

Attachment-12 Departmental and Agency Comments

Respondent	No Objection or Comment	Conditional Support	Issues/Concerns
Engineering and Transportation Services*		√	<ul style="list-style-type: none"> - Road widening land dedication. - Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA) application required. - Updated Traffic Geometrics Plan required. - Required Materials: Detailed design for the westbound left turn lane on Clair Road East at Tolton Drive/new development access, Stormwater Management Report and plans, detailed Grading, Drainage and Servicing Plan, detailed Noise Study, Salt Management Plan. - Agreement to secure right-of-way works.
Urban Design*		√	<ul style="list-style-type: none"> - Remaining comments to be further investigated and discussed as part of a future site plan control application.
Environmental Planning*		√	<ul style="list-style-type: none"> - Revised Tree Inventory and Preservation plan and Functional Servicing Report (FSR) or hydrogeological report required. - Tree Compensation plan required. - Conformance with the City's Bird Friendly Design Guidelines (Sustainable Development Checklist) - Obtain and distribute the City's Guelph.ca/environment magnet to all residents.
Park & Trail Development*		√	<ul style="list-style-type: none"> - Payment in lieu of parkland.
Zoning	√		

Respondent	No Objection or Comment	Conditional Support	Issues/Concerns
Heritage Planning*		√	- Heritage permit required to relocate and restore the stone house.
Transit	√		
Grand River Conservation Authority*		√	- GRCA permit required. - Updated FSR required. - Updated hydrogeological report with updated monthly water balance calculations required. - Seasonal ground water elevation must be confirmed. - Erosion and Sediment Control plan required.
Canada Post*		√	- Placement, Coordination & Installation of Community Mailboxes.
Upper Grand District School Board (UGDSB)		√	- Payment of Education Development Charges prior to the issuance of a building permit. - Provide digital file of the plan containing parcel fabric and street network. - Provide adequate sidewalks, lighting and snow removal (on walkways and side walks). - Advisory clause in all offers of Purchase and Sale/Lease.
Guelph Police Service (GPS)	√		
Fire Services	√		
Enbridge	√		
Alectra	√		
Mississaugas of the Credit First Nation (MCFN)	√		

*Memo or letter attached

Attachment-12 continued Departmental and Agency Comments

Internal Memo



Date November 20, 2023
To **Kelley McCormick, Senior Planner**
From Michelle Thalen, C.Tech
Engineering Technologist III
Service Area Infrastructure, Development and Enterprise Services
Department Engineering and Transportation Services
Subject **331 Clair Road East**
OZS23-007
Submission 1

The intent of the Zoning By-law Amendment Application is to permit the development of 8 stacked townhouse blocks comprising of 136 units, on the lands municipally known as 331 Clair Road East.

The comments below are a compilation from various city staff and departments, and are based on the following plans & reports:

- Functional Servicing and Stormwater Management Report (FSR) – prepared by Stantec Consultants Ltd.; June 2023
- Conceptual Grading Plan - prepared by Stantec Consultants Ltd.; dated May 29, 2023
- Conceptual Servicing Plan - prepared by Stantec Consultants Ltd.; dated May 29, 2023
- Geotechnical Report – prepared by Stantec Consultants Ltd.; dated May 12, 2023
- Hydrogeological Assessment – prepared by Stantec Consultants Ltd.; dated May 31, 2023
- Infiltration Testing Memorandum – prepared by Stantec Consultants Ltd.; dated August 29, 2023
- Phase 1 Environmental Site Assessment and Reliance Letter – prepared by Stantec Consultants Ltd.; dated May 10, 2023
- Noise Impact Study – prepared by Stantec Consultants Ltd.; dated May 16, 2023
- Transportation Impact Study (TIS) – prepared by Traffmobility Engineering Inc.; dated May 23, 2023

Attachment-12 continued

Departmental and Agency Comments

Development Engineering:

Municipal Services:

The servicing capacity analysis was completed prior to the submission of the application. The results were as follows:

Water capacity

Due to the location of the development site, it can be serviced by either of two water pressure zones – Zone 1 or Zone 3. The Ministry of Environment, Conservation and Parks (MECP) specifies a preferred service pressure range of 50-80 psi and an allowable range of 40 – 100 psi. After a model capacity assessment, the post development pressures within Zone 1 fell below the preferred operating servicing range whereas the Zone 3 water pressures results were within this range. Based on the model results, the preferred pressure zone for servicing the proposed development is Zone 3. The existing 400mm diameter watermain is located just west of 287 Clair Road East and is recommended to be extended to the east to service the development within Zone 3. The demand from the development was not found to have a significant impact on the existing system when compared to pre-development pressures.

A fire flow modelling analysis was completed using three nearby fire hydrants. The required fire flow of 150 L/s as set by the MECP was met using these fire hydrants.

Wastewater capacity

The capacity of the downstream sanitary sewers was assessed using the City's wastewater model when the additional flows from the proposed development were added to the existing condition. The modelling results suggest that the additional flow from the proposed development would increase the local sewer flow on Wilkie Crescent by 5.9 L/s, or approximately 27% of its capacity under wet weather flow (WWF) conditions. When considering the downstream system, the impact on the flow in the trunk sewer on Clairfields Drive West would be minor, with an increase of 7.5 L/s suggesting the trunk on Clairfields Drive West to be 69% full for WWF conditions. The model had also shown that there was no surcharging in the sanitary sewers between the subject site and the Wastewater Treatment Plant.

