

COMMITTEE AGENDA



TO **Planning & Building, Engineering and Environment
Committee**

DATE February 21, 2012

LOCATION Council Chambers

TIME 12:30 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES – January 23, 2012

PRESENTATIONS (Items with no accompanying report)

a)

CONSENT AGENDA

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with separately. The balance of the Planning & Building, Engineering & Environment Committee Consent Agenda will be approved in one resolution.

| ITEM | CITY PRESENTATION | DELEGATIONS | TO BE EXTRACTED |
|---|---|--|-----------------|
| PBEE-4 Draft Urban Forestry Management Plan | <ul style="list-style-type: none"> • <u>Consultants:</u> Urban Forest Innovations Incorporated • Beacon Environmental | | √ |
| PBEE-5 Brooklyn and College Hill Heritage Conservation District Designation Process – Summary of Phase One and Recommendation to Proceed to Phase Two | <u>Consultants:</u> <ul style="list-style-type: none"> • MHBC Planning – David Cuming | <ul style="list-style-type: none"> • John Gruzleski on behalf of OUNRA <u>Correspondence:</u> <ul style="list-style-type: none"> • Breanne Anderson • Catherine Aldersley | √ |
| PBEE-6 Economic Development, Planning, Building, | <ul style="list-style-type: none"> • Peter Cartwright | | √ |

| | | | |
|--|--|--|--|
| and Engineering Joint Operational Review | | | |
| PBEE -7 Sign By-Law Variance For 60 Woodlawn Road East (Village of Riverside Glen Retirement Residence) | | | |
| PBEE-8 Sign By-Law Variance For 130 Macdonell Street (Co-Operators) | | | |

Resolution to adopt the balance of the Planning & Building, Engineering & Environment Committee Consent Agenda.

ITEMS EXTRACTED FROM CONSENT AGENDA

Once extracted items are identified, they will be dealt with in the following order:

- 1) delegations (may include presentations)
- 2) staff presentations only
- 3) all others.

CLOSED MEETING

THAT the Planning & Building, Engineering and Environment Committee now hold a meeting that is closed to the public with respect to:

- 1. **Citizen Appointments to the Water Conservation and Efficiency Public Advisory Committee**
S. 239 (2) (b) personal matters about an identifiable individual

NEXT MEETING – March 19, 2012

**The Corporation of the City of Guelph
Planning & Building, Engineering and Environment Committee
Monday, January 23, 2012 @ 12:30 p.m.**

A meeting of the Planning & Building, Engineering and Environment Committee was held on Monday, January 23, 2012 in Council Chambers at 12:30 p.m.

Present: Councillors Bell, Burcher (arrived at 12:32 p.m.), Guthrie, Piper and Mayor Farbridge

Also Present: Councillors Dennis, Furfaro and Van Hellemond

Staff in Attendance: Dr. J. Laird, Executive Director of Planning & Building, Engineering and Environment; Mr. J. Riddell, General Manager, Planning & Building Services; Mr. B. Poole, Chief Building Official; Mr. B. Labelle, City Clerk; Ms. T. Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no declaration of pecuniary interest.

1. Moved by Councillor Guthrie
Seconded by Mayor Farbridge

THAT the minutes of the Planning & Building, Engineering and Environment Committee meeting held on December 12, 2011 be confirmed as recorded and without being read.

VOTING IN FAVOUR: Councillors Bell, Guthrie and Piper and Mayor Farbridge (4)

VOTING AGAINST: (0)

Carried

Consent Agenda

The following items were extracted from the January 23, 2012 Consent Agenda to be voted on separately:

- | | |
|---------------|---|
| PBEE 2012-A.1 | Building By-law |
| PBEE 2012-A.3 | Class Environmental Assessment – Notice of Completion for York Trunk Sewer and Paisley and Clythe Reservoir Drinking Water Feeder mains |

2. Moved by Mayor Farbridge
Seconded by Councillor Guthrie

THAT the balance of the Consent Agenda of the Planning & Building, Engineering and Environment Committee of January 23, 2012 as identified below, be adopted:

a) **Showcasing Water Innovation Program Grant Funding Award**

REPORT

THAT the Planning & Building, Engineering and Environment report dated January 23, 2012 entitled Showcasing Water Innovation Program Grant Funding Award be received;

AND THAT Council authorize the Executive Director of Planning & Building, Engineering and Environment to execute project agreements, including future amendments, with the various Showcasing Water Innovation project partners, subject to the satisfaction of the Executive Director of Planning & Building, Engineering and Environment and the City Solicitor.

VOTING IN FAVOUR: Councillors Bell, Guthrie and Piper and Mayor Farbridge (4)

VOTING AGAINST: (0)

Carried

Councillor Burcher arrived at the meeting.

Building By-law

3. Moved by Mayor Farbridge
Seconded by Councillor Burcher

REPORT

THAT By-law Number (2005) – 17771 and its amendments being By-law Numbers (2006)-18027, (2007)-18312, (2009)-18740, (2009)-18788, (2010)-19006, (2011)-19216, (2011)-19308, (2011)-19240 be repealed;

AND THAT Council approve and enact the By-law to be known as the Building By-law.

AND THAT staff report back to the Planning & Building, Engineering and Environment Committee in May with recommendations regarding:

- making the Code of Conduct for Building Officials more accessible to the members of the public; and
- establishing a formal process for complaints falling under the Code of Conduct for Building Officials;

AND THAT staff include a summary of complaints addressed through this process in their annual report.

VOTING IN FAVOUR: Councillors Bell, Burcher, Guthrie and Piper
and Mayor Farbridge (5)

VOTING AGAINST: (0)

Carried

**Class Environmental Assessment – Notice of Completion for
York Trunk Sewer and Paisley and Clythe Reservoir Drinking
Water Feeder mains**

Staff provided clarification regarding the scope of the assessment.
They will:

- provide clarification to council regarding the heritage features concerns of the neighbourhood;
- examine opportunities within the parks trail system during the detailed design stage;
- identify opportunities for efficiencies and costs savings between the Wastewater Management Master Plan and the detail design plan for the York Trunk Sewer and Paisley and Clythe Reservoir Drinking Water Feeder mains.

4. Moved by Mayor Farbridge
Seconded by Councillor Burcher

THAT the Planning & Building, Engineering and Environment report dated January 23, 2012, regarding the Class Environmental Assessment for the York Trunk Sewer and Paisley and Clythe Reservoir Drinking Water Feeder mains be received;

AND THAT staff be authorized to complete the Municipal Class Environmental Assessment process and to proceed with the implementation of the preferred alternatives, as outlined in the report from the Executive Director of Planning & Building, Engineering and Environment dated January 23, 2012.

5. Moved in amendment by Councillor Bell
Seconded by Mayor Farbridge

THAT grade separation for pedestrians and cyclists be considered during the detailed design of the Edinburgh Road and GJR crossings.

VOTING IN FAVOUR: Councillors Bell, Burcher, Guthrie and Piper
and Mayor Farbridge (5)

VOTING AGAINST: (0)

Carried

REPORT

6. Moved as amended by Mayor Farbridge
Seconded by Councillor Burcher
THAT the Planning & Building, Engineering and Environment report
dated January 23, 2012, regarding the Class Environmental

Assessment for the York Trunk Sewer and Paisley and Clythe
Reservoir Drinking Water Feeder mains be received;

AND THAT staff be authorized to complete the Municipal Class
Environmental Assessment process and to proceed with the
implementation of the preferred alternatives, as outlined in the
report from the Executive Director of Planning & Building,
Engineering and Environment dated January 23, 2012;

AND THAT grade separation for pedestrians and cyclists be
considered during the detailed design of the Edinburgh Road and
GJR crossings.

VOTING IN FAVOUR: Councillors Bell, Burcher, Guthrie and Piper
and Mayor Farbridge (5)

VOTING AGAINST: (0)

Carried

The meeting adjourned at 12:58 p.m.

.....
Chairperson

**PLANNING & BUILDING, ENGINEERING and ENVIRONMENT COMMITTEE
CONSENT AGENDA**

February 21, 2012

Members of the Planning & Building, Engineering & Environment Committee.

SUMMARY OF REPORTS:

The following resolutions have been prepared to facilitate the Committee's consideration of the various matters and are suggested for consideration. If the Committee wishes to address a specific report in isolation of the Consent Agenda, please identify the item. The item will be extracted and dealt with immediately. The balance of the Planning & Building, Engineering & Environment Committee Consent Agenda will be approved in one resolution.

A Reports from Administrative Staff

| REPORT | DIRECTION |
|---|------------------|
| <p>PBEE-2012 A.4) DRAFT URBAN FORESTRY MANAGEMENT PLAN THAT report 12-14 dated February 21, 2012, from the Planning & Building, Engineering and Environment entitled Draft Urban Forestry Management Plan be received.</p> | Receive |
| <p>PBEE-2012 A.5) BROOKLYN AND COLLEGE HILL HERITAGE CONSERVATION DISTRICT DESIGNATION PROCESS – SUMMARY OF PHASE ONE AND RECOMMENDATION TO PROCEED TO PHASE TWO</p> <p>THAT the Brooklyn and College Hill Heritage Conservation District Study – Heritage Assessment Report (February 2012) be received;</p> <p>AND THAT staff be directed to proceed with the second phase of the Brooklyn and College Hill Heritage Conservation District designation process for the purposes of creating a Draft Brooklyn and College Hill Heritage Conservation District Plan and Design Guidelines according to Part V, Section 40(1) of the Ontario Heritage Act;</p> <p>AND THAT the proposed Heritage Conservation District boundary (Attachment 1) recommended by the consultant in the Brooklyn and College Hill Heritage Conservation District Study – Heritage Assessment Report (February 2012) (Attachment 2) be acknowledged and that staff be directed to report back to Council with a final recommended Heritage Conservation District boundary during the second phase of the Brooklyn and College Hill Heritage Conservation District designation process.</p> | Approve |

PBEE-2012 A.6) ECONOMIC DEVELOPMENT, PLANNING, BUILDING, AND ENGINEERING JOINT OPERATIONAL REVIEW

Receive

THAT the Report dated February 21, 2012, regarding the Joint Operational Review that is being conducted for Economic Development, Planning, Building, and Engineering Services be received.

PBEE-2012 A.7 SIGN BY-LAW VARIANCE FOR 60 WOODLAWN ROAD EAST (VILLAGE OF RIVERSIDE GLEN RETIREMENT RESIDENCE)

Approve

THAT Report 12-13 regarding a sign variance for 60 Woodlawn Road East from Planning & Building, Engineering and Environment dated February 21, 2012 be received;

AND THAT the request for a variance from the Sign By-law for 60 Woodlawn Road East to permit four mobile signs per year be approved.

PBEE-2012 A.8 SIGN BY-LAW VARIANCE FOR 130 MACDONELL STREET (CO-OPERATORS)

Approve

THAT Report 12-15 regarding a sign variance for 130 Macdonell Street from Planning & Building, Engineering and Environment, dated February 21, 2012, be received;

AND THAT the request for a variance from the Sign By-law for 130 Macdonell Street to permit a temporary banner sign for one year be approved."

B Items for Direction of Committee

C Items for Information

attach.

CITY OF GUELPH URBAN FOREST MANAGEMENT PLAN 2013 - 2032

Presentation to
Planning & Building, Engineering
and Environment Committee

February 21, 2012



PRESENTATION OVERVIEW

1. Introduction
2. Project Process and Timeline
3. Consultations
4. Plan Contents
 - a. Vision
 - b. Strategic Goals
5. Recommendations
 - a. Management and Monitoring
 - b. Legislation, Policies and Guidelines
 - c. Protection, Establishment and Enhancement
 - d. Outreach, Stewardship and Partnerships
6. Resource Implications
7. Concluding Remarks

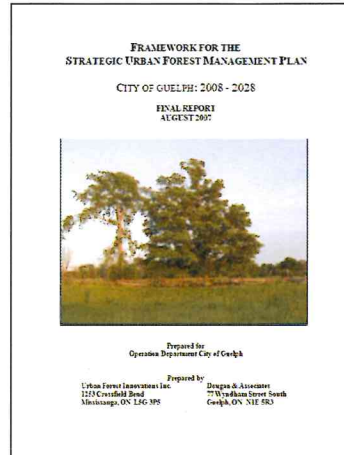


Guelph UFMF

1. INTRODUCTION

Background

- The City's urban forest is a valuable community resource and amenity.
- The City's 2007 Strategic Plan - City's objective 6.6: "A biodiverse City with the highest tree canopy percentage among comparable municipalities".
- The need for a plan to manage the City's urban forest has long been recognized. This Plan builds on the Framework adopted by Council in 2007 and provides clear strategies for moving forward.



1. INTRODUCTION

Purpose

To help the City of Guelph effectively address ongoing urban forest management challenges (e.g., pests such as Emerald Ash Borer, land use changes, climate change, etc.) and maximize the extent and sustainability of its urban forest through:

- good planning;
- improved operational approaches and practices;
- increased awareness about the importance of tree protection, planting and care; and
- the integration of monitoring and adaptive management into ongoing planning.



2. PROJECT PROCESS AND TIMELINE

FIRST STEPS

1. FRAMEWORK FOR AN UFMP [2006 - 2007]
2. STAKEHOLDER CONSULTATIONS [spring 2009]

URBAN FOREST MANAGEMENT PLAN DEVELOPMENT

1. BACKGROUND REVIEW / RESEARCH [May 2010 – Aug. 2010]
2. PRELIMINARY CONSULTATIONS [Fall 2010]
3. PRELIMINARY DRAFT PLAN DEVELOPMENT [Winter 2011]
4. CONSULTATIONS w/ CITY STAFF [Spring – Summer 2011]
5. DRAFT PLAN FINALIZATION [Fall 2011 – Winter 2012]

NEXT STEPS

8. DRAFT PLAN PRESENTATION TO COUNCIL [Feb. 2012]
9. STAKEHOLDER & PUBLIC CONSULTATIONS [Spring 2012]
10. FINAL PLAN SUBMISSION [Summer 2012]
11. FINAL PLAN PRESENTATION TO COUNCIL [Fall 2012]



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3. CONSULTATIONS: INTERNAL

- Operations and Transit
 - By-law Compliance and Security
 - Public Works
- Planning & Building, Engineering and Environment
 - Development and Policy Planning
 - Heritage
 - Urban Design
 - Engineering and Transportation
 - Water
- Community and Social Services
 - Parks and Recreation
- Finance & Enterprise
 - Financial Services
 - Downtown Renewal
- Corporate and Human Resources
 - Corporate Communications



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3. CONSULTATIONS: EXTERNAL

- County of Wellington
- Grand River Conservation Authority (GRCA)
- Guelph Chamber of Commerce
- Guelph's Environmental Advisory Committee (EAC)
- Guelph Environmental Leadership (GEL)
- Guelph Field Naturalists
- Guelph Hydro
- Guelph-Wellington Development Association (GWDA)
- Guelph Urban Forest Friends (GUFF)
- Hydro One
- Local Arborists
- Ontario Ministry of Natural Resources (OMNR)
- Sierra Club
- Trees for Guelph
- University of Guelph – Arboretum
- University of Guelph – Landscape Architecture



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4. 2013 – 2032 URBAN FOREST MANAGEMENT PLAN CONTENTS

- 1. Local Context & Study Rationale**
 - Urban Forest Benefits
 - 20-Year Framework, 5-Year Plans
- 2. Setting the Direction**
 - Vision / Principles / Strategic Goals
- 3. Management & Monitoring**
 - a) Current Practices
 - b) Best Practices & Precedents
 - c) Opportunities for Improvement
 - d) Recommendations
- 4. Legislation, Policies & Guidelines**
- 5. Protection, Establishment & Enhancement**
- 6. Outreach, Stewardship & Partnerships**
- 7. Implementation**
 - 21 Recommendations in total



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4. PLAN CONTENTS: DRAFT VISION

“The City of Guelph will foster the health and sustainability of its community by maximizing its urban forest cover.

Continually pursuing and promoting the implementation of best practices for tree protection, tree establishment and tree maintenance will provide a range of environmental, social and economic benefits for residents, and habitat for a diversity of plant and animal species.

By setting an example on its own lands and supporting expanded local stewardship, the City will enjoy and sustain its urban forest for the long-term.”



4. PLAN CONTENTS: STRATEGIC GOALS (IN BRIEF)

1. Improve knowledge of the City’s urban forest resources through an inventory program.
2. Monitor and review the status of the City’s urban forest management.
3. Foster a “tree friendly” culture among City staff by collaborating and sharing best practices.
4. Foster a “tree friendly” culture in the community by leading by example, sharing best practices and, and providing support and incentives for tree protection and planting.
5. Transition towards proactive tree establishment and replacement.
6. Explore the use of new technologies in selected areas (e.g., downtown, parking lots).
7. Move towards proactive tree risk assessment and Plant Health Care practices.
8. Optimize the diversity of tree species, structure and age classes.
9. Expand and improve partnerships and funding related to urban forest initiatives.
10. Recognize the urban forest as a critical municipal asset and infrastructure component through long-term and adequate resource allocation.

5. RECOMMENDATIONS: MANAGEMENT & MONITORING

The City requires an internal “champion” for its urban forest resources who will direct internal coordination and implement best practices.

1. Create a Senior Urban Forester position.
2. Create an interdepartmental “Tree Team” of City staff.
3. Increase capacity to complete an inventory of municipal trees.
4. Undertake targeted vegetation assessment and management of City parks.
5. Expand the City’s capacity for planting and maintenance of municipal trees.
6. Develop and implement an Emerald Ash Borer Strategy.
7. Develop tree risk management policy and train City Arborists in risk assessment.
8. Complete a State of the Urban Forest report every five years.
9. Explore green infrastructure asset valuation.

