

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
Environmental Planning*		√	Subject to conditions in Attachment 4
Parks Planning*		√	Subject to conditions in Attachment 4
Urban Design*		√	Subject to conditions in Attachment 4
Grand River Conservation Authority*	√		
Township of Puslinch*	√		

*Letters attached.

Attachment-13 Departmental and Agency Comments (continued)

Internal Memo



Date July 27, 2022
To **Lindsay Sulatycki**
From Michelle Thalen
Service Area Infrastructure, Development and Enterprise Services
Department Engineering
Subject 388 Arkell Road – OP1705 & ZC1708

This application is for an Official Plan and Zoning By-law Amendment to permit the development of a high school by the Upper Grand District School Board.

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

- Functional Servicing Report (FSR) – MTE Consultants Inc. (June 14, 2022);
- Functional Grading, Servicing and SWM Plan – MTE Consultants Inc. (June 11, 2022);
- Hydrogeological Investigation – MTE Consultants Inc. (April 30, 2021);
- Scoped EIS Addendum Report – Aboud & Associates Inc. (June 13, 2022);
- Scoped EIS Addendum Report – Aboud & Associates Inc. (February 25, 2021);
- Transportation Impact Study – IBI Group (June 14, 2022);
- Letter of Reliance Phase 1 ESA – MTE Consultants Inc. (April 16, 2020);
- Phase 1 ESA – MTE Consultants Inc. (May 2, 2017).

Road Infrastructure:

Arkell Road fronting the subject lands is a two (2) lane arterial road complete with curb and gutter as well as municipal sidewalks on the south side of the road.

Victoria Road South fronting the subject lands is a two (2) lane arterial road with a centre turn lane. The road was reconstructed in 2014 to include curb and gutter.

As identified in the City's Official Plan, section 5.13, a 4m road widening along the Victoria Road South frontage and a 5m road widening on the Arkell Road frontage is to be dedicated to the City prior to final site plan approval. Both road widenings have been shown on the Concept Plan and all building setbacks are to be measured from the adjusted property lines.

Traffic Services:

Transportation Services staff have received and reviewed the 4th submission materials including a concept plan and Traffic Impact Study dated June 14, 2022. Staff were pleased to see changes in this submission and believe that these changes will enable the application to advance to the next phase.

In general, staff support the proposed access points on Victoria Road and Arkell Road.

Victoria Road Access: The Victoria Road access is located approximately 180m (centerline to centerline) away from the Arkell Road/Victoria Road intersection. This access intersection will function as a main vehicular access and will be controlled by traffic control signals. An exclusive southbound right-turn lane on Victoria Road was previously identified in the 2017 Traffic Impact Study to provide deceleration length for inbound traffic. The consultant is required to include this right-turn lane in the functional design.

Arkell Road Access: As a secondary vehicular access, the Arkell Road access is located approximately 195m west of the Arkell Road/Victoria Road intersection near the western limit of the property. This access intersection will be under a stop control at Arkell Road.

Due to its close proximity to the Arkell Road/Colonial Drive intersection, a back-to-back left-turn lane is recommended on Arkell Road that will provide 40m storage and a 50m taper to accommodate eastbound left-turn inbound traffic at this access. The road widening should be taken from the north side of Arkell Road.

Traffic Impact Study: This Traffic Impact Study (June 14, 2022) has addressed most of feedbacks outlined in staff's memorandum (March 3, 2022) with exception of assumption errors in the Trip Distribution section where vehicular trips were incorrectly assigned to Zecca Drive/Amos Drive, Colonial Drive and Summerfield Drive. Students living on these streets are expected to walk or bike so all these vehicular trips should be removed and reassigned to Victoria Road.

