

# Attachment-9 Departmental and Agency Comments

Table 1: Departmental and Agency Comments

<b>Respondent</b>	<b>No Objection or Comment</b>	<b>Conditional Support</b>	<b>Issues/Concerns</b>
Planning	No objection	N/A	See attachment 8-Staff Review and Planning Analysis
Engineering		Conditional Support	<p>Further staff note that prior to site plan approval the preparation of a grading and drainage plan, a site servicing plan, an erosion and sediment control plan, a composite utility plan, and a Noise Study will be necessary.*</p> <p>Transportation staff, note that the developer, shall be responsible for the cost of relocating the existing transit stop.*</p>
Urban Design and Landscape Planning	N/A	N/A	The analysis of Wind Tunnel Study needs to be confirmed with precise calculations at Site Plan and appropriate mitigation measures as required to be provided.*
Environmental Planning	No objection*	N/A	<p>If a phased development approach is proposed, a water balance for each phase may be required through the Site Plan process.*</p> <p>Dewatering discharge to the natural environment is discouraged unless proven harmless to the Natural Heritage System; preferred discharge is to the sanitary sewer if capacity allows.*</p> <p>Since the Zone of Influence affects a Provincially Significant Wetland, an Ecologist must conduct a scoped Environmental Impact Assessment, including further study of potential hydrological changes.*</p> <p>Significant dewatering through a drainage system must be avoided through design, and any proposed dewatering must be considered within the water balance assessment.*</p>

<b>Respondent</b>	<b>No Objection or Comment</b>	<b>Conditional Support</b>	<b>Issues/Concerns</b>
Parks Planning	No objection*	Conditional Support	<p>Prior to issuance of any building permits as part of phase 1 of the development, the Park Block for park purposes shall be dedicated to the City to the satisfaction of the Deputy CAO of Public.*</p> <p>The applicant shall ensure the Landscape Plan, Ground Level Plan, Servicing and Grading Plans are all coordinated.</p> <p>The Developer shall design and develop the Basic Parkland Development in accordance with the City of Guelph's Development Charges Background Study Appendix E: Local Service Policy.*</p> <p>The Developer shall provide the City with satisfactory security to cover the City approved estimate for the cost of the Basic Parkland Development.*</p>
Upper Grand District School Board (UGDSB)	No objection*		Collection of Education Development Charges required prior to the issuance of a building permit.*

\*Memo or letter attached

# Internal Memo



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Date September 29, 2025  
To **Anand Shah, Senior Planner**  
From Michelle Thalen, C.Tech  
Engineering Technologist III  
Service Area Infrastructure, Development and Enterprise Services  
Department Engineering and Transportation Services  
**Subject 1 Clair Road East**  
**OZS25-005**  
**Submission 3**

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The intent of the Official Plan and Zoning Bylaw Amendment application is to permit the development of 4 mixed use and residential buildings comprising of 715 residential units with additional ground floor commercial use, on the subject lands.

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) – CivilGO Engineering Inc. (July 25, 2024);
- Functional Servicing Plans (Phases 1, 2 & 3) - CivilGO Engineering Inc. (March 20, 2025);
- Functional Grading Plans (Phase 1, 2 & 3) - CivilGO Engineering Inc. (March 20, 2025);
- Hydrogeological Investigations – WSP Canada Inc. (June 4, 2025);
- Phase 1 Environmental Site Assessment – WSP Canada Inc. (December 14, 2023);
- Phase 2 Environmental Site Assessment – WSP Canada Inc. (April 2, 2024);
- Noise and Vibration Impact Study – RWDI (August 2, 2024);
- Transportation Study – BA Consulting Group Ltd. (August 2024).

