DEVELOPMENT APPLICATION PRE-CONSULTATION FORM

Meeting Date: December 18, 2024	**Site Address:** 1056-1060 Brant Street
Property Owner: 2735842 Ontario Inc., 2060188 Ontario Inc., 2735841 Ontario Inc., 2059977 Ontario Inc.	**Applicant / Address / Phone / Email** Bousfields Inc. c/o David Falletta 1 Main Street East, Suite 200 Hamilton, ON 416-947-9744 x 401 dfalletta@bousfields.ca
Site Area: **0.1674** ha	

APPLICATION TYPE (check applicable applications):

Local Official Plan Amendment	**X**	Zoning By-law Amendment	**X**	Plan of Subdivision		Parkway Belt Amendment	
Other Application							

1. **Brief description of proposed development:**

   11 storey mid-rise apartment building with 93 residential units, 26 parking spaces. Total GFA of 7347 square metres is proposed, resulting in FSI of 4.39 and a density of 555 units per hectare.

2. **Conformity with Regional Official Plan Designation?** YES _____ NO X

   Has an application been made to amend the Regional Official Plan: YES _____ NO _____

3. **1997 Official Plan Designation:** Mixed Use Corridor - General

   Conformity with 1997 Official Plan land use designation? YES _____ NO X

   If 'NO' what is the nature of the OP amendment needed? Increased height, reduced parking, removal of retail/service commercial/personal service/office uses, removal of rental units

4. **2020 Official Plan Designation:** Urban Coridor

   Conformity with 2020 Official Plan land use designation? YES _____ NO X

   If 'NO' what is the nature of the OP amendment needed? Parking, removal of retail/service commercial/personal service/office uses, removal of rental units.

5 **Existing Zoning:** MXG (Mixed Use Corridor General)

Conformity with existing zoning? YES _____ NO X

If 'NO' what is the nature of the zoning amendment needed? Increase height and maximum permitted density, reduce required parking.

6. Design Guidelines in effect? YES X NO _____

Name of Design Guidelines: Midrise Building Guidelines, Sustainable Building and Development Guidelines

7. Is the property listed in Municipal Heritage Register, designated under the Ontario Heritage Act or adjacent to a designated property?

YES _____ NO X

8. Fees Required at Time of Application

APPLICATION	CITY	REGION	CONSERVATION HALTON
Official Plan Amendment:	$95 737.50 (75% of: full fee $127 650.00)	$9 811.82	
Rezoning - Base Fee: Rezoning - Variable Fee:	$25 275.00 $37 070.00 ((25 x $490) + (68 x $365.00))	$1 157.36	
Subdivision - Base Fee: Subdivision - Variable Fee:			
TOTAL	$158 082.50	$10 969.18	

Separate payments are required for the City, Halton Region and Conservation Halton

9. Additional Agencies to be contacted: _____

10. Pre-Application Public Consultation Meeting

Is a pre-application consultation meeting required?

YES X NO _____

The following steps must be completed if a Pre-Application Public Consultation Meeting is required:

- *The consultation meeting is to be organized by the proponent and must be held before the application is submitted.*
- *Circulation of the meeting invitation to residents and tenants within 120 metres of the development site will be completed by the City for a fee. Provide the required materials to the City at least one month prior to the meeting. Notice must be sent a minimum of 21 days in advance of the meeting.*
- *Please notify the Ward Councillor, Mayor, and the Coordinator of Development Review of the date, time & location of the meeting. Be sure your meeting location is accessible and close to the development site.*
- *During the meeting, provide a detailed overview of the development proposal and allow time for questions and comments from the public. Planning staff will provide an overview of the development application review process. Take notes of the discussion.*
- *As part of a complete application, you must provide consultation meeting minutes which include a written summary of public input received at the meeting. As part of the Planning Justification Report, you must explain how this public input was considered and used to modify the development proposal.*

11. Community Benefits

Is this an application for a building of five (5) or more storeys and ten (10) or more residential units?