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5. RECOMMENDATIONS: PLANNING

Good planning that considers trees from the outset will result in more trees protected more effectively, and more opportunities for sustainable plantings identified.

10. Assess the effectiveness of current tree-related policies and legislation
11. Update City documents to be consistent with new tree-related policies, guidelines and legislation
12. Develop and implement a Public Tree By-law



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5. RECOMMENDATIONS: PROTECTION & ESTABLISHMENT

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Protection of existing large trees is one of the most effective way to maintain canopy cover.

Proper tree planting must consider cover, species diversity, soil and rooting environment, current and future space availability.

- 13. Implement and assess use of the new Tree Technical Manual .
- 14. Implement and monitor success of new rooting technologies downtown.
- 15. Develop a Greening Strategy.
- 16. Track municipal tree removals and plantings .
- 17. Expand the City's capacity to undertake tree-related plan review and site supervision.



5. RECOMMENDATIONS: OUTREACH & STEWARDSHIP

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Because most of the City's urban forest - and many reforestation opportunities - are on private lands, it is essential to pursue and implement a wide range of outreach and stewardship initiatives in the community.

- 18. Create an Urban Forest Advisory Committee (UFAC).
- 19. Pursue targeted urban forest education and outreach.
- 20. Increase municipal capacity for coordination of volunteers for stewardship activities.
- 21. Pursue targeted stewardship initiatives, partnerships and funding sources.



6. RESOURCE IMPLICATIONS

The current staffing and resources allocated for urban forestry in the City of Guelph are inadequate to move the City forward in terms of achieving the identified vision and objectives for the urban forest.

Implementation of this Plan will require a sustained commitment of both additional financial resources, and the creation of several permanent full-time staff positions, as follows:

- 1 FT Urban Forester position
- 3 FT Forestry Technician positions
- A PT GIS Technician / IT position
- A PT Administrative position



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7. Concluding Remarks

1. This Draft Urban Forest Management Plan has been developed through research and consultation with internal and external stakeholders.
2. The implementation of this Plan will support the City's commitment to environmental sustainability and promote a healthy, livable community.
3. When considering the cost of this investment, the full value of the City's current and potential green infrastructure needs to be considered. *This includes the unmeasured cost savings related to cooling and the health benefits from shade in the summer, as well as air pollution removal and moderation of storm water flows, heritage value, social and mental health benefits.*



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COMMITTEE REPORT



TO **Planning & Building, Engineering and Environment
Committee**

SERVICE AREA Planning & Building, Engineering and Environment
DATE February 21, 2012

SUBJECT **Draft Urban Forestry Management Plan**
REPORT NUMBER 12-14

SUMMARY

Purpose of Report:

To present a Draft of the Urban Forestry Management Plan.

Committee Action:

To receive Report 12-14 in advance of stakeholder and public consultation related to a Draft of the Urban Forestry Management Plan.

RECOMMENDATION

"THAT report 12-14 dated February 21, 2012, from the Planning & Building, Engineering and Environment entitled Draft Urban Forestry Management Plan be received."

BACKGROUND

The consulting firms of Urban Forest Innovations Incorporated and Beacon Environmental were retained to work with staff to develop an Urban Forestry Management Plan.

A framework for the Urban Forestry Management Plan was completed and approved by Council in November 2007. The Framework provided planning and operational context for urban forest management in the City; laid out a structure for strategic planning; identified key areas that needed addressing such as public communication, tree inventory, sustainable management, connectivity; and put forth 25 recommendations addressing the above.

Following the adoption of the framework, staff and the consulting team began to address some of the recommendations and held stakeholder and community workshops in the spring of 2009. A Council Report entitled 'Strategic Urban Forestry Management Plan and Tree-By Law Update', dated July 20, 2009, gave an overview of the success and findings of the public and stakeholder meetings and recommended staff move forward with a draft Urban Forestry Management Plan (UFMP).

Background information on the City's Framework for the Urban Forestry Management Plan is available on the City's website at <http://www.guelph.ca/living.cfm?itemid=76780&smocid=1780>

REPORT

The need for an Urban Forest Management Plan has been recognized by the City and members of the community, and is supported by Council directives. The 2007 framework and recent Official Plan policy updates (OPA 42) which have both been approved by Council, strongly support the development and implementation of this Plan.

The UFMP (Attachment 1) outlines a vision, key principles and goals for the improvements of the City's Urban Forest. It also updates and builds on the 25 recommendations from the 2007 framework, taking into consideration stakeholder and public input from the 2009 workshops, current City resources and practices, best practices and precedents in other municipalities, and assembles 21 redefined UFMP Recommendations as deliverables.

The vision, principles and goals provided in the Plan are intended to guide the development and implementation of recommendations over a 20 year period. The 20 year Plan is broken into a framework of four, five-year periods that allow for flexibility and revisions in response to changing conditions, practices in forest management, and budgetary constraints.

Recommendations in this Plan have been assigned timing that are either within one of the Five Year Management Plans, or extend across several five year periods. This Plan also includes a summary of the recommendations specific to the first Five Year Management Plan (Attachment 1 – Appendix B).

Vision:

The vision, developed in partnership with stakeholders, is to build a strong and healthy tree canopy using a variety of growing and maintenance techniques best suited for Guelph and its residents, and is contained within the Plan as follows:

"The City of Guelph will foster the health and sustainability of its community by maximizing its urban forest cover. Continually pursuing and promoting the implementation of best practices for tree protection, tree establishment and tree maintenance will provide a range of environmental, social and economic benefits for residents, and habitat for a diversity of plant and animal species. By setting an example on its own lands and supporting expanded local stewardship, the City will enjoy and sustain its urban forest for the long term."

Plan Principles:

1. Develop and maintain a good understanding of the City's urban forest.
2. Assess and monitor the state of the City's urban forest management program at regular intervals.
3. Continually seek creative ways to leave space for and integrate existing trees into new and infill development.
4. Plant the right tree in the right place, for the right reasons.

-
5. Consider new technologies to integrate trees downtown and in other built-up settings.
 6. Improve resilience to climate change and other stressors by managing the urban forest for optimal species and structural diversity, and health.
 7. Strive to maintain City trees in a healthy and safe condition.
 8. Recognize the value of and invest in the City's green infrastructure on a long-term basis.
 9. Take an adaptive management approach to urban forest initiatives at all levels.

Goals:

1. Improve knowledge of the City's urban forest resources, particularly outside of natural areas, through a more comprehensive inventory program.
2. Monitor and review the status of the City's urban forest management every five to ten years using established criteria and indicators, and revise planning and practices as required to ensure ongoing progress towards realizing the vision.
3. Foster a "tree friendly" culture among City staff through interdepartmental coordination on tree issues and sharing of ideas and best practices.
4. Foster a "tree friendly" culture in the community through exemplary programs and activities on municipal lands, sharing best practices and techniques for application on private lands, and providing support and incentives for tree protection and planting.
5. Transition towards proactive tree establishment and replacement whereby all plantable spots in the City are utilized, including underplanting in areas dominated by mature trees.
6. Explore the use of new technologies in selected areas for integration of trees in hardscapes such as downtown and parking lots.
7. Move towards proactive tree risk assessment and Plant Health Care practices on municipal lands, and reduce the need for emergency response.
8. Improve the resilience of the urban forest to current and anticipated stressors by implementing policies and management practices that optimize the diversity of tree species, structure and age classes.
9. Expand and improve partnerships and funding related to urban forest initiatives on private lands, including building partnerships with local industries and businesses.
10. Recognize the urban forest as a critical municipal asset and infrastructure component through a long-term commitment to proactive management, adequate resource allocation and joint stewardship by the City and the community.

The Plan:

The Urban Forestry Management Plan is broken down into seven chapters:

1. The Context for Urban Forest Management in Guelph
2. Setting the Direction : Plan Principles, Vision and Goals
3. Getting Organized: Management and Monitoring
4. Planning for Trees: Legislation, Policies and Guidelines
5. Leading by Example: Protection, Establishment and Enhancement
6. Sharing the Responsibility: Outreach, Stewardship and Partnership

7. Moving Forward with the Plan: Implementation

Chapters 1 and 2 outline the Background/History, Rationale and the Plan Direction, while Chapters 3 through 6 look at the City's Current Forestry Practices, Best Practices and Innovative Ideas of other municipalities, the Gaps and Opportunities that should be considered, and then provides Recommendations. Chapter 7 discusses implementation of the Plan.

Recommendations:

The UFMP contains 21 recommendations (refer to Appendix B - First Five Year Management Plan). The recommendations are not in order of significance but have been prioritized within the context of the 20-year framework (e.g. all high priority recommendations are to be undertaken within the first five years).

A fundamental recommendation and prerequisite to initiating the Plan will be the creation of a Senior Urban Forester position- Recommendation #1. This individual will take ownership and champion the implementation of the Plan; coordinating, managing and ensuring key goals are achieved throughout the entire 20 year period.

Other critical recommendations that should be implemented early are as follows:

- The formation of an internal interdepartmental 'Tree Team' – Recommendation #2. Comprised of key staff from all departments involved with tree related issues, planning for and/or maintaining. This group, headed by the Urban Forester, will meet regularly to review plans and/or discuss issues and come up with solutions.
- Inventory of all municipal trees - Recommendation #3. This will be a crucial step in the Plan and will allow staff to have a complete and thorough understanding of the existing urban forest before assessing and implementing new strategies of management/maintenance and tree canopy cover growth. For example, it is impossible to know what the impact of Emerald Ash Borer will be on municipal lands without knowing how many ash trees there are, and where they are located.
- Expand the City's capacity for planting and maintenance of municipal trees – Recommendation #5. City forestry staff are currently primarily able to respond to service requests on an as needed basis and undertake a basic level of replacement tree planting. Additional staff are required to pursue proactive tree management on City lands and expand tree planting efforts, as well as better manage the risk presented by older trees in some of the City's parks and neighbourhoods.
- Develop and Implement an Emerald Ash Borer Strategy – Recommendation #6. This destructive pest has been confirmed within City limits and will quickly spread and kill the Ash tree population. Immediate action is required to help combat this inevitable situation.
- Implement and assess use of the new Tree Technical Manual – Recommendation #13. This document will provide the guidance required to help ensure trees are better protected and planted in all types of projects.

Five Year Management Plan:

The Management Plan is comprised of four, five-year periods that prioritize actions and resource requirements. The priorities are based on a logical and well developed sequence of events, designed by the consulting team and staff, composed of High, Medium or Low Priority/ Target Timing.

Recommendations and associated costs for the First Five Years (2013 -2017) are highlighted by year in a table format as Appendix B of the Plan. The second five years (2018 – 2022) are also indicated in this table under one column as many of the first five year recommendations carry over into the second period and beyond. Nevertheless, it is difficult to confirm the timing of actions beyond the first five year period so flexibility is built into the Plan to allow for operational or financial conditions and future Council decisions. It will be the responsibility of the Urban Forester, the newly formed Tree Team and arm's length Urban Forest Advisory Committee to recommend to Council when Recommendations and Actions should be initiated and report which have been completed, which are incomplete and if new recommendations need to be proposed.

OPA 42 and 2011 Tree Canopy Study:

OPA 42 speaks to the City working towards achieving a 40% tree canopy coverage, which is a very ambitious goal for an urban municipality. The recently released 2011 Canopy Coverage Study estimates the City's current canopy coverage at approximately 20% and has recommended that further analysis be completed to confirm an achievable canopy coverage target within the Plan period. The support of the City to implement the UFMP in its entirety, as well as the commitment and support of the private sector, residents and other stakeholders will be necessary to achieve significant increases in the City's canopy coverage over the next 20 years.

Emerald Ash Borer:

In recent months Emerald Ash Borer (EAB) has been detected within City limits by the City Public Works Department. An EAB specific report will be coming forward to Committee in April of 2012 with further details regarding immediate actions required and financial impacts.

Implementation:

The implementation of the UFMP will require coordination across many departments in the City and will require the updating of many policies and development standards. These standards include, but will not be limited to, Site Plan Guidelines and Street Tree Planting Guidelines, Storm Water Management Design Guidelines, Property Demarcation Policy, Naturalization Policy and the Engineering Alternative Design Standards.

The hiring of specialized staff and support staff, and the training of existing staff will also be part of the initial implementation. The Plan also recommends that much of the work be completed in-house provided necessary resources are established and that only time sensitive and/or intensive activities be outsourced.

Conclusion:

The UFMP is a comprehensive document that provides high-level strategies that are translated into on-the-ground deliverables - the end goal being the management of a sustainable urban forest within Guelph over the next twenty years.

With the threat of invasive insects that include Emerald Ash Borer, Asian Long-Horned Beetle, Gypsy Moth and other non-native species, the health and growing viability of our urban forest is under constant attack and pose serious danger to the canopy. This will be considered, along with other factors such as financial and development commitments, when evaluating the successes of the UFMP every five years of the twenty year plan and will be brought back to Council in the form of an Information Report.

Next Steps:

Following presentations to PBEE Committee and Council, a Stakeholder Meeting and a Public Open house will be scheduled in the coming months at City Hall. This will be an opportunity for all interested parties to review and discuss in more detail the Plan and to aid in its completion. Staff will report back to Council later in 2012 with the final recommended UFMP.

In addition to the UFMP, a Tree Technical Manual (TTM) has been drafted and is in the process of being reviewed by City staff. The TTM is under development in part to ensure the Recommendations within the UFMP can be implemented on all future projects by providing new or alternative details that work in conjunction with City policies, guidelines and engineering standards. Once an internal draft is completed, staff will begin discussions with stakeholder groups to gather feedback and plan to bring the TTM to Committee/ Council later in 2012.

CORPORATE STRATEGIC PLAN

Goal 5 – A community-focused, responsive and accountable government.

Objective 5.4 – Partnerships to achieve strategic goals and objectives.

Goal 6 – A leader in conservation and resource protection/enhancement.

Objective 6.6 - A biodiverse City with the highest tree canopy percentage among comparable municipalities.

FINANCIAL IMPLICATIONS

Based on the information currently available, staff have prepared the summary below to demonstrate the potential impact of the UFMP on the City's tax supported operating and capital budgets. If the UFMP is ultimately approved as a long term management framework, the financial implications will be vetted through the Council budgetary process to ensure accommodation within the Council budgetary guidelines.

In 2013, the UFMP would result in increased operating expenditures of \$520,000 which translates into a 0.30% impact on the City's tax levy requirement. This includes the cost of hiring 4.5 full time equivalents (FTEs) and approximately \$120,000 per year for studies, education and promotional expenditures. An additional FTE is scheduled to be added in 2016. The chart below also reflects the capital funding requirements that are currently not included in the City's 10-year capital budget. In 2013, the UFMP proposes \$138,000 in capital spending that will be funded from City reserves. This funding, plus funding in all subsequent years, would need to be accommodated within the City's 20% capital financing guideline and would require the delay and/or deferral of projects currently included in the capital forecast.

Urban Forest Management Plan: Impact on Tax Supported Operating and Capital Budgets

| | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 - 2022 | Total Impact |
|--|------------------|-------------------|------------------|------------------|------------------|--------------------|--------------------|
| Operating Requirements | | | | | | | |
| New FTE Expansions | \$400,000 | (\$20,000) | \$0 | \$84,000 | \$0 | \$0 | \$434,000 |
| Studies | \$100,000 | \$0 | \$0 | \$0 | \$5,000 | \$50,000 | \$155,000 |
| Education & Promotion Costs | \$20,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$20,000 |
| Net Increase/(Decrease) to Operating Budget | \$520,000 | (\$20,000) | \$0 | \$84,000 | \$5,000 | \$50,000 | \$639,000 |
| % Impact on Operating Budget | 0.30% | -0.01% | 0.00% | 0.04% | 0.00% | 0.02% | |
| Capital Requirements (City Share) | | | | | | | |
| New Rooting Technologies | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$100,000 | \$500,000 | \$1,000,000 |
| EAB Tree Replacement** | \$0 | \$0 | \$100,000 | \$100,000 | \$0 | \$500,000 | \$700,000 |
| Forestry Equipment | \$38,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$38,000 |
| Total Capital Requirements | \$138,000 | \$100,000 | \$200,000 | \$200,000 | \$100,000 | \$1,000,000 | \$1,738,000 |

* assumes a 3% annual increase to the City's tax levy requirement

**reflects the incremental increase required to carry out this recommendation in comparison to what is currently included in the 10-year capital forecast

The financial implications of the recommended management plan will be more fully considered during the next phase.

DEPARTMENTAL CONSULTATION

Planning staff have consulted with a number of City departments that may be affected by the Urban Forestry Management Plan including:

Planning & Building, Engineering and Environment: Engineering Services, Water Services, Policy Planning and Urban Design, Development Planning

Operations and Transit: Park Maintenance and Development, Forestry Services, Community Connectivity and Transit

Communications: Corporate Services

Corporate Administration: Downtown Renewal, Economic Development and Tourism

Financial Services: Financial Planning

COMMUNICATIONS

As part of the consultation process to help inform the UFMP, stakeholder and public workshops/presentations occurred in the spring of 2009. An initial round of consultations was also undertaken in the fall of 2010 at the outset of this study with key stakeholders.

Following this Report being received by Council, notices will be advertised in the Tribune inviting interested parties to provide comment and/or attend an open house/workshop in the coming months. Individual notices will also be mailed to all those involved in the first round of discussions in 2009, requesting further comment and/or attendance to an open house/workshop in the coming months.

ATTACHMENTS

The attachments are available on the City's website at guelph.ca/ufmp. Click on the link for the February, 2012 Draft Urban Forestry Management Plan (with Appendices).

