

Attachment-13 Departmental and Agency Comments

Respondent	No Objection or Comment	Conditional Support	Issues /Concerns
Development Planning		√	Site Plan Approval Required; Subject to conditions in Attachment 4
Engineering*		√	Site Plan Approval Required; Subject to conditions in Attachment 4
Parks Planning*		√	Subject to conditions in Attachment 4
Urban Design*		√	Subject to conditions in Attachment 4
Landscape Planner		√	Subject to conditions in Attachment 4
Grand River Conservation Authority	√		
Upper Grand District School Board*		√	Subject to conditions in Attachment 4

*Letters attached.

Attachment-13 Departmental and Agency Comments (continued)

Internal Memo



Date 24 November 2021
To **Lindsay Sulatycki**
From Kime Toole
Service Area Infrastructure, Development and Enterprise Services
Department Engineering
Subject 77 Victoria Rd N, OZS20-013

The application is for a Zoning By-law Amendment to permit the development of stacked townhouses (Two Blocks & 3 Storey) with a maximum of 18 units where there is currently one (1) detached dwelling and accessory structures.

The comments below are in response to the review of the following plans & reports:

- Functional Servicing and Stormwater Management Report (FSR) – MTE Consultants Inc. (revised 20 May 2021).
- Functional Site Grading Plan (C2.1) – MTE Consultants Inc. (revised 20 May 21).
- Functional Site Servicing Plan (C2.2) – MTE Consultants Inc. (revised 20 May 2021).
- Phase I Environmental Site Assessment - G2S Consulting (dated 13 February 2020) and Letter of Reliance (dated 6 November 2020).
- Noise Feasibility Study - HGC Engineering (revised October 2021).
- Transportation Impact Study – Paradigm Transportation Solutions Ltd. (November 2020).
- Truck Turning Movement Geometrics Plan - Paradigm Transportation Solutions Ltd. (revised May 2021).

Road Infrastructure:

Victoria Road N abutting the subject property is currently a four (4) lane arterial road with asphalt pavement with curb and gutter, boulevards and concrete sidewalks on both sides of Victoria Road N.

Municipal Services:

Victoria Road N

Currently within the Victoria Road N right-of-way are a 200mm diameter V.C. sanitary sewer, a 250mm diameter C.I. watermain and a 1350mm diameter storm

sewer. Removal of the existing laterals servicing the existing single residence will be required during detailed site design.

Site Servicing:

The proposed development will be serviced from Victoria Road infrastructure via a 200mm diameter sanitary, 300mm diameter storm sewer and a 150mm diameter watermain. Sizing of the proposed service laterals could change during detailed design.

Currently there is an existing 200mm cast iron water service within an easement that is providing water to the Wellington Catholic District School Board (WCDSB) next to the proposed site. This service was previously used for a City well which has since been abandoned as confirmed by staff in Waterworks. Further investigation by Waterwork's staff have concluded that there is a single 50mm water service line (copper) coming from the 200mm cast iron water service within the easement in addition to a private hydrant.

Given the unknown age and condition of the 200mm cast iron watermain and to avoid conflicts with the proposed development, it was decided to relocate and replace the existing water service from the easement on the subject lands with a new 50mm diameter water service on the WCDSB property. A new separate private hydrant connection will also be required.

Engineering has received a letter signed by both the Developer and WCDSB that agrees to the relocation of the proposed 50mm diameter water service onto the WCDSB property. The total cost of constructing the new water service connection in addition with a separate private hydrant connection and co-ordination of work with the WCDSB will be the responsibility of the Developer. The construction of the new water service/separate private hydrant connection to the WCDSB property may fall under a separate Plumbing Permit in lieu of inclusion within the future Site Plan application.

Prior to site plan approval and following decommissioning of the old watermain located on the subject property currently servicing the Wellington Catholic District School Board, the Developer shall request from the City a full and final release of the easement registered as CS59628 from title, at no expense to the City. The existing 200mm cast iron watermain would be decommissioned and removed from the subject property only after the new water service/ separate private hydrant connection has been constructed and is functional on the WCDSB school property.