YES X NO ____

If "YES" Community Benefits **may be** required. Please consult City of Burlington By-law 66-2022, Community Benefits Charges.

12. Required Information for Complete Application

1)	Completed Application Form	Required
2)	Fees for the processing of planning application(s)	Required
Supporting Reports, Studies, Plans **In accordance with Policies contained within 11.1.2 of the City's Official Plan, all identified materials must be submitted in accessible PDF format consistent with the City's standards and the standards of <u>The Accessibility for Ontarians with Disabilities Act</u> before an application is deemed complete.**		**Required (Yes/No)**
i.	Planning Justification Report, including employment or residential needs analysis, where required	X
ii.	Land Assembly Documents	X
iii.	Survey and Severance Sketch, prepared by an Ontario Land Surveyor	X
iv.	Land Use Compatibility Study	
v.	Retail and Service Commercial Needs Assessment	
vi.	Financial Impact Study	
vii.	Housing Impact Statement	
viii.	Park Concept Plan	
ix.	Agricultural Impact Assessment	
x.	Social Impact Assessment	
xi.	Archeological Report	
xii.	Heritage Impact Study	
xiii.	Cultural Heritage Landscape Impact Assessment	
xiv.	Conceptual Site Plan Layout	X
xv.	Architectural Plans	X
xvi.	3-D Model of Proposed Buildings	
xvii.	Burlington Urban Design Advisory Panel (BUD) Comments	X
xviii.	Height Survey of Adjacent Buildings	
xix.	Angular Plane Study	
xx.	Shadow Analysis Plan	X

xxi.	Wind Impact Study	X
xxii.	Arborist's Report	
xxiii.	Tree Inventory and Preservation Plan	
xxiv.	Landscape Plan	X
xxv.	Water & Wastewater Functional Servicing Report	X
xxvi.	Hydrogeology Study / Water Budget & Hydrology Study	X
xxvii.	Source Protection Disclosure Report	
xxviii.	Noise Feasibility Study / Vibration Study	
xxix.	Transportation Impact Study	X
xxx.	Transportation Demand Management Plan and Implementation Strategy	
xxxi.	Parking Justification Report	X
xxxii.	Storm Water Management Report / Functional Drainage Report, Storm Services Plan and Flooding Hazard Delineation and/or Grading and Drainage Plans	X
xxxiii.	Environmental Impact Assessment	
xxxiv.	Top-of-bank Demarcation / Slope Stability Assessment / Creek Erosion Assessment / Geomorphic Study	
xxxv.	Shoreline Hazardous Land Studies	
xxxvi.	Geotechnical Report	X
xxxvii.	Phase One Environmental Assessment	X
xxxviii.	Phase Two Environmental Assessment / Record of Site Condition	X
xxxix.	Landfill Assessment	
xl.	Sustainable Building and Development Guidelines Checklist	X
xli.	Phasing Strategy for Development of Retail and Service Commercial Uses	
xlii.	Public Consultation Strategy	X
xliii.	Response to Comments Received at a Community Meeting Held in Advance of a Formal Development Application	X
xliv.	Comprehensive Block Plan	
xlv.	Urban Design Brief	X
xlvi.	Tenant Relocation and Assistance Plan	X
xlvii.	**Other** Environmental Site Screening Checklist Draft Official Plan Amendment / Draft Zoning By-law Amendment Construction & Mobility Management Plan	 X X X

	Waste Management Report	X
	Housing Analysis (including a Tenant Relocation Plan)	X

13. ADDITIONAL REQUIREMENTS: See attached meeting notes & application checklist

NOTES:

1. **The applicant may request a Technical Preconsultation prior to submission of the application. This optional process involves electronic submission of the draft materials and a preliminary municipal review to determine whether there are technical issues which could be resolved prior to formal submission of the application.**

2. **Notwithstanding the fees noted above, all fees are payable based on the rate in the fee schedule by-law in effect on the date the payment is made.**

