

**The Corporation of the City of Guelph  
Planning & Building, Engineering and Environment Committee  
Monday, September 17, 2012 at 12:30 p.m.**

A meeting of the Planning & Building, Engineering and Environment Committee was held on Monday, September 17, 2012 in Council Chambers at 12:30 p.m.

Present: Councillors Bell, Burcher (arrived at 12:35 p.m.), Guthrie, Piper and Mayor Farbridge

Also Present: Councillors Furfaro, Hofland and Van Hellemond

Staff in Attendance: Dr. J. Laird, Executive Director of Planning & Building, Engineering and Environment; Mr. M. Amorosi, Executive Director, Corporate & Human Resources; Ms. A. Pappert, Chief Administrative Officer; Mr. D. McCaughan, Executive Director, Operations, Transit & Emergency Services; Mr. A. Horsman, Executive Director, Finance & Enterprise Services; Mr. T. Salter, General Manager, Planning Services; Ms. S. Kirkwood, Manager of Development Planning; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Council Committee Coordinator.

**Declaration of Pecuniary Interest and General Nature Thereof**

Immediately prior to the discussion regarding the Habitat for Humanity Funding Request for 26 and 28 Huron Street and 439 York Road Projects Report (PBEE.36), Councillor Burcher disclosed a pecuniary interest because she is on their Board of Directors. She did not discuss or vote on the matter.

1. Moved by Councillor Guthrie  
Seconded by Mayor Farbridge

THAT the open meeting minutes and closed meeting minutes of the Planning & Building, Engineering and Environment Committee meeting held on July 16, 2012 be confirmed as recorded and without being read.

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

VOTING AGAINST: (0)

Carried

**Consent Agenda**

The following items were extracted from the September 17, 2012 Consent Agenda to be voted on separately:

PBEE 2012-A.32 Final Report of GGA Management Consultants:  
Integrated Operational Review of Planning,  
Building, Engineering and Enterprise Services and  
the Development Review Process

- PBEE 2012.A.33 Mixed-Use Nodes Urban Design Concept Plans: Watson Parkway/Starwood and Paisley/Imperial Community Mixed Use Node
- PBEE 2012 A.34 Heritage Planning: Annual Activity Report and Four Year Work Plan Update
- PBEE 2012 A.36 Habitat for Humanity Funding Request for 26 and 28 Huron Street and 439 York Road Projects
- PBEE 2012 A.37 Site Plan Review Committee (SPRC) – 2011 Year End Annual Report
- PBEE 2012 A.38 Sign By-law Variance for 101 Clair Road East (Good Life Fitness)
- PBEE 2012 A.39 Sign By-law Variances for 1291 Gordon Street

- 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 September 17, 2012 as identified below, be adopted:

a) **180 Gordon Street Brownfield Tax Increment-Based Grant Upset Limit Increase Request**

REPORT

THAT Planning, Building, Engineering and Environment Report #12-75 dated September 17, 2012 regarding 180 Gordon Street Brownfield Tax Increment-Based Grant Upset Limit Increase Request, be received;

AND THAT the request by 180 Gordon Street Ltd. for a Tax Increment-Based Grant pursuant to the Brownfield Redevelopment Community Improvement Plan be approved to a new upset limit of \$294,000 subject to criteria outlined in the Brownfield Redevelopment CIP, and provided that an agreement to implement the new upset limit is executed within six months of Council approval;

AND THAT staff be directed to finalize an amendment to the Tax Increment-Based Grant agreement between the City and 180 Gordon Street Ltd. dated January 6, 2012, to the satisfaction of the General Manager of Planning Services, the General Manager of Legal and Realty Services/City Solicitor, and the City Treasurer;

AND THAT the Mayor and Clerk be authorized to execute the amendment to the Tax Increment-Based Grant Agreement.

b) **Sign By-law Variance for 226 Speedvale Avenue West (Guelph Aromatherapy Studio)**

REPORT

THAT Planning, Building, Engineering and Environment report dated September 17, 2012 regarding a sign variance application for 226 Speedvale Avenue West be received;

AND THAT the request for a variance from the Sign By-law for 226 Speedvale Avenue West to allow six mobile sign permits per year in lieu of the permitted four per year for Guelph Aromatherapy Studio be refused.

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

VOTING AGAINST: (0)

Carried

**Heritage Planning: Annual Activity Report and Four Year Work Plan Update**

Mr. Stephen Robinson, Senior Heritage Planner, provided information regarding the composition and role of Heritage Guelph, the accomplishments of the committee in 2011 and their upcoming work activities.