Attachment 1: Draft Urban Forestry Management Plan

Appendix A – Recommendations from the 2007 Framework for Guelph's Urban Forestry Management Plan: Current Status and Relationship to this Plan.

Appendix B – Recommendations for the First Five-Year Management Plan (2013-2017).

Appendix C – Selected online urban forestry resources.

Appendix D – Criteria and Indicators for Monitoring the State of Guelph's Urban Forest Management.

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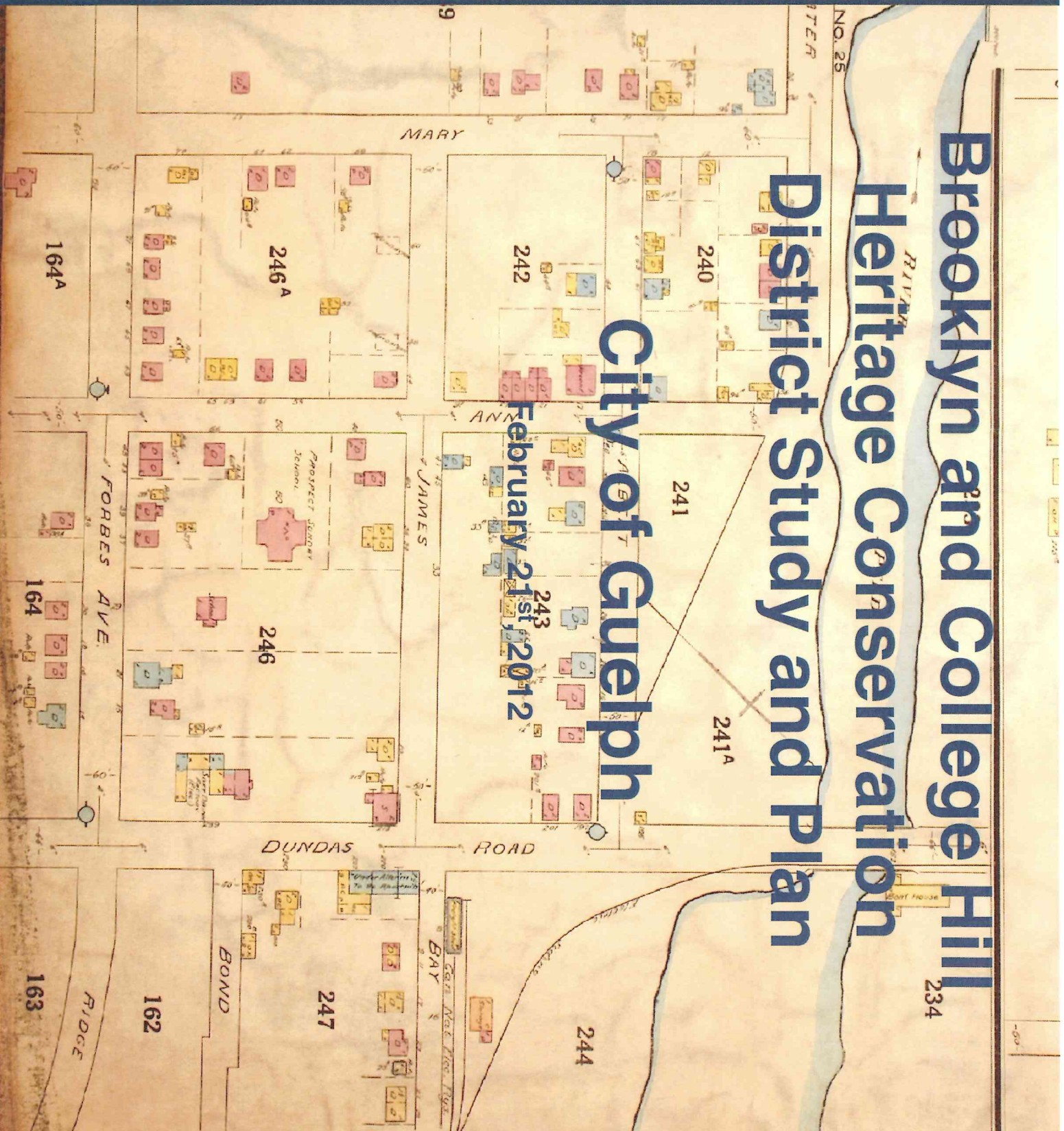
Brooklyn and College Hill

Heritage Conservation

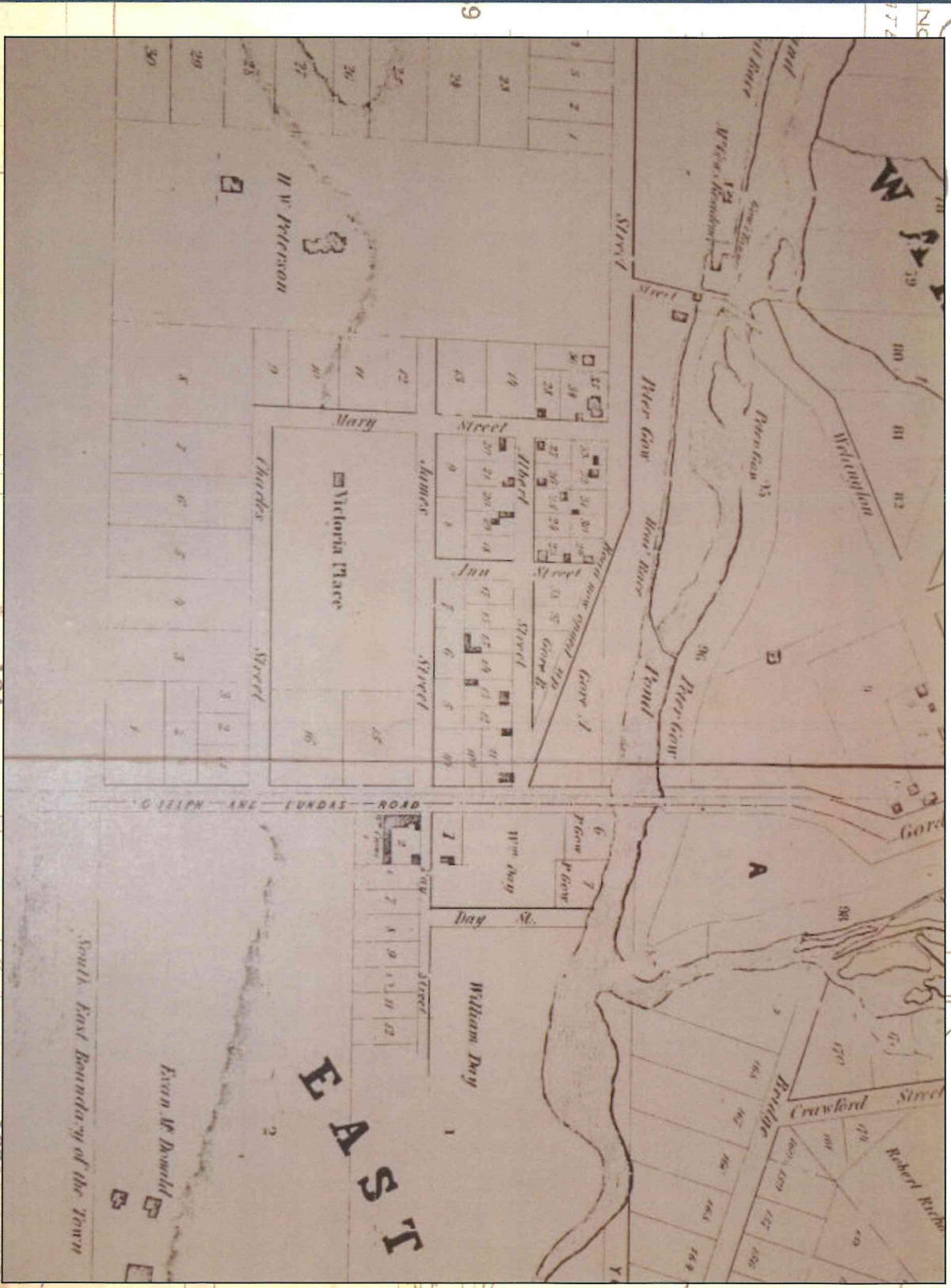
District Study and Plan

City of Guelph

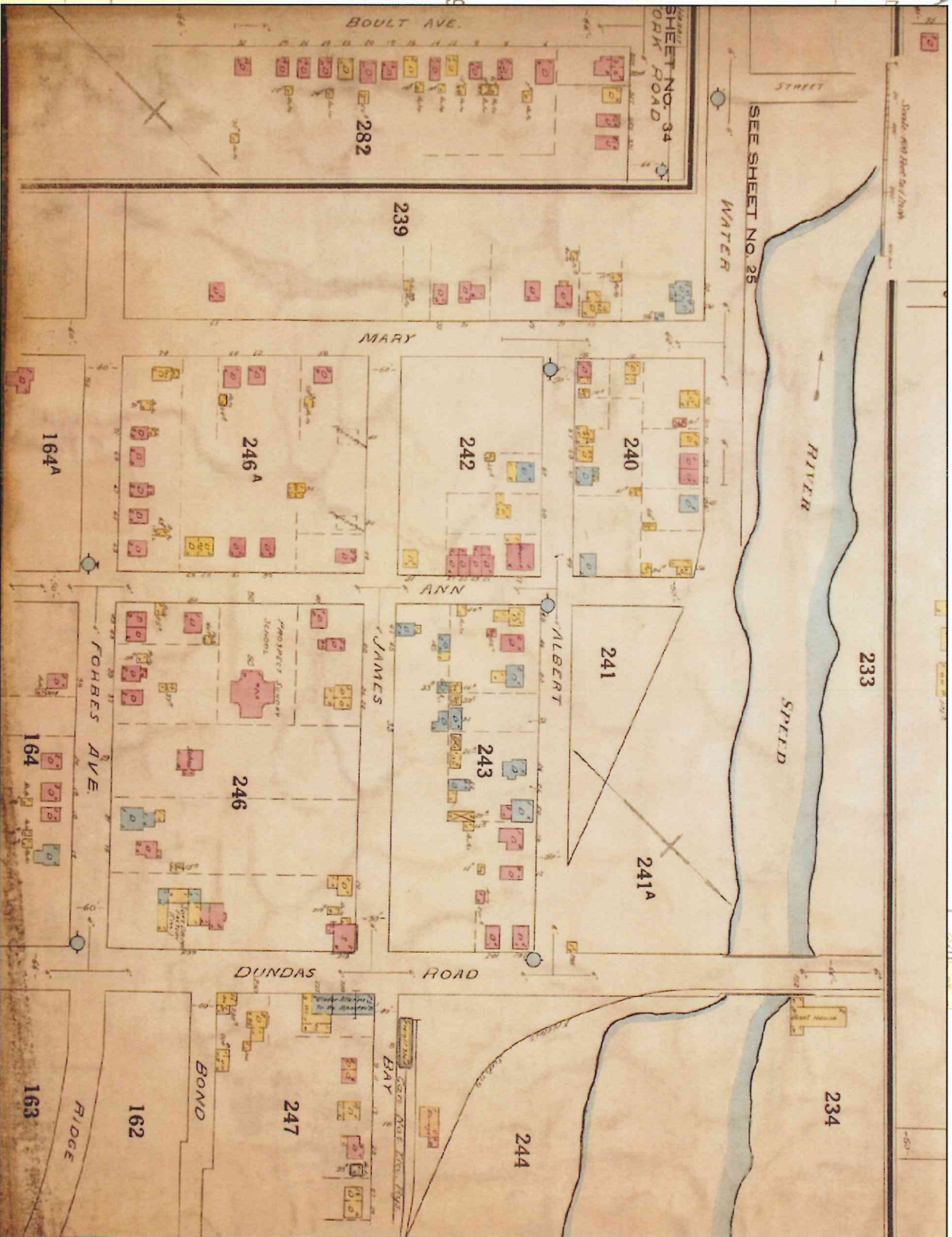
February 21st, 2012



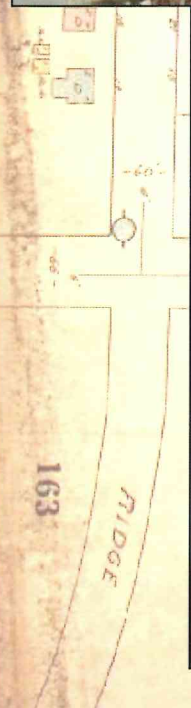
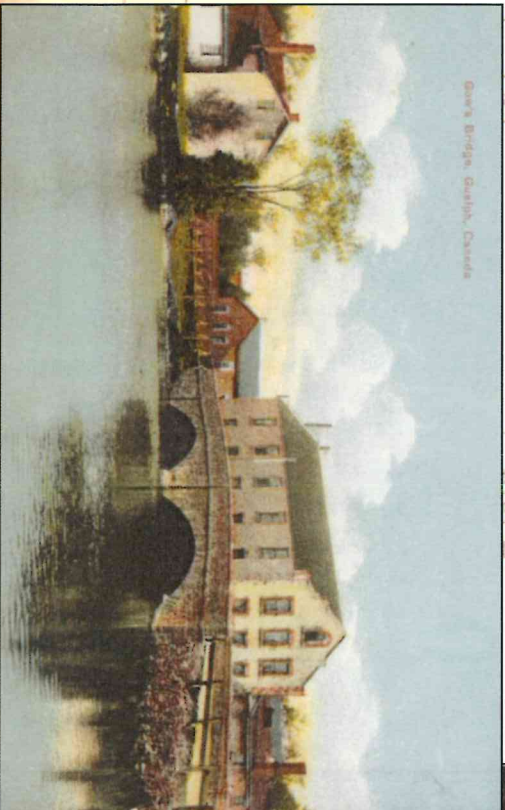
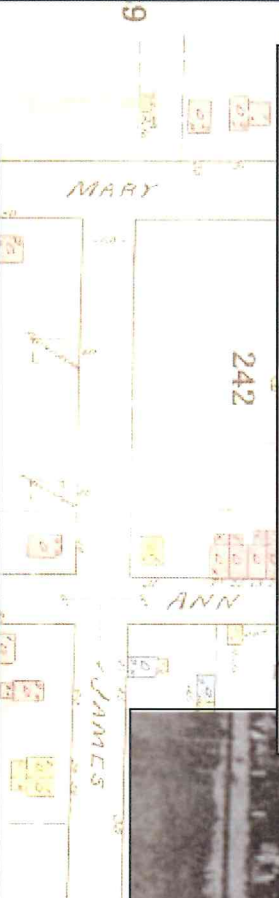
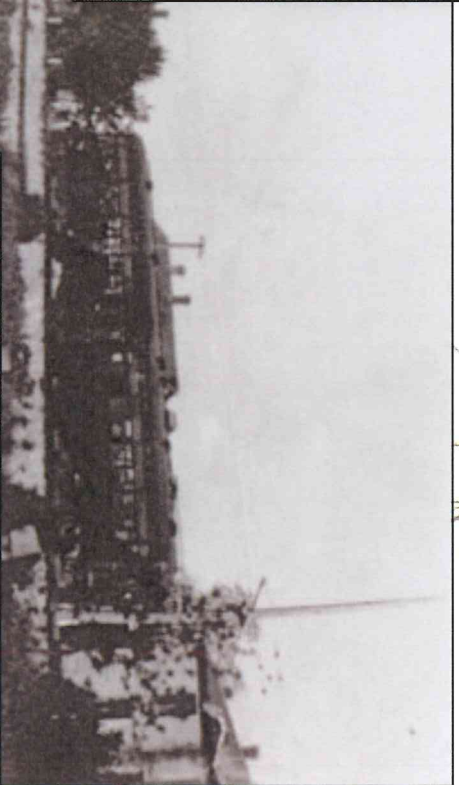
1860s: Structuring elements