There are some editorial errors that need to be corrected as well. In Appendix L, Access 2 and 3 should be changed to Access 1 and 2. In Exhibit 8-9, the Pass-by Trips comprise 73% of total trips not 95% as shown in the table. The separation distance from the Victoria Road access to the Arkell Road/Victoria Road intersection is 180m (not 185m) measured from centerline to centerline. Although these outstanding errors are not expected to change the study findings and recommendations, staff feel it is necessary to correct them through an updated Traffic Impact Study.

Midblock Pedestrian Crossing on Arkell Road: An appropriate controlled crossing facility in accordance with Ontario Traffic Manual (OTM) is to be provided at the Arkell Road access to assist students safe crossing Arkell Road.

Functional Design: The consultant is required to provide a functional design for Victoria Road and Arkell Road including lane configurations and dimensions. Considerations should be given to sidewalks, cycle tracks, bus stops, an exclusive southbound right-turn lane at the Victoria Road/Arkell Road intersection, an exclusive southbound right-turn lane at the Victoria Road access, a back-to-back left-turn lane on Arkell Road between the Arkell Road access and Colonial Drive, and an eastbound left-turn lane on Arkell Road between the Arkell Road access and

Victoria Road using full lane width for deceleration and storage, etc. The road widening should be taken from the north side of Arkell Road.

The lane configurations will also help determine the required access throat length in particular for the Arkell Road access where a short throat length is proposed between the ultimate property line and the most southern parking aisle. A minimum of 15m is required as per TAC manual and the distance must be measured from the curb return to the most southern parking aisle.

Internal Traffic Circulation: The current plan shows drop-off trips from the Victoria Road access have to follow a convoluted route to reach the designated drop-off area in front of the building. Staff recommend a more direct connection between the Victoria Road access to the drop-off area, or a separate drop-off area close to the Victoria Road access. Please ensure the connectivity for active transportation is not compromised.

Please consider providing a one-way internal road towards the drop-off area and out to the main drive aisle. Appropriate signages and pavement markings must be provided to inform motorists.

Future total traffic for year 2028 identifies that the 95th percentile queue length exceed the Victoria Road access. With the new full movement access on Victoria Road, please identify and provide mitigation measures to discourage and/or to prevent cut-through traffic through the school site between the Victoria Road access and Arkell Road access.

The proposed 6.0m wide drive aisle is too narrow. Specially at the inside curve adjacent to the future trail/ future parking expansion. Provide a wider drive aisle to facilitate two-way traffic. A traffic geometric plan is required to demonstrate concurrent turning traffic movements. Geometric plans shall demonstrate the bus travelling north bound towards the bus drop off area while a passenger car is at the outside curve.

A minimum clearance of 1.5m is required from an access to the outside edge of any above ground utility structure. Existing above ground utilities must be relocated to provide the minimum 1.5m clearance.

Daylight Triangle: The required daylight triangle in the size of 75m x 50m is acceptable. However, without the illustration of lane configurations and dimensions for Victoria Road and Arkell Road, staff are unable to determine whether this daylight triangle is achieved with the current plan.

Parking Area: The parking aisle width should be 7.0m for parking on both sides. Please label the typical dimension for a parking space.

TDM: Thank you for including TDM considerations within the TIS. Please see below Staff recommendations:

- See Schedule B in the City of Guelph Site Plan Procedures and Guidelines document for recommended bicycle parking provisions. The provision of 49 bicycle parking spaces is insufficient to service a site of this size. Note, to manage space constraints, some of the bicycle parking can be two-tier or vertical, however the majority should be ground mounted.