3. **The purpose of this document is to identify the information required to commence processing a complete application as set out in the Planning Act. Pre-consultation does not imply or suggest any decision whatsoever on behalf of City staff or the Corporation of the City of Burlington to either support or refuse the application.**

4. **This document expires 180 days from the date of signing or at the discretion of the Director of Community Planning. Please note that development application fees may change during this period and it is the applicant's responsibility to ensure that the correct fees are paid at time of application.**

5. **Beyond 180 days, but prior to 1 year from the date of signing, proponents may submit a request to have this document updated for an additional 180 days. A detailed changed matrix must accompany an update request. Beyond 1 year from the date of signing of the original pre-consultation form, a new pre-consultation request must be submitted.**

6. **In the event this Pre-consultation Document expires prior to the application being accepted by the City, another meeting will be required.**

7. **The applicant acknowledges that submission requirements are subject to change and that additional reports, studies, plans or information may be required beyond what is identified within this document in advance of an application being deemed complete.**

8. **The City may require the peer review of any technical report or study submitted by the applicant. If this is required, the applicant will be advised and will be charged a fee equal to the cost of the peer review.**

9. **Application materials submitted without the information identified in this Pre-consultation Document, or without the supporting technical studies prepared in accordance with the direction provided in Appendix 1, the meeting notes, and the Pre-submission checklist attached to this Document, will be returned to the applicant based on insufficient information to properly evaluate the application.**

10. **The applicant acknowledges that the City considers the application forms and all supporting materials, including studies and drawings, filed with any application to be public information and to form part of the public record. With the filing of an application, the applicant consents to the City copying and releasing the application and any supporting materials either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement.**

11. **It may be determined during the review of the application that additional studies or information will be required as a result of issues arising during the processing of the application.**

12. **The applicant must grant permission for municipal and agency staff to visit and access the property while the application is being processed.**

13. **There may also be financial requirements arising from the application, including, but not limited to, park dedication, development charges, payment of outstanding property taxes, deferred local improvement charges, costs for lifting 0.3-metre reserves, and reimbursement for road widening acquisition or road improvements.**

14. **Personal information contained in this form is collected under the authority of the Planning Act, R.S.O. 1990, cP.13, as amended. The information will be used for the purpose of administering the City of Burlington's pre-consultation process on development applications.**

15. **The applicant requests that the information submitted on this pre-consultation form and associated documents be kept confidential. It is understood; however, that an access request may be filed under the Municipal Freedom**

of Information and Protection of Privacy Act, and information may be subject to release, notwithstanding the request to keep information confidential.

Staff and Agency Signatures:

Planning Staff	Planning Staff (Signature)	Date
Site Engineering Staff	Site Engineering Staff (Signature)	Date
Site Engineering Staff	Site Engineering Staff (Signature)	Date
Capital Works Staff	Capital Works Staff (Signature)	Date
Transportation Staff	Transportation Staff (Signature)	Date
Regional Staff	Regional Staff (Signature)	Date
Regional Staff	Regional Staff (Signature)	Date
Conservation Halton Staff	Conservation Halton Staff (Signature)	Date

Proponent Sign-off (In Lieu of Signatures):

I acknowledge that the City will require the provision of the drawings, reports and other requirements indicated in Section 11 of the Development Application Pre-Consultation Form, in addition to a completed Application Form, any information or materials required by Statute, the required application fees and a signed copy of this acknowledgement prior to the planning application being deemed complete, pursuant to the *Planning Act* and applicable City of Burlington Official Plan policy. These items should be completed in accordance with the direction in this Development Application Pre-Consultation Form, the attached Notes, and the attached Pre-Submission Document Terms of Reference, in order to allow for the full consideration of the planning application. I have read and acknowledge the Notes listed in Section 12 of the Development Application Pre-Consultation Form. I have authority to bind the Owner.