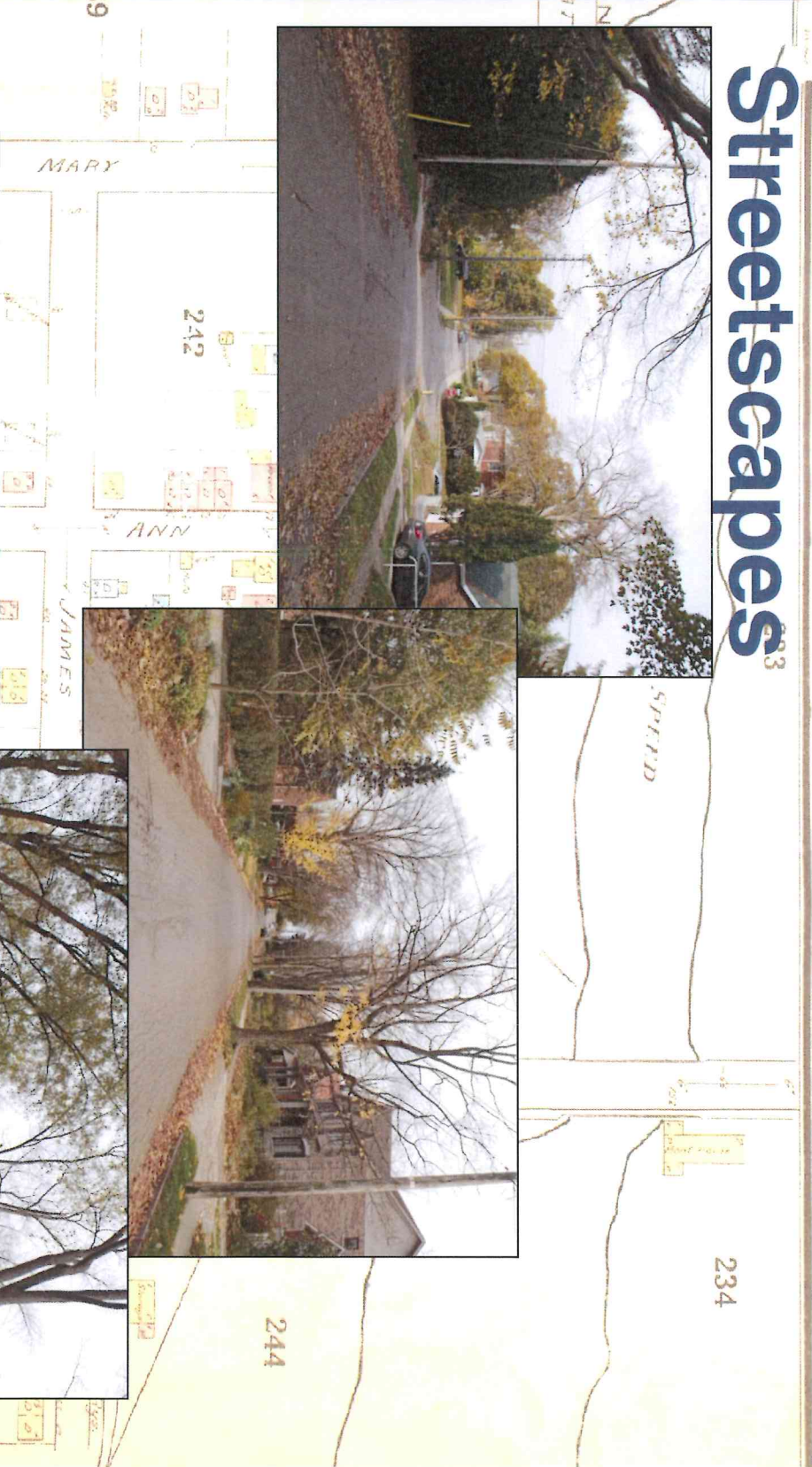
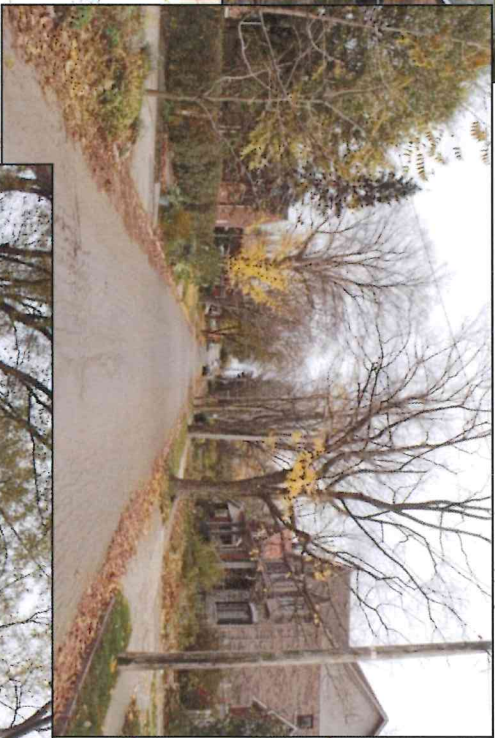
1920s: Structuring elements



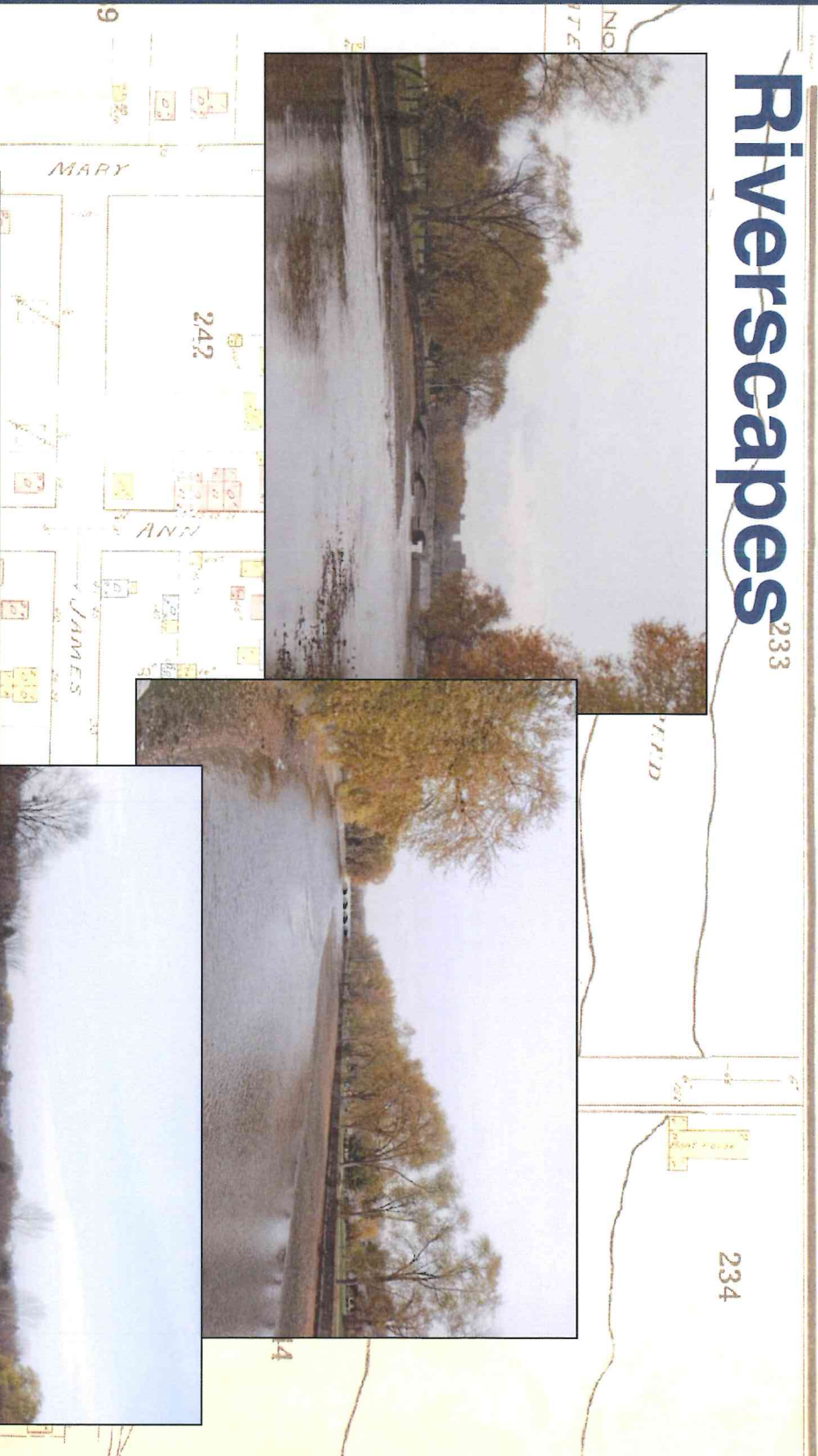
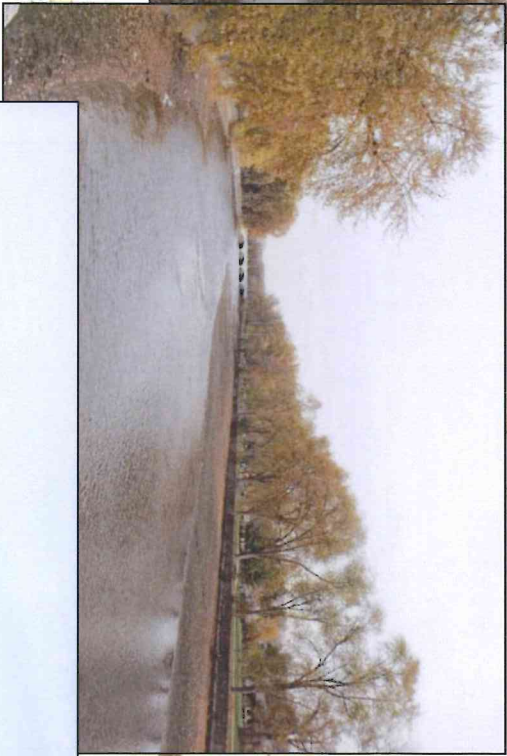
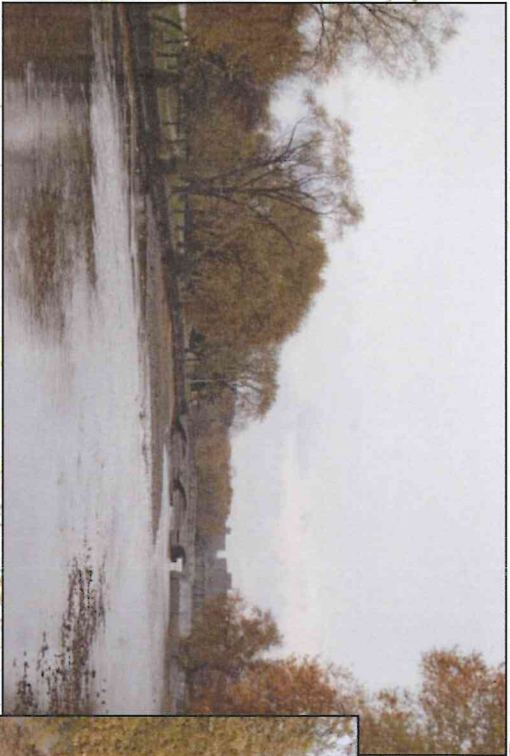
Road, rails and bridges



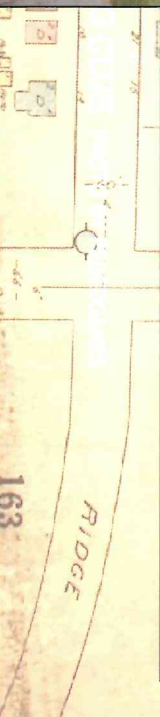
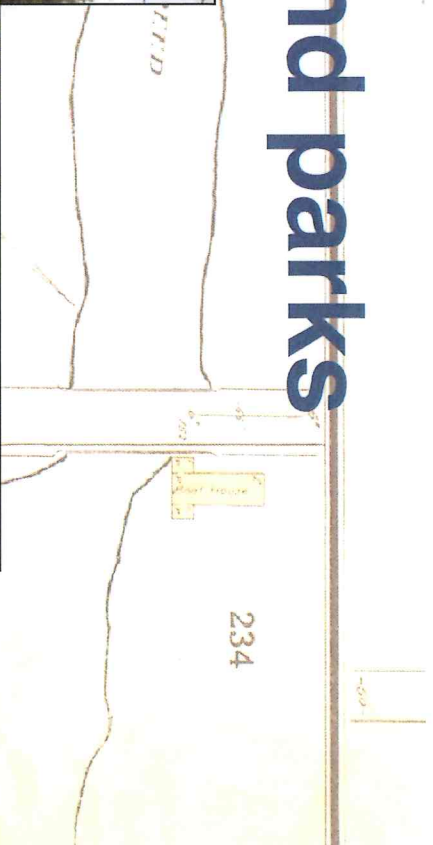
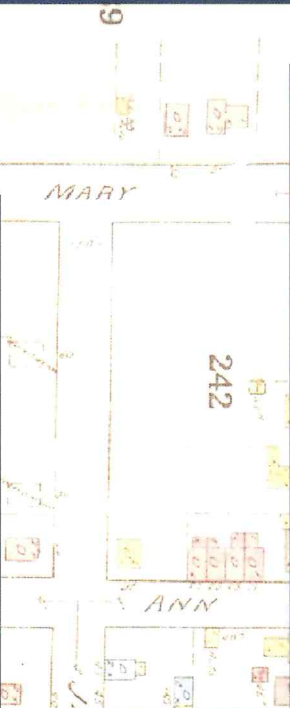
Streetscapes



Riverscapes ²³³

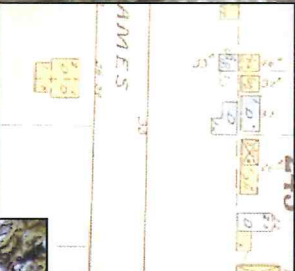
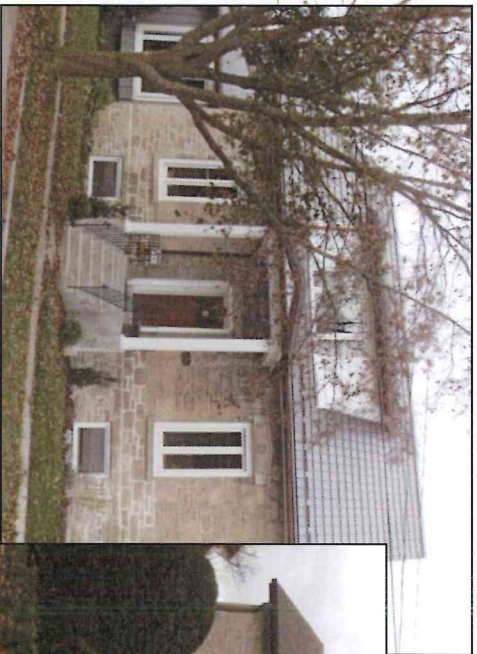