A revised Functional Site Servicing Plan will be required during detailed site plan design.

Servicing Capacity:

It has been confirmed that adequate water and sanitary capacities are available to service the development as conceptually proposed.

Sufficient and adequate capacity is available in our system to accommodate the proposed development and no water capacity constraints are expected for most demand scenarios according to the City's water system model.

However, there is potential for marginal water supply pressures in the proposed development under certain conditions such as peak hour demand scenario at locations with elevation greater than 347 m height above mean sea level (AMSL) and average day demand (ADD) scenario at locations with elevation greater than 340 m height AMSL.

Sufficient and adequate capacity is available in the City's existing downstream sanitary sewers, to accommodate discharge of sanitary flows, from the proposed development, according to the City's sanitary system model.

Stormwater Management:

Engineering has reviewed the proposed stormwater design from a high-level perspective and finds it satisfactory with respect to stormwater quantity and quality control.

Under existing conditions surface runoff generally flows from east to west including existing overland drainage from adjoining residential properties north of the site which will be maintained. The majority of site drainage is directed to an existing catch basin near the west property line abutting Victoria Road with the remainder of site surface runoff draining towards the Catholic school south of the site.

During Post-Development conditions, the proposed stormwater management design will control the Post to Pre-development 2 year to 100 year Guelph Design Storms on-site and providing an Enhanced (Level 1) for water quality. Storm runoff from the site frontage and a small portion of landscaped area will flow towards the Victoria Road right-of-way and Catholic school property respectively. A private storm sewer system including a 750mm diameter storm pipe (superpipe) will be constructed on-site to collect and control runoff from the subject site. The stormwater management design will be reviewed in greater detail during detailed site plan design.

The seasonal high groundwater elevation with four seasons of data, is to be verified with the submission of a Hydrogeological Assessment prior to final site plan approval. This information will confirm if the basement floor elevation as proposed can meet the requirements of the Development Engineering Manual which indicates a separation of 0.5m from the seasonal high elevation.

Geotechnical report is to be provided with site plan submission supporting the CN value shown in the Functional Servicing Report (FSR) as well as providing pipe bedding criteria for the proposed services.

Environmental:

Environmental Engineering staff have received the submitted Phase I Environmental Site Assessment (G2S Consulting dated 13 February 2020) and Letter of Reliance (dated 6 November 2020). City staff has reviewed the ESA and is satisfied that the report was conducted in manner consistent with all Acts, Regulations and Guidance documents, and has received and accepted a Letter of Reliance from a Qualified Person (QP).

It should be noted that staff's review pertains to whether the report was conducted in a manner consistent with the Act (EPA), the Regulations (O. Reg. 154/03, as amended) or CSA Standard, and associated guidance documents. Although majority of the information included in the report were looked at during the review process, City Staff does not independently verify information and data, the quality of which are solely the responsibility of the QP who prepared the report.

Noise Study:

Engineering has reviewed the updated Noise Feasibility Study to support a zone change and finds the submitted report acceptable. A Detailed Noise Study will be required during detailed site plan design.

Traffic Services:

Traffic Services staff have had extensive consultation with the applicants throughout the design process and have reviewed the Traffic Impact Study (November 2020) submitted and agree with its findings and methodologies used. Staff are in support of the zoning change to permit 18 units of stacked townhouses. No revision is required for the original Traffic Impact Study dated November 2020.

Please ensure that Transportation Demand Management strategies are incorporated into the site, per the recommendations made in the November 2020 Transportation Impact Study. Specifically, it appears no resident or visitor bike parking is provided as of yet, nor is there capacity to charge an Electric Vehicle should a resident own one.

Staff will require an updated Concept Plan and Traffic Geometrics Plan during detailed site plan design.

Source Water Protection:

Source Water Protection staff comments are as follows:

The property is located in a WHPA B with a vulnerability score of 8.

The property is not located in an Issue Contributing Area.

In accordance with Grand River Source Protection Policy CG-CW-29, please provide a Salt Management Plan with the formal Site Plan submission. (Please submit an electronic version)

Note:

Ensure that any private water supply or monitoring wells that are no longer in use are abandoned in accordance with O. Reg. 903.