These positive wastewater modelling results are different than a previous assessment of the same site due to the recent changes to the City's sanitary capacity policy.

Site Servicing:

Considering the results of the wastewater modelling assessment, the proposed sanitary lateral adequately services the proposed development. However, during detailed design, the proposed extension of the City's wastewater sewer across Clair Road East will require separate approval under the City's Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA). Please note that the City has long term plans to connect a trunk sewer on Clair Road to the Clair-Maltby Trunk Sewer, and this development should eventually be switched over to that trunk system instead of through Westminster Woods. To support this long term plan, it is required that the sanitary sewer across Clair Road East is designed as

Attachment-12 continued Departmental and Agency Comments

shallow as can be while still meeting minimum cover standards to allow for the most flexibility in the future.

As identified in the capacity review for the water service, it is highly recommended that the existing 400mm diameter PZ3 watermain on Clair Road be extended easterly to the frontage of this site so that the water service provided for this development will experience water pressures that are within the preferred service pressure as noted by the MECP.

Please note that any existing wells on the subject lands are to be decommissioned in accordance with all regulations set out by the MECP.

Stormwater Management:

The stormwater management criteria identified as being provided by the City of Guelph as shown in section 6.2 of the Functional Servicing Report (FSR) is inaccurate and needs to be updated to reflect the criteria found within the City's Stormwater Management Master Plan – refer to Appendix F, table 4.2. The criteria within the Master Plan includes infiltration Policy Recommendations within Appendix E (section 5.2.2) that requires the submission of a Salt Management Plan. A Salt Management Plan was not received as part of this submission but is required at the time of Site Plan application as identified by Source Water Protection staff in their comments below and confirmed with the consulting engineer via email in May of this year.

Hydrogeological Investigation:

In section 3.2.1 of the report, interpreted groundwater levels for the site were established as a range taken from the adjacent residential subdivision Westminster Woods East. The seasonal high groundwater elevation has not been firmly determined from this data and needs to be determined as outlined in the Development Engineer Manual (DEM) requirement for this as set forth in section 5.8. Furthermore the data that supports the establishment of the seasonal high groundwater elevation (SHGW) has not been provided in the Hydrogeological Investigation.

To ensure that the proposed stormwater management infiltration structures meet the MECP distance separation from the SHGW as well as the proposed basement elevations meet the DEM separation from the SHGW, an updated Hydrogeological Investigation is to be provided that identifies the seasonal high groundwater elevation and also contains the supporting historical data. A holding condition is recommended for the submission of this information within a revised hydrogeological report. Refer to policy 4.3.3.3 within the Official Plan (February 2022 consolidation).

Grading:

The proposed grading of the development as shown on GP-1 does not meet current requirements for retaining walls as set out in the City of Guelph's Development Engineering Manual (DEM). The site borders four existing residential properties and the retaining wall height shown on GP-1 exceeds the maximum height adjacent to existing residential properties of one metre (1m). A holding condition will be placed

Attachment-12 continued Departmental and Agency Comments

on the lands that will require the applicant to demonstrate that the grading of the site can meet all requirements within the Development Engineering Manual (DEM) for grading and retaining walls. Refer to policies 8.1.2 and 9.3.1.1.9 within the Official Plan (February 2022 consolidation).

Environmental Noise:

Engineering staff have no concerns with the findings and conclusions identified in the Noise Impact Study.

Environmental Engineering:

Environmental Engineering staff have reviewed the Phase I Environmental Site Assessment (ESA) report prepared by Stantec Consulting Ltd. (Stantec) for Reid's Heritage Homes (client) and has no comments or concerns with the development application.

Transportation Services:

Transportation Services staff reviewed "331 Clair Road Traffic Impact Study Report" dated May 23, 2023 by Traffmobility Engineering Inc. (TIS). Transportation Services staff are generally supportive of the proposed zone change application and offer the following transportation comments regarding the formal submission (OZC23-007) zone change application.

There have been some changes made recently in terms of geometric and operation improvements in the study area. All residential local neighbourhood roads were reduced from 50 km/h to 40 km/hr. An exclusive southbound right-turn lane was recently constructed at the Victoria Road South and Clair Road East intersection. Although these improvements along with the potential road widening on Clair Road were not incorporated into the traffic operation analysis, the consultant has demonstrated that all intersections are expected to operate at an acceptable Level of Services for the future horizon years. Only signal optimization is required at the Victoria Road South and Clair Road East. These findings are considered acceptable to staff as they are the results of a conservative approach with assumptions of no increase in roadway capacities.

The site will be accessed via a single vehicular access off Clair Road East directly opposite Tolton Drive. Staff continue to encourage the proponent to coordinate with the neighboring site (287 Clair Road East) to achieve safe access efficiencies. In particular, a shared access directly opposite to Tolton Drive across Clair Road would potentially trigger the need for full traffic control signals, which in turn would benefit turning movements and pedestrian crossings from both sites at Clair Road East.