Open space and parks



Architecture and built form

234



163

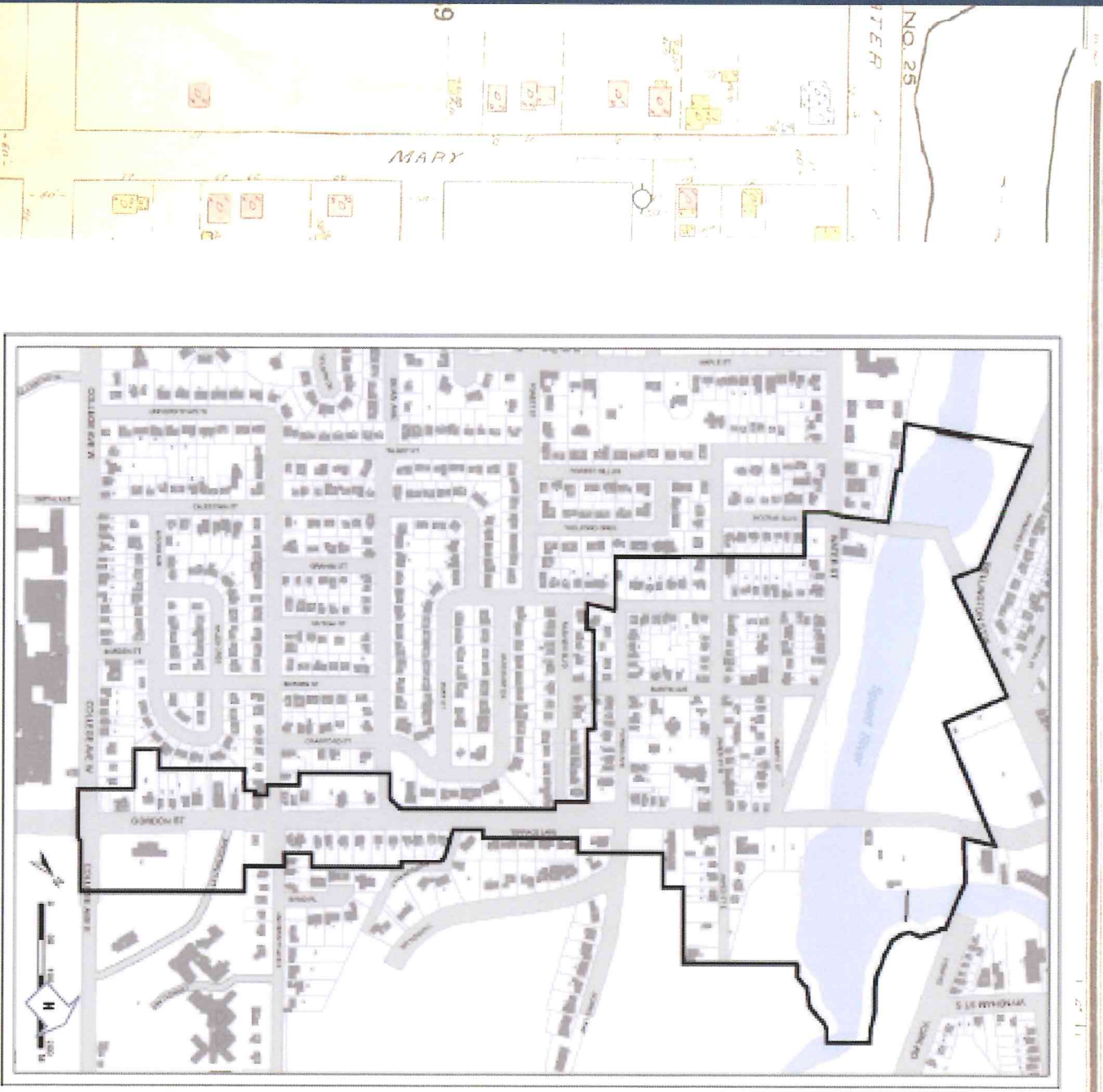
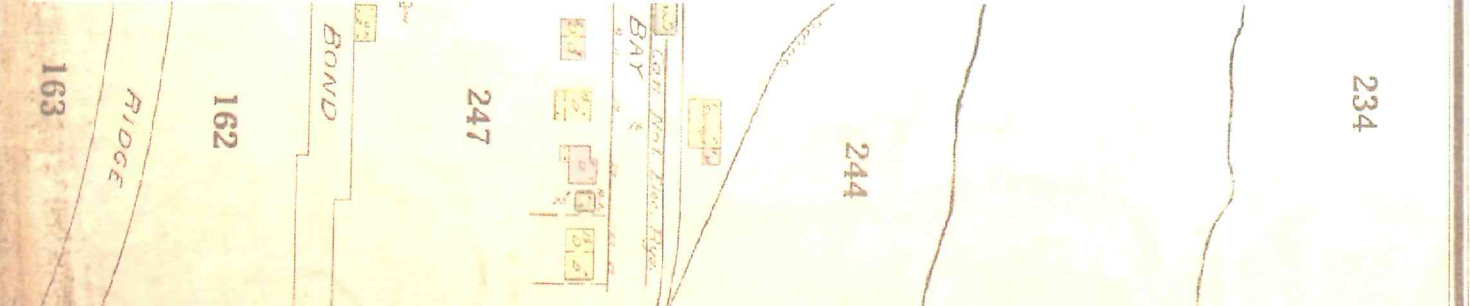
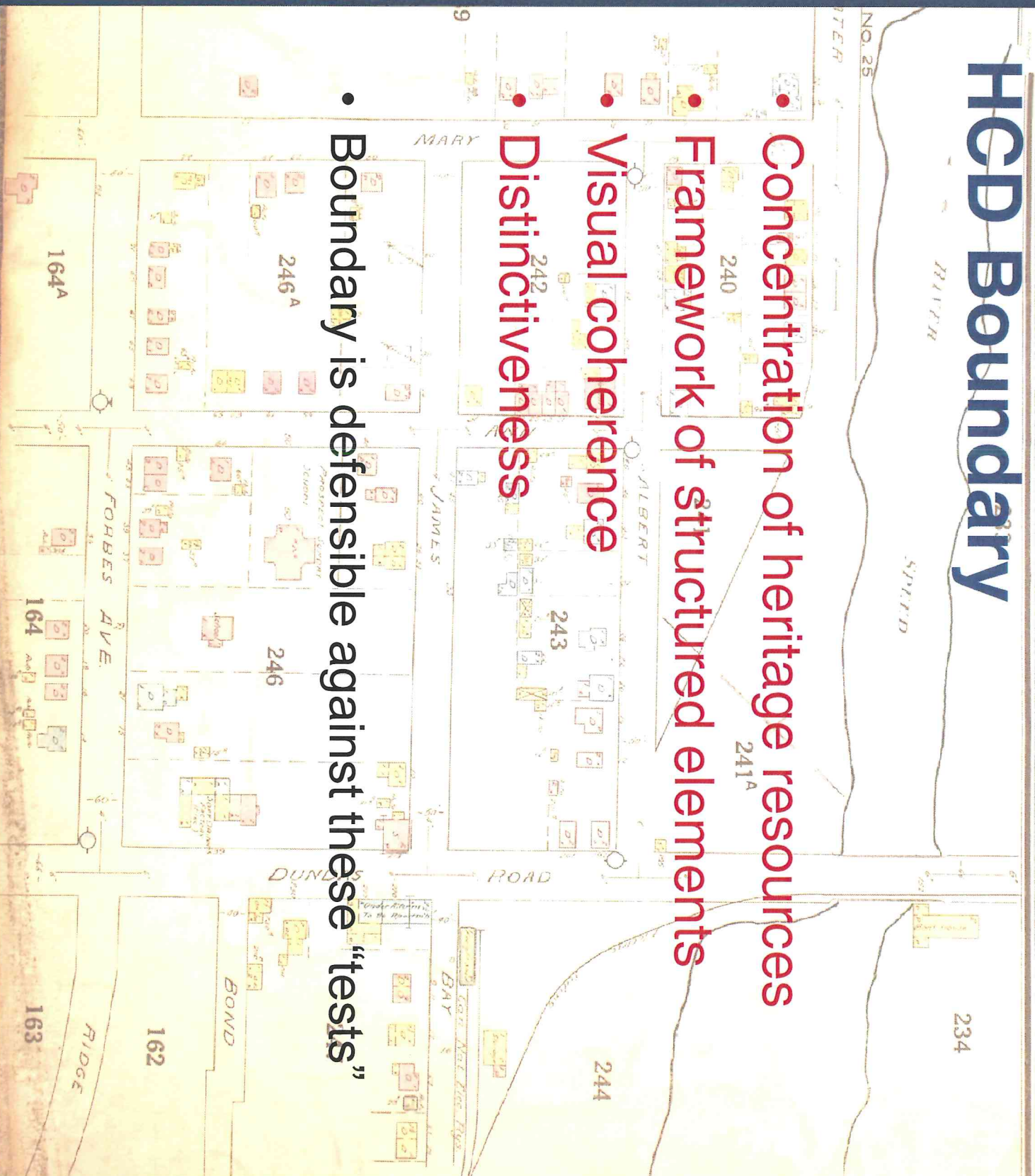


Figure 3.1 Proposed Heritage Conservation District Boundary



HCD Boundary

- Concentration of heritage resources
- Framework of structured elements
- Visual coherence
- Distinctiveness
- Boundary is defensible against these “tests”





In preparing the HCD Study - Heritage Assessment Report, the consultants have considered and addressed the requirements of the Ontario Heritage Act and now recommend that in their opinion

- there is merit in proceeding to the second phase of the Heritage Conservation District designation process, namely the preparation of a draft Heritage Conservation District plan containing guidance on the management of the district's heritage character and attributes

The community consultation process has identified the following key issues to date:

- support and objection has been received from the public as to the consultant's recommendation to include the Wellington Street dam and the open body of water to the west of McCrae Boulevard as part of the proposed HCD
- the dam and character of the riverscape is only being assessed for its cultural heritage value through the HCD

Study process

- any future decision of Council on the dam or the associated riverscape will require Environmental Assessment that examines the full range of issues involved

- Some property owners have expressed opposition to their property being included in the HCD boundary on grounds that they don't feel that their building has cultural heritage value
- Other property owners are worried that the HCD Plan would not allow the ability to redevelop their property
- It is still too early on the process for us to assume that the consultants could not assist the City to create a well-written HCD that guides appropriate proposed development and change while conserving the important heritage character defining elements within the heritage district



- Staff were directed to report back to Council at key decision making points in the Heritage Conservation District designation process
- Attachments 3 and 4 in the staff report present our current position in the HCD designation process
- Council is now at an important decision point - whether to proceed with the Phase Two of the Heritage Conservation District designation process as recommended by the consultant and staff

Rationale for proceeding to Phase Two of the Heritage Conservation District Designation process

- The decision at hand is not to approve the Brooklyn and College Hill Heritage Conservation District - rather, it is simply a decision to proceed with the creation of a draft HCD Plan and Design Guideline
- Phase Two of the HCD process provides an excellent forum for further community consultation and continued discussion of issues being raised by property owners and other stakeholders



Rationale for proceeding to Phase Two of the Heritage Conservation District Designation process

- It is the draft HCD Plan and Design Guideline that can provide detailed answers and proposed policies that may lead to possible solutions of current issues.
- Staff's recommendation is to proceed with Phase Two of the Brooklyn and College Hill Heritage Conservation District Designation process

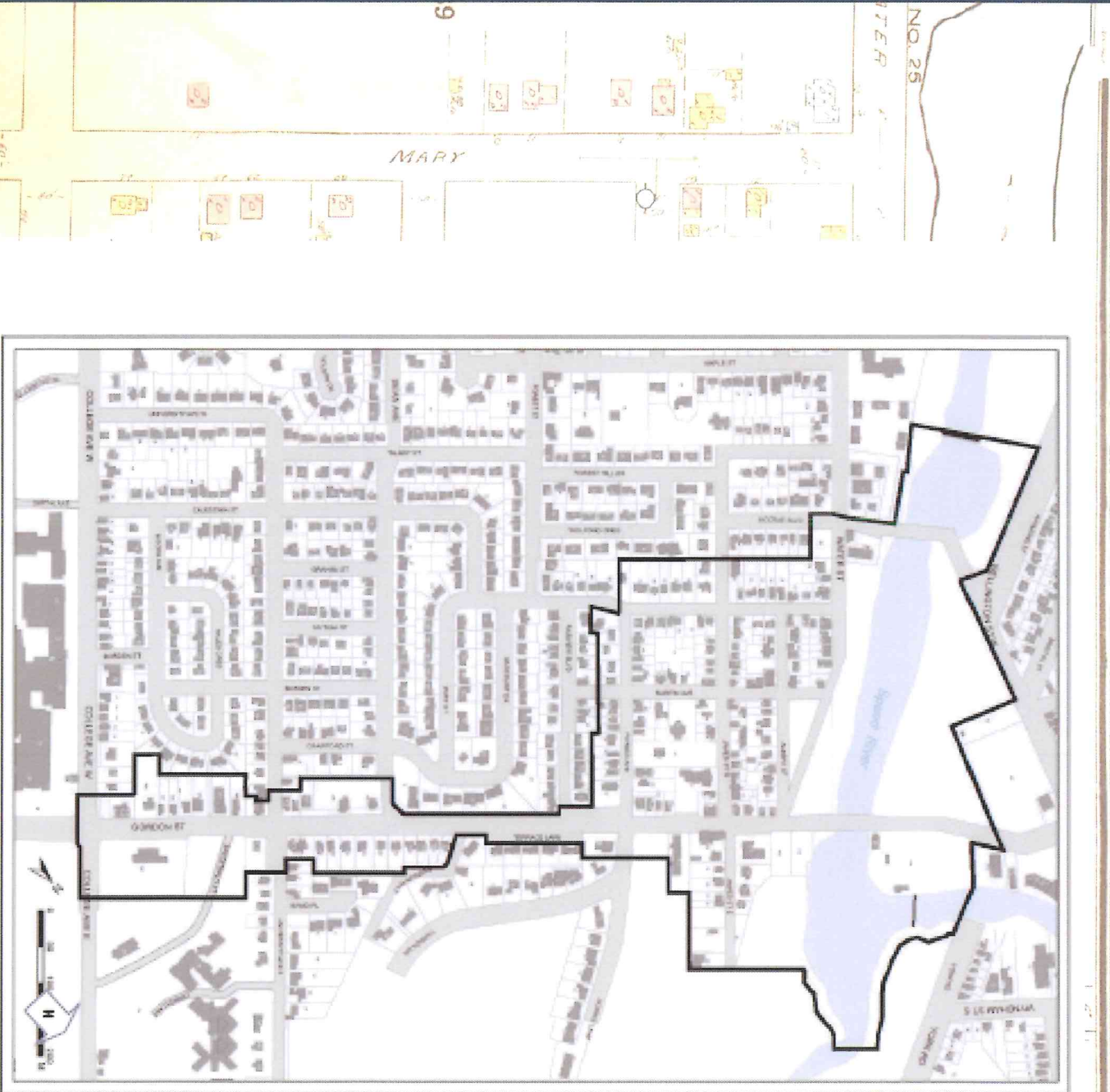
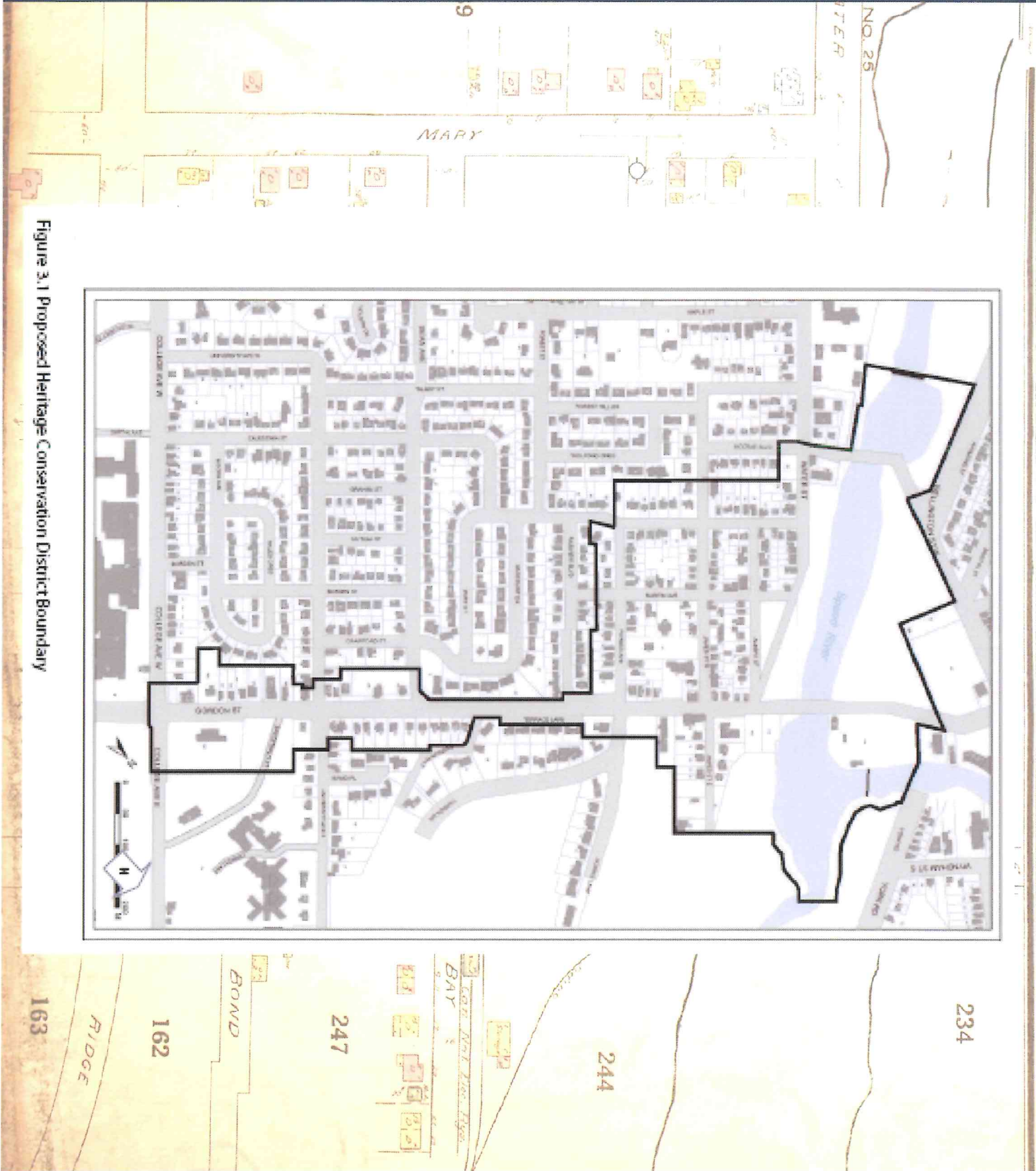


Figure 3.1 Proposed Heritage Conservation District Boundary



COMMITTEE REPORT



TO **Planning & Building, Engineering and Environment
Committee**

SERVICE AREA Planning & Building, Engineering and Environment
DATE February 21, 2012

**SUBJECT Brooklyn and College Hill Heritage Conservation District
Designation Process - Summary of Phase One and
Recommendation to Proceed to Phase Two**

REPORT NUMBER 12-17

SUMMARY

Purpose of Report: To summarize the results of Phase One of the 2-phase Brooklyn and College Hill Heritage Conservation District designation process and to recommend the process proceed to Phase Two.

Committee Action: Receive the Brooklyn and College Hill Heritage Conservation District Study – Heritage Assessment Report (February 2012) and direct staff to proceed to Phase Two of the Brooklyn and College Hill Heritage Conservation District designation process.

RECOMMENDATION

“THAT the Brooklyn and College Hill Heritage Conservation District Study – Heritage Assessment Report (February 2012) be received;

AND THAT staff be directed to proceed with the second phase of the Brooklyn and College Hill Heritage Conservation District designation process for the purposes of creating a Draft Brooklyn and College Hill Heritage Conservation District Plan and Design Guidelines according to Part V, Section 40(1) of the Ontario Heritage Act;

AND THAT the proposed Heritage Conservation District boundary (Attachment 1) recommended by the consultant in the Brooklyn and College Hill Heritage Conservation District Study – Heritage Assessment Report (February 2012) (Attachment 2) be acknowledged and that staff be directed to report back to Council with a final recommended Heritage Conservation District boundary during the second phase of the Brooklyn and College Hill Heritage Conservation District designation process.”

BACKGROUND

At their March 28, 2011 meeting, Council received Planning & Building, Engineering and Environment Report 11-24 and directed staff to initiate the Heritage Conservation District Designation Process for the Brooklyn and College Hill area pursuant to Part V, Section 40(1) of the Ontario Heritage Act. Council’s resolution

and the full PBEE Committee Report from March 28, 2011 is available through Attachment 3. Staff was directed to retain the services of a consultant to undertake the Heritage Conservation District Designation process in accordance with defined terms of reference to be prepared by staff. Staff were also directed to report back to Council at key decision making points in the Heritage Conservation District designation process. Attachments 4 and 5 outline the key steps in the HCD designation process.

Following Council's decision to initiate the HCD designation process the consulting team of MHBC Consultants, in association with George Robb Architect and Meagan Hobson Research, was retained to undertake the project.

During July and August the consultant team commenced the first phase of the heritage district designation process – the HCD Study. The consultants began their research and inventory work, City policy review and land use research according to the project scope and key deliverables identified in the project terms of reference and the consultant's proposal.

In early August the consultants met with the members of the HCD Technical Steering Committee, consisting of City planning, building and parks staff members lead by the Senior Heritage Planner, assembled to provide feedback and strategic input to the consultant's work and provide direction as required. Subsequent meetings of the Technical Advisory Committee were held in November and December.