## **Development Engineering:**

### **Municipal Services:**

An analysis of the City's water and wastewater computer models was completed in advance of the Planning Applications and was found to have the adequate and available capacity within the systems at that time. Although the development

## Figure 2: Engineering Comments 2 of 4

proposal was found to have capacity in 2024, staff will reevaluate the water and wastewater distribution networks utilizing current modelling software prior to site plan and/or building permit for each phase. This is in accordance with section 4.10 of the City's Zoning Bylaw to ensure that adequate and available capacity exists at the time of permit approval.

### **Site Servicing:**

The proposed reuse of the existing onsite services and clarity within the FSR with regards to future easements (if necessary), has demonstrated that the development can be adequately serviced by municipal infrastructure as identified in the City's Zoning Bylaw. Please note that at the time of site plan, a bulk water meter will be required for the site in accordance with the DEM – refer to section 6.3.3 (13).

### **Stormwater Management:**

The stormwater management of the site proposed to reuse the existing stormwater service that outlets to the municipally owned stormwater management pond located adjacent to Hawkins Drive. The proposal also includes reuse of the existing underground infiltration gallery (D-Raintank system) that was designed to capture and infiltrate the east parking area as well as the introduction of a new gallery/retention system adjacent to the existing gallery. At the time of site plan, the existing stormwater infiltration gallery is to be CCTVed to ensure that the condition of the existing system is suitable for reuse.

In accordance with the City's DEM the bottom elevation of any new infiltration galleries should be set at a minimum distance of one meter higher than the established seasonal high groundwater level as determined by the data collected after four seasons of groundwater monitoring. Infiltration testing of the soils underlying any new infiltration galleries shall be done at the time of site plan in accordance with the City of Guelph's Development Engineering Manual (DEM).

### **Hydrogeological Investigation:**

The hydrogeological investigation provided ongoing groundwater monitoring of the site to determine the seasonal high groundwater level (SHGL) which is needed for the detailed design of the stormwater management systems to be submitted with site plan application. Further, the SHGL has informed the planning for the necessary dewatering of the site during construction. Prior to construction, a dewatering plan for any servicing work within the city right-of-way is to be provided by the contractor for a street occupancy permit.

### **Grading:**

At the time of site plan application, a detailed grading plan that supports the stormwater management design of the site will be required. Please note that retaining walls greater than 1m in height adjacent to existing residential lots will not be acceptable in accordance with the City's DEM.

Figure 3: Engineering Comments 3 of 4

**Environmental Noise:**

Engineering staff have no concerns with the findings and conclusions identified in the Feasibility Noise Study. A detailed noise study in keeping with the City of Guelph's Noise Control Guidelines will be required at the time of Site Plan.

**Environmental Engineering:**

Environmental Engineering staff had reviewed the Phase One and Phase Two Environmental Site Assessment (ESA) report submitted for the subject development application and completed by WSP Canada Inc. dated December 14, 2023 and April 2, 2024. Comments were provided to the applicant that reflect the requirements identified in the City's Guidelines for Development of Contaminated or Potentially Contaminated Sites, 2016 (Guidelines) and after meeting with the applicant and their design team, they had provided updated information to staff that demonstrates the progress of the RSC filing with the MECP.

As such, City staff have reviewed the information submitted by the applicant which identifies administrative issues that the MECP noted during their RSC review. This would have slowed down the RSC acceptance process for reasons that are unlikely to result in environmental risk. Therefore, as requested by Planning, and as previously discussed, Environmental Engineering staff will apply discretion to allow approval of the zoning bylaw amendment without a holding provision (H) despite the RSC not yet being approved by the Ministry, in accordance with Table 2 of Section 3.5.1 of the City's Guidelines.

**Transportation Services:**

Transportation Services staff have reviewed the *Transportation Study* dated August 2024 that was prepared by BA Group in support of a Zoning Bylaw and Official Plan Amendment for development of 715 residential units with ground floor commercial uses in 4 multi-storey towers.