- The TIS references on-site crossing for pedestrian access to the outdoor recreation area, however no designated pedestrian crossings across the proposed drive aisles are shown on the site plan. Please clarify.
- Section 15.1 of the TIS references existing sidewalks along the north and east borders of the site. Please update wording to "future sidewalks" as no sidewalk infrastructure currently exists fronting the site.
- Exhibit 15-1 does not show continuous pedestrian facilities on the north side of Arkell road to connect pedestrians with the building's main entrance. Please update.
- Per the March 3, 2022 TIS Review, please show conceptual design of separated off-road cycle tracks adjacent to sidewalks on both Arkell and Victoria. Some students attending school at this location will be as young as 14 years old and will not feel comfortable cycling on a busy arterial road such as Victoria. High quality separated facilities will support students for the "last mile" of their trips to this destination, from surrounding off-road trails and side streets.
- Future site plan submissions should indicate the exact location of proposed bicycle parking and provide a detail for the proposed rack style(s). Staff are requesting bicycle parking be sheltered to protect against inclement weather and help reinforce priority of this mode of transportation.
- Additional support for students and faculty members biking to school could include a bicycle repair station located on site, permission to store e-bikes in a designated indoor location given their higher value and associated risk of theft, and secure storage lockers for those who would like additional security for their bicycles.
- While section 15.4 is appreciated, the target audience of these Active and Safe Routes to School events is elementary school students and engagement with high schools in the region has been limited to-date. Please suggest alternative Travel Planning, Education and Incentives that would be appropriate for this site.
- Please designate between 10-15 carpool parking spaces, located as near to the building's main entrance as possible.
- Please provide 10-15 Level 2 EV-charging stations on-site.
- Wayfinding is referenced in the opening paragraph of Section 15, but no further mention is made of where or how wayfinding will be incorporated into the site. Please address.
- Staff are happy to work with the applicants and Parks Planning department to determine future trail connections within the site to support active transportation users.

Source Water Protection:

Source Water Protection staff have no concerns and have provided comments during the preliminary submission of the Site Plan application.

Municipal Services:

Capacity

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

Sufficient and adequate capacity is available of the City's existing water supply and distribution system water main pressures, to accommodate the development. No water capacity constraints can be expected for most scenarios according to the City's InfoWater water model. However, there is potential for marginal water supply pressures in proposed development under certain conditions such as peak hour demand scenario at locations with elevation greater than 345 m above mean sea level (AMSL) and average day demand scenario at locations with elevation greater than 339 m AMSL in the existing water system.

Water pressure in the mains under certain conditions, such as peak hour demand scenario at locations with elevation at 345 m AMSL could range from 38.0 to 42.0 psi (40 psi +/- 2.0 psi) and average day demand scenario at locations with elevation at 339 m AMSL could range from 47.5 to 52.5 psi (50 psi +/- 2.5 psi) in the existing water system.

Sufficient and adequate capacity is available in the existing sanitary sewer adjacent to the site and of the downstream sanitary sewers to accommodate discharge of sanitary flows according to the City's wastewater collection system sanitary sewer model.

Sanitary Sewer

The adjacent lands west of the subject site have been identified in the City's Official Plan as having a future residential land use (both medium density and low density greenfield). Currently there is not a sanitary sewer located within the Arkell Road right-of-way for these adjacent lands to discharge to. As such, the current sanitary outlet for these lands has been planned to discharge to the existing Victoria Road South sanitary sewer. City Staff had required the applicant to evaluate a potential sanitary sewer easement for these neighbouring lands to access a future municipal service to the existing sanitary sewer. Discussions have been ongoing between the applicant (UGDSB) and the City for an appropriate location of the easement which will be explored further in the Environmental Impact Report (EIR). The easement location will be confirmed and registered during detailed site plan prior to final approval.

Stormwater Management:

Engineering staff have reviewed the FSR and engineering plans provided in support of the rezoning application. At this time, staff can confirm that stormwater quantity and quality control have been sufficiently addressed in the FSR to support this rezoning application and the site water balance and infiltration will be evaluated in detail through the site plan submission once further site specific information is received.

The storm outlet for the site will require the upsizing and replacement of a section of municipal storm sewer on Victoria Road South. For this reconstruction, an Environmental Compliance Approval (ECA) will be required from the Ministry of the Environment, Conservation and Parks (MECP). Prior to site plan approval the Owner will be required to submit all Engineering design information and fees to complete this application and once approved, will be responsible for all construction costs of the storm sewer.