Ms. Daphne Wainman-Wood, Chair, Heritage Guelph, stated they have reviewed approximately 100 of the over 900 properties identified on the heritage registry. She noted three areas of concern:

- i) the need to implement the Brooklyn and College Hill Heritage Conservation District designation to protect the aging properties within its boundaries;
- ii) the need for additional staffing to achieve the necessary level of stewardship; and
- iii) need for additional financial resources to enable them to cover their costs.

She noted a project Heritage Guelph would like to address is the review of the Couling register.

Ms. Mary Tivy, Vice-Chair, Heritage Guelph, stated that the first two pillars of the Ontario Heritage Act are addressed by the City, but the third pillar being funding is lacking. She said that the Ontario Heritage Act permits tax relief and grants/loans for the purposes of paying for the whole or any part of alterations of a heritage property, but the City is not utilizing these tools. She believes a climate of goodwill for heritage preservation would exist if financial assistance is

put in place. She said policy obligations cannot be fulfilled without the funding support. She requested the City to investigate financial support options and recommended the practice of holding an orientation for council regarding the Heritage Act be reinstated.

Mr. Rick Jamieson, property owner, expressed concern regarding Heritage Guelph procedures. He stated the timing of the notice of meetings was inadequate to allow for proper citizen engagement.

Staff advised that they have been working with the Clerk's office to standardize Heritage Guelph meeting procedures.

REPORT

3. Moved by Councillor Burcher  
Seconded by Mayor Farbridge

THAT the Planning, Building, Engineering and Environment report 12-58, regarding the Heritage Planning: Annual Activity Report and Four Year Work Plan Update, dated September 17, 2012, be received;

AND THAT Heritage Guelph be requested to report to Council on financial mechanisms utilized in other communities best practices to support the maintenance and restoration of heritage properties;

AND THAT staff be directed to conduct an orientation session for Council in consultation with Heritage Guelph.

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

VOTING AGAINST: (0)

Carried

### **Sign By-law Variances for 1291 Gordon Street**

Mr. Hugh Handy, GSP Group, and Mr. Scott Higgins, Vice-President, 227437 Ontario Inc. (HIP Developments), advised the signs are needed for their development. They said the signs have a Gordon Street frontage and do not believe they are out of scale and are temporary. They said approximately 60% of the enquiries regarding their development resulted from the signage and they are concerned about the viability of the project if the signs are removed. The applicant advised they would commit to removing the signs by the end of 2013. They also noted there are other signs in contravention of the sign by-law and feel they should not be singled out for enforcement.

Staff advised that construction signs do not require permits under the sign by-law which makes it difficult to capture all the contravening sites.

4. Moved by Councillor Guthrie  
Seconded by Councillor Bell

THAT Planning, Building, Engineering and Environment report dated September 17, 2012 regarding a sign variance for 1291 Gordon Street be received;

AND THAT the request for variances from the Sign By-law for 1291 Gordon Street to permit four signs with a height of 7.8 metres and an area face of 18 m<sup>2</sup> per sign be approved;

AND THAT the signs be removed in twelve months from the date of approval.

5. Moved in amendment by Councillor Bell  
Seconded by Councillor Burcher

THAT a variance from the Sign By-law for 1291 Gordon Street to permit two signs with a height of 7.8 metres and an area face of 18 m<sup>2</sup> per sign be approved;

AND THAT the signs be removed no later than twelve months from the date of approval.

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

VOTING AGAINST: (0)

Carried

REPORT

6. Moved by Councillor Guthrie  
Seconded by Councillor Bell

THAT Planning, Building, Engineering and Environment report dated September 17, 2012 regarding sign variances for 1291 Gordon Street be received;

AND THAT variances from the Sign By-law for 1291 Gordon Street to permit two signs with a height of 7.8 metres and an area face of 18 m<sup>2</sup> per sign be approved

AND THAT the signs be removed no later than twelve months from the date of approval.

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

VOTING AGAINST: (0)

Carried

**Final Report of GGA Management Consultants: Integrated Operational Review of Planning, Building, Engineering and Enterprise Services and the Development Review Process**

Dr. Janet Laird, Executive Director, Planning, Building, Engineering and Environment, presented an overview of Phase 2 of the Integrated Operational Review of Planning, Building, Engineering and Enterprise Services and the Development Review Process as outlined within the report.

Mr. Gerry Grant, consultant, GGA Management Consultants, outlined the objectives, and the research and analysis conducted for the operational review. He addressed municipal benchmarking and best practices and provided highlights of their assessment. He explained their recommendations within the four categories:

- 1) build a more adaptive learning organization
- 2) improve management directions & communications
- 3) improve development review processes with better coordination, information management & communications with stakeholders
- 4) improve communications interdepartmentally & with stakeholders.