The project terms of reference required the appointment of a Community Working Group to provide strategic input to the consultant and the City at key points throughout the HCD Designation process. The Community Working Group consists of two members of the Heritage Guelph Committee; the two Ward 5 Councillors (ex officio), and five property owners from within the study area as recommended by the Ward 5 Councillors including representation from the Old University Neighbourhood Ratepayers Association. The consultant met with the Community Working Group in early November and again in mid-December.

Public Consultation:

The process for undertaking a Heritage Conservation District Study, Plan and Design Guidelines falls under Sections 40 and 41 of the Ontario Heritage Act, which requires Council to hold one statutory public meeting prior to making a decision to approve a Heritage Conservation District and to provide notice of public meetings and Council decisions. It was determined in the HCD project terms of reference that, in addition to fulfilling the statutory public consultation requirements, a minimum of three public information meetings would be held.

The first public meeting would be in the initial stages of the development. The focus of this meeting would be to introduce the consultant team working on project and to review the vision, goals, objectives, priorities and overall direction of the HCD Designation process. The second meeting would present the findings and recommendations of the draft HCD Study. If Council were to proceed with the second phase of the HCD process, a third public meeting would be held to present and discuss the draft HCD Plan and Design Guidelines.

HCD Phase One: Public Meeting 1, November 15, 2011:

The first Public Meeting for the HCD Study phase was held at Harcourt Memorial United Church on 15 November 2011. The consultant team was introduced who outlined the progress being made on the HCD Study phase. For the purpose of refining the study area boundary to guide field work, the consultants described the study area as being defined by the Speed River and Royal City Park in the north, Mary Street in the west, College Avenue to the south and Gordon Street and James Street East at the east.

The consultants elaborated on the two stage HCD process indicating that work was now proceeding with Phase One: The HCD Background Study. The background study was intended to identify the heritage character and appearance of the area and includes descriptions of the overall topography and historical development of the area as well as the resulting changes in landscape and built form. It was emphasized that any boundary identified to date was only the study area and not necessarily the final boundary that may be recommended for approval by Council. It was made clear by the consultants that it is City Council's decision, after hearing the results of the study and feedback from the community, whether to proceed with phase two, the preparation of a Draft HCD Plan.

HCD Phase One – Newsletter and Questionnaire:

Shortly after the first Public Meeting, a Newsletter for Phase 1 was circulated to property owners in and around the study area (Attachment 6). The Newsletter was prepared to update those who were unable to attend the November Public Meeting and also to introduce a brief questionnaire (Attachment 7) intended to solicit responses from the study area that would assist the consultants in their formation of recommendations for the phase one report on the Brooklyn and College Hill Heritage Conservation District Study. Seventeen responses to the Questionnaire resulted from a mailing sent to the owners of 455 properties in the study area and surrounding properties within 120 metres. Although this was a low return rate responses provided useful insights and comments both positive and negative. Further efforts will be made to engage the community during phase two.

Key comments resulting from the November Public Meeting and the circulation of the HCD Questionnaire included:

- questions whether designation had the potential to adversely affect property values;
- whether any potential HCD policies may facilitate financial incentives from the City to owners of designated property;
- how and what kinds of controls or measures would be implemented to manage change and alterations within a potential heritage district.

HCD Phase One: Release of Draft Assessment Report and HCD Phase One: Public Meeting 2, January 17, 2012:

Following the first round of community consultation a Draft of the Brooklyn and College Hill Heritage Conservation District Study – Heritage Assessment Report was made available for public review in early January in advance of the second Public Meeting. The second HCD Study Public Meeting was held on 17 January 2012 at

Harcourt Memorial United Church as a forum for the consultants to present a summary of their findings and the recommendations contained within the Draft HCD Study – Heritage Assessment Report and also to hear feedback from the community on their views of the current prospect of an HCD for the area. At this meeting several key topics were identified:

- the consultant’s recommendation to include the Wellington Street dam and the open body of water to the west of McCrae Boulevard as part of the proposed HCD met with opinions of support and opposition;
- several property owners expressed opposition to their property being included in the HCD boundary on grounds that they don’t feel that their building has cultural heritage value;
- other property owners are worried that the HCD Plan would not allow the ability to make alterations to or redevelop their property.

Valuable input was received during the public meeting discussion and this is reviewed in more detail in the report section.

Consultation with Heritage Guelph:

The Ontario Heritage Act requires that Council consult with its Municipal Heritage Committee about any area being considered as a heritage conservation district study area. Heritage Guelph has promoted the idea of district designation for the Brooklyn and College Hill area since well before the completion of the OUCN CIP in 2006 and included this HCD project in their long-term objectives. Heritage Guelph committee members attended the November 15, 2011 and January 17, 2012 Public Meetings. The committee will consider the following motion at their meeting of February 13, 2012 (Note: final resolution to be confirmed on February 13):

“THAT Heritage Guelph recommends that Council receive the Brooklyn and College Hill Heritage Conservation District Study – Heritage Assessment Report (February 2012);

AND THAT, having thoroughly reviewed the study report in consultation with a member of the consultant team, Heritage Guelph advises Council of its support for proceeding with Phase Two of the Brooklyn and College Hill Heritage Conservation District designation process for the purposes of creating a Draft Heritage Conservation District Plan and Design Guidelines according to Part V, Section 40(1) of the Ontario Heritage Act.”

REPORT

In preparing the Heritage Conservation District Study - Heritage Assessment Report, the consultants have considered and addressed the requirements of the Ontario Heritage Act and have also provided background material and proposed recommendations as required by the HCD Terms of Reference. The HCD Study - Heritage Assessment Report is provided in Attachment 1 of this report. The consultants have recommended that the proposed Heritage Conservation District boundary (Attachment 1) appropriately contains a majority of properties of cultural heritage value, whether buildings, structures, streetscapes and open spaces that

provide a rationale for the designation of this area as a heritage conservation district under Part V of the Ontario Heritage Act.

The consultants have stated that in their opinion there is merit in proceeding to the second phase of the heritage conservation district study, namely the preparation of a heritage conservation district plan containing guidance on the management of the district's character and attributes.

Summary and Analysis of Public Input:

The public consultation process has brought forward positive and negative comments regarding a proposed heritage conservation district in the Brooklyn and College Hill area.

Benefits identified in the public comments include:

- A stronger sense of place;
- Greater understanding and appreciation of the cultural heritage value of the buildings, streetscapes and riverscapes;
- Preserve the neighbourhood;
- Increase in property values;
- Discourage inappropriate large scale development ;
- Would bring more appropriate control over alterations and infill;
- (with no HCD) new development will not comply with human scale and historic environment.

Some of the key questions and concerns raised through the public consultation process have included:

- What types of changes would be permitted?
- Would restrictions prevent any change? – is there flexibility?
- What would be the impact on the time/cost to process applications?
- What is impact on contemporary properties?
- District designation will affect property values, resale values and increase taxes
- Will there be financial incentives for designated property?
- Concerns about the recommended district boundary (e.g. inclusion of: Wellington Street dam; properties on James Street East; and lands on east side of Gordon around the Macdonald Stewart Art Centre)

Both support and objection has been received from the public consultation process as to the consultant's recommendation to include the Wellington Street dam and the open body of water to the west of McCrae Boulevard as part of the proposed HCD. The disposition of the dam and character of the riverscape is only being assessed for its cultural heritage value through the HCD Study process. This is only one vantage point for this issue and any future decision on the fate the dam or the associated riverscape will require a full assessment that examines and attempts to balance the range of interest and issues involved, i.e. environmental, cultural, heritage etc. This will be considered further during Phase 2 of the HCD process.

Some property owners have expressed opposition to their property being included in the HCD boundary on grounds that they don't feel that their building has cultural

heritage value. Other property owners are worried that the HCD Plan would not allow the ability to redevelop their property. It is still too early on the process for these property owners to assume that the consultants could not assist the City to create a well-written HCD that guides appropriate proposed development and change while conserving the important heritage character defining elements within the heritage district.

The issues raised to date would receive further exploration through continued community consultation if Council were to decide to proceed with the second phase of the HCD Designation process. The consultants have advised that some of the issues raised are already addressed in the HCD Assessment Report while others such as guidelines on alterations would be considered through the HCD Plan and Design Guideline process. The public consultation process planned for the second phase of the HCD Designation process is the ideal forum for discussion and meaningful dialogue on draft HCD Plan policies and design guidelines between the consultants, City staff, property owners and other stakeholders.

Rationale for proceeding to Phase Two of the Heritage Conservation District Designation process:

Staff were directed to report back to Council at key decision making points in the Heritage Conservation District designation process. Attachments 4 and 5 present the HCD designation process in chart form with a (dotted line) box around our current position in that process. Council is now at an important decision point in which it now has background information from the completed HCD Study – Heritage Assessment Report to make an informed decision on whether to proceed with the second phase of the Heritage District designation process as recommended by the consultant and staff.

The decision at hand is not to approve the Brooklyn and College Hill Heritage Conservation District - rather, it is simply a decision to proceed with the creation of a first draft of a HCD Plan and Design Guideline. The second phase of the HCD process provides an excellent forum for further community consultation and continued in depth and detailed discussion of issues being raised by property owners and other stakeholders. It is the draft HCD Plan and Design Guideline that can provide detailed answers and proposed policies that may lead to possible solutions of current issues.

The study consultants and City staff are of the opinion that the Phase One HCD Study provides a sound technical basis for proceeding into Phase Two. In addition, proceeding into Phase Two will allow for continued community engagement and discussion around balanced and fair approaches to addressing issues raised in Phase One.

CORPORATE STRATEGIC PLAN

- Goal 4 – A vibrant and valued arts, culture and heritage identity.
- Strategic Objective 4.4 – Intact and well managed heritage resources.
- Strategic Objective 4.5 – Capitalize on our cultural and heritage assets to build economic prosperity, quality of life and community identity.

FINANCIAL IMPLICATIONS

Funding to carry out the Brooklyn and College Hill Heritage Conservation District Designation Process, including the HCD Study and the HCD Plan and Design Guidelines was approved as part of the 2007-2009 budget processes with the purpose of developing and implementing a Heritage Conservation District Study and Implementation Plan.

DEPARTMENTAL CONSULTATION

Internal Technical Steering Committee (including staff representation from Planning, Building and Parks)
Legal Services
Heritage Guelph

COMMUNICATIONS

The November 15, 2011 and January 17, 2012 Public Meetings were advertised in the Guelph Tribune and an information page was established on the City's Heritage Planning webpage. As well, mailings for both public meeting notices and circulation of the HCD Newsletter and Questionnaire were sent to 190 property owners within the potential study area and also to just over 255 property owners within a 120m buffer area around the HCD study area.

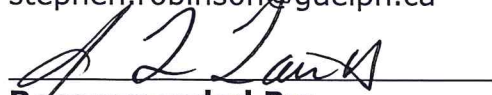
ATTACHMENTS

Attachments 2, 3 and 7 are available on the City's website at www.heritageguelph.ca. Click on the link for the February 21, 2012 Brooklyn and College Hill Heritage Conservation District Designation Process - Summary of Phase One and Recommendation to Proceed to Phase Two Report (with attachments).

- Attachment 1 - Proposed Heritage Conservation District Boundary;
- Attachment 2 - Heritage Conservation District Study - Heritage Assessment Report (February 2012)
- Attachment 3 - Council Resolution and Report from March 28, 2011 Council Meeting;
- Attachment 4 - Heritage Conservation District Designation Process – City of Guelph;
- Attachment 5 - HCD Designation Process Overview – City of Guelph;
- Attachment 6 - HCD Phase One – Newsletter;
- Attachment 7 - HCD Phase One – Questionnaire

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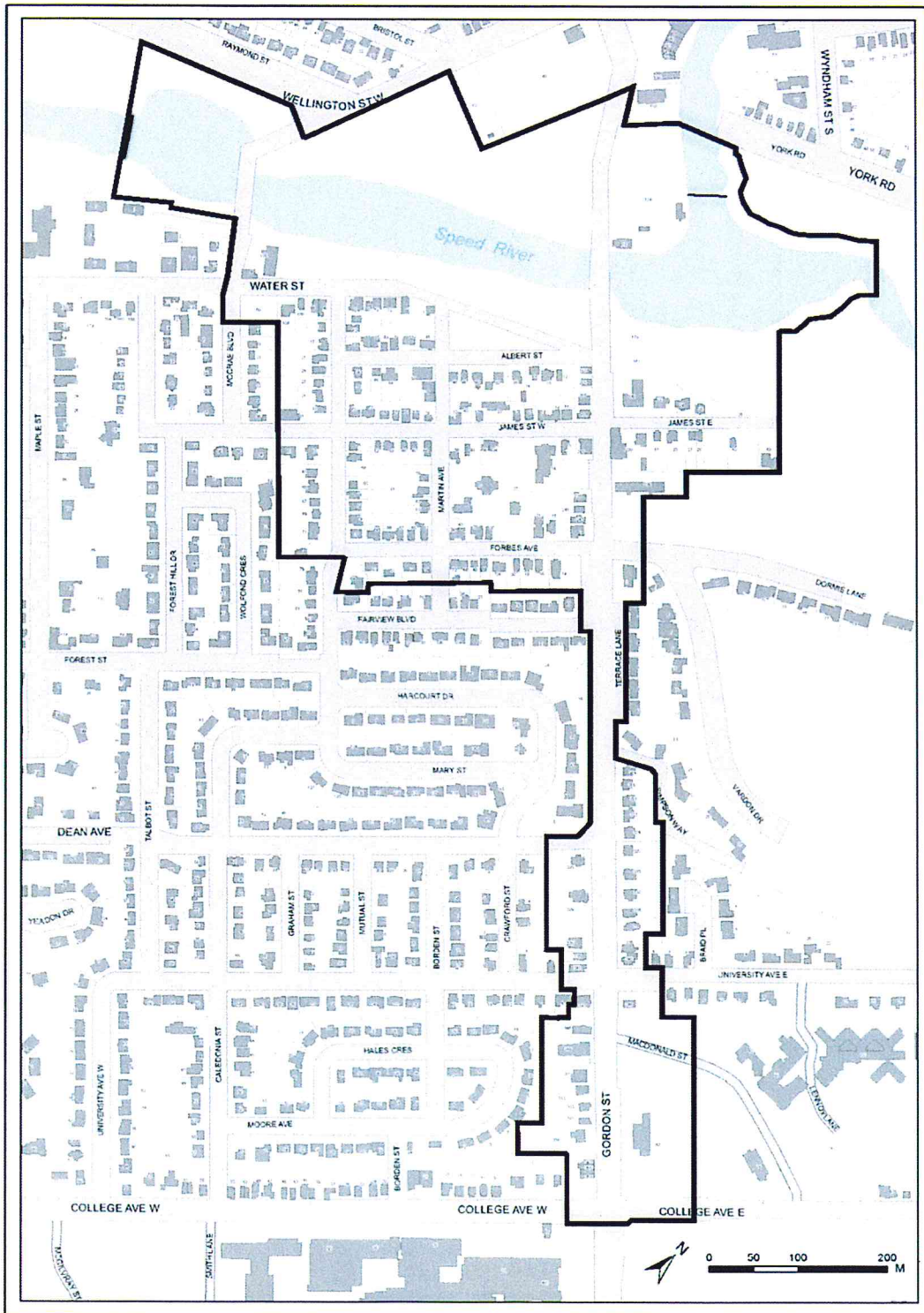


Recommended By:

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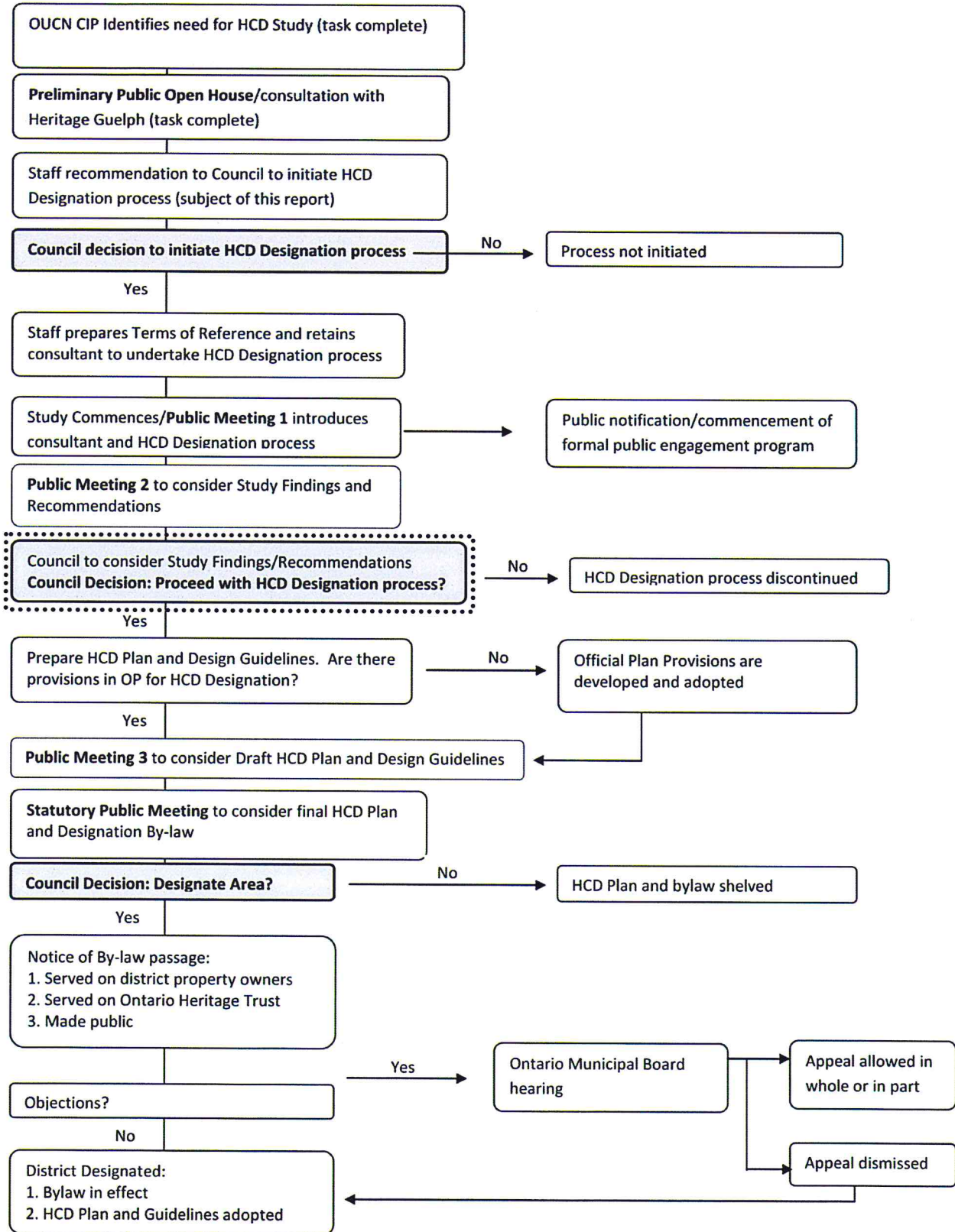
ATTACHMENT 1

Proposed Heritage Conservation District Boundary
from Heritage Conservation District Study - Heritage Assessment Report
(February 2012)



ATTACHMENT 4

Heritage Conservation District Designation Process – City of Guelph



ATTACHMENT 5

HCD Designation Process Overview – City of Guelph

The following steps are based on information found in the Ministry of Culture's *Ontario Heritage Toolkit*, which outlines the key steps in the heritage district designation process. A summary in flow chart format is presented in Attachment 6.