In accordance with Grand River Source Protection Policy CG-CW-37, the applicant will need to indicate what DNAPL (if any) or other potentially significant drinking water threats will be stored and/or handled on the property. A Risk Management Plan may need to be developed.

Please contact the Project Coordinator to complete a Policy Applicability Review at 519-822-1260 ext. 2173 or angela.vandergugten@guelph.ca

Staff Recommendations

Zoning By-Law Amendment Application

Future Planning Approval Conditions

Engineering has reviewed the above-noted reports and plans and support the zone change application.

The following conditions are provided as information to Council and will be imposed through site plan approval unless noted otherwise.

- 1 The Developer shall apply to the City for site plan approval in accordance with Section 41 of The Planning Act. The application shall include submitting detailed site plan, indicating such items as proposed servicing, grading and drainage, erosion and sediment control, access, parking and traffic circulation of the General Manager/City Engineer. Such plans shall be certified by a Professional Engineer. All applications for a building permit shall be accompanied by a plan that shows that the proposed building, grading and drainage is in conformance with the approved overall drainage and grading plan.
- 2 The Developer acknowledges and agrees that ensuring the suitability of the land from an environmental engineering perspective, for the proposed use(s) is the responsibility of the Developer/Landowner.
- 3 Prior to site plan approval and prior to any construction or grading on the lands, the Developer shall provide to the City, to the satisfaction of the General Manager/City Engineer, any of the following studies, plans and reports that may be requested by the General Manager/City Engineer. The cost related to preparation and implementation of such studies, plans and reports shall be borne by the Developer.
- 4 A Stormwater Management Report and plans certified by a Professional Engineer in accordance with the City's Guidelines and the latest edition of the Ministry of the Environment's "Stormwater Management Practices Planning and Design Manual". The seasonal high groundwater elevation with four seasons of data, is to be verified with the submission of a Hydrogeological Assessment prior to final site plan approval. This information will confirm if the basement floor elevation as proposed can meet the requirements of the Development Engineering Manual which indicates a separation of 0.5m from the seasonal high elevation.
 - A Grading, Drainage and Servicing Plan prepared by a Professional Engineer for the site.
 - A Detailed Erosion and Sediment Control Plan, certified by a Professional Engineer that indicates the means whereby erosion will be

minimized and sediment maintained on-site throughout grading and construction.

- A Construction Traffic Access and Control Plan for all phases of servicing and building construction.
 - A Detailed Noise Study certified by a qualified Professional Engineer in accordance with the City of Guelph Noise Control Guidelines.
 - A Salt Management Plan in accordance with the City's Guidance Document for Proponents.
- 5 The Developer shall, to the satisfaction of the General Manager/City Engineer, address and be responsible for adhering to all the recommended measures contained in all plans, studies and reports submitted.
 - 6 The Developer shall obtain a site alteration permit in accordance with City By-law (2016)-20097 to the satisfaction of the General Manager/City Engineer if grading or earthworks are to occur prior to site plan approval.
 - 7 Prior to any construction or grading on the lands, the Developer shall construct, install and maintain erosion and sediment control facilities, satisfactory to the General Manager/City Engineer, in accordance with a plan that has been submitted to and approved by the General Manager/City Engineer.
 - 8 Prior to any construction or grading on the lands, the Developer shall obtain written permission from the affected landowners for any proposed grading or servicing works outside of the subject lands.
 - 9 The Developer shall pay to the City the actual cost of the design and construction including the new driveway entrances and required curb cut and/or curb fill. Furthermore, prior to approval of the plans and prior to any construction or grading on the lands, the Owner shall pay to the City, the estimated cost as determined by the General Manager/City Engineer of the construction of the new driveway entrances and required curb cut and/or curb fill.
 - 10 The Developer shall grade, develop, and maintain the site including the storm water management facilities designed by a Professional Engineer, in accordance with a Site Plan that has been submitted to and approved by the General Manager/City Engineer. Furthermore, the Developer shall have the Professional Engineer who designed the storm water management system certify to the City that he/she supervised the construction of the storm water management system and that the storm water management system was built as it was approved by the City and that it is functioning properly.
 - 11 The Developer shall ensure that any existing domestic wells as well as all boreholes and monitoring wells installed for environmental, hydrogeological or geotechnical investigations are properly decommissioned in accordance with current Ministry of the Environment regulations (O.Reg. 903 as amended) and to the satisfaction of the General Manager/City Engineer,

prior to site plan approval and prior to any construction or grading on the lands.