Dr. Laird outlined the improvements and initiatives taken by each department to date after the results of Phase 1 of the Review as noted in Schedule B of the report. She advised the next steps will be to analyze the consultant's recommendations and develop a strategic implementation framework. She noted that some recommendations are contained within their 2013 budget for adoption, some will utilize existing staff and some will need further examination.

6. Moved by Mayor Farbridge  
Seconded by Councillor Burcher

Dr. J. Laird

THAT the staff report regarding the final report of GGA Management Consultants: Integrated Operational Review of Planning, Building, Engineering and Enterprise Services and the Development Review Process, dated September 17, 2012 be received;

AND THAT staff report back with key performance and implementation indicators, comparator benchmarks and scorecard targets to monitor the success of implementation of the recommendations of the final report of GGA Management Consultants.

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

VOTING AGAINST: (0)

Carried

**Mixed-Use Nodes Urban Design Concept Plans: Watson Parkway/Starwood and Paisley/Imperial Community Mixed Use Node**

Mr. David Degroot, Urban Designer, provided an overview of the five mixed-use nodes determined under Official Plan Amendment (OPA) 39. He said a lack of structure, inability to link together infrastructure with private property and the uptake of the market are factors that affect urban design control. He stated that a requirement for concept plans to be submitted under OPA 48 is now introduced which will enable issues to be addressed early in the process. He outlined the concept plans, principles and illustrations for the urban design concept plans for Watson Parkway/Starwood and Paisley/Imperial Community Mixed Use Nodes as shown in the accompanying report.

REPORT

7. Moved by Councillor Burcher  
Seconded by Councillor Bell

THAT the Planning, Building, Engineering and Environment report 12-93, regarding Mixed-Use Nodes Urban Design Concept Plans dated September 17, 2012, be received;

AND THAT Council endorse the Urban Design Concept Plans, Principles and Illustrative Diagrams for the Watson Parkway/Starwood and Paisley/Imperial mixed use nodes, included as Attachments 1A, 1B, 1C and 2A, 2B, 2C to report 12-93;

AND THAT staff be directed to use the Urban Design Concept Plans, Principles and Illustrative Diagrams to guide the review of future development applications within these nodes.

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

VOTING AGAINST: (0)

Carried

**Habitat for Humanity Funding Request for 26 and 28 Huron Street and 439 York Road Projects**

Councillor Burcher declared a pecuniary interest on the Habitat for Humanity Funding Request for 26 and 28 Huron Street and 439 York Road Projects because she is a member of their Board of Directors. She did not discuss or vote on the matter.

REPORT

8. Moved by Mayor Farbridge  
Seconded by Councillor Guthrie

THAT Planning, Building, Engineering and Environment Report #12-76 dated September 17, 2012 regarding a request for Funding by Habitat for Humanity for 26 & 28 Huron Street and 439 York Road projects be received;

AND THAT the request for funding by Habitat for Humanity Wellington County be approved in the form of grants totaling \$69,063;

AND THAT staff be directed to finalize agreements to implement the grants with Habitat for Humanity Wellington County to the satisfaction of the General Manager of Planning Services, the City Solicitor and the Chief Financial Officer;

AND THAT the Mayor and Clerk be authorized to sign the agreements.

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

VOTING AGAINST: (0)

Carried

**Site Plan Review Committee (SPRC) – 2011 Year End Annual Report**

It was suggested that staff review cost recovery measures such as a stabilization reserve to help stabilize revenues from year to year.

9. Moved by Mayor Farbridge  
Seconded by Councillor Bell

Dr. J. Laird

THAT the Site Plan Review Committee (SPRC) 2011 Year End Annual Report from Planning, Building, Engineering and Environment, dated September 17, 2012, be received.

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

VOTING AGAINST: (0)

Carried



**Sign By-law Variance for 101 Clair Road East (Good Life Fitness)**

REPORT

10. Moved by Councillor Bell  
Seconded by Councillor Guthrie

THAT Planning, Building, Engineering and Environment report dated September 17, 2012 regarding a sign variance for 101 Clair Road East be received;

AND THAT the request for a variance from the Sign By-law for 101 Clair Road East to permit building signage for Good Life Fitness on the second floor elevation be approved.

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

VOTING AGAINST: (0)

Carried

11. Moved by Mayor Farbridge  
Seconded by Councillor Guthrie

THAT the Planning & Building, Engineering and Environment Committee meeting of September 17, 2012 be adjourned.

Carried

The meeting adjourned at 4:20 p.m.

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Chairperson