Road widening of 5.18m will be required along the property frontage on Clair Road East, as indicated in the TIS report and the Concept Plan. Staff will request the land dedication for the road widening at the site plan application stage.

Section 7.0 Parking Review will be reviewed by the Planning Department.

Attachment-12 continued

Departmental and Agency Comments

Protected crossing facility

It was concluded in the TIS study that traffic control signal warrants are not justified at the intersection of Clair Road East at Tolton Drive/ new driveway access. Since the warrant analysis did not include pedestrian crossing volumes (which cannot be predicted accurately for future conditions), staff require that a protected pedestrian crossing facility must be considered, to facilitate a safe active transportation connection to the subject site, especially for residents to access the schools, public parks and transit services to the north of Clair Road East.

As part of the development approval process financial security shall be provided in a form satisfactory to the City to construct a protected crossing facility. The City will continue to review the intersection for mode of control improvements and will complete traffic study to review the need for protected crossing facilities at the intersection.

In the event that a protected crossing facility or a traffic control signal is not justified within three years from the date of full occupancy of the development, the City shall refund the financial security to the developer. The financial security amount and details will be finalized as part of the site plan approval process.

Roadway improvements

The TIS determined that a (westbound) left turn lane with a storage length of 25 meters is warranted at the Clair Road East and Tolton Drive/new driveway access, and notes that there is space available to facilitate the left turn lane. The warranted left turn lane to the proposed development is to be implemented for this development. The cost to design and construct this turn lane is the responsibility of the Developer/Owner. Detailed pavement marking drawings and a cost estimate for the roadway improvements are to be reviewed at the site plan approval process.

Furthermore, a sidewalk across the frontage of the subject lands and connecting to the existing municipal sidewalk to the east will be required to be constructed as part of future site plan approval. The cost to design and construct the sidewalk is the responsibility of the Developer/Owner.

Sustainable Transportation

Note that the City of Guelph 2023 Comprehensive Zoning Bylaw includes requirements for bike parking and electric vehicle parking that will apply to this development, including provision of both short-term and long-term bike parking facilities within the site.

Detailed design of sustainable transportation features, such as bike parking, electric vehicle parking and connections to sidewalks and cycling facilities within the Right of Way (ROW), can be discussed at the site plan stage. Staff will be looking to ensure the bicycle parking is suitable for a range of users (i.e. a variety of bike racks to suit different bicycle styles and user needs).

Source Water Protection:

Source Water Protection staff have reviewed the application and confirmed that the property is located in a Wellhead Protection Area (WHPA) B with a vulnerability score of 8.

Attachment-12 continued Departmental and Agency Comments

At the time of site plan submission, the following will need to be provided:

- Please complete and return a Section 59 Policy Applicability Review form. If you require assistance in completing the form, contact the City of Guelph's Risk Management Official at: 519-822-1260 ext. 2368 or peter.rider@guelph.ca.
- In accordance with Grand River Source Protection Policy CG-MC-29, please provide a Salt Management Plan. (Please submit an electronic version).

Staff Recommendations:

Engineering supports approval of the Zoning By-law amendment application subject to the Holding Provisions below. To ensure that the development of the subject lands does not proceed until the following conditions are met to the satisfaction of the City Engineer/General Manager:

- ***The Owner shall provide the City an updated hydrogeological report to the satisfaction of the City Engineer/General Manager.***
- ***The Owner shall provide the City an updated grading plan to the satisfaction of the City Engineer/General Manager.***

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

1. Prior to site plan approval, the Owner shall provide to the City a land dedication for a 5.18m road widening on the Clair Road East frontage as identified in the Official Plan.
2. 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 the preparation and implementation of such studies, plans and reports shall be borne by the Owner.
 - CLI ECA application with all required documentation and fees for the extension of the municipal sanitary sewer across Clair Road East to Wilkie Crescent.
 - An updated Traffic Geometrics Plan.
 - Detailed design for the westbound left turn lane on Clair Road East at Tolton Drive/new development access.
 - A Stormwater Management Report and plans certified by a Professional Engineer in accordance with the latest edition of the City's Development Engineering Manual (DEM) and the Ministry of the Environment's "Stormwater Management Practices Planning and Design Manual".
 - Detailed Grading, Drainage and Servicing Plan certified by a Professional Engineer for the site.
 - A Detailed Noise Study certified by a qualified Professional Engineer in accordance with the City of Guelph Noise Control Guidelines.

Attachment-12 continued Departmental and Agency Comments

3. Prior to site plan approval, the Owner shall provide to the City, to the satisfaction of the Risk Management Official a Section 59 Policy Applicability Review form as well as a Salt Management Plan in accordance with the Grand River Source Protection Policy CG-MC-29.
4. Prior to site plan approval, the Owner shall enter into a Site Plan agreement with the City that identifies the Owners responsibility to pay for the following:
 - Design and construction of the westbound left turn lane on Clair Road East at Tolton Drive/new development access.
 - Design and construction of a protected pedestrian crossing at Clair Road East and Tolton Drive/new development access.
 - Design and construction of a municipal sidewalk across the frontage of the site connecting to the existing sidewalk to the east.