Property Owner	Property Owner (Signature)	Date

Agent	Agent (Signature)	Date

(I have authority to bind the owner)

APPENDIX ONE: REQUIREMENTS FOR REPORTS/STUDIES AND PLANS

i. Planning Justification Report
A qualified planner (Registered Professional Planner) must submit a signed report providing planning justification for the proposed amendment in light of the objectives and policies of the City's Official Plan and the technical studies accompanying the application. The goal of the report is to document how the proposed departure from the local policies and regulations represents good planning and is in the public interest. The report must include items listed in the attached Pre-Submission Checklist.

ii. Land Assembly Documents
Required for applications where, in the opinion of the Community Planning Department, the assembly of additional lands is required to facilitate orderly development of the area. Applicants are required to submit documentation demonstrating that a reasonable, bona fide offer has been made to acquire such lands.

iii. Survey and Severance Sketch, prepared by an Ontario Land Surveyor
Survey / Reference Plan of site showing PINs, easements, property boundaries etc.

iv. Land Use Compatibility Study
Required for applications proposing sensitive land uses in proximity to existing industrial uses, or proposing industrial uses in proximity to existing sensitive uses, in accordance with 4.6.2 of the City's Official Plan, Part IV, Sections 143 of the Regional Official Plan, and the Ministry of the Environment D-6 series guidelines or other Provincial land use compatibility guidelines.

v. Retail and Service Commercial Needs Assessment
Required in accordance with Chapter 8 of the Official Plan.

vi. Financial Impact Study
Required for a major development application which is deemed to have a potential impact on the City's financial sustainability and which meets the criteria listed in Subsection 6.5.2. of the Official Plan.

vii. Housing Impact Statement
Required for a development proposal which includes more than 100 dwelling units. Required in accordance with Subsection 3.1.1(2) h) of the Official Plan.

viii. Park Concept Plan
Required to illustrate how a parkette, neighbourhood park, community park, city-wide park, special resource area / linkage, and / or privately-owned publicly accessible open space (POPS) could be provided and function on a site in accordance with the applicable policies of Subsection 3.3.2 of the Official Plan.

ix. Agricultural Impact Assessment
Required In accordance with Subsection 9.2.2 (d) of the Official Plan, the Regional Official Plan and Halton Region's 'Agricultural Impact Assessment (AIA) Guidelines'.

x. Social Impact Assessment
Required to analyze, monitor and manage the intended and unintended social consequences of a development proposal, an infrastructure project, a policy or project, or any social change processes invoked by those interventions in accordance with Subsection 6.1.2 h) of the Official Plan.

xi. Archaeological Report
Required for all applications in or near areas of archaeological potential, as determined by the Region of Halton. Reports must be completed in accordance with Provincial requirements, the Regional Archaeological Master Plan and Subsection 3.5.2(5.2) of the City's Official Plan.

xii. Heritage Impact Study
Required where the City foresees potential unacceptable impacts on heritage attributes (including important landscapes, vistas and streetscapes) of a property designated pursuant to The Ontario Heritage Act, or of a property that in the opinion of the City has the potential to meet eligibility criteria for designation under The Ontario Heritage Act, in accordance with Subsection 3.5.2(5) of the Official Plan.

xiii. Cultural Heritage Landscape Impact Assessment
Required for a major development or infrastructure proposal within a Cultural Heritage Landscape Study Area Boundary or potential Cultural Heritage Landscape Study Area in accordance with Subsection 3.5.2(5.1) of the Official Plan.

xiv. Conceptual Site Plan Layout
General plan required showing proposed building envelopes, setbacks, driveways, parking and landscape areas.

xv. Architectural Plans
Architectural plans to include floor plans and elevation plans.

xvi. 3-D Model of Proposed Buildings
Required for major development proposals within the City's intensification areas, in accordance with the City's 3D Model Specifications, as amended.