- 12 Prior to demolition of the existing house, the Developer shall locate the position of any existing sanitary sewer, storm sewer, water service laterals and septic systems serving the existing houses. The Developer shall be responsible for the entire cost of removing the existing service laterals from the said lands satisfactory to the City, and removal of any existing septic systems satisfactory to the City.
- 13 Prior to site plan approval and following decommissioning of the old watermain (200mm diameter CI WM) located on the subject property currently servicing the Wellington Catholic District School Board, the Developer shall request from the City a full and final release of easement registered as CS59628 from title, at no expense to the City. The existing 200mm cast iron watermain would be decommissioned and removed from the subject property only after the new water service/ separate private hydrant connection has been constructed and is functional on the WCDSB property to the satisfaction of the General Manager/City Engineer.
- 14 The Developer shall be responsible for construction co-ordination and to pay the actual cost of constructing, installing a new 50mm diameter water service and separate private hydrant connection onto the Wellington Catholic District School Board property. Furthermore, prior to site plan approval, the developer shall apply and pay to the City the estimated cost of the 50mm diameter water service and separate private hydrant connection within the right-of-way as part of the Plumbing Permit, as determined by the General Manager/City Engineer.
- 15 The Developer shall pay to the City the actual cost of constructing, installing or removal of any service laterals, required and furthermore, prior to site plan approval, the Developer shall pay to the City the estimated cost of the service laterals, as determined by the General Manager/City Engineer.
- 16 The Developer acknowledges that the City does not allow retaining walls higher than 1.0-metre abutting existing residential properties without the permission of the General Manager/City Engineer.
- 17 The Developer shall stabilize all disturbed soil within 90 days of being disturbed, control all noxious weeds and keep ground cover to a maximum height of 150 mm (6 inches).
- 18 The Developer shall make satisfactory arrangements with Guelph Hydro/Alectra and phone and cable providers for the servicing of the lands as well as provisions for any easements and/or rights-of-way for their plant.
- 19 The Developer shall make satisfactory arrangements with Union Gas for the servicing of the lands as well as provisions for any easements and/or right-of-way for their plant, prior to site plan approval and prior to any construction or grading on the lands.
- 20 The Developer shall retain a Professional Engineer, licensed in the Province of Ontario, to verify that any of the proposed works within the municipal right-of-way meet or exceed all horizontal and vertical separation distances required by the affected utilities (hydro, telecommunications, gas etc.).

Prior to final site plan approval, all above ground and subsurface infrastructure utilities are to be located and any necessary relocations are identified on the site servicing plan. All associated costs relating to utility relocations shall be at the Developer expense.

- 21 The Developer shall pay the estimated and the actual cost for decommissioning and removal of any services as determined by the General Manager/City Engineer.
- 22 The Developer shall retain a Professional Engineer, licensed in the Province of Ontario, to prepare an on-site engineering works cost estimate using the City's template. The estimate is to be certified by the Professional Engineer. The Owner shall provide the City with cash or letter of credit security for the on-site engineering works in an amount satisfactory to the City. The Developer shall pay the engineering on-site works inspection fee to the satisfaction of the City.

Mary Angelo, P. Eng.

Manager, Development and Environmental Engineering

Kime Toole, C.E.T.