Michelle Thalen, C.Tech
Engineering Technologist III
Engineering and Transportation Services
City of Guelph

Mary Angelo, P.Eng
Manager, Development and Environmental Engineering
Engineering and Transportation Services
City of Guelph

Attachment-12 continued Departmental and Agency Comments

Internal Memo



Date	November 20, 2023
To	Kelley McCormick, Senior Development Planner
From	Perit Kaji, Planner II- Development and Urban Design
Service Area	Infrastructure, Development and Enterprise Services
Department	Planning Services
Subject	331 Clair Road E.: Zoning By-law Amendment Application – OZS23-007 Urban Design Comments

Urban Design staff has the following comments based on the:

- Urban Design Brief dated May 2023 from MHBC;
- Concept Plan dated May, 2023 from Stantec Consulting Ltd.; and,
- Pre-consultation Comment and Response Matrix dated May 2023 from MHBC.

Background

Urban Design policies from the Official Plan were reviewed. The City has approved the Built Form Standards for Mid-rise Buildings and Townhouses. The comments below also reflect the review of these documents.

Urban Design Brief Comments

Page 13 – Design Objectives

- Consider adding to the objective of providing more housing choices, by including and expanding on the need for accessible unit types.

Page 15 – Connections and Access

- The pedestrian circulation should be further developed. Please see further comments under 'Comments on Submitted Design Concept'
- In particular the pedestrian circulation network should allow for a logical pedestrian connection along the westerly limits of the property out to Clair Road.
- Also consider how pedestrians access internal sidewalks from parking stalls and driveways.

Page 15 – Landscaping

Attachment-12 continued Departmental and Agency Comments

- When stating “sufficient space has been provided to allow for landscaping along the boundaries.....”, ensure they are not impeded by engineering requirements (eg. Drainage, retaining walls, utilities, etc), or sidewalks. The full required width is to be dedicated to landscaping in the form of trees, shrubs and perennials.
- Ensure to provide foundation plantings, including native deciduous trees on private property along Clair Road that are appropriate in scale and shape.

Submitted Development Concept Plan

- As outlined in the Official Plan private roads and internal driveways required for site circulation shall be designed to be comfortable for pedestrians, cyclists and vehicles. They should be physically defined by raised curbs, where appropriate. Are there improvements you can make to have the vehicular circulation areas feel more like streets and less like a parking lot?
- Pedestrian connection should be further enhanced by providing sidewalk along the townhouses with integrated rear garages, present circulation does not reflect ease of connectivity and approach for individual townhouses.
- A key concern is that the concept plan presented does not appear to provide room for trees between the building faces facing the internal roadway (i.e. between Units 41 through 136). The double-loaded parking in combination with the sidewalk will create expanse of hardscape without room for trees. The Midrise and Townhouse Built Form Standards state that 1 tree should be planted for every 8 parking spaces to help break up hard surfaces and minimize the heat island effect. To address this, urban design staff suggest treating the spaces like a parking court by:
 - Introducing planting islands within the parking field, large enough to support medium sized trees (minimum 16.5m³/tree soil volume) approximately one for every 8 parking stalls; and,
 - Introducing a concrete paver (installed on concrete base) within the parking stalls to help break up the amount of asphalt between building faces.
- Improve pedestrian connections to the west. Please add a barrier free sidewalk connection along the westerly limits of the site to increase connectivity to the commercial node at Gordon Street and Clair Road. This will require adjustments to the blocks and possibly loss of units to ensure adequate space for a sidewalk and appropriate buffering/screening to the adjacent units and neighbouring lands.
- Pedestrian crossings with barrier-free access aisles should be paired with planting islands that help signify crossing locations and provide a

Attachment-12 continued Departmental and Agency Comments

more pleasant walking experience. Try to limit using these spaces for hydrants, bike racks and snow storage.

- Floor Plans will be required through the Site plan approval process to assess the use and function of the private amenity areas.
- Make sure to consider 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 (future).
- Please show location of waste bins for stacked townhouses without integrated garages. Ensure you have provided barrier-free sidewalk connections to access the front sides of the proposed underground waste storage.
- When considering the location of utilities such as hydro transformers, locations that are not fronting onto the public right of way are preferred. A Utility Plan will be required as part of a future Site Plan Application.
- Retaining wall heights should not exceed 1 metre. Transitioning to surrounding lands should be progressive and integrated through the use of landscaping.
- How will indoor bicycle storage going to be handled for the stacked townhouses that do not include integrated garages? Provide permanent bicycle storage on site that is protected from the weather and is secure. Sheltered bicycle parking should be integrated into the built form.

Landscaping Comments

- To support the City's 'One Canopy' Strategy and achieve the goal of 40 percent canopy cover in Guelph, further focus on new tree opportunities is encouraged.
- Provide trees within the parking fields (one tree/8 stalls) to help break up hard surfaces and minimize the heat island effect. Minimum soil volume requirements are provided in the City's Tree Technical Manual (TTM).
- LID measures are strongly encouraged such as rain gardens, bioswales, etc. that provide habitat and food for native insects and birds.
- Landscaping along Clair Road should provide opportunities for foundational plantings, appropriate native tree species and vegetation etc. to help soften the building façade. Trees should be planted in adequate open, landscape beds in concert with other plantings. Provide opportunities for soft surfaces to off-set the heat island effect and ensure a more pleasant walking environment.
- Please review buffer areas with you engineer and landscape architect to ensure that trees can be planted unimpeded, as shown on the concept plan.