Staff are generally supportive of this application, and note that the following requirements will need to be addressed at the time of site plan:

- The existing Transit Stop (#6100 Poppy Drive East at Hawkins Drive) is to be relocated at the Developers' cost. Exact location and detailed design of the new transit pad will be reviewed and constructed as part of the site plan approval process.
- The study recommends a protected crossing facility on Poppy Drive East either at Hawkins Drive or Farley Drive extension as an appropriate measure to address existing conditions and concerns. It further notes that a protected crossing facility could be facilitated by either all-way stop or by a Pedestrian Crossover (PXO). The City follows the Ontario Traffic Manual (OTM) to review the feasibility of all-way stop control and PXO's. The City will continue to monitor the needs for future improvements for safe crossing and traffic operations.
- The ramp transition area is less than 6m to accommodate one car.
- Missing parking lot dimensions.

**Transportation Demand Management Review:**

Figure 4: Engineering Comments 4 of 4

The proposed development is situated in a walkable, bikeable, transit-friendly area. Sustainable Transportation staff are generally supportive of the TDM measures outlined in the Transportation Study, that will support residents, employees and visitors to choose sustainable modes of transport.

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).

### **Staff Recommendations:**

Engineering supports approval of the Official Plan and Zoning Bylaw Amendment application and provides the following conditions 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, 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.
  - Servicing capacity check of the City's model for water and wastewater at the time of site plan application for each phase of the development.
  - A traffic geometrics plan.
  - 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".
  - CCTV of the existing stormwater infiltration galleries that are proposed to be reused.
  - Detailed grading and drainage plan that reflects the stormwater management criteria for the site and is certified by a Professional Engineer.
  - Detailed site servicing plan as well as an erosion and sediment control plan that is certified by a Professional Engineer.
  - Detailed composite utility plan in accordance with the City's Development Engineering Manual.
  - A Detailed Noise Study certified by a qualified Professional Engineer in accordance with the City of Guelph Noise Control Guidelines.
  - Completion of the RSC filing with the MECP.

Figure 5: Urban Design and Landscape Planning Comments 1 of 3



## Internal Memo

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Date September 02, 2025  
To **Anand Shah, Planner III**  
From Prerit Kaji, Planner II- Development and Urban Design  
Service Area Infrastructure, Development and Enterprise Services  
Department Planning Services  
Subject **01 Clair Rd East, Zoning By-law Amendment Application – OZS25-05**  
**Urban Design and Landscape Comments**

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Urban Design staff has the following comments based on the:

- Architectural drawings dated March 2025 from SVN;
- Urban Design brief dated August 2025 from Bousfields Inc.;
- Landscape drawings dated March 2025 from SVN;
- Wind Tunnel Study, Letter of Opinion dated August 2024 by RWDI Air Inc.;
- Sun Shadow Impact Study dated July 2024 from Pergola Commons;

### Background

Urban Design policies from the Official Plan were reviewed. The City has approved the Commercial Built Form Standards. The comments below also reflect the review of these documents.

### Urban Design Comments

Staff have comments for the submitted Appendix 3 – Draft Zoning ByLaw Amendment under Planning Justification Report, specific to CMUC-xx zone.

- Staff do not support the proposed exclusion of the minimum building height requirement applicable to the overall CMUC-xx designation. Further justification is required to demonstrate the rationale for removing this regulation. Considering the proposed CMUC zone falls under Strategic Growth Areas of Official Plan, OP policy 3.6.1 requires that Strategic growth areas should be planned to provide for higher density mixed-use development in proximity to transit services. Staff recommends that any consideration of such an amendment be deferred until a comprehensive block plan is demonstrated and deemed acceptable.
- Staff do not support the proposed reduction in minimum yard requirements for the overall CMUC-xx designation. Additional justification is necessary to explain the need for this reduction. Staff recommend that any consideration

## Figure 6: Urban Design and Landscape Planning Comments 2 of 3

of such an amendment be deferred until a comprehensive block plan is submitted and deemed acceptable.