Environmental:

Environmental Engineering staff have reviewed the Phase 1 ESA and Letter of Reliance and are satisfied with the findings and conclusions in the report and are supportive of the rezoning.

Staff Recommendations

Zoning By-Law Amendment Application

Engineering supports approval of the zoning by-law amendment application.

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

1. Prior to site plan approval the Owner shall grant to the City a road widening dedication of 4m along the frontage of the subject lands on Victoria Road South and 5m along the frontage of the subject lands on Arkell Road in accordance with the City's Official Plan (section 5.13).
2. Prior to site plan approval the Owner shall grant to the City a daylight road widening at the intersection of Arkell Road and Victoria Road South in accordance with the City's Official Plan (section 5.13). The size of the lands will be determined during review of the Functional Design of the municipal roads and intersection improvements (Arkell Road and Victoria Road South) to be provided at the time of formal Site Plan submission.
3. Prior to site plan approval the Owner will grant to the City an easement for a future sanitary sewer within the subject site, at a location that will be mutually agreed upon and registered on title.
4. Prior to site plan approval, the Owner 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 Owner.
 - An updated FSR certified by a Professional Engineer in accordance with the City's Development Engineering Manual (DEM) and the latest edition of the Ministry of the Environment's "Stormwater Management Practices Planning and Design Manual". The report must be updated to reflect the future EIR submission, comments from other staff disciplines, monthly water balance and the findings of the insitu permeameter soil testing.
 - Detailed 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.
 - Completed ECA submission, including all fees, reports, design sheets, pipe data forms and plans for the upsized storm sewer on Victoria Road South.

- An updated Traffic Impact Study reflecting the above detailed Staff comments.
- Functional design for the traffic improvements on Arkell Road and Victoria Road South.
- Traffic geometric plans.

Mary Angelo, P. Eng.
Supervisor of Development Engineering

Michelle Thalen, C.Tech
Engineering Technologist III

Attachment-13 Departmental and Agency Comments (continued)

Internal Memo



Date July 26, 2022
To **Lindsay Sulatycki, Senior Development Planner**
From Leah Lefler, Environmental Planner
Service Area Infrastructure, Development and Enterprise Services
Department Planning
Subject **388 Arkell Road Proposed Official Plan
Amendment and Zoning By-law Amendment
Files: OP1705 and OZS1708
Fourth Submission**

Proposal

The proposed development includes a secondary school, a track and practice fields and parking areas. The purpose of the Official Plan Amendment is to include *school* as a permitted use on the Neighbourhood Commercial Centre designation portion of the subject lands. The purpose of the Zoning By-law Amendment is to rezone the lands from Agricultural (A) by the Township of Puslinch's Zoning By-law to Institutional (I1) to permit the proposed development.

Comments

I have reviewed the June 2022 submission. While the Environmental Impact Study has not appropriately demonstrated conformance with all Natural Heritage System policies, I have conducted my own policy analysis and am satisfied that the proposal does conform. On that basis, Environmental Planning has no objection to the proposed Zoning By-law Amendment subject to the following.

Recommended conditions of approval

Prior to Site Plan approval the developer shall provide the following to the satisfaction of the General Manager of Planning and Building Services:

- a) An **Environmental Implementation Report** (EIR) based on an approved Terms of Reference that includes:
 - An assessment of the location of the sanitary easement for consistency with the policy test of maintaining or enhancing the functionality and connectivity of the Ecological Linkage (Official Plan policy 4.1.3.9.10).
 - Recommendations for increasing evapotranspiration and filtration in the parking lot design to support the design of a filtration facility sized for the 5mm event in Catchment 205.