xvii. Burlington Urban Design Advisory Panel (BUD) Comments
The Burlington Urban Design Advisory Panel (BUD) is an independent advisory body comprised of design professionals that provides urban design advice to the Community Planning Department. Advice from BUD will be integrated early in the review process to reinforce the City's expectation for a high standard of design excellence resulting in a more efficient and effective municipal development review. A copy of BUD meeting minutes must be submitted with the application along with a Design Brief explaining how their advice has been incorporated into the development proposal, in accordance with Subsection 12.1.2 (1.2) of the Official Plan.

xviii. Height Survey of Adjacent Buildings
Required for all infill and intensification development applications adjacent to residential properties, in accordance with Subsection 8.3.3(1) e) of the Official Plan. A surveyor's report must identify the highest points of the existing adjoining roofs measured from the existing average grade of the shared property line.

xix. Angular Plane Study
Identifies visual (height & overlook) impacts, sun shadow and wind impacts, and demonstrates how any adverse impacts can be mitigated to acceptable levels in accordance with Subsection 12.1.2 (1.2) of the Official Plan.

xx. Shadow Analysis Plan
May be required to demonstrate the potential shadow impacts of a proposed development on its surrounding context, in accordance with Subsections 7.3.2 and 12.1.2 (1.2) of the Official Plan and in compliance with the City's Shadow Study Guidelines and Terms of Reference.

xxi. Wind Impact Study
May be required to predict and assess the wind impacts of proposed buildings and site designs on surrounding public and private spaces in addition to on-site wind conditions, in accordance with Subsections 7.3.2 and 12.1.2 (1.2) of the Official Plan and in compliance with the City's Pedestrian Level Wind Guidelines and Terms of Reference.

xxii. Arborist's Report
Required in accordance with Subsection 4.3.2 of the Official Plan.

xxiii. Tree Inventory and Preservation Plan
Required when a property under application contains woodlots, tree stands or hedgerows, in accordance with Subsection 4.3.2 of the City's Official Plan and Part IV, Sections 146-147 of the Regional Official Plan. A tree survey must be prepared by a qualified professional, identifying all existing trees, their type, size and condition, those trees proposed to be removed and retained, and the methods to be used to ensure preservation and protection of those trees to be retained.

xxiv. Landscaping Plan
Required in accordance with Subsections 4.3.2 and 7.3.2 of the Official Plan. The Landscaping Plan must be prepared by a qualified professional (certified member of the Ontario Association of Landscape Architects), identifying the location and general design intent of the proposed plantings, identifies minimum required soil volumes for proposed planting areas and location of any structural soil cell installation areas.

xxv. Water and Wastewater Functional Servicing Report
Required for all applications in urban areas in accordance with Part III, Sections 87-89 of the Regional Official Plan. Municipal (Urban) Servicing Guidelines are available from the Halton Region.

xxvi. Hydrogeology Study / Water Budget & Hydrology Study
Required for all applications in areas subject to private water and septic services, in accordance with Subsections 9.1.2 and 9.5.2 of the Official Plan, the Regional Official Plan and Halton Region's 'Hydrogeological Studies & Best Management Practices for Groundwater Protection Guidelines.'

xxvii. Source Protection Disclosure Report
Required where there would be significant drinking water threats from activities associated with a proposed development, in accordance with Subsections 4.4.2(2) o) and p) of the Official Plan.

xxviii. Noise Feasibility / Vibration Study
Required for applications in accordance with Subsections 4.6 and 6.2.5 (2) of the Official Plan, Part IV, Sections 142-143 of the Regional Official Plan, and for all properties abutting arterial roads. In the case of Regional roads, applicants shall refer to Halton Region's 'Noise Abatement Guidelines'.

xxix. Transportation Impact Study
Required to assess the impact of a proposed development on current travel patterns and/or future multi-modal transportation requirements in accordance with Subsection 6.2.1(2) d) of the Official Plan and Sections 171-173 of the Regional Official Plan. Contact City Transportation Services staff (City roads) or Regional Public Works staff (Regional roads) for background information and to discuss TIS requirements. For Regional roads, applicants shall refer to Halton Region's 'Transportation Impact Study Guidelines.' The Ministry of Transportation must be contacted for development proposals near provincial highways or interchanges.