Staff note the submission of comment response matrix and summarize the following comments which will require further attention and discussion during SPA stage-

- Ensure to coordinate utilities and landscape elements to avoid unnecessary conflicts – such as the proposed water hydrant that is currently located overtop a unique paving pattern in the 'gateway' area.
- Need further clarification on steps provided along the grade as seen on Woonerf building elevation B and D- east elevations. Also, the Building B setback represented on roof plan to be 3.0m is not represented in Elevation-B&D East (1-A 304)
- Clearly show/label on the drawings types of different indoor amenity areas as presented in the April, 2024 Amenity Concept Package. Ensure the same is continued through the Site Plan process and appropriate shared access measures are provided to the residents of all towers.
- There is some concern with the need to implement an acoustic glass wall against Farley Drive extension to satisfy the Noise Study mitigation requirements for the common amenity spaces. Please provide staff with some examples of where this exists.
- With new landscape details, updated Wind Tunnel Study predicts the suitable wind conditions along this public plaza. This needs to be confirmed with precise calculations at Site Plan and appropriate mitigation measures as required to be provided.

### Trees and Landscaping-

- Can create visual interest by adding colour and texture that breaks up larger hard surface areas, as well as can be used for wayfinding measures and user priorities, however, please ensure to specify products that have minimal chamfered edges within pedestrian zones to meet accessibility standards of the AODA.
- AODA compliant pedestrian crossings, street furniture is to be integrated into the design to provide inclusive design features.
- When designing common amenity area spaces at-grade, consider programming needs for residents with dogs (dog runs, dog relief areas, etc.), accessibility needs (inclusive design).
- A well-conceived planting plan for all areas that is comprised with a majority of native species will be required, including common amenity area spaces on the 7th floor. Details related to the proposed bioswales and any specific plants, species and soil composition is to be explored through Site Plan.
- Details related to stairs leading up to townhouse units and integration into proposed landscape elements is to be explored further.
- When considering the location of utilities such as hydro transformers, locations that are not fronting onto the public right of way, proposed public park, common amenity areas, Clair Road in particular. A utility plan will be required as part of the site plan application.

## Figure 7: Urban Design and Landscape Planning Comments 3 of 3

- Garbage storage and functionality that does not hinder outdoor common amenity spaces and programming.
- Wind and noise mitigation measures per finding of Wind and Noise study analysis.
- Accessibility related details to demonstrate conformity with the AODA.
- Programed outdoor common amenity areas for Level 7 for each building.
- 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 and Landscape Planning review of the proposed development. More comments may be made upon review of revised submission materials and during Site plan stage.

Prepared by:

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Figure 8: Environmental Planning Comments 1 of 3

# INTERNAL MEMO



**DATE** April 28, 2025

**TO** **Anand Shah, Planner III SR Planner**

**FROM** Ryan Hamelin, Environmental Planner

**DIVISION** Infrastructure, Development and Enterprise

**DEPARTMENT** Planning and Building Services

**SUBJECT** **1 Clair Road – 1<sup>st</sup> Formal Submission. Proposed Official Plan & Zoning By-law Amendment**

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## **Proposal**

The proposed Official Plan Amendment and Zone By-law Amendment is to redevelop the lands at 1-105 Clair Road. The proposed development consists of four high-rise residential buildings, associated underground parking, and common amenity areas. Underground infiltration galleries are proposed to meet water balance and stormwater requirements.

The subject property is within 120m of the natural heritage system. Previous comments dated February 16, 2024, and October 7, 2024, were provided by Environmental Planning for the 1<sup>st</sup> and 2<sup>nd</sup> pre-submissions.