Engineering Technologist III, Development and Environmental Engineering

Attachment-13 Departmental and Agency Comments (continued)

Internal Memo



Date	June 15, 2021
To	Lindsay Sulatycki
From	Tiffany Hanna, Park Planner
Service Area	Public Services
Department	Park and Trail Development
Subject	77 Victoria Road North Proposed Zoning By-Law and Official Plan Amendment OZS20-013 (revised submission)

Parks and Trails Development has reviewed the revised application for the above noted Proposed Zoning By-Law and Official Plan Amendment and offers the following comments:

Zoning Bylaw Amendment and Official Plan Amendment

Park & Trail Development has no objection to the proposed Zoning By-Law and Official Plan Amendment to rezone the property from the "Institutional" (I.1) Zone to a "Specialized Residential Cluster Townhouse" (R.3A-?) Zone, to permit the development of 18, 3-storey stacked townhouse units and to add a site specific Official Plan policy to the "Low Density Residential" land use designation that would permit a maximum net density of 57.6 units per hectare.

Parkland Dedication

Payment in lieu of Conveyance of Parkland is required for the entire development.

Payment in lieu of Parkland will be required for this development in accordance with City of Guelph Official Plan Policy 7.3.5.6 and the City of Guelph Parkland Dedication By-law (2019)-20366 as amended by By-law (2019) 20380 or any successor thereof.

Section 17.(c) of By-law (2019)-20366 states that the rate will be the greater of:

- The equivalent of Market Value of 1 hectare per 500 dwelling units; or
- 5% of the total Market Value of the Land.

For this development the 1 hectare per 500 dwelling unit rate is greater.

A narrative appraisal report of the subject property will be required to determine the Payment in lieu of Parkland amount prior to submission of any building permit applications. As per Section 21 of Bylaw (2019)-20366, the appraisal is only considered valid for one (1) year. The appraisal report shall be prepared by a qualified appraiser who is a member in good standing of the Appraisal Institute of Canada. The property owner is responsible for the cost and to arrange for the

appraisal. We recommend submitting the appraisal two months ahead of the building permit application to avoid delays.

The payment in lieu of parkland for the current proposal is 12% of the market value of the subject property, however the final cash in lieu of parkland amount will depend on the details of the approved development, the parkland dedication rate in effect at the time of the issuance of the first building permit and the estimated market value of the land a day before issuance of the first building permit.

Conditions of Development

Park & Trail Development recommends the following development approval conditions:

1. The Owner shall be responsible for **payment in lieu of conveyance of parkland** to the City to the satisfaction of the Deputy CAO of Public Services or their designate, pursuant to s. 42 of the Planning Act and in accordance with the City's Parkland dedication By-law (2019)-20366 as amended by (2019)-20380 or any successor thereof, prior to issuance of any building permits.
2. Prior to the issuance of the first building permit, the Owner shall provide to the Deputy CAO of Public Services or their designate, **a satisfactory narrative appraisal report** prepared for The Corporation of the City of Guelph for the purposes of calculating the amount for payment in lieu of conveyance of parkland pursuant to s.42 of the Planning Act. The value of the land shall be determined as of the day before the day the first building permit is issued. The narrative appraisal report shall be prepared by a qualified appraiser who is a member in good standing of the Appraisal Institute of Canada, and shall be subject to the review and approval of the Deputy CAO of Public Services or their designate.
3. Notwithstanding the foregoing, if the narrative appraisal provided by the applicant is not satisfactory to the Deputy CAO of Public Services or their designate, the City, acting reasonably, reserves the right to obtain an independent narrative appraisal for the purposes of calculating the amount for payment in lieu of conveyance of parkland.

Summary

The above comments represent Park & Trail Development's review of the proposed development. Based on the current information provided, we would support the proposed development subject to the conditions outlined above.

Regards,

Tiffany Hanna, Park Planner
Park and Trail Development, Parks
Public Services
Location: City Hall
T 519-822-1260 x 3371
E tiffany.hanna@guelph.ca

Attachment-13 Departmental and Agency Comments (continued)

INTERNAL MEMO



DATE December 10, 2021
TO **Lindsay Sulatycki, Senior Development Planner**
FROM Tarun Saurabh
DIVISION Planning Services
DEPARTMENT Infrastructure, Development and Enterprise
SUBJECT 77 Victoria Road North: OZS20-013 – Urban Design Comments

Urban Design Staff have the following comments based on the revised Planning Report and Urban Design Brief, dated November 29th, 2021, from Astrid J. Clos Planning Consultants. Subsequently, a revised development concept plan (Concept 3 dated August 17, 2021) was received. Generally Urban Design staff is supportive of the approach to the design of the site as shown on the concept plan and in the revised Urban Design Brief.