- An assessment of detailed grading plans for the proposed track, retaining wall and trail for consistency with permitted uses in Natural Heritage System and the policy test of no negative impact.
- b) An updated **Tree Inventory and Preservation Plan** undertaken by a qualified arborist in accordance with the requirements of the City's Tree Technical Manual.
- c) A detailed **Vegetation Compensation Plan** that demonstrates fulfillment of tree compensation requirements in accordance with the City's Tree Technical Manual.
- d) **Cash-in-lieu compensation** for any trees to be removed that are regulated by the City's Private Tree Protection By-law, are in fair to excellent condition, and cannot be compensated through proposed vegetation compensation plantings.

Please do not hesitate to contact me should you have any questions.

Prepared by:

Leah Lefler

Environmental Planner

Planning and Building Services

City of Guelph

519-822-1260 extension 2362

TTY 519-826-9771

leah.lefler@guelph.ca

Copy: Michelle Thalen, Christina Vannelli

Attachment-13 Departmental and Agency Comments (continued)

INTERNAL MEMO



DATE July 29, 2022

TO **Lindsay Sulatycki**

FROM Christina Vannelli, Park Planner
DIVISION Park and Trail Development
DEPARTMENT Parks, Public Services

SUBJECT 388 Arkell Road – OP1705 and ZC1708 – Fourth Submission and Revision

Park and Trail Development has had opportunity to review the following documents in support of the above noted applications:

- Cover Letter – June 14, 2022
- Functional Servicing Report (Revised) – June 14, 2022
- Functional Site Grading, Servicing and SWM Plan Revision 4 – No Date
- Response Matrix – June 2022
- Scoped EIS Addendum Report – June 13, 2022
- Transportation Impact Study – June 14, 2022
- Concept Plan – May 20, 2022
- Revised Concept Plan – July 18, 2022
- Revised Site Grading, Servicing and SWM Plan – July 14, 2022

Park and Trail Development offers the following comments:

Official Plan Amendment and Zoning Bylaw Amendment

Park and Trail Development has no objection to the proposed Official Plan Amendment to add a site-specific policy to include a school as a permitted use in the portion of the subject property with a “Neighbourhood Commercial Centre” designation or to a Zoning By-Law and Official Plan Amendment to rezone the property from “Agricultural” (A) (Township of Puslinch Zoning By-law 19/85) to “Educational, Spiritual, and Other Services” (I.1) Zone and the “Conservation Land” (P.1) Zone. Please address the following items:

Proposed Zoning

Park and Trail Development supports the amendments to the proposed zoning.

- Trail and Natural heritage feature - P.1 “Conservation Land”.

Trail

The updated Guelph Trail Master Plan (GTMP) (2021) includes a proposed north-south secondary trail connection on the subject property. Park and Trail Development proposed a City-owned and maintained parcel for the trail to allow public access in perpetuity. This would require a minimum dedicated trail parcel width of 6m and any additional space required for the design elements (signage,

Lindsay Sulatycki

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RE: 388 Arkell Road – OP1705 and ZC1708

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rest areas, drainage measures, etc.) addresses safety concerns (e.g. sightlines from adjacent areas, escape opportunities for trail users) and setbacks from any nearby obstructions – e.g. fencing, trees, stormwater infrastructure, steep slopes, etc.

Park and Trail Development supports the following modified off-road trail alignment, to connect the Victoria Park Village subdivision through the subject site to the Victoria/Arkell intersection, as requested by the Owner in March 2018:

'The proposed trail extends south for approx. 55 m from the existing trail in Victoria Park Village subdivision; splitting in two to the south of the 'ecological linkage' with one branch heading west around southern edge of natural heritage feature to future development lands, the other heading east to connect into the proposed 'multi-use path' along the western edge of the Victoria Road to Victoria/ Arkell intersection to the south and Decorso Drive to the north.'

Trail design

Preliminary trail design should include trail layout and trail features to confirm the approximate parcel width, general dimensions for the trail and clear zones, drainage swales, running and cross slopes to ensure the future trail would meet City policies and standards, accessibility, and design guidelines. Refer to the Guelph Trail Master Plan (GTMP) for cross section design for Secondary Trails. See table on page 59 and cross section details on page 80.