xxx. Transportation Demand Management and Implementation Strategy
Required for development proposals within Primary, Secondary and Employment Growth Areas and may be required within other areas of the City, excluding Residential Low-Density areas, in accordance with Subsection 6.2.10(2) of the Official Plan.

xxxi. Parking Justification Report
Required for development proposals that are requesting a reduced parking rate in order to assess the potential impacts and appropriateness of reduced parking rates, in accordance with Subsection 12.1.2 (1.2).

xxxii. Stormwater Management Report / Functional Drainage Report, Storm Services Plan and Flooding Hazard Delineation and/or Grading and Drainage Plans
Required for development proposals in accordance with Subsections 4.4.2(2) and 12.1.2 (1.2) of the Official Plan to understand and mitigate the effects of urbanization / development on the hydrologic and hydraulic cycle including increased runoff, and decreased infiltration or rain and snowmelt.

xxxiii. Environmental Impact Assessment
Required in accordance with Subsection 4.2.4 of the Official Plan, the Regional Official Plan and the Region's Environmental Impact Assessment Guidelines to demonstrate that a proposed development or site alteration will result in no negative impacts to the City's Natural Heritage System, its ecological functions, or hydrologic functions, to sensitive surface water features, or groundwater features or their hydrologic functions, or to key natural features.

xxxiv. Top-of-bank Demarcation / Slope Stability Assessment / Creek Erosion Assessment / Geomorphic Study
Required for applications on any property containing, or abutting a creek or valley feature, Lake Ontario or Burlington Bay shoreline, in accordance with Subsection 4.4.2 (3) of the Official Plan.

xxxv. Shoreline Hazardous Land Studies
Required in accordance with Subsection 4.5.1(2) of the Official Plan for applications along Lake Ontario and Burlington Bay/Hamilton Harbour.

xxxvi. Geotechnical Report
Required for proposals with underground parking structures or to determine stable top-of-bank in accordance with Subsection 4.4.2(2) of the Official Plan.

xxxvii. Phase I Environmental Assessment
Required to assess matters related to known or potential site contamination in accordance with Subsection 4.7.2 of the Official Plan, the Regional Official Plan and Halton Region's 'Protocol for Reviewing Development Applications with Respect to Contaminated or Potentially Contaminated Sites'. All requirements of O. Reg. 153/04 must be met for Phase One and Two studies and required Records of Site Condition (RSCs). A letter of reliance from the Environmental Consultant/Qualified Person, confirming the City of Burlington and the Region of Halton can rely on the information contained in the report(s) is required. All reports must be signed by a Qualified Person as defined under O. Reg. 153/04.

xxxviii. Phase II Environmental Assessment
Required to assess matters related to known or potential site contamination in accordance with Subsection 4.7.2 of the Official Plan, the Regional Official Plan and Halton Region's 'Protocol for Reviewing Development Applications with Respect to Contaminated or Potentially Contaminated Sites'. All requirements of O. Reg. 153/04 must be met for Phase One and Two studies and required Records of Site Condition (RSCs). A letter of reliance from the Environmental Consultant/Qualified Person, confirming the City of Burlington and the Region of Halton can rely on the information contained in the report(s) is required. All reports must be signed by a Qualified Person as defined under O. Reg. 153/04.

xxxix. Landfill Assessment
Required for development proposals on or within 500 metres of an area identified as a former Waste Disposal Site, in accordance with Subsection 4.8.2 of the Official Plan.

xl. Sustainable Building and Design Guidelines Checklist
Required for high and medium density residential, mixed use, commercial, industrial, office, institutional and public service facilities in accordance with Subsection 7.4.1 of the Official Plan, the Regional Official Plan and Halton Region's 'Healthy Communities Guidelines.'