The following comments are provided on the submitted development concept.

a. Comments on the Site Plan

There are still some outstanding details identified through the staff review that may require additional changes. Staff feel these are minor in nature and can be addressed through the site plan process. The design of townhouse elevations shall be compatible in scale, form, composition, detail, and appearance. Townhouses shall satisfy the same general design criteria set out in the Urban Design Brief and the following additional guidelines should be explored in further detail during the site plan approval stage:

- The composition of the overall townhouse blocks should be designed to be compatible with the surrounding streetscape.
- Townhouses should use the existing natural grade and be designed to complement adjacent developments where possible.
- Where townhouse blocks are located on a site with variable topography, after a run of 5 stairs, landscaped landings should be integrated into the front yard design. The overall height from the sidewalk to the building entrance or door sill should not exceed 1.5 meters (to ensure that development appropriately responds to and integrates site topography).
- The property grading sags/dips in the middle. Though the proposed retaining wall along the south property line is trying to prop up the development so that it matches in with the road and property behind, lowering it so that it does not require railings would eliminate a situation where a 'dead space' between the existing chain link fence on the school property and a retaining wall railing may occur. Also, positioning the retaining wall so that it does not impact protected existing trees on the adjacent school site is essential, as well as providing an opportunity to plant along this boundary to screen parking, is to be considered. The location of retaining walls should also not exceed the front face of the building along Victoria Road.
- Townhouse blocks are to consider existing trees and grades. Such features should be embraced on the site as assets.
- Consideration to lower the retaining wall along the north property so that it does not require railings would be appreciated. The space north of the retaining wall, though not useable amenity space, could be considered the plantable area to introduce

native shrubs and understory trees to provide further privacy between properties. Access should be limited.

- Consider a narrowed drive aisle to permit a larger plantable buffer along the south boundary. Recent similar projects along Gordon street have successfully narrowed the drive aisle widths to provide better pedestrian and landscaping buffers.
- Opportunities to provide public waste pick up, rather than private, should be considered. This could be achieved by positioning the waste containers at the hammerhead along the north property line to provide the opportunity for one of the City's front-loading bin trucks to enter the site and maneuver safely. This will also open up opportunities to install trees where the 'earth bins' are currently shown on the concept plan.
- The side elevation of exposed corner units adjacent to Victoria Road shall be specifically designed to respond to public exposure by means of articulated building facades, fenestration, and detailing equally to that of the front elevation.
- Where firewalls are necessary, they are to be integrated into the overall design of the townhouse block taking care of their location and design relative to individual units and minimizing its visual impact on the building elevation.
- Consider the location of outdoor pole lighting (driveway and pedestrian) so that it doesn't interfere with pedestrian movement, tree canopy, and light intrusion into units or adjacent properties.
- Required parking is 18 stalls, but 27 are proposed. Urban design staff would like further consideration for the reduction of parking in lieu of further protection of existing trees along the north property line (e.g., tree #10) and opportunity for new deciduous tree plantings within a larger Common Amenity Space, as the overall proposed Compensation Planting Plan/Concept Plan is lacking space for adequate compensation. Please refer to comments from Landscape Planning.
- Trees along the northerly limits could be subject to substantial excavation and shoring should be considered to minimize the construction zone. Please discuss and provide possible mitigation measures to be taken pre/during and post-development to ensure tree survival. Urban design staff is most interested in mitigating soil disturbance during excavation and placement/removal of any shoring, and compaction of soils behind the new walls, as well as any potentials of the structural instability of trees due to proposed works. Please refer to comments from Landscape Planning.

b. Comments on Elevations

As part of the site plan process further detailed comments will be discussed including reviewing and finalization of building materials, landscaping materials and other site plan-level design elements will be completed through the site plan process. This includes:

- Landscape plan and details.
- Lighting fixtures.
- Architectural details
- Hardscape materials.
- Materials details Type and material of benches.
- Type and location of bicycle parking.
- Location of utilities, venting, A/C units, etc.