## **Materials Reviewed**

Staff have reviewed the following reports for the submission of the above-noted application including:

- Response to Comments Matrix: 1 Clair Road East (Pergola Commons). Dated: March 2025.
- Planning Justification Report. 1 Clair Road East, City of Guelph. Prepared for: FCHT Holdings. Prepared by MHBC. Dated: April 2025.
- Hydrogeological Investigation. 1 Clair Road East, Guelph, Ontario. Prepared for: First Capital Asset Management LP. Prepared by: WSP Inc. Dated: March 25, 2025.
- Functional Servicing & Stormwater Management Report. 'Pergola Commons' Proposed Mixed-Use Re-Development. 1 Clair Road East. Guelph, Ontario. Prepared for: FCHT Holdings (Ontario) Corporation. Prepared by: CivilGo Engineering Inc. Rev. No. 2, Dated: February 2025.

## Figure 9: Environmental Planning Comments 2 of 3

Anand Shah  
April 28, 2025  
RE: 1 Clair Road  
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### Comments

- 1) Note: The proposed water balance is supported and does not change from the current site water balance. It is described in Section D and Appendix G of the Functional Servicing and Stormwater Management Report. The final water balance will need to be confirmed through Site Plan.
- 2) Note: The Dewatering Assessment in the Hydrogeological Report (March 25, 2025) is supported. All recommendations from the report should be fully implemented through Site Plan and the Permit to Take Water Process. The following should be noted as specific items to be provided through Site Plan.
  - a. Construction dewatering discharges to the natural environment will not be supported unless it can be demonstrated that there will be no negative impacts on the Natural Heritage System. Environmental Planning's general preference for dewatering discharge is to direct it to the sanitary sewer if capacity is available.
  - b. As the Zone of Influence is estimated to intersect with the off-site Provincially Significant wetland, the recommendation that an Ecologist carry out an impact assessment is supported and will be required through the Site Plan. The assessment can be provided through a scoped Environmental Impact Assessment. Further investigation into the potential hydrological changes to the wetland will be required to support the Environmental Impact Assessment.
- 3) Note: If a phased development approach is proposed, a water balance for each phase may be required through the Site Plan process.
- 4) Note: The Hydrogeological Investigation refers to the requirement for long-term water management for underground elements below the seasonal high groundwater level. The provided material indicates that a proposed water management system has not yet been developed. For Environmental Planning purposes, water management and waterproofing details can be provided through Site Plan. However, permanent dewatering through a perimeter or underground drainage system, which may impact the Water Resource System or Natural Heritage System, will not be supported. Significant dewatering through a drainage system must be avoided through design, and any proposed dewatering must be considered within the water balance assessment.

### Conclusion:

Based on a review of the application materials, Environmental Planning recommends supporting the proposed Zone Change and Official Plan Amendment. The above Notes and Comments must be addressed through the Site Plan process.

Figure 10: Environmental Planning Comments 3 of 3

Anand Shah  
April 28, 2025  
**RE: 1 Clair Road**  
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Should you have any questions about the above comments, please let me know.

Regards,

*Ryan Hamelin*

**Ryan Hamelin, MPlan, MSc**  
Environmental Planner

Infrastructure, Development and Enterprise  
**Planning Services**  
Location: City Hall

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# Internal Memo



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Date	August 12, 2025
To	Anand Shah, Senior Planner, Development Planning
From	Christina Vannelli, Park Planner
Service Area	Public Services
Department	Park and Trail Development
<b>Subject</b>	<b>1 Clair Road East - Proposed Zoning By-law and Official Plan Amendment – 1<sup>st</sup> Formal Submission</b>

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As per previous comments:

Park and Trail Development has reviewed the application for the proposed Zoning By-Law and Official Plan Amendment including the Notice of Complete Application dated July 7, 2025, Cover Letter dated April 2025, Comment Respond Matrix dated March 2025, Landscape Plan dated March 2025, Functional Grading Plan Phase 1 dated March 2025, Functional Servicing Plan Phase 1 dated March 2025, Planning Justification Report dated April 2025, and offers the following comments:

## **Zoning Bylaw Amendment and Official Plan Amendment:**

Park and Trail Development has no objection to the proposed Zoning By-Law Amendment to rezone the east portion of the Subject Lands from "Community Shopping Centre (CC)" zone to "Residential High-Density Apartment (R.4B)" zone with site-specific provisions. Please address the following items:

- 1. Parkland Dedication:** As previously noted, Park and Trail Development require parkland dedication for this development. The minimum Parkland Dedication required is 0.18 hectares in accordance with the Planning Act s.42, City of Guelph Official Plan Policy 7.3.5.1. and the City of Guelph Parkland Dedication By-law (2022) 20717, as amended by By-law (2024)-20860 or any successor thereof.
  - Parks and Trail Development staff acknowledge that the proposed 1800m<sup>2</sup> Park Block as identified on the Landscape Plan satisfies the requirements related to park size based on number of units proposed in the current submission.
  - The Park Block should be conveyed in phase 1.
- 2. Demarcation:** As previously noted, staff are of the opinion that demarcation is not required between the private property and the proposed park. However, staff have the following comments.
  - The proposed 1.2m height decorative metal privacy fence appears to conflict with the proposed raised planters. Consider shifting the raised planters

Figure 12: Parks Planning Comments 2 of 5

- minimum 1.5m from the proposed decorative metal fence to allow for constructability and maintenance. Alternatively, remove the fence and propose demarcation bollards as per City policy.
  - Add a note to the Landscape and Ground Level Plan drawings to indicate that the decorative metal fence is to be installed 0.15m from the property line on private property.
3. **Landscape Plan:** The Comment Response Matrix response from MHBC to Parkland Dedication comments reads "Landscape Plans have been updated to reflect the limits of the underground. We acknowledge and confirm parkland dedication will be unencumbered. The playground is shown conceptually. This programming cannot be confirmed until SPA."
- The limit of the underground Parking structure is shown on drawing A104 prepared by SvN in the Planning Justification Report. It appears that the park block is encumbered by the proposed underground parking structure. Please demonstrate that the Landscape Plan, Ground Level Plan, Servicing and Grading Plans are all coordinated.
  - Please demonstrate that the park block does not have an encumbrance, or if it does – please quantify the amount and location.
  - Please confirm that there are not other encumbrances and revised plans are all coordinated.
  - Please communicate the depth of cover from top of finished grade within the park block to top of parking structure slab, where there is possible encumbrance to the proposed underground parking structure.
  - Staff acknowledge that the playground is shown conceptually. During the SPA process, please information related to the proposed youth play zone located in the private outdoor amenity space to the north of the park to assist Park and Trail Development staff with programming for the Park Block.
  - Will the playground shown be installed as part of phase 1 of development?
4. **Functional Grading Plan:** Parks are to contain a minimum of 80% table land with a range of 2% to 5% slopes as described in the Development Engineering Manual 5.3.21 and the City of Guelph Official Plan 7.2.3.4.v).
- Some of the proposed grades within the Park Block exceed 5%. There are notable grades indicated at 5.9% and 5.4% on the Functional Grading Plan – Phase 1. These grades are acceptable as long as 80% of the park is table land and grades are between 2%-5%.
5. **Functional Servicing Plan:** The Park Block must satisfy the basic parkland development requirements identified in the Development Charges Background Study Appendix E: Local Service Policy.
- Parks staff acknowledge that the minimum one catch basin manhole at the low point of the park block in phase 1 is shown proposed on the Functional Grading Plan – Phase 1 (CV-201) and Functional Servicing Plan – Phase 1 (CV-101)
  - Please provide clarity on the outlet connection point of proposed CBMH1 and PROP 15.81m 250mm PVC STM @ 1% - as shown on the Functional Servicing Plan – Phase 1 (CV-101), as it appears it is connecting to the private site.
  - The CBMH in the Park Block should be a catchment area for the Park Block only and outlet to stormwater service in the municipal road or right-of-way.