Attachment-12 continued

Departmental and Agency Comments

- A minimum of 1 tree and 5 shrubs must be planted for every 45m² of required landscaped area to ensure sufficient vegetative cover for pedestrian comfort and stormwater management.
- 1 60mm caliper tree should be planted for every 8 parking spaces within the parking field or within 5 metres of the vehicle use area to help break up hard surfaces and minimize the heat sink effect (in addition to other on-site Landscaped Open Space tree planting requirements). Trees may be grouped or evenly spaced throughout surface parking areas; however, groupings are preferred to ensure adequate soil volumes and irrigation, with a minimum soil depth of 750mm, and a maximum soil depth of 900mm. Trees should be planted within large landscaped islands, which may include continuous soil trenches, bio-swales, and rain gardens.
- Cross slopes on sidewalks are to be a maximum of 2%.

Common Amenity

- The integration of the existing stone structure into the amenity space is intriguing and will serve as a strong focal point. Further understanding of its function is appreciated to ensure that it is utilized effectively.
- Portions of the amenity space are flanked on both sides by parking. This is less than ideal and not in keeping with the statement provided in the Urban Design Brief, nor the City's Built Form Standards. Please revisit the shape and configuration of the common amenity to minimize this undesirable relationship.

Comments on Massing

- Staff is concerned with the lack of landscaping in front of the internal stacked townhouses. Please provide space in front of each unit that will support trees, healthy growth of shrubs and perennials.
- For all blocks, carefully consider the grading and topography so that door sills do not exceed 1.5 metres above the adjacent sidewalk. Have you reviewed the Building Code requirements and the potential implications of landings if this is exceeded?
- Will the rear of Units 41-136 act as backyards for one of the units? Staff is concerned if there is a potential "lack of ownership" over the setback areas which in most other ground-related developments would be someone's backyard. Please reconsider how the buildings meet the ground for appropriate connections between units and the rear yards.

Attachment-12 continued

Departmental and Agency Comments

Site Plan Issues

As part of the site plan process, further detailed comments will be discussed including:

- Detailed floor plans indicating entry and exit points, private amenity areas, and a detailed grading plan indicating FFE and number of risers.
- Developing the elevations including materials and colours.
- When considering the location of utilities such as hydro transformers, locations that are not fronting onto the public right of way and Clair Road in particular. A utility plan will be required as part of the site plan application
- Planting islands within parking field are to be proportioned to accommodate soil volumes required for medium sized trees, as per the Tree Technical Manual.
- A well-developed and thoughtful pedestrian circulation system that anticipates how members of the public and residents will move through the site in an efficient and meaningful way, providing interesting views and destination points along safe and accessible routes.
- Garbage storage and functionality that does not hinder outdoor common amenity space location or programming.
- Street furniture such as short-term bicycle parking, benches etc.
- Keep in mind bird-friendliness strategies in the design of the elevations.
- Rooftop mechanical screening details.
- Architectural details.
- Continued encouragement of LID systems.
- Sustainable Development Checklist, will be required as part of the site plan process.

Next Steps

These comments represent Urban Design's review of the proposed development. The remaining concerns as outlined above are to be further investigated and discussed through the Site plan approval process.

Prepared by:

Prerit Kaji

Planner II- Development and Urban Design

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Attachment-12 continued Departmental and Agency Comments

Internal Memo



Date	November 8, 2023
To	Kelley McCormick
From	Christina Vannelli, Park Planner
Service Area	Public Services
Department	Park and Trail Development
Subject	331 Clair Road East - Proposed Zoning By-law Amendment – OZS23-007

Park and Trail Development has reviewed the application for the above noted proposed Zoning By-Law Amendment including the Notice of Complete Application dated September 19, 2023, Public Meeting Notice dated September 19, 2023, and offers the following comments:

Zoning Bylaw Amendment:

Park and Trail Development has no objection to the proposed Zoning By-Law rezone the property from "Agricultural" (A-2) zone in the Township of Puslinch Zoning By-law 19/85, to a "Specialized Residential Townhouse" (R.3A-xx) zone under City of Guelph Zoning By-law (1995)-14864, and from the current Urban Reserve" (UR.1) zone in the City's Comprehensive Zoning By-law (2023)-20790, to a "Specialized Medium Density Residential 6" (RM.6-xx) zone.

Please address the following items:

Parkland Dedication

Requirement:

Park and Trail Development recommends payment in lieu of conveyance of parkland for the development.

Payment in lieu of parkland conveyance will be required for this development in accordance with the Planning Act s.42, City of Guelph Official Plan Policy 7.3.5.6 and the City of Guelph Parkland Dedication By-law (2022) 20717, Section 17c. or any successor thereof.

In accordance with the Planning Act s.42 the rate of payment in lieu of parkland conveyance will be the greater of 5% of the equivalent of Market Value of the land, or 1 hectare per 1000 dwelling units; up to a maximum of 10% of the equivalent market value of the land (for sites under 5 ha).

Attachment-12 continued Departmental and Agency Comments

For this development the 1 hectare per 1000 dwelling unit rate will apply. The payment in lieu of parkland dedication amount is calculated at the equivalent market value of 8.24% of the land.

Requirement:

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 (2022) 20717, 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 amount of cash in lieu of parkland dedication will depend on the details of the approved development, 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

Requirement:

I recommend the following development approval conditions:

Prior to Site Plan approval

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 (2022) 20717 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.

Attachment-12 continued Departmental and Agency Comments

Summary

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

Regards,

Christina Vannelli, Park Planner
Parks
Public Services

T 519-822-1260 x 2431
E christina.vannelli@guelph.ca

Attachment-12 continued Departmental and Agency Comments

Internal Memo



Date	November 8, 2023
To	Kelley McCormick, Senior Development Planner
From	Jack Mallon, Heritage Planner
Service Area	Infrastructure, Development and Enterprise Services
Department	Planning & Building Services
Subject	331 Clair Road E.: Zoning By-law Amendment Application – OZS23-007 Submission 1

Heritage staff has the following comment based on the:

- Cultural Heritage Impact Assessment dated May 2023 prepared by MacNaughton Hermsen Britton Clarkson Planning Limited (MHBC)

The stone house on the subject property, known as the James Hanlon Farmhouse, is listed in the Municipal Register of Cultural Heritage Properties and is considered a significant built heritage resource in the City of Guelph. The property owner submitted a Cultural Heritage Resource Impact Assessment (CHRIA), prepared by MHBC and dated May 2023, that outlined the impacts of the proposed demolition of the summer kitchen and relocation of the main house. The CHRIA demonstrated that the proposed demolition of the summer kitchen and relocation of the house will conserve the overall heritage value of the building while permitting development of the property. The CHRIA included a structural feasibility review that determined relocation of the main house was feasible. The CHRIA recommended that the property be designated under Part IV of the Ontario Heritage Act (OHA) and recommended a list of heritage attributes for inclusion in the designation bylaw. Heritage staff agree with the recommendation to designate and the heritage attributes identified in the CHRIA. Heritage staff have prepared a staff report recommending that Council issue a notice of intention to designate the Hanlon Farmhouse under Part IV of the OHA. The staff report will be presented at the November 21, 2023 Council Planning meeting.

Staff Recommendations:

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

1. The Owner shall obtain an approved heritage permit to relocate and restore the stone house.

Attachment-12 continued Departmental and Agency Comments



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

Phone: 519-621-2761 Toll free: 1-866-900-4722 Fax: 519-621-4844 www.grandriver.ca

November 15, 2023

via email

GRCA File: OZS23-007 - 331 Clair Road East

Kelley McCormick, Senior Development Planner
Planning and Building Services
City of Guelph
1 Carden Street
Guelph, ON N1H 3A1

Dear Kelley McCormick,

Re: Zoning By-law Amendment Application OZS23-007
331 Clair Road East, City of Guelph
MHBC Planning/2488995 Ontario Ltd.

Grand River Conservation Authority (GRCA) staff has reviewed the above-noted Zoning By-law Amendment application to rezone the subject lands from "Agricultural" (A-2) to "Specialized Residential Townhouse" (R.3A-XX), and from "Urban Reserve 1" (UR.1) to "Specialized Medium Density Residential 6" (RM.6-XX) to permit the development of 8 stacked townhouse blocks comprising of 136 units.

Recommendation

The GRCA has no objection to the proposed Zoning By-law Amendment. A GRCA permit will be required prior to construction. Please see detailed comments below to be addressed for future detailed design/permitting submissions.

Documents Reviewed by Staff

GRCA staff have reviewed the following documents submitted with this application:

- Notice of Complete Application and Public Meeting (City of Guelph, September 19 2023);
- Functional Servicing Report (Stantec, June 2023);
- Hydrogeological Investigation (Stantec, May 31 2023);
- Concept Plan (Stantec, May 19 2023); and
- Cover Letter (MHBC, June 5 2023).

GRCA Comments

GRCA has reviewed this application under the Mandatory Programs and Services Regulation (O.R. 686/21), including acting on behalf of the Province regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS, 2020), as a regulatory authority under Ontario Regulation 150/06 and as a public body under the *Planning Act* as per our CA Board approved policies.

Attachment-12 continued Departmental and Agency Comments

Information currently available at this office indicates that a portion of the subject property is within the regulated allowance to wetland located south of the subject property. A copy of our resource mapping is attached.

Due to the presence of the wetland, a portion of the subject property is regulated by the GRCA under Ontario Regulation 150/06 (Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation). Any future development or site alteration within the regulated area on the subject property will require a GRCA permit.

GRCA has no objection to the proposed Zoning By-law Amendment. A GRCA permit will be required. Please see below comments to be addressed for future submissions of this development proposal and prior to GRCA permitting.

Comments to address for detailed design:

1. The FSR states that boreholes were drilled in February 2023, that all boreholes remained dry after completion of drilling, and concludes that the groundwater table will be located at a depth beyond the depth of boreholes drilled. To support this assumption, please confirm if sufficient time was given to allow the groundwater to stabilize within the boreholes, and if the boreholes were fit with a monitoring well. Please also confirm if the seasonally high groundwater elevation was determined. The seasonally high groundwater elevation must be identified to determine if there will be adequate separation from the seasonally high groundwater table (>1 metre from the bottom of the infiltration galleries), as well as demonstrate that the proposed infiltration facilities design is feasible and sized appropriately.
2. With respect to the monthly water balance, please clarify why there is no infiltration occurring from June to October. It was expected that infiltration may not occur during the winter months only, when the ground is assumed to be frozen.
3. With respect to the monthly water balance, an annual surplus of 8,382 m³/year is reported. In the post-development monthly breakdown, the calculations don't appear to consider the additional infiltration from the infiltration facilities. The infiltration facilities must be included in the monthly calculations to assess the impact they would have on the receiving wetland feature.
4. An ESC plan, signed and stamped by a qualified professional engineer, will be required at detailed design.

Advisory Comment:

1. The pre-development catchment figure appears to be missing from the Functional Servicing Report.

Consistent with GRCA's 2023 approved fee schedule, this is considered a 'minor' Zoning By-law Amendment application and the applicant will be invoiced in the amount of \$465.00 for the GRCA's review. A separate fee will also apply for a future GRCA permit application.

For municipal consideration

Please be advised that on January 1, 2023, a new Minister's regulation (Ontario Regulation 596/22: Prescribed Acts – Subsections 21.1.1 (1.1) and 21.1.2 (1.1) of the Conservation Authorities Act) came into effect. As a result, non-mandatory technical review services that the GRCA formerly provided under agreement with some municipalities (e.g., technical

Attachment-12 continued Departmental and Agency Comments

reviews related to natural heritage and select aspects of stormwater management) will no longer be provided.

Should you have any questions, please contact me at jconroy@grandriver.ca or 519-621-2763 extension 2230.

Sincerely,

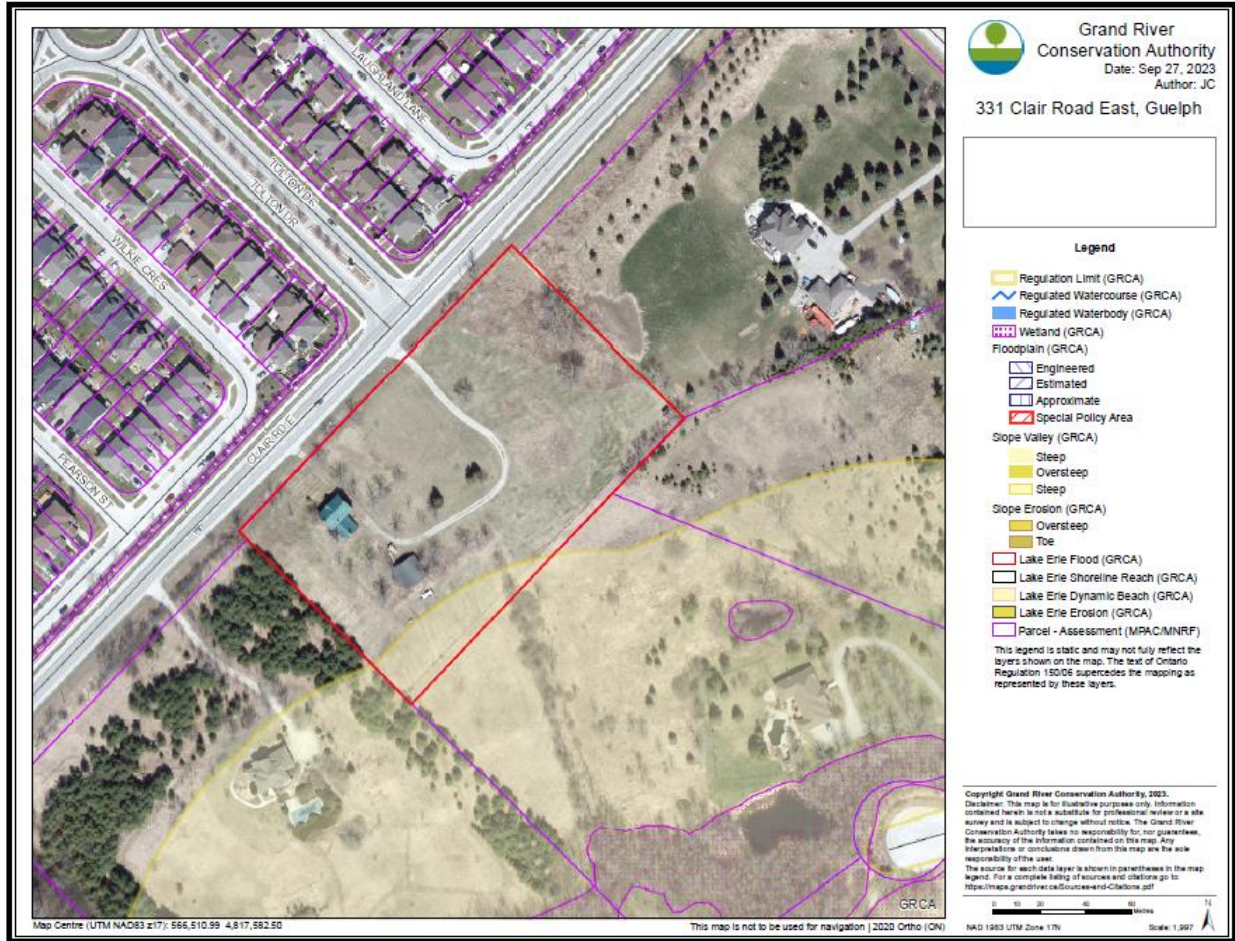


Jessica Conroy
Resource Planner
Grand River Conservation Authority

Enclosed: GRCA Map of Subject Property

Copy: MHBC Planning – Agent (via email)