Prepared By:

Tarun Saurabh
Policy & Design Technician II
tarun.saurabh@guelph.ca

Attachment-13 Departmental and Agency Comments (continued)



**UPPER GRAND
DISTRICT SCHOOL
BOARD**

Planning Department

Board Office: 500 Victoria Road N. Guelph, ON N1E 6K2

Email: municipal.circulations@ugdsb.on.ca

Tel: 519-822-4420 ext. 821 or Toll Free: 1-800-321-4025

29 June 2021

PLN: 21-042

File Code: R14

Lindsay Sulatycki
Senior Development Planner
City of Guelph
1 Carden Street
Guelph, ON N1H 3A1

Dear Ms. Sulatycki;

**Re: Notice of Revised Submission, OZS20-013
77 Victoria Road North**

Planning staff at the Upper Grand District School Board have received and reviewed the above noted revised applications for an Official Plan Amendment and a Zoning Bylaw Amendment to permit the construction of 18, three-storey stacked townhouse units.

Please be advised that the Board's conditions submitted January 19, 2021 in response to the original circulation of this plan remain applicable. These comments are attached for your reference.

Should you require additional information, please feel free to contact the undersigned.

Sincerely,

Upper Grand District School Board

Adam Laranjeiro
Planning Technician
adam.laranjeiro@ugdsb.on.ca

cc: Ruchika Angrish, Manager of Planning, UGDSB
Heather Imm, Senior Planner, UGDSB

Upper Grand District School Board

• Martha MacNeil; Chair
• Mark Bailey

• Barbara Lustgarten Evoy; Vice-Chair
• Jen Edwards

• Jolly Bedi
• Mike Foley

• Linda Busuttil
• Robin Ross

• Gail Campbell
• Lynn Topping



UPPER GRAND DISTRICT SCHOOL BOARD

Planning Department

Board Office: 500 Victoria Road N. Guelph, ON N1E 6K2

Email: municipal.circulations@ugdsb.on.ca

Tel: 519-822-4420 ext. 821 or Toll Free: 1-800-321-4025

19 January 2021

PLN: 21-004

File Code: R14

Lindsay Sulatycki
Senior Development Planner
City of Guelph
1 Carden Street
Guelph, ON N1H 3A1

Dear Ms. Sulatycki;

Re: **Notice of Complete Application, OZS20-013**
77 Victoria Road North

Planning staff at the Upper Grand District School Board have received and reviewed the above noted application for an Official Plan Amendment and a Zoning By-law Amendment to permit the construction of a cluster townhouse development with 24, three-storey stacked townhouse units.

Please be advised that the Planning Department does not object to the proposed application, subject to the following conditions:

- That Education Development Charges shall be collected prior to the issuance of a building permit(s).
- That the developer shall agree to provide the Upper Grand District School Board with a digital file of the plan of subdivision in either ArcGIS (shapefile or geodatabase) format or DXF format using a projected geographic coordinate system, containing the following information: parcel fabric and street network.
- That the developer shall agree in the condominium declaration that adequate sidewalks, lighting and snow removal (on sidewalks and walkways) will be provided to allow children to walk safely to school or to a designated bus pickup point.
- That the developer and the Upper Grand District School Board reach an agreement regarding the supply and erection of a sign (at the developer's expense and according to the Board's specifications) affixed to the permanent development sign advising prospective residents about schools in the area.
- That the developer shall agree in the condominium declaration to advise all purchasers of residential units and/or renters of same, by inserting the following clause in all offers of Purchase and Sale/Lease:

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

Upper Grand District School Board

• Martha MacNeil; Chair
• Mark Bailey

• Barbara Lustgarten Evoy; Vice-Chair
• Jen Edwards

• Jolly Bedi
• Mike Foley

• Linda Busuttill
• Robin Ross

• Gail Campbell
• Lynn Topping

Sincerely,
Upper Grand District School Board

A handwritten signature in cursive script that reads "Adam Laranjeiro".

Adam Laranjeiro
Planning Technician
adam.laranjeiro@ugdsb.on.ca

cc – clerks@guelph.ca