xli. Phasing Strategy for Development of Retail and Service Commercial Use
Required for applications proposing a comprehensive development of a site that include the replacement of existing commercial floor area. Required to demonstrate that the proposed development does not adversely impact the long-term provision of goods and services as the site transitions to its complete stage of development in accordance with Chapter 8 of the Official Plan.

xlii. Public Consultation Strategy
Required for individual development applications and outlines a proposed strategy for consulting with the public, in accordance with Subsection 12.1.2 (1.2)

xliii. Response to Comments Received at a Community Meeting Held in Advance of a Formal Development Application
In accordance with Subsection 12.1.2 (1.2).

xliv. Comprehensive Block Plan
Required to provide a framework for the distribution of development and provide design direction on streets and blocks, land use, parks and open space, building massing, building setbacks, public realm and streetscapes, parking and access, landscape, pedestrian connections and heritage integration in accordance with 8.1.1(3.7) and 8.1.1(3.20) of the Official Plan.

xlv. Urban Design Brief
Required to be prepared by a qualified person, and demonstrates how a proposed development meets the policies of the Official Plan and addresses the relevant design guidelines in accordance with Subsection 7.1.2 of the Official Plan.

xlvi. Tenant Relocation and Assistance Plan
Required for development applications which include the demolition of residential rental properties or the conversion to condominium tenure or owner occupancy, including the right to return and alternative accommodations to lessen hardship in accordance with Subsection 3.1.2 (2) and 12.1.2 (1.2) of the Official Plan.

xlvii. Other
Any other studies as determined to be necessary to facilitate proper consideration of the application.

Draft Plan of Subdivision
The plan of subdivision map is to contain information required under Section 51(17) of the Planning Act, as well as: legend, map scale, boundary of property to be subdivided, north marker, address, registered plan number, lot and concession, date plan prepared and date of any revisions, name of person or firm who prepared the plan, all landowners names, signatures and date, and the Ontario land surveyor's name, signature and date.

Pre-consultation Meeting Notes
1056-1060 Brant Street - December 18, 2024

Attendees:

City: Bill Wallace, Benjamin Kissner, Sharleen, Matt Wootton, Andre Papineau, Jeanette Bax, Sharlene Bayovo

Region of Halton: Amanda McNeish, Nicole Pettenuzzo

Proponents: Cale Vanderveen, Claudia Di Costanzo, David Falletta, Florence Tam, Len Abelman, Nolan Moss, Sam Mandelbaum, Sam Sabra,

Description of Development Concept:
11 storey mid-rise apartment building with 93 residential units, 26 parking spaces. Total GFA of 7347 square metres is proposed, resulting in FSI of 4.39 and a density of 555 units per hectare.

Planning Comments:

Overview
- Official Plan Designation:
  - 1997: Mixed Use Corridor - General
  - 2020: Urban Corridor
- Zoning: MXG (Mixed Use Corridor General)

At present, concept only shows residential uses, and identifies that the requested OPA/ZBA will be for an increase in height and reduction in parking. Please describe where the retail/service commercial/personal service/office uses, etc. might be.

The proposed project will either need to include an additional use, or provide justification for why it is being removed for the site through the OPA/ZBA. 2020 OP speaks to discouraging instances where changes in designation will impact the planned commercial function.

- Midrise – design guidelines apply – wind and shadow studies
- Rental units need to be included in new building
- Supportive of proposed 2 and 3 bedroom residential units.

Regional Official Plan 2009, as amended (ROP)

Designation & Overlays: Urban Area (Map 1), Built Boundary (Map 1h), Regional Intensification Corridor (Map 1H)

- The Urban Area (Section 72) policies of the ROP identify that the goal of the Urban Area and the Regional Urban Structure is to manage growth in a manner that fosters complete communities, enhances mobility across Halton, addresses climate change, and improves housing affordability, sustainability and economic prosperity.

