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Submitted via email to: [Lindsay.Sulatycki@guelph.ca](mailto:Lindsay.Sulatycki@guelph.ca)

**Re: Zoning By-Law Amendment Application  
26-40 Carden Street, Guelph**

On behalf of my client, Skyline Retail Asset Management Inc., please accept this letter and the following materials as the complete Official Plan Amendment and Zoning By-Law Amendment applications for the properties municipally known as 26-40 Carden Street, Guelph:

- Signed Application Form
- Required Application Fee
- Planning Justification Report prepared by Up Consulting Ltd., which includes affordable housing discussion, neighborhood meeting and communication summary, community energy initiative response and Draft Official Plan and Zoning By-Law Amendments
- Urban Design Report prepared by Up Consulting Ltd. which includes the Downtown Built Form Evaluation as an appendix
- Architectural package which includes a detailed site plan, elevations and renderings prepared by SRM Architects
- Sun/Shadow Study prepared by SRM Architects
- Preliminary Noise Study prepared by JJ Acoustics
- Development Engineering Feasibility Report prepared by WalterFedy Inc. which includes a water and wastewater capacity assessment, stormwater management brief, preliminary grading and servicing plans
- Geotechnical Report prepared by Pinchin Engineering
- Topographic and Legal Survey prepared by Van Harten Consulting Engineers
- Salt Management Plan prepared by WalterFedy Inc.
- Waste Survey Report prepared by WalterFedy Inc.
- Section 59 Review Request completed by Up Consulting Ltd.

- Phase 1 and 2 Environmental Site Assessment prepared by Pinchin Engineering
- Pedestrian Level Wind Study prepared by SLR Consulting
- Scoped Cultural Heritage Impact Assessment prepared by McCallum Sather
- Parking and TDM Report prepared by Paradigm Transportation Solutions

Note – given that the development will not have any vehicular parking, the transportation requirements for the project have been scoped by the transportation consultant with the City to be focused on Parking Rationale and TDM options. The RSC is dependent on removal of the existing building and will be advanced prior to the issuance of the ultimate site plan approval or building permit issuance, in accordance with City standards.

The required number of hardcopies as outlined in the DRC Checklist along with the required fees will be delivered to your attention in short order.

### **Summary of Development Proposal**

As shown on the Site Plan, the applicant is proposing to redevelop the site to contain a 14 storey building containing 595.1 sq. m of at grade commercial space and 120 residential units. In order to permit the development, an Official Plan Amendment and corresponding Zoning By-Law Amendment is being requested.

As shown on the plan, the development will front onto both Carden Street and MacDonell Street as the property is a through lot. The site plan shows the position of the tower which has been positioned 6 m from the Carden Street front façade of the podium, and 3 m from the MacDonell Street podium façade.

The proposed development contemplates a large commercial unit which extends the entirety of the Carden Street façade and the western half of the MacDonell Street facing façade. A series of four entrances are proposed off of Carden Street and two off of MacDonell Street, one of which will lead to the main lobby of the residential component of the building. The ground floor plan shows the commercial unit as a single unit, however it is anticipated that this unit can be divided based on the needs of future commercial tenants.

The ground floor of the development, shown on Figure 2, contains a loading space, provided/accessed off the site's MacDonell Street frontage. This loading space will be relied upon for deliveries to and from the commercial area and will also be used for resident move-ins and garbage collection from a centralized garbage area.

In total the development contemplates 120 residential units, which will include a mix of three bedroom suites (27), two bedroom suites (18 units), one bedroom plus den suites (19), one bedroom suites (54), and studio apartments (2). This range of unit size will provide housing options for a broad range of future tenants.

The proposed development is not proposed to include any parking for personal automobiles, and it is anticipated that this development will be occupied by transit users, active transportation reliant individuals and those living, working or studying in the downtown area.

The purpose of the Official Plan Amendment / Secondary Plan Amendment is to implement site-specific policies to permit the proposed building height. The purpose of Zoning By-Law Amendment application is to:

- Permit the proposed building height of 14 storeys;
- Permit the proposed Floor Space Index of 9.5;
- Permit relief from the interior and rear side yards above the fourth floor; and,
- Permit an exemption from the City's parking requirements to allow for no on-site parking.

We trust that the materials provided in the digital dropbox combined with the hard copies provided to your attention satisfy the 'complete' application requirements for the proposed Official Plan Amendment and Zoning By-Law Amendment and we look forward to your confirmation of the same. Should you have any questions, please do not hesitate to contact me.

We look forward to working with you and your team on this project.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Galbraith".