Step 1 – Council considers approval of initiation of HCD Designation process

If approved, HCD Study commences and is carried out in the following manner:

- Historical and documentary research; field studies to examine the character and appearance of the area (buildings, structures and other property features) to determine heritage attributes;
- Public Meeting 1 to introduce consultant and HCD Designation process
- Public participation to add value and meaning to research results;
- Consider and recommend objectives of designation and content of the HCD Plan and Guidelines.

Step 2 – HCD Study provides final definition and recommendation of the HCD boundaries and recommendation of potential changes to the Official Plan and municipal by-laws including zoning by-laws.

- Public Meeting 2 to consider HCD Study findings and recommendations;
- HCD Study findings and recommendations are considered for approval by Council;
- Council decides whether or not to proceed with HCD Designation process.

Step 3 – If Council proceeds with HCD Designation process, the HCD Plan and Guidelines are prepared containing the following:

- Statement of objectives to be achieved in designation of the area as a HCD;
- Statement of district's cultural heritage value or interest;
- Description of district's heritage attributes and all properties within the district;
- Policy statements, guidelines and procedures for achieving stated objectives and managing future changes;
- Description of external alterations or classes of external alterations that are of a minor nature that an owner can carry out without obtaining a permit;
- Public Meeting 3 to consider Draft HCD Plan and Design Guidelines.

Step 4 – Public Notification and Statutory Council Meeting to consider HCD Plan and decision on the Designation By-law:

- Before passing the designation by-law and adopting the HCD plan, Council is required to notify the public about the proposed HCD plan and hold at least one public meeting to discuss the plan. Following Council passage of the by-law and within 30 days of the date of

notification, any person who objects to the by-law can appeal the by-law to the Ontario Municipal Board (OMB).

Step 5 – Implementation of the District Plan:

- Review of alteration, new construction and demolition applications in a HCD with decisions to be guided by the approved HCD Plan and Design Guidelines;
- Municipal consideration of other implementation tools (eg. financial incentives).

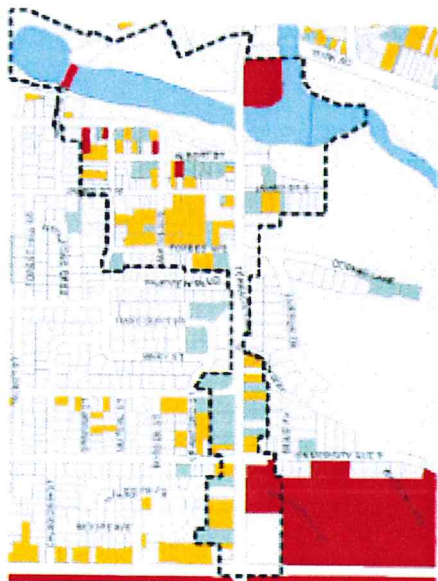
Brooklyn and College Hill Heritage Conservation District Study

Phase 1 Newsletter: November, 2011

Introduction to the Study

The City of Guelph has recognized the cultural heritage significance of two of the City's historic neighbourhoods: Brooklyn and College Hill. These areas were identified for a potential Heritage Conservation District (HCD) through the Old University and Centennial Neighbourhoods Community Improvement Plan process in 2006. In the summer of 2011 Council initiated the HCD designation process that retained MHBC Planning to conduct the first of two phases - the HCD Study.

Brooklyn, one of Guelph's early settlement areas associated with industries along the Speed River, is connected by the historic Brock Road to College Hill, a residential area which was developed with the advent of the Ontario Agricultural College.



General Study Area

Red – designated

Green – listed in Heritage Register

Orange – Couling Inventory

Public Meeting 1 Summary

On November 15th the City of Guelph held a public meeting at Harcourt Memorial United Church (87 Dean Avenue) to introduce the consultants conducting the first phase of the Brooklyn and College Hill HCD Study. City Planning Staff, the consultant team, City Councillor Leanne Piper, and Paul Ross of Heritage Guelph and about 50 members of the community attended to discuss the heritage conservation district study and plan and the progress being made. This newsletter has been prepared to update those members of the community who could not attend the first public meeting and also to introduce the enclosed questionnaire.

Stephen Robinson (City staff) made opening remarks and introduced the consultant team members present – Wendy Shearer, David Cuming and Jessica Tivy (MHBC Planning), Peter Stewart and Chris Walker (George Robb Architect) and Megan Hobson (Megan Hobson Research).

The consultants outlined the general study area context and boundary explaining that the initial study area had been identified as part of the Old University and Centennial Neighbourhoods CIP undertaken in 2006. For the purpose of refining the study area boundary to guide field work, the consultants described the area as being defined by the Speed River and Royal City Park in the north, Mary Street in the west, College Avenue to the south and Gordon Street and James Street East at the east.

ATTACHMENT 6

HCD Phase One – Newsletter



Attention then turned to the overall purpose of district designation, identifying clusters or concentrations of built heritage resources and other special characteristics such as streetscapes or landscapes and protecting those of value. Explanation about the requirements of the Ontario Heritage Act followed with the consultants highlighting key provisions such as the preparation of a heritage conservation district study (to identify what makes an area special) and its potential follow up with a heritage conservation district plan and design guidelines (to manage and protect those features that make the area special).

The consultants elaborated on the two stage process indicating that work was now proceeding with Phase 1: The HCD Background Study. The background study is intended to identify the heritage character and appearance of the area and includes descriptions of the overall topography and historical development of the area, the resulting changes in landscape and built form. The results of a building condition survey concluded that the building stock was overwhelmingly sound. The work to date had revealed a rich history and building legacy of over 160 years from the formative stages of road and bridge building, milling activities, park development and residential construction in a rich variety of architectural styles.

This work and the findings of the consultant team will inform the identification of a district boundary that will provide the basis of designating a potential heritage conservation district under Part V of the Ontario Heritage Act.

The consultants emphasized that the area identified to date is only the study area and not necessarily the final boundary that

may be recommended. It is City Council's decision, after hearing the results of the study and feedback from the community, whether to proceed with Phase 2, the preparation of a HCD Plan.

Members of the community in attendance at the meeting followed the presentation with a number of questions, comments and views on the process. Several questions addressed the matter of whether designation had the potential to adversely affect property values. Discussion also ensued about potential financial incentives from the City to designated property owners. Comments were also made about how and what kinds of controls or measures would be implemented to manage change and alterations within a potential district.

The consultants advised that some of these issues would be addressed in the HCD Study and others such as guidelines on alterations would be contained in the HCD Plan and design guidelines.

Next Steps

- January 2012 – Draft HCD Study presented at Public Meeting 2 of Phase 1
- February 2012 – Phase 1 HCD Study considered by Council in decision whether to proceed to Phase 2
- March to June – preparation of HCD Plan and Design Guidelines if Council proceeds with Phase 2

How to get more Information

For more information, visit the Heritage Planning website at guelph.ca (search Heritage Conservation District Study) or please contact:

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Planning & Building, Engineering and Environment
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Catherine Aldersley

January 26, 2012

Planning & Building,
Engineering and Environment Committee
Guelph City Council
1 Carden St.
Guelph, ON N1H 3A1

Members of Committee for February 21, 2012 meeting
Members of Guelph City Council for February 27, 2012 meeting

Reference: Proposed Heritage District

I, as a member of the community of the proposed heritage district, am opposed to the designation of this district. I support heritage designation on buildings, landmarks and landscapes that have heritage or cultural value.

There are a number of homes within the designated area that are heritage. Please, designate them. There are also a number of homes that do not have any heritage value, built war time era or later and should not carry the burden of a heritage designation, just because they fall within the district.

My home falls into the later category, started in 1948 with completion in 1951. The neighbouring home at 26 James St. E was built in 1953. The building at 22 James St. E, used to be the Station House of the old Electric Rail Line. The decision to just draw the boundary line of the heritage district at the end of 26 James St. E, is unrealistic for the heritage district. If it is the heritage of the Electric Rail Line Building, then draw the line between 22&24 James St. E. If it is the historical and cultural value of the old rail line, then designate the district to include the old rail line property that is within the City of Guelph.

The Heritage report brings up a few other items. It refers to increased tourism by promoting McCrae House, Royal City Park, Boathouse Tea Room and a small kayak/canoe rental business operating from the grounds of the boathouse. Controversy arises regarding including the Wellington Street dam in the Heritage designation vs. removing it. Heritage members have indicated a designation, will not prevent the dam removal and could put an existing small business, a major tourism attraction out of business. The report has not designated any of the old Rockwell lands that used to be Royal City Park. Increasing of our parklands vs. "big box" type buildings would bring tourism. This area has been included in City of Guelph walks for many years, promotion of this is not new tourism. Increasing property values that will come with a Heritage District designation, will only reward those wishing to sell their homes. Those wishing to

remain in their homes, will only find additional financial hardship by way of increased property taxes. If the designation is to relieve some of the issues of student housing as alluded to in the report, the City's new bylaw is addressing these issues. Additionally, the issue of student housing seems to have moved south by a few blocks.

Also, just because Kitchener has a Heritage District, doesn't mean to say the City of Guelph needs to have one.

In these challenging economic times, all members of committee and council need to ask themselves "Is this the best use of our limited resources?" . Please reconsider carefully, the use of taxpayer dollars.

Respectfully submitted,

Cathy Aldersley

From: Breanne Anderson
Sent: January 30, 2012 11:32 AM
To: Stephen Robinson
Subject: Homeowner in potential heritage district

Hi Stephen,

I am a homeowner on _____ Street in the boundaries of the area for potential heritage designation.

I am unable to attend the next meeting on Feb. 21st as I am out of town that week, but would like to have my opinion taken into consideration regarding the designation of the district.

I am firmly opposed to such a designation. I do not want restrictions placed on what I am able to change or modify on/with my own house. I know it sounds selfish, given I can appreciate what the heritage council is trying to accomplish with this movement, however my investment in the house and property would be severely and negatively impacted by such a designation, so of course I oppose it.

I would be open to restrictions placed on the area for situations that involve a total tear-down and re-build. I.e. guidelines that must be followed about building a structure that blends with and is conducive to the existing heritage aspects of the area - this would have been helpful to have in place when the building application went through for 29 Mary Street.. Or the 3 story structure currently being built on Mary just off Albert.

However the prospect of facing time-consuming, resource-wasting, endless amounts of red tape in order to fix or improve a front porch or install energy-efficient windows, for example, is a nightmare. And to have applications for modifications rejected would be infuriating. Do you own a house with old, heavy, deteriorating double-pane windows? Do you have any idea how much of a hassle they are to deal with, change, maintain, etc.? It doesn't feel good to know that my ability to invest in my own house could be compromised because of a heritage designation. Further, while I'm sure in some cases property value might increase slightly because of the designation, this certainly does not apply in my situation. Potential buyers will not want to purchase my house with the knowledge that they will not be able to make necessary renovations or improvements.

In summary, I am adamantly opposed to the heritage designation proposal.
Please let me know to whom else I should direct my valid concerns and thank you for your time.

Regards,

Breanne Anderson
Homeowner

Economic Development, Planning, Building, and Engineering Joint Operational Review

Presentation
to
PBEE Committee
February 21, 2012

Overview

- In Response to Prosperity 2020
- Update 2005 Development Application Review Process.
- Balance Community and Developer Interest.
- To Be Conducted in Two Phases.
- Phase 1 – Identified Current Issues.
- Phase 2 – Recommendations to Address Issues and Improve processes relating to development applications

Process

- **Oversight Committee**
 - Staff
 - Chamber of Commerce
 - Guelph-Wellington Developer's Association
 - Local Development Sector
 - ICI Real Estate Brokers.
- **Stakeholder Groups Surveyed (Phase 1)**
 - Each of the Four Service Areas
 - Real Estate Development Sector
 - Ontario Government
 - Local Business Community

Phase 1 Findings

- Six issue categories:
 1. Process and Client Service
 2. Proponent Practices
 3. Municipal Resources
 4. Understanding, Clarity and Expectations
 5. Staff
 6. Broader Public Domain

Phase 2

- Categories 1 through 4 to be addressed by a consultant that has expertise in:
 - Municipal Operational Structures
 - Service Delivery Models;
 - Municipal Performance Benchmarking;
 - Municipal Economic Development, Planning, Engineering; and
 - Building Permit practices and processes.
- Categories 5 and 6 to be addressed through:
 - Doing Public Business Better Initiative;
 - Direct Report Leadership Team Initiatives
 - Corporate Strategic Planning Initiative.

Interim Initiatives

- Since mid-2011
 - New procedures for Council Planning meetings
 - Streamlined process for registration of subdivisions and condominiums.
 - Formalizing and Refining the complete application process to provide further clarity and certainty.
 - Working to improve, simplify and streamline the approval of minor revisions to site plans.
 - Implementing a new economic development “triage” process.

Next Steps

- RFP for Phase 2 Issued on January 31, 2012.
- RFP Closing Date - February 15, 2012.
- Contract Awarded by March 9, 2012.
- Consultant Start Up Meetings - March 12th, 2012
- Phase 2 Presentation to PBEE - June 18, 2012
- Presentation of Final Report to Guelph City Council - June 25, 2012

Questions

COMMITTEE REPORT



TO **Planning & Building, Engineering and Environment Committee**

SERVICE AREAS Planning & Building, Engineering and Environment, and Economic Development

DATE February 21, 2012

SUBJECT Economic Development, Planning, Building, and Engineering Joint Operational Review

REPORT NUMBER

SUMMARY

Purpose of Report:

The purpose of this report is to provide a briefing on the status of the Joint Operational Review that is being conducted for the following services: Economic Development, Planning, Building, and Engineering.

Committee Action:

This report is to be received by the Planning & Building, Engineering and Environment Committee.

RECOMMENDATION

“THAT the Report dated February 21, 2012, regarding the Joint Operational Review that is being conducted for Economic Development, Planning, Building, and Engineering Services **BE RECEIVED”**.

BACKGROUND

In 2010 Guelph City Council adopted Prosperity 2020, the City of Guelph’s Economic Development and Tourism Strategy. The strategy notes that communities that are successful in retaining and attracting private business investment are those that can respond in a clear, concise and timely fashion. The strategy recommends that Guelph needs to improve in this area.

For the most part there are four City service areas that are usually involved in responding to private business investment opportunities. They are Economic Development (through its business attraction, retention and coordination efforts), Planning Services (through the development of municipal planning policies, and the processing of development applications), Building Services (through the processing of building permits), and Engineering Services (through the planning, design and construction of infrastructure).

Responding to private business investment opportunities is a complex and challenging process given the wide range of matters that need to be addressed and coordinated, conflicting private sector/public stakeholder/municipal timelines and processes, and the differing priorities of each municipal service area.

In order to address these matters Economic Development, Planning, Building, and Engineering Services agreed to conduct a two phased joint operational review. The first phase would identify current issues through surveys with external stakeholders and City staff. The resulting "issues" list would be used to scope the second phase which is intended to conduct a best practice review to provide recommendations to improve the City's ability to respond to private business investment opportunities while respecting community stakeholder needs. Improvements may be implemented after Phase 1, where possible.

REPORT

An Oversight Committee was established early in the process to provide input and direction to the joint operational review. The Committee includes representatives from:

- Economic Development
- Planning Services
- Building Services
- Engineering Services
- Chamber of Commerce
- Guelph-Wellington Developer's Association
- the local development consulting sector, and
- the Industrial, Commercial and Institutional real estate broker sector

In early 2011 the firm GLPi was retained to conduct stakeholder surveys and to prepare an "issues" report. Throughout much of 2011 GLPi interviewed 59 stakeholders. The stakeholder groups included staff from each of the four City departments, representatives of the local business community, representatives of the real estate development industry (both local and GTA based), and members from the Ontario Ministry of Agriculture, Food and Rural Affairs Investment Branch. Members of the Guelph Economic Development Advisory Committee also provided input.