The preferred surface width is 2.4m with clear zones either side (max 2% grade away from trail) and sufficient turning radii to suit maintenance vehicles. The final design will be informed by the EIR.

Allow sufficient space for grading and drainage (e.g. adjacent to and under trail to avoid ponding, washout, or ice conditions on the trail parcel). Refer to Environmental Planning and Engineering comments for further details.

Please demonstrate that the secondary trail typology proposed is possible and provide layout and details for the implementation and impact of a 3m trail through the site plan application.

As per revision to Concept Plan and Site Grading, Servicing and SWM Plan – July 18, 2022, alignment of future trail connection north to the trail connection to Victoria Road South should not be a 'Y' intersection but rather a 'T'. Please indicate graphically that trail connection to south-west adjacent property as a future connection to be coordinated at site plan, as the trail alignment on the adjacent subject property to the west is unknown.

At site plan we will require details of retaining wall construction (north-west side of proposed track) and drainage. Stormwater pipes shall be proposed under the trail and outlet on the downslope side where required to avoid sheet flow across the trail. This will need to be coordinated with Engineering.

Environmental Impact Study Addendum

The EIS Addendum is acceptable, though it does not provide any assessment of the proposed trail.

The required EIR prior to site plan approval shall include the assessment of the 2.4m metre wide trail (Secondary Trail), with additional required clear zones and drainage swales into the functional servicing, grading and SWM design and provide revised trail alignment on all maps and drawings.

Include an impact assessment of the trail on the NHS and any mitigation measures that may be required to implement the trail. Coordinate design with adjacent development and acknowledge the following items are required at the detailed design stage (signage, rest areas, trail gates, etc.) in accordance with City standards: GTMP, Facility Accessibility Design Manual (FADM), current practices for Secondary trails.

Please identify any hazard trees within proximity of the trail alignment that may need to be removed to ensure the safety of trail users. Detailed recommendations can be provided in the EIR along with the final trail alignment. Coordination with Environmental Planning and Engineering required.

Open Space enhancement and restoration

Provide detailed landscape/ planting plans for open space as part of the site plan submission for review and approval.

Property Demarcation

City requires demarcation of city owned lands according to the City's property demarcation policy. Please show conceptual property lines of the existing lands owned by the City and/or proposed to be owned. Show the fence on the engineering and landscape plans and include label 1.5 m high black vinyl chain link fence.

Conveyance of land

Park and Trail Development recommend conveyance of land to the City as follows:

- Conveyance of land to the City to protect and manage the Natural Heritage System according to the OP Policy 4.1.1.19.iii); and for the trail within the same parcel.

Provide a draft reference plan for the parcel for review prior to the site plan approval.

Buffer Strips

Buffer strips are required between the City open space and trail parcels and the development – on development lands. Note that any required buffer strip between the subject property and adjacent development shall be located on the

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RE: 388 Arkell Road – OP1705 and ZC1708

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development lands, not on the proposed City lands. Indicate the approximate buffer strip locations and provide detailed design at the site plan stage.

Blanket Sanitary Easement

Sanitary Blanket Easement shall not conflict with proposed trail location and 10m trail block. Final location of sanitary easement to be coordinated with Engineering.

Conditions of Development

Park and Trail Development recommends the following conditions for the development approval:

Prior to Site Plan approval

1. The Owner shall be responsible for the cost of design and development of the demarcation of all lands conveyed to the City in accordance with the City of Guelph Property Demarcation Policy. This shall include the submission of drawings and the administration of the construction contract up to the end of the warrantee period completed by an Ontario Association of Landscape Architect (OALA) member for approval to the satisfaction of the Deputy CAO of Public Services. The Owner shall provide the City with cash or letter of credit to cover the City approved estimate for the cost of development of the demarcation for the City lands to the satisfaction of the Deputy CAO of Public Services or their designate.
2. The Owner shall be responsible for the cost of design and implementation of the Open Space Works and Restoration according to the City approved landscape plans and detailed design and 'Environmental Implementation Report' to the satisfaction of the Deputy CAO of Public Services or their designate. This shall include the submission of drawings for approval and the administration of the construction contract up to the end of the warrantee period completed by an Ontario Association of Landscape Architects (OALA) full member to the satisfaction of the Deputy CAO of Public Services or their designate. The Owner shall provide the City with cash or letter of credit to cover the City approved estimate for the cost of the Open Space works and restoration for the City lands to the satisfaction of the Deputy CAO of Public Services or their designate.
3. The Developer shall be responsible for the cost of design of the Pedestrian Trail System in the Open Space Block. This shall include obtaining any required permits, submitting drawings for approval, identifying the trail system, interpretative signage, and trail design details, to the satisfaction of the Deputy CAO of Public Services and the City Engineer. This shall include the submission of drawings completed by an Ontario Association of Landscape Architects (OALA) member for approval to the satisfaction of the Deputy CAO of Public Services.
4. The Developer shall provide Public Services with a digital file in either AutoCAD - DWG format or DXF format containing the following final approved information:

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parcel fabric, development layout and trail design, grades/contours and landscaping.

5. That Parks staff recommends that the trail block be dedicated to the City and zoned P.1. The City and Owner (Upper Grand District School Board) will finalize ownership through the site plan approval process. If lands are to remain in ownership of the UGDSB, then the UGDSB shall provide an easement in favour of the City in perpetuity on the subject property to allow the City's full use of the trail. The minimum width of the trail block shall be 10 metres and the registered plan for the trail parcel shall be to the satisfaction of the Deputy CAO of Public Services. If an easement is agreed upon, the easement agreement for the trail parcel shall be to the satisfaction of the Deputy CAO of Public Services.

Summary

Council, staff will be looking for the following additional items to be successfully addressed at Site Plan:

- No conflict of blanket easement with trail block
- 10m trail block alignment should begin at the limit of grading. Specifically, the bottom of the slope at the north side of the track retaining wall, not within the 3:1 slope.

All above comments represent Park and Trail Development's review of the proposed development. Park and Trail Development has no objection to the proposed Zoning By-law Amendment and will look for above noted items to be addressed at Site Plan.

Sincerely,

Christina Vannelli, OALA, CSLA
Park Planner
Parks, Public Services
City of Guelph
519-822-1260 extension 2431
christina.vannelli@guelph.ca

Attachment-13 Departmental and Agency Comments (continued)

Internal Memo



Date July 26, 2022
To **Lindsay Sulatycki, Senior Development Planner**
From David de Groot, Senior Urban Designer
Service Area Infrastructure, Development and Enterprise Services
Department Planning Services
Subject **388 Arkell Road: Official Plan and Zoning Bylaw Amendment Application – Urban Design Comments OP1705 and ZC1708**

Introduction and Background

Urban Design Staff have the following comments based on the Updated Concept Plan, prepared by MHBC Planning dated May 20, 2022. Staff has also reviewed the Urban Design Brief, dated July 2017, from MHBC Planning. Urban Design policies from the Official Plan were reviewed.

Urban Design Comments

- Generally Urban Design staff is supportive of the approach to the design of the site shown on the concept plan submitted in June 2022.
- The zoning bylaw should include maximum building setbacks to ensure the building is placed near the intersection of Victoria Road and Arkell Road in conformance with the Official Plan urban design policies.
- 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:
 - Architecturally marking the corner of Victoria Road and Arkell Road and ensuring principle building entrances are placed towards the corner and are visible from the intersection. A high standard of design will be required through a combination of building elevation design and landscaping elements (e.g. trees and other landscaping, feature lighting, public art etc.).
 - The use of predominantly natural materials as part the building design are encouraged (e.g. stone, brick). Articulated facades will be required facing Victoria Road and Arkell Road.
 - Refining the pedestrian connections between the building entrances to the municipal sidewalk, bus stops and the intersection.
 - Continuing to explore active transportation connections to (e.g. from the west) and through the site.