Figure 13: Parks Planning Comments 3 of 5

### Conditions of Development:

Based on the information available, the following conditions for Development approval are recommended:

#### Prior to Site Plan Approval:

1. The Owner shall **dedicate the Park Block for park purposes** 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 of Guelph Parkland Dedication By-law (2022) 20717, as amended by By-law (2024)-20860 or any successor thereof, prior to issuance of any building permits as part of phase 1 of the development.
2. The Developer shall design and develop the **Basic Parkland Development** in accordance with the City of Guelph's Development Charges Background Study Appendix E: Local Service Policy (the version in effect at the time of execution of the subdivision agreement). This shall include the submission of drawings for approval by the City and the administration of the construction contract up to assumption completed by an Ontario Association of Landscape Architects (OALA) full member for approval to the satisfaction of the Deputy CAO of Public Services. The Developer shall submit an itemized cost estimate titled Open Space Works, provided by a landscape architect (Full Member of the OALA with seal). The Developer shall provide the City with **satisfactory security** to cover the City approved estimate for the cost of the Basic Parkland Development to the satisfaction of the Deputy CAO of Public Services. The Developer shall complete the Basic Parkland Development works within **two years** of the issuance of the first building permit in the phase in which the Park Block is located. If the Developer fails to meet this timing, the City may draw on the security to complete the works. Basic Parkland Development includes:
  - a. Servicing (water, hydro, stormwater, sanitary) connected to a point just inside the property line, catch basins, culverts, manholes and other drainage structures;
  - b. Utilities (electrical, fibre/phone, meter and meter boxes) connected to a point just inside the property line
  - c. Clearing and grubbing, only where impediments that would inhibit the suitability of parkland exist;
  - d. Any other associated infrastructure (minor bridges and abutments, guard and handrails, retaining walls) as required to bring the land to a suitable level for development as a parkland;
  - e. Topsoil stripping, rough grading, supply and placement of topsoil and engineered fill to required depths and fine grading, and sodding;
  - f. Where parkland is divided between more than one development application or is part of more than one phased application within the same development parcel, temporary perimeter fencing where there is no permanent fence;
  - g. Permanent perimeter fencing to City standard adjacent to all abutting lands, and
  - h. Temporary park sign(s) advising future residents that the site is a future park.
1. For **Basic Parkland Development works** to be reviewed and accepted by the City, the Developer shall:
  - a. Upon completion of works for the Park Block the Developer's Landscape Architect (Full Member of OALA with seal) must submit to the City Park

Figure 14: Parks Planning Comments 4 of 5

Planner a certification letter, site inspection report, and supporting documents, including a:

- Pre and post development topsoil composition and topsoil depth test results, with record of any soil remediation completed;
  - Certificate from an Ontario Land Surveyor that any fencing is installed 0.15m on the City side of the common property line;
  - As-recorded drawings indicating spot elevations, contour lines, features on-site such as fences and location and size of underground services;
  - Upon completion of pre-grading and after final grading, the developer is to provide a survey plan, prepared by a registered Ontario Land Surveyor, describing the as-recorded topographic condition of the park and/or open space(s) and natural heritage system and/or stormwater management facility. The survey is intended to demonstrate that the park and/or open space(s) and natural heritage system and/or stormwater management facility pre-grades reflect as closely as possible the intent and designed geodetic elevations of the subdivision engineer's grading and drainage plans.
  - Inspection report for structures and utility services, and results of compaction testing and material testing, and
  - Record that sod received two cuts.
- b. Submit a request to the City Park Planner to inspect the work. Should this inspection identify any deficiencies, then the City shall inform the Developer, who shall correct such deficiencies within 15 days, or other time as determined by the Park Planner.
- c. Agree that preliminary acceptance of Basic Park Development, Open Space and Natural Heritage System works, including but not limited to - Stormwater Management Facility Landscaping Works and Demarcation, as complete and the commencement of the two (2) year warranty period shall take place only after the City has accepted the correction of deficiencies identified in subsection 2.b., if any, and issued a written notice of the commencement of the warranty period.
- d. Agree that 90% of the security can be released provided that the Basic Park Development and Demarcation have been accepted as complete by the Manager of Park and Trail Development.
- e. Agree that at end of warranty period at Final Acceptance, the Developer's Landscape Architect (Full Member of OALA with seal) must submit to the City Park Planner a certification letter, site inspection report, and a request to the City Park Planner to inspect the work. Should this inspection identify any deficiencies, then the City shall inform the Developer, who shall correct such deficiencies within 15 days, or other time as determined by the Park Planner.
- f. Agree that where the Developer has failed to rectify deficiencies identified by Park and Trail Development during the two (2) year warranty period and after receiving written notice by the City, the City may apply and use the security to carry out the works and,
- g. Agree that upon the expiry of the warranty period, the remaining 10% of the security can be released provided that all deficiencies have been rectified to the satisfaction of the Deputy CAO of Public Services.