In summary, this phase of work was designed to:

- Gauge perceptions of client-City staff interaction;
- Explore the degree to which City policies/procedures and staff interaction are perceived as appropriate, fair, professional, effective, efficient, etc.

-
- Explore issues relating to process, policies, rules, timelines, service and other client-related dimensions;
 - Gauge perceptions of factors influencing client-City staff relationships, including levels of staff autonomy, attitudes toward a 'partnering' orientation, and so forth;
 - Identify strengths/weaknesses, and priority issue areas requiring attention;
 - Explore the degree of perceived alignment (or lack thereof) between key City departments; and
 - Identify other municipalities or jurisdictions that Guelph might look to for insight on best practices or approaches — as points of competitive referencing and comparables analysis.

A copy of GLPi's report can be found at:

<http://www.guelph.ca/business.cfm?subCatID=976&smocid=1561>

The Phase 1 report identifies the following issue categories:

1. **Process and Client Service** — timeliness and perceived unnecessary delays, process requirements, rules and rigidity;
2. **Proponent Practices (and Those of Their Representatives)** — the calibre of submissions and the efficiency of developer-consultant communication and timelines of re-submissions;
3. **Municipal Resources** — the level of resources available to meet demand, intra-departmental clarity and support, management/staff direction and inter-departmental relationships;
4. **Understanding, Clarity and Expectations** — balancing process/project complexity, understanding of City processes and requirements, differing expectations, inconsistency, conflicting messages and insufficient clarity/precision;
5. **Staff** — role definition, staff empowerment and autonomy, staff morale, internal relationship and functional issues, and level of compliance enforcement; and
6. **Broader Public Domain** — the role of Council, perceived anti-business sentiment, and level of/attention paid to 'stakeholders'.

The first four issue categories are to be further evaluated and addressed by an external consultant that has specific expertise within the areas of:

- Municipal Operational Structures;
- Service Delivery Models;
- Municipal Performance Benchmarking;
- Municipal Economic Development, Planning, Engineering; and

-
- Building Permit practices and processes.

The selected consultant's work will be project managed by City staff with input from the Oversight Committee. The consultant's findings and recommendations will be reported back to Council through the Planning & Building, Engineering and Environmental Committee.

With respect to the last two issue categories above, it is anticipated that current and emerging directions such as Doing Public Business Better and Principle Based Governance discussions, formation of a Direct Report Leadership Team, and development of the Corporate Strategic Plan (CSP) will positively impact the required changes and many related aspects thereof. Specifically,

- 1) *Doing Public Business Better and Principle Based Governance* – currently we are exploring what this means to the corporation and its relationship with Council and the community. What are the principles that should guide each of our respective roles? How can we best interact with each other to achieve desired results that benefit the community now and in the future?
- 2) *Direct Report Leadership Team* – a newly formed Direct Report Leadership Team made up of General Managers and Managers now meets on a monthly basis with the goal of working more collaboratively to address broader corporate initiatives including required issues of culture change and improved organizational effectiveness; and
- 3) *Corporate Strategic Plan* – proposed Council and Executive Team workshops in the coming months will set the foundation for agreed upon strategic directions within a framework designed to directly address issues of engagement, morale, effectiveness and the relationship to service excellence, community wellness and prosperity.

In addition, improvements are being developed and implemented following receipt of the Phase 1 report, including:

- Implementing new procedures for Planning Council meetings to allow staff and/or an applicant to provide further clarification on matters to ensure Council and the public has the most accurate information available for decision making;
- Streamlined the internal process for registration of subdivisions and condominiums;
- Working towards formalizing and refining the complete application process to provide further clarity and certainty regarding submission requirements;
- Working on process improvements to simplify and streamline the approval of minor revisions to site plans;
- Implementing a new economic development "triage" process which will improve the timing and efficiency in which the City responds to investment inquiries.

These emerging directions will continue to occur in parallel with the planned operational review work outlined above. Progress in support of these identified issues will be reported back to Council through the Governance Committee.

Time Lines

Completion of this Operational Review is a recognized priority. A Request for Proposals (RFP) was issued on January 31, 2012. The project milestones for this initiative are as follows:

- Week of January 30, 2012 – Issuance of the Request for Proposal
- February 15, 2012 – Proposal Closing Date
- March 9, 2012 – Award Contract
- Week of March 12th, 2012 – Start Up Meeting
- June 18, 2012 – Presentation of Report to Planning & Building, Engineering and Environment Committee
- June 25, 2012 – Presentation of Report to Guelph City Council

In concert with this initiative, workshops with Council and the Executive Team that are focused on the Corporate Strategic Plan are planned for the February/March timeframe. The results of these workshops will assist with this operational review.

CORPORATE STRATEGIC PLAN

Goal 1 – An Attractive, Well-Functioning and Sustainable City

Goal 3 – A Diverse and Prosperous Local Economy

FINANCIAL IMPLICATIONS

The Phase 1 budget of \$22,000 was approved by Council in the 2011 Planning, & Building, Engineering and Environmental Services 2011 Operating Budget.

The Phase 2 budget of \$50,000 was approved by Guelph City Council in Economic Development and Tourism Services' Capital Budget SS0010.

DEPARTMENTAL CONSULTATION

- Economic Development
- Tourism Services
- Planning Services
- Building Services
- Engineering Services
- Corporate Administration

COMMUNICATIONS

Public information on this joint operational review can be found at:
<http://www.guelph.ca/business.cfm?subCatID=976&smocid=1561>.

Prepared By:

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COMMITTEE REPORT



TO **Planning & Building, Engineering and Environment
Committee**

SERVICE AREA Planning & Building, Engineering and Environment
DATE February 21, 2012

**SUBJECT Sign By-law Variance for 60 Woodlawn Road East
(Village of Riverside Glen Retirement Residence)**

REPORT NUMBER 12-13

SUMMARY

Purpose of Report: To obtain Council approval for permission to allow four mobile signs per year at 60 Woodlawn Road East.

Council Action: To approve the request for a variance from the Sign By-law for 60 Woodlawn Road East.

RECOMMENDATION

"THAT Report 12-13 regarding a sign variance for 60 Woodlawn Road East from Planning & Building, Engineering and Environment dated February 21, 2012 be received;

AND THAT the request for a variance from the Sign By-law for 60 Woodlawn Road East to permit four mobile signs per year be approved."

BACKGROUND

The Village of Riverside Glen has submitted a sign variance application to allow for four mobile signs per year at 60 Woodlawn Road East (see Schedule A - Location Map). The property is zoned R.4B-3 (High Density Apartment) and FL (Floodway) in the Zoning By-law No. (1995)-14864. The Sign By-law No. (1996)-15245 in Table 4, Row 1 does not permit mobile signs in properties zoned R.4B or FL.

REPORT

The Village of Riverside Glen has requested to permit a mobile sign for four separate thirty day periods to advertise various facilities and events. Mobile signs are only permitted in Commercial, Industrial and Institutional zones. The Village of Riverside Glen has existed since 1997 in Guelph and has limited signage opportunity due to the mobile sign restriction. Freestanding signs in High Density

Residential zones are regulated more stringently than in Commercial zones (no changeable copy, limited height and size). The signs would be located on the Woodlawn Road East entrance in an approved location in accordance with the provisions of the Sign By-law. The Sign By-law allows for a maximum of four separate 30 day permits for mobile signs.

The requested variance is as follows:

| Mobile Sign (R.4B or FL zone) | By-law Requirements | Request |
|----------------------------------|----------------------------|--|
| | Mobile signs not permitted | Four thirty day mobile sign permits |

The requested variance from the Sign By-law for four thirty day mobile signs is recommended for approval because:

- Although this business is located in a R.4B zone, it is commercial in nature and the Sign By-law is restrictive in regards to permanent signage;
- The signage is temporary in nature and would allow for additional advertising opportunities for an established business.

CORPORATE STRATEGIC PLAN:

An attractive, well functioning and sustainable city

FINANCIAL IMPLICATIONS: N/A

DEPARTMENTAL CONSULTATION: N/A

COMMUNICATIONS: N/A

ATTACHMENTS

Schedule A - Location Map

Prepared By:

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patrick.sheehy@guelph.ca

Original Signed by:

Recommended By:

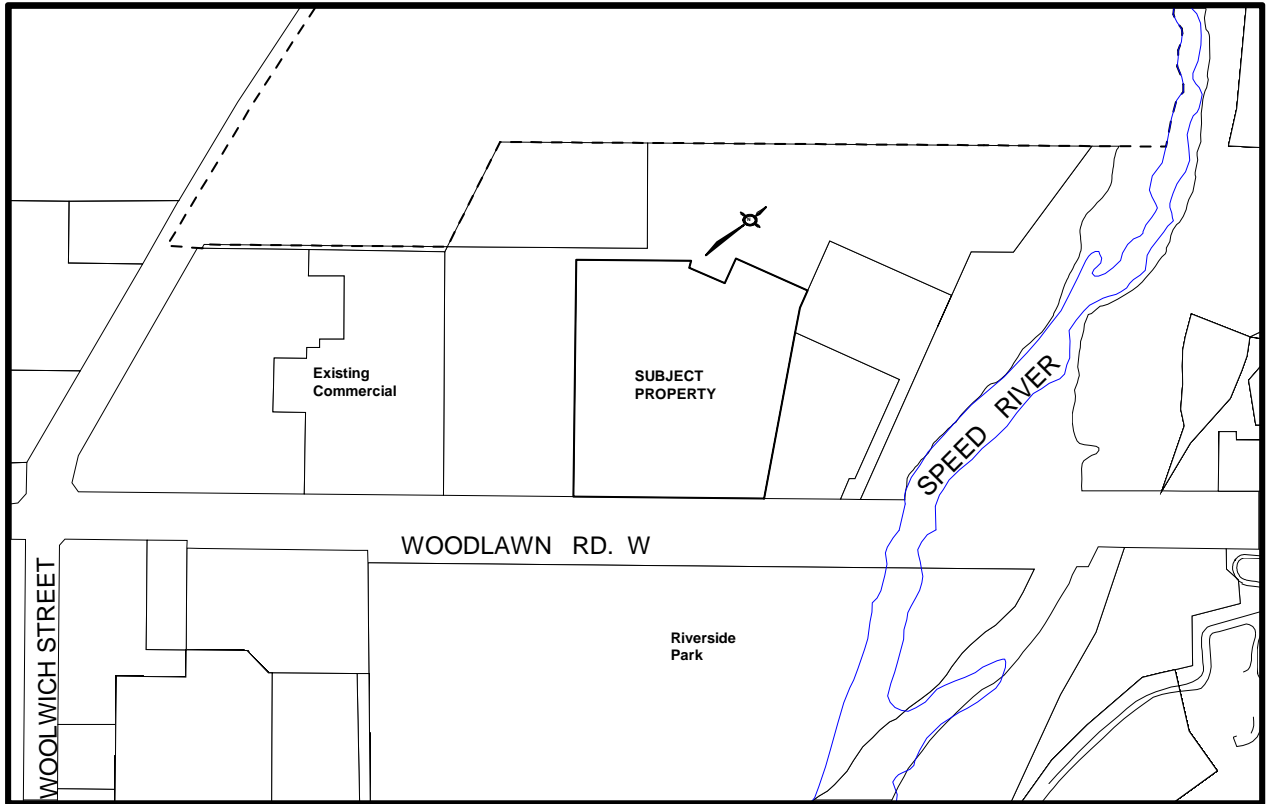
Bruce A. Poole
Chief Building Official
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Original Signed by:

Recommended By:

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Executive Director
Planning & Building
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519-822-1260, ext 2237
janet.laird@guelph.ca

SCHEDULE A- LOCATION MAP



COMMITTEE REPORT



TO **Planning & Building, Engineering and Environment
Committee**

SERVICE AREA Planning & Building, Engineering and Environment
DATE February 21, 2012

**SUBJECT Sign By-Law Variance for 130 Macdonell Street
(Co-operators)**

REPORT NUMBER 12-15

SUMMARY

Purpose of Report: To obtain Council approval for permission to allow a temporary banner sign at 130 Macdonell Street.

Council Action: To approve the request for a variance from the Sign By-law for 130 Macdonell Street.

RECOMMENDATION

"THAT Report 12-15 regarding a sign variance for 130 Macdonell Street from Planning & Building, Engineering and Environment, dated February 21, 2012, be received;

AND THAT the request for a variance from the Sign By-law for 130 Macdonell Street to permit a temporary banner sign for one year be approved."

BACKGROUND

The Co-operators has submitted a sign variance application to allow for a temporary banner sign for one year at 130 Macdonell Street (see Schedule A- Location Map). The property is zoned CBD.1 (Central Business District) in the Zoning By-law No. (1995)-14864. The Sign By-law No. (1996)-15245 in Table 3, Row 1, does not permit banner signs in the Central Business District except for the Norfolk Street pedestrian overpass.

REPORT

The Co-operators has requested to permit one banner sign for a period of one year to advertise the United Nation's International Year of the Co-operative. Banner signs are not permitted in the Central Business District. The request for a banner sign rather than a fascia sign is preferable to the applicant since it is a temporary installation. Additionally, the size and orientation of the sign is more suitable to the overall elevation on Macdonell Street (see Proposed Sign- Schedule B). Window placement prevents a horizontal orientation.

The requested variance is as follows:

| Banner Sign (CBD.1 zone) | By-law Requirements | Request |
|------------------------------------|--|--|
| | Banner signs not permitted in CBD.1 zone | One banner sign for one year period |

The requested variance from the Sign By-law for one banner sign for a period of one year is recommended for approval because:

- It is a temporary sign to recognize the International Year of the Co-operative;
- The placement is more oriented for pedestrian and vehicular traffic rather than the top storeys of the building

CORPORATE STRATEGIC PLAN:

An attractive, well functioning and sustainable city

FINANCIAL IMPLICATIONS: N/A

DEPARTMENTAL CONSULTATION: Downtown Renewal

COMMUNICATIONS: N/A

ATTACHMENTS

Schedule A - Location Map
Schedule B- Proposed Sign

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Original Signed by:

Recommended By:

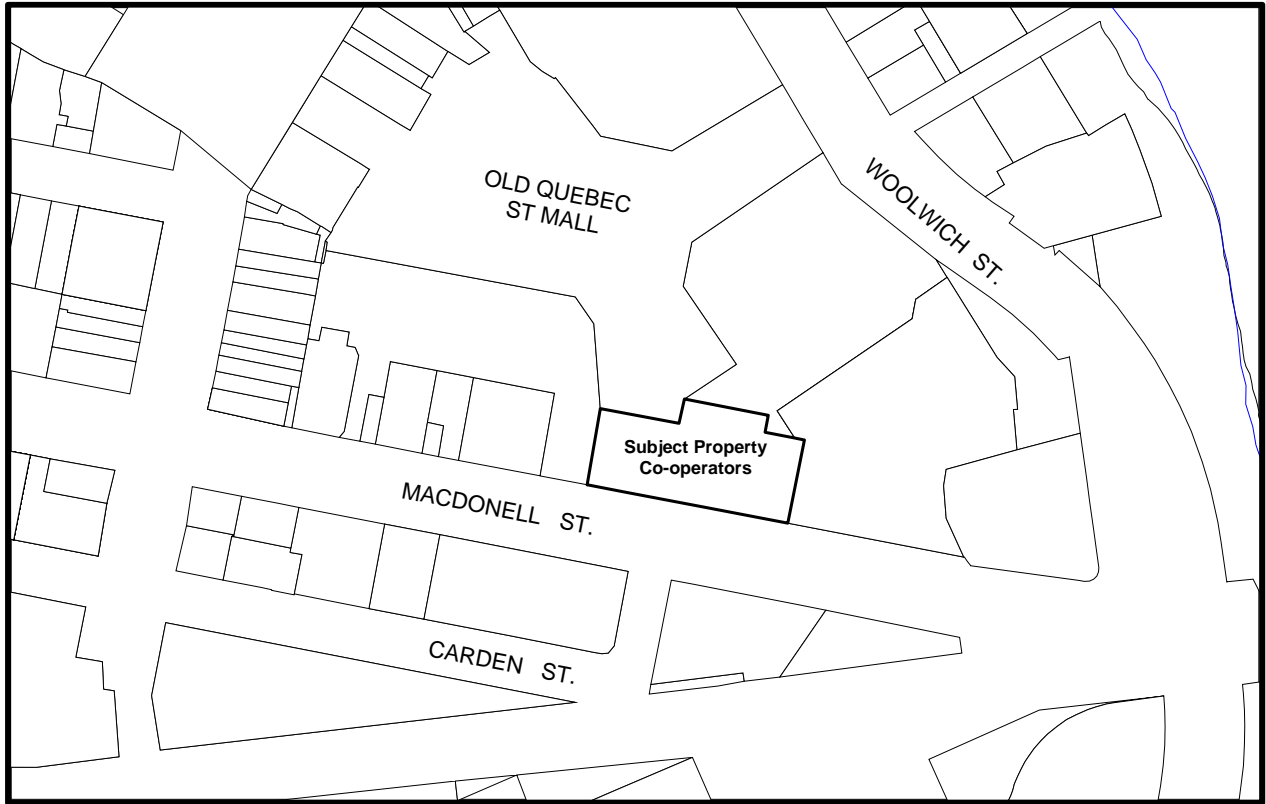
Bruce A. Poole
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Original Signed by:

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SCHEDULE A- LOCATION MAP



SCHEDULE B- PROPOSED SIGN