- Revising the location of waste bins. Waste bins should not be between the building and the lot line. The waste bins will also be required to be appropriately screened.
- A Tree Inventory and Preservation Plan will be required as part of a formal Site Plan submission.
- Adding room for trees and landscape strip along the westerly property line adjacent to the main driveway. Landscaping to be provided on either side of internal driveways.
- Ensuring appropriate landscaped-based screening of surface parking areas.
- The use of large canopy deciduous trees and native species are to be used across the site to support the Urban Forest Management Plan. Reference the City's Tree Technical Manual to ensure appropriate soil volumes are achieved.
- Look at adding additional planting islands within parking field.
- Provide a detail for pedestrian level lighting and internal exterior lighting.
- Street furniture such as bicycle parking, benches etc.
- Keep in mind bird-friendliness strategies in the design of the elevations.
- Rooftop mechanical screening details.
- Other architectural details.
- Discuss other Low Impact Development (LID) strategies to be employed on the site.

Prepared by:

David de Groot

Senior Urban Designer

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Attachment-13 Departmental and Agency Comments (continued)



400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6

Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: www.grandriver.ca

**PLAN REVIEW REPORT: City of Guelph
Lindsay Sulatycki, Senior Development Planner**

DATE: October 30th, 2017

YOUR FILE: OP1705 AND ZC1708

**RE: Application for Official Plan Amendment 1705 and Zoning Bylaw Amendment 1708
388 Arkell Road, Guelph**

GRCA COMMENT: *

The Grand River Conservation Authority (GRCA) has no objection to the above noted Official Plan Amendment and Zoning by-law amendment.

BACKGROUND:

1. Resource Issues:

The property contains an area identified as "adjacent lands" to wetlands.

2. Legislative/Policy Requirements and Implications:

All grading works are proposed to be maintained outside the GRCA regulated area therefore it is not anticipated that a permit from the GRCA would be required. We would defer review of the supporting reports to the City of Guelph.

3. Additional Information/Suggestions provided in an advisory capacity:

This application is considered a minor Official Plan and Zoning by-law amendment application which has an applicable fee of \$390.00. The applicant will be invoice.

We trust these comments are of assistance. Should you have any further questions, please contact us.

Yours truly,

A handwritten signature in black ink, appearing to read "Nathan Garland".

Nathan Garland
Resource Planner

- *These comments are respectfully submitted to the Committee and reflect the resource concerns within the scope and mandate of the Grand River Conservation Authority.*

cc. Upper Grand District School Board – Attn: Jennifer Passy; 500 Victoria Road N. Guelph, ON N1E 6K2
MHBC – Attn: Pierre Chauvin, 540 Bingemans Centre Drive, Suite 200, Kitchener, ON
MTE – 520 Bingemans Centre Drive, Kitchener, ON N2B 3X9
Aboud and Associates – 591 Woolwich Street, Guelph, ON N1H 3Y5

Attachment-13 Departmental and Agency Comments (continued)



Lindsay Sulatycki,
Senior Development Planner
City of Guelph
Planning and Building Services
VIA EMAIL:
lindsay.sulatycki@guelph.ca

Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

June 25, 2021

RE: City of Guelph Notice of Revised Submission OP1705 and ZC1708 regarding 388 Arkell Rd

Please be advised that Township of Puslinch Council, at its meeting held on June 16, 2021 considered the aforementioned topic and subsequent to discussion, the following was resolved:

Resolution No. 2021-175: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda item 6.4 listed for JUNE 16, 2021 Council meeting be received;
and

That Council direct staff to prepare comments to be submitted to the City of Guelph requesting that the school be adequately set back from the road to provide a soft transition of approximately 10-15 metres to the rural environment.

CARRIED

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,
Courtenay Hoytfox
Municipal Clerk