## Figure 15: Parks Planning Comments 5 of 5

2. The Developer shall provide Public Services with As-Record Drawings in PDF and in either AutoCAD - DWG format or DXF format georeferenced in a UTM coordinate system containing the following final approved information: parcel fabric, street network, grades/contours, fencing, and landscaping of the park, open space, natural heritage system and storm water management blocks, as applicable.

### **Summary**

The above comments represent Park and Trail Development's review of the documents and Reports submitted in support of the Zoning By-Law and Official Plan. Based on the current information provided, Parks would support the proposed development subject to the above requirements.

Regards,

Christina Vannelli, Park Planner  
Parks, Park & Trail Development  
**Public Services**

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Figure 16: Upper Grand District School Board Comments 1 of 2



**PLANNING DEPARTMENT**  
Board Office: 500 Victoria Road N. Guelph, ON N1E 6K2  
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Tel: 519-822-4420 ext.821 or Toll Free: 1-800-321-4025

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July 23, 2025

Anand Shah, Senior Development Planner  
City of Guelph  
1 Carden Street  
Guelph, ON N1H 3A1

Dear Mr. Shah,

**Re: Notice of Complete Application - 1 Clair Road East (REVISED)**

Planning staff at the Upper Grand District School Board have received and reviewed the above noted application for a Draft Plan of Condominium to permit the redevelopment of the Subject Lands to include four mixed-use and residential buildings, with five high-rise towers varying in heights from 10 to 14 storey with a total of 715 residential units.

Please be advised that the Planning Department **does not object** to the proposed application, subject to the following conditions, to be imposed during future Site Plan Control or Plan of Condominium applications:

- That Education Development Charges shall be collected prior to the issuance of a building permit(s).
- 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 that students may be directed to schools outside the neighbourhood.
- That the developer shall agree in the subdivision agreement 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.
- The developer agrees 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, until such time as a permanent school is assigned:

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**Upper Grand District School Board**

• Ralf Mesenbrink; Chair      • Jen Edwards      • Irene Hanenberg      • Martha MacNeil      • Alethia O'Hara-Stephenson  
• Katherine Hauser; Vice Chair      • Robin Ross      • Luke Weiler      • Laurie Whyte      • Lynn Topping

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*"Whereas the Upper Grand District School Board has designated this subdivision as a Development Area for the purposes of school accommodation, and despite the best efforts of the Upper Grand District School Board, sufficient accommodation may not be available for all anticipated students from the area, you are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside the area, and further, that students may in future have to be transferred to another school."*

- That the developer shall agree in the subdivision agreement 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."*

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

Sincerely,

*Avo Tularam*

Avo Tularam  
Planning Technician

PLN: 25-042  
File Code: R14

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• Katherine Hauser; Vice Chair      • Robin Ross      • Luke Weiler      • Laurie Whyte      • Lynn Topping