduled for December 7, 2017 and a full stakeholder circulation is also being completed. Staff is asking for comments to be received by January 15, 2018.

## Corporate Administrative Plan

### Overarching Goals

Service Excellence  
Innovation

### Service Area Operational Work Plans

Our Services - Municipal services that make lives better  
Our People- Building a great community together

## Attachments

ATT-1      [Draft Built Form Standards for Mid-rise Buildings and Townhouses](#)

## Departmental Approval

Not applicable

### Report Author

David de Groot  
Senior Urban Designer



### Approved By

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### Approved By

Melissa Aldunate  
Manager of Policy Planning and Urban Design



### Recommended By

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## The Subject Lands



Turf Grass Lands = 219 acres

Wellington Centre Lands = 24 acres

Conservation Lands = 38 acres

## The Purpose of the Proposal

To further realize the vision and principles of the City of Guelph's Secondary Plan through the control of the Guelph Innovation District's real estate.

3

## Guelph Innovation District – Secondary Plan

### Background – Planning & Development Principles



#### Vision and principles:

1. The creation of a compact, mixed use community providing meaningful places to **live, work, shop, play and learn**;
2. A **knowledge-based innovation cluster** that attracts employment and residential uses both anchored by a new mixed use urban village and main street;
3. **Building on natural and cultural heritage resources** of the area;
4. **Working towards carbon neutrality** through building performance standards, on and off-site renewable energy and potential district energy (where viable).

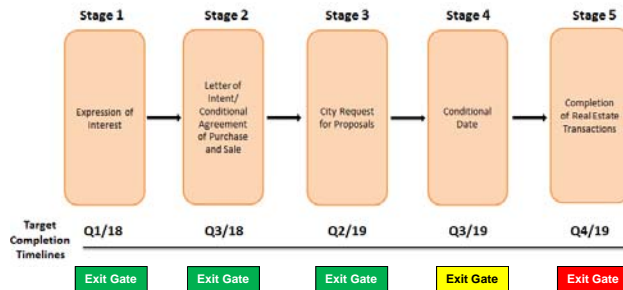
4

## Proposed Process

### Process Objectives

- City to conditionally acquire property from the Province
- City to conduct RFP to identify and contract with a qualified development interest(s)
- City to simultaneously close on firm transactions between Province & qualified development interest(s).
- City to be kept financially whole at the completion of the process.

### Process Stages & Timelines



5

## Proposed Process

### Findings

#### Consultations

- Business Development & Enterprise;
- Finance Services;
- Strategy, Innovation, Intergovernmental Services
- Realty and Legal Services
- Planning, Urban Design and Building Services.

#### Proposal Endorsed by:

- Business Development & Enterprise;
- Finance Services;
- Strategy, Innovation, Intergovernmental Services
- Executive Team.

6

Proposed Process
Findings
Staff Opinions & Comments
<p><b>Benefits</b></p> <ul style="list-style-type: none"> <li>- Controlling the RFP process – greater certainty in realizing the goals of the Secondary Plan.</li> <li>- Further ability to control matching municipal infrastructure investments with qualified private sector investment.</li> <li>- Unique opportunity to align not-for-profit, institutional, public (at all levels of government) with private sector investment.</li> </ul> <p><b>Risks</b></p> <ul style="list-style-type: none"> <li>- No guarantee that RFP will be successful.</li> <li>- Risk mitigation provided through “exit” points before firm real estate transactional &amp; financial commitments with the Province.</li> </ul>
7

Proposed Process
Proposed Recommendations Relating To:
<ol style="list-style-type: none"> <li>1. The authorization to implement proposal to acquire and dispose of real estate.</li> <li>2. The authorization to communicate with the Minister of Infrastructure.</li> <li>3. The authorization to negotiate and execution a Letter of Intent/Conditional Agreement of Purchase and Sale between the Province of Ontario and the City of Guelph.</li> <li>4. The authorization to implementation a City led Request for Proposals to seek submissions from qualified private development interests.</li> <li>5. The authorization to select qualified development interests, and negotiate an agreement of purchase and sale with the City of Guelph.</li> <li>6. The authorization to execute an agreement of purchase and sale for the purpose of the City selling property to a private development interest</li> <li>7. The authorization to use certain reserves to front end required costs.</li> </ol> <p>Staff are seeking delegated authority to implement recommendations 4 through 7 to allow for the implementation of the process through the potential “Restricted Acts” (a.k.a. “lame duck”/s. 275 of the Municipal Act) period of the 2018 municipal election.</p>