- Per Section 76 of the ROP, the range of permitted uses and the creation of new lots within the Urban Area will be in accordance with Local Official Plans and Zoning By-laws. All development, however, shall be subject to all other relevant policies of the ROP.

- Section 72.1 (6) identifies a Regional Urban Structure that directs growth to Strategic Growth Areas. The policies of the ROP provide for a structure and hierarchy in which to direct population and employment growth.

- The subject lands are located along an identified Regional Intensification Corridor.

- Regional Intensification Corridors are identified in the ROP conceptually and are recognized as forming part of the Strategic Growth Areas, connecting areas between other elements of the Regional Structure, and are to accommodate higher-density mixed use development.

- Section 84 states that it is a goal for housing to supply the people of Halton with an adequate mix and variety of housing to satisfy differing physical, social and economic needs.

- Section 86(19) requires Local Municipalities to use a rental housing vacancy rate of 3 per cent as the minimum threshold to permit the conversion of existing rental housing to ownership tenure or other uses or the demolition of such housing.

- Housing polices in the ROP speak to making efficient use of serviced lands to increase the supply of housing, and encouraging Local Municipalities and the development industry to be innovative in housing designs.

- The ROP also contains a number of policies that support the development of a diverse housing mix to satisfy differing physical, social and economic needs, as well as the provision of assisted and affordable housing, especially within areas where public transit, retail and other facilities are readily available. Increased opportunities for the development of Affordable Housing, particularly within Strategic Growth Areas is encouraged.

- The ROP requires Local Municipalities to use a 3 per cent vacancy rate to permit the conversion or demolition of rental housing. It is further noted that the current vacancy rate for Burlington is well below 3 per cent. Further information may be required.

- Should there be proposed removal of rental housing, the City requires appropriate justification to be provided in a Planning Justification Report to address this matter. A robust housing analysis, including a tenant relocation plan will be required should removal of rental housing be proposed, to ensure the replacement and permanent protection of all existing rental units as part of any redevelopment plan.

Site Contamination:

- Section 147(17) of the Regional Official Plan (ROP) requires the applicant of a development proposal to determine whether there is any potential contamination on the site they wish to develop, and if there is, to undertake the steps necessary to bring the site to a condition suitable for its intended use. This process is described in Halton Region's Protocol for Reviewing Development Applications with Respect to Contaminated or Potentially Contaminated Sites. The applicant is required to follow the processes outlined in O.REG 153/04 in the preparation of all Environmental Site Assessment (ESA) reports and supporting documentation. As such, ESA reports must be no older than 18 months old and completed in accordance with part VII and VIII and Schedule D and E of the regulation.

- Phase One Environmental Site Assessment (ESA) report to be submitted for review to establish any potential further requirements.

- Please note any further work recommended by the Qualified Person (QP) in the Phase One ESA should be required and should be submitted to for review (e.g., Phase 2 ESA, etc.)

- the City will require the author of the environmental reports to extend third party reliance to the City through a Letter of Reliance.

- Attached is the Reliance Letter template for the proponent's consideration.

Waste Management:

- In accordance with Section 148 of the ROP, it is an objective of the Region to implement an integrated and sustainable waste management plan to ensure that the efficient and safe collection of solid waste from this site can be accommodated for this development.
- In accordance with the direction being implemented to address Bill 185, technical comments from a Regional waste collection perspective are provided under separate cover.

Urban Servicing:

- Section 89 of the Regional Official Plan requires that approvals for all new development within the Urban Area be on the basis of connection to Halton's municipal water and wastewater systems, unless otherwise exempt by other policies of this Plan.

- In accordance with the direction being implemented to address Bill 185, technical comments from a municipal servicing perspective can be found under the Region's comment letter.

Regional Transportation:

- Section 173(5) of the ROP speaks to securing through the development process arterial road rights-of-way and daylight triangles.
- The subject lands abut Brant