Attachment-12 continued Departmental and Agency Comments



Attachment-12 continued

Departmental and Agency Comments



CANADA POST
2701 RIVERSIDE DRIVE SUITE N0820
OTTAWA ON K1A 0B1
CANADAPOST.CA

POSTES CANADA
2701 PROM RIVERSIDE BUREAU N0820
OTTAWA ON K1A 0B1
POSTESCANADA.CA

September 20, 2023

Kelley (des Tombe) McCormick
Senior Development Planner
City of Guelph
519-822-1260 extension 2359
kelley.mccormick@guelph.ca

Reference: OZS23-007 -331 CLAIR RD E, GUELPH, ON

Canada Post has reviewed the proposal for the above noted Development and has determined that the completed project will be serviced by centralized mail delivery provided through Canada Post Community Mail Boxes.

In order to provide mail service to this development, Canada Post requests that the owner/developer comply with the following conditions:

- ⇒ The owner/developer will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans.
- ⇒ The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.
- ⇒ The owner/developer will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings.
- ⇒ The owner/developer will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy.
- ⇒ The owner/developer will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy.
- ⇒ The owner/developer agrees, prior to offering any of the residential units for sale, to place a "Display Map" on the wall of the sales office in a place readily available to the public which indicates the location of all Canada Post Community Mailbox site locations, as approved by Canada Post and the City of Guelph.
- ⇒ The owner/developer agrees to include in all offers of purchase and sale a statement, which advises the prospective new home purchaser that mail delivery will be from a designated Community Mailbox, and to include the exact locations (list of lot #s) of each of these Community Mailbox locations; and further, advise any affected homeowners of any established easements granted to Canada Post.

Attachment-12 continued Departmental and Agency Comments

- ⇒ The owner/developer will be responsible for officially notifying the purchasers of the exact Community Mailbox locations prior to the closing of any home sales with specific clauses in the Purchase offer, on which the homeowners do a sign off.

Canada Post further requests the owner/developer be notified of the following:

- 1 The owner/developer of any condominiums will be required to provide signature for a License to Occupy Land agreement and provide winter snow clearance at the Community Mailbox locations
- 2 Enhanced Community Mailbox Sites with roof structures will require additional documentation as per Canada Post Policy
- 3 There will be no more than one mail delivery point to each unique address assigned by the Municipality
- 4 Any existing postal coding may not apply, the owner/developer should contact Canada Post to verify postal codes for the project
- 5 The complete guide to Canada Post's Delivery Standards can be found at:
https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Please feel free to follow up with any questions.

Regards,

Neil Mazey
Delivery Services Officer | Delivery Planning
Huron/Rideau Region
955 Highbury Ave N
London ON N5Y 1A3
(519) 281-2253
neil.mazey@canadapost.ca

Attachment-12 continued Departmental and Agency Comments



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

2 October 2023

Kelley McCormick, Senior Development Planner
Planning Services
City of Guelph
1 Carden Street
Guelph, ON N1H 3A1

Dear Kelley:

Re: OZS23-007- 331 Clair Road East, Guelph

Planning staff at the Upper Grand District School Board have received and reviewed the above noted application for a Zoning Bylaw Amendment to permit 136 stacked townhouse dwellings.

Please be advised that the Planning Department does not object to the proposed application. We request that the following conditions be considered as part of the plan of Condominium/Site Plan Approval process:

- The collection of Education Development Charges is required prior to the issuance of a building permit(s).
- Planning staff request that the developer provide the Upper Grand District School Board with a digital file of the plan containing parcel fabric and street network.
- In an effort to ensure children can walk safely to school or to a designated bus pickup point, the Board requests that adequate sidewalks, lighting and snow removal (on sidewalks and walkways) be provided.
- The developer agrees 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

• Ralf Mesenbrink; Chair	• Jen Edwards	• Irene Hanenberg	• Martha MacNeil	• Kenn Manzerolle
• Katherine Hauser; Vice Chair	• Robin Ross	• Luke Weiler	• Laurie Whyte	• Lynn Topping

Attachment-12 continued Departmental and Agency Comments

331 Clair Rd, Guelph

-2-

September 2023

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

Sincerely,



Heather Imm, RPP
Senior Planner

cc:

PLN: 23-067
File Code: R14

Upper Grand District School Board

• Ralf Mesenbrink; Chair	• Jen Edwards	• Irene Hanenberg	• Martha MacNeil	• Kenn Manzerolle
• Katherine Hauser; Vice Chair	• Robin Ross	• Luke Weiler	• Laurie Whyte	• Lynn Topping