## Questions

# Staff Report



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To	<b>City Council</b>
Service Area	Infrastructure, Development and Enterprise Services
Date	Monday, December 11, 2017
Subject	<b>Guelph Innovation District (GID) – Real Estate Options</b>
Report Number	IDE-2017-140

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## Recommendation

1. That staff be directed to implement a proposal to acquire and dispose of real estate located within the Guelph Innovation District as described in Council Report IDE-2017-140, specifically lands identified as the former Wellington Detention Centre and the Turf Grass lands and report back at key implementation milestones as determined by staff.
2. That the Mayor be directed to advise the Minister of Infrastructure about the City of Guelph's intention to submit an Expression of Interest to acquire and dispose of real estate located within the Guelph Innovation District as described in Council Report IDE-2017-140, specifically lands identified as the former Wellington Detention Centre and the Turf Grass lands.
3. That the Mayor and City Clerk be authorized to execute the terms and conditions of a Letter of Intent/Conditional Agreement of Purchase and Sale to acquire from the Province of Ontario property within the Guelph Innovation District, as described in Council Report IDE-2017-140, specifically lands identified as the former Wellington Detention Centre and the Turf Grass lands, subject to the terms and conditions of a Letter of Intent/Conditional Agreement of Purchase and Sale being acceptable to the Deputy Chief Administrative Officer of Infrastructure, Development and Enterprise, and the Deputy Chief Administrative Officer Corporate Services.
4. That staff be directed to develop and issue a Request for Proposals to seek submissions from private development interests to develop property within the Guelph Innovation District, as described in Council Report IDE-2017-140, subject to its contents being acceptable to the Deputy Chief Administrative Officer of Infrastructure, Development and Enterprise, and the Deputy Chief Administrative Officer Corporate Services.

5. That staff be directed to assess Request for Proposal submissions from private development interests, and subject to the approval of the Deputy Chief Administrative Officer of Infrastructure, Development and Enterprise and the Deputy Chief Administrative Officer Corporate Services, conduct negotiations to sell and develop property within the Guelph Innovation District.
6. That the Mayor and Clerk be authorized to execute an agreement of purchase and sale for the purpose of selling property within the Guelph Innovation District to a private development interest, subject to the contents of the agreement of agreement of purchase and sale being acceptable to the Deputy Chief Administrative Officer of Infrastructure, Development and Enterprise and the Deputy Chief Administrative Officer Corporate Services.
7. That staff be directed to utilize the Tax Rate Operating Contingency Reserve #180 for operating costs to an upset limit of \$3,500,000, and that the Water Capital Reserve Fund #152 be utilized to fund the refundable deposits as required to an upset limit of \$6,500,000, as identified in Council report IDE-2017-140, and that staff calculate and charge to the project an appropriate rate of return of 3.5% per annum plus an additional 1.5% related to the risk of the project, subject to the approval of the Deputy Chief Administrative Officer Corporate Services, and the City Treasurer.

## **Executive Summary**

### **Purpose of Report**

To brief Guelph City Council on the outcome of meetings between City and Provincial Government staff regarding the City's potential real estate and development interest in the GID lands, and to seek Council's direction with respect to the implementation of the Province's proposal that the City acquire GID property and conduct its own RFP for the purpose of seeking a suitable developer to achieve the City's GID Secondary Planning objectives.

### **Key Findings**

Throughout 2017 the combined offices of Business Development and Enterprise Services and Strategy, Innovation, Intergovernmental Services, with the assistance of the Mayor's Office participated in numerous meetings with representatives of Infrastructure Ontario (I.O.) regarding the City of Guelph's potential interest in the disposition and development of GID lands currently owned by the Province of Ontario. As a result of these meetings, and in consultation with the Finance department, staff are recommending that the City further explore a "direct sale" with the Province of Ontario, for the purpose of the City acquiring property and conducting its own Request for Proposal (RFP) to identify an acceptable developer to further advance the objectives of the GID Secondary Plan.

Council is also requested to provide staff with “delegation of authority”, through specific recommendations, to allow for the implementation of the RFP through the period of potential “Restricted Acts” (a.k.a. “lame duck”/s. 275 of the Municipal Act) period of the 2018 municipal election.

### **Financial Implications (Financial and Funding Framework Summary)**

The following information represents the projected operating financial implications to implement the RFP process. The financial pro-forma regarding the acquisition and subsequent re-sale of the property are subject to further negotiations between the City, Province and potential development interest. The objective of the pro-forma is to recover 100% of the City’s costs to implement the RFP, acquire and re-sell the GID property.

The front ended operating costs are proposed to be funded from the City’s tax rate operating contingency reserve with the expectation of being recovered from the developer in later stages of the process. There is financial exposure of non-recovery of these operating costs that would result if the City exited from the RFP process; this risk is outlined in detail later in the report. The refundable deposit is proposed to be funded from the Water Capital Reserve Fund and would be fully repaid plus interest for the duration of the borrowing period.

Further information regarding the pro-forma is provided in ATT – 2.

<b>City Front Ended Costs (\$k)</b>	<b>2018</b>	<b>2019</b>	<b>Total</b>			
Project Management	\$ 160	\$ 160	\$ 320			
Project Administrative	\$ 50	\$ 50	\$ 100			
RFP Costs		\$ 150	\$ 150			
Intergovernmental Advocacy	\$ 24	\$ 24	\$ 48			
Professional Costs (Legal, Survey)	\$ 1,120	\$ 1,120	\$ 2,240			
Cost of Money	\$ 39	\$ 114	\$ 153			
<b>Total Front Ended Costs</b>	<b>\$ 1,393</b>	<b>\$ 1,618</b>	<b>\$ 3,011</b>			

## **Report**

During the past year the combined offices of Business Development and Enterprise Services and Strategy, Innovation, Intergovernmental Services, with the assistance of the Mayor’s Office, have conducted significant outreach with I.O. regarding the City’s potential real estate and development interest regarding the disposition and redevelopment of the Province’s GID land holdings. Specifically, the City advocated for the inclusion of criteria in the Province’s disposition process that would further achieve the goals and objectives of the GID Secondary Plan.

For reference, the following provincially owned GID properties are currently being prepared for imminent issuance to the market by I.O. The properties that are the subject of this report include:

- a) The former Wellington Detention Centre – approximately 24 acres
  - Includes 24 acres of vacant land south of the Guelph Research Station with frontage on Stone Road.
- b) The Guelph Research Station – approximately 219 acres
  - I.O is attending to the termination of two current leases on behalf of the owner, including the re-location of the Turf Grass Institute to property within the University of Guelph.

In addition, conservation land comprising of 38 acres parcel would also be transferred and retained by the City.

It is understood that the former Guelph Correctional Facility site will be offered to the market at a later date, and as such is not subject to this report.

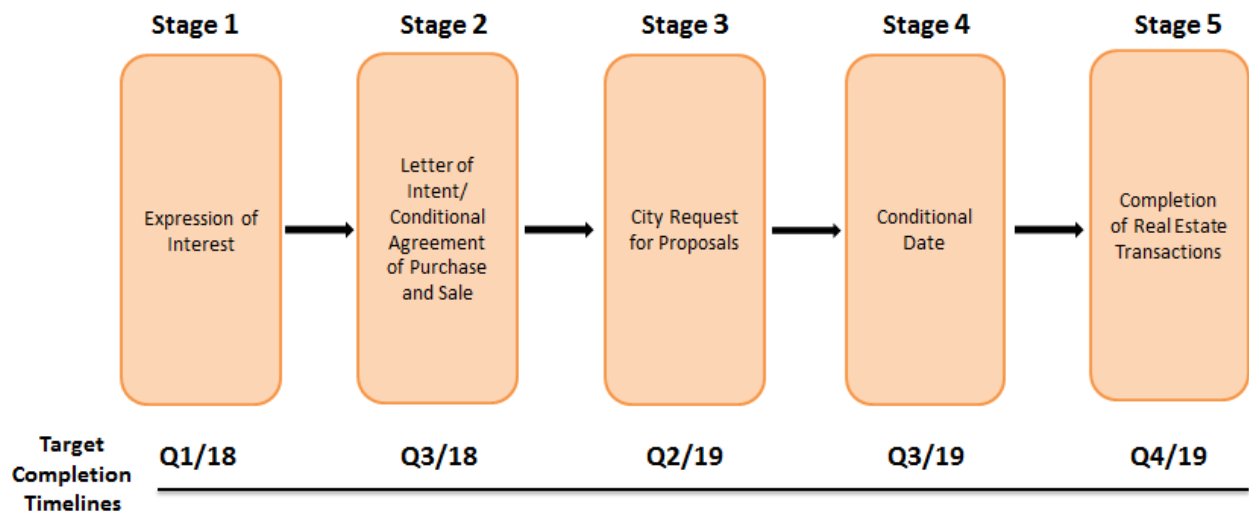
ATT-1 illustrates the location of the provincially owned GID properties, and highlights the subject properties that would be acquired by the City and potentially re-sold to private development interests.

Specifically, I.O. has proposed that the City submit an Expression of Interest (EOI) to acquire the subject properties and conduct its own Request for Proposal (RFP) call for the purpose of having direct oversight into the selection of a financially viable developer that will realize the objectives of the GID Secondary Plan. As mentioned, in addition to the subject lands (243 acres), the Province is proposing the inclusion of conservation land (38 acres) which would normally be transferred separately to the municipality, and outside of I.O.'s normal disposition process.

Finally, should Council endorse this proposal, it needs to be clear that this includes committing dedicated staff resources to implement the process. The associated costs and recovery of these costs are provided in the financial implications sections of this report.

The process that has been proposed by I.O. is illustrated in Figure 1, and provides the City "exit" points should the City wish to terminate the process for any reason. This figure also illustrates the targeted timelines in which it is anticipated for the City to complete its RFP process and associated real estate transactions.

**Figure 1**



For clarity, the report addresses the acquisition and subsequent disposition of 243 acres of development land known as the former Wellington Detention Centre and the Turf Grass Institute fronting Victoria Road and Stone Road. It is assumed that the noted 38 acre Conservation parcel will not be included in the City's RFP, but would remain in the ownership of the City.

In summary I.O. has proposed the following process to City staff. Staff's comments are also provided within each stage.

### **Stage 1 - Expression of Interest (EOI)**

- Should the City wish, it may submit its Expression of Interest (EOI) for the subject lands, without the need for a deposit.
- The EOI would include the City's preliminary terms and conditions.
- Subject to the EOI being mutually accepted the process will proceed to Stage 2.

### **Stage 2 – Letter of Intent/Conditional Agreement of Purchase and Sale (APS)**

- The LOI will further define the proposed terms and conditions of a potential transaction between the City and Province.
- During the LOI period the City will also seek full disclosure of current property related information in order to complete its due diligence of the property.
- Initial refundable deposit, to be applied to the purchase price is payable.

- Matters that will be addressed in the LOI will include those relating to transactional periods (i.e. conditional and closing dates), as well as closing conditions.
- Upon the City being satisfied with the proposed terms and conditions, the contents of a condition APS will be developed and the City will proceed to Stage 3.

### **Stage 3 – Request for Proposals**

- Upon the execution of the conditional APS, the City would implement its request for proposals (RFP), as previously stated for the purpose of selecting a preferred developer to implement the principles of the Guelph Innovation District's Secondary Plan.
- It is also the objective of the RFP to keep the City whole with respect to recovering funds that it has front-ended throughout the RFP.
- It is expected that I.O. will have concluded its due diligence of the subject properties prior to the start of the City's RFP, the result of which will further inform the City's RFP.
- I.O. has indicated that it is prepared to allow the City sufficient time to implement its RFP, to allow for the identification of a suitable development interest prior to the next stage.
- The decision to proceed to Stage 4 is dependent on the results of the City's RFP process.

### **Stage 4 – Conditional Date**

- A Conditional Date stipulates various conditions which must be met in order for the APS to be binding on the parties.
- Should the City's RFP (Stage 3) process not be successful, prior to the conditional date, the City will provide written notice to I.O. to terminate its interest in the property and retain its original deposit.
- Should the City be satisfied with the results of the RFP (Stage 3) process, including the City contracting with a development interest and receiving a suitable deposit, it will be the intent of the City to waive the conditions of its APS with the Province and proceed to the next stage.
- Upon the waiving of conditions, a second deposit to be applied to the purchase price will be payable.

### **Stage 5 - Completion of Real Estate Transaction Matters**

- This stage addresses the transfer of ownership of the subject properties from the Province to the City, and the subsequent transfer of ownership of the subject properties from the City to a development interest.
- The objective at this stage will be to keep the City financially whole, through the second transaction which is intended to recover all costs front-ended by the City to complete this full proposal.
- This stage is dependent on the City being satisfied of the outcome of Stages 3 and 4.

## **DRAFT FINDINGS**

It is the collective opinion of Business Development and Enterprise Services, Strategy, Innovation, Intergovernmental Services, and Finance Services with the endorsement of the Executive Team, that controlling the RFP process brings greater certainty to realize the goals of the Secondary plan and other Council approved strategies pertaining to environmental sustainability, job creation, innovation and prosperity.

It also should be noted that the City has committed significant funds regarding the planning and delivery of infrastructure in the east end of the City, in great part to attract and leverage private sector investment, with the objective of achieving a transformative change within the boundary of York, Victoria, and Watson Road. This proposal will assist with the transformation of Victoria Road from the river south to Stone Road.

In stating this, it needs to be recognized that this proposal contrasts with that of solely relying on the existing Secondary Plan; a significantly lower risk alternative in terms of resourcing, cost requirements, but not in terms of leading the City's vision.

In order to build the City's reputation and capacity as a leader in climate change mitigation and environmental sustainability, it is argued that there are currently a set of opportunities that, with concerted effort, could be brought together to influence the development of the residential and employment lands in alignment with the vision of the Secondary Plan.

Staff acknowledges that its recommendation to implement this proposal is bold, and provides for significant yet controlled and mitigated financial exposure. In considering this risk, staff have identified the following points where the City may exit the process.

### **Stage 1 – Expression of Interest**

Should the City and the Province not be able to come to an agreement on establishing the principle terms and conditions of a transaction, the City may withdraw its Expression of Interest at this time. The projected financial exposure to the City would be limited to project management & administrative time incurred.

### **Stage 2 – Letter of Intent/Conditional Agreement of Purchase and Sale**

In the event that the City and Province cannot come to agreements on the terms of the LOI and/or conditional APS, the City may withdraw its Expression of Interest. The projected financial exposure at this stage includes those provided in the previous stage, plus additional project management and administrative time spent and professional fees. In addition, a refundable deposit (the amount to be determined) would be payable at this time.



### **Stage 3 – Request for Proposal**

This stage is controlled entirely by the City. It is anticipated that the RFP document will require responding developers to address to the satisfaction of the City such matters as: 1) compliance of development proposals with the secondary plan objectives; 2) proposed deposit, financial terms and transactional conditions; and 3) development qualifications. The projected financial exposure at this stage includes those provided in the previous stages, plus additional project management & administrative time spent and professional fees incurred.

In the event that the City is not satisfied with the results of the RFP, it will withdraw its Letter of Intent and terminate the Conditional Agreement of Purchase and Sale without financial penalty, as long as it does so before the APS Conditional date.

### **Stage 4 – Conditional Date**

At this stage, if the City is not satisfied that it has a suitable partner, the City will provide written notice that it wishes to terminate the APS prior to the Conditional Date, and ask for its refundable deposit to be returned.

During this period it is anticipated that in addition to expended project management and administrative time to date, financial exposure would also include funds required to retain consultants, other professional assistance with the RFP, and attend to such matters as finalizing legal agreements and actioning various real estate technical/transactional matters.

### **Stage 5 – Completion of Real Estate Transaction Matters**

As previously referenced, in order to achieve this stage the City will have satisfied itself that it has contracted with a third party developer through its RFP process prior to the Conditional Date of its APS with the Province.

If for some unforeseen reason the City's partner relationship does not occur, the City will have the developer deposit to offset some financial risk and the City will have the following options:

1. Complete its transaction with the Province, and re-issue its RFP (to be clear, staff do not have delegate authority to action this option and would come back to Council seeking approval at that time);
2. Seek an amendment to the closing terms of the APS with the Province, and re-issue its RFP;
3. Default on its agreement with the Province and default on funds related to the default (which would include funds paid to the Province and costs incurred by the City).

## Financial Implications

The following information provides the estimate of the operating costs and implications to implement the proposed process. As stated earlier in this report, the process contemplates "exit" points should they be required. Included in this section is the estimated financial exposure to the City at each "exit" point. ATT – 2 provides a preliminary pro-forma relating to the proposed real estate transactions.

<b>City Front Ended Costs</b>						
Project Management		\$ 64	\$ 128	\$ 192	\$ 256	\$ 320
Project Administration		\$ 20	\$ 40	\$ 60	\$ 80	\$ 100
RFP Costs		\$ -	\$ 50	\$ 100	\$ 150	\$ 150
Intergovernmental Advocacy		\$ -	\$ 12	\$ 24	\$ 36	\$ 48
Professional Costs		\$ -	\$ 560	\$ 1,120	\$ 1,680	\$ 2,240
Cost of Money		\$ 4	\$ 24	\$ 66	\$ 131	\$ 153
<b>Total</b>		<b>\$ 88</b>	<b>\$ 814</b>	<b>\$ 1,562</b>	<b>\$ 2,333</b>	<b>\$ 3,011</b>
<b>Recoveries by "Exit" Point (\$k)</b>						
		<b>Stage 1</b>	<b>Stage 2</b>	<b>Stage 3</b>	<b>Stage 4</b>	<b>Stage 5</b>
Project Management		\$ -	\$ -	\$ -	\$ -	\$ 320
Project Administration		\$ -	\$ -	\$ -	\$ -	\$ 100
RFP Costs		\$ -	\$ -	\$ -	\$ -	\$ 150
Professional Costs		\$ -	\$ -	\$ -	\$ -	\$ 2,240
Intergovernmental Advocacy		\$ -	\$ -	\$ -	\$ -	\$ 48
Cost of Money		\$ -	\$ -	\$ -	\$ -	\$ 153
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,011</b>
<b>City's Financial Exposure by "Exit" Point</b>		<b>\$ 88</b>	<b>\$ 814</b>	<b>\$ 1,562</b>	<b>\$ 2,333</b>	<b>\$ -</b>

## Consultations

The following City departments have reviewed and provided input into this report:

- Finance Services – James Krauter, Deputy Treasurer / Manager of Taxation and Revenue;
- Strategy, Innovation, Intergovernmental Services – Barb Swartzentruber, Executive Director and Cathy Kennedy, Manager Policy and Intergovernmental Relations;
- Realty and Legal Services – Christine Joo, Associate Solicitor; and
- Planning, Urban Design and Building Services – Melissa Aldunate, Manager Policy and Urban Design.

## Corporate Administrative Plan

### Overarching Goals

Service Excellence  
Financial Stability

### Service Area Operational Work Plans

Our Services - Municipal services that make lives better  
Our People- Building a great community together  
Our Resources - A solid foundation for a growing city

## Attachments

- ATT- 1      Map of Subject Properties  
ATT- 2      Supplementary Information Regarding Report IDE-2017-140 Potential Acquisition and Disposition of Property Within the Guelph Innovation District (Confidential/Closed)

## Departmental Approval

The following City departments have reviewed and approve the recommendations provided in this report:

- Finance Services – Tara Baker, General Manager/Treasurer;
- Business Development and Enterprise Services – Peter Cartwright, General Manager;
- Strategy, Innovation, Intergovernmental Services – Barb Swartzentruber, Executive Director;
- Executive Team

## Report Author

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**ATT-1**  
**Map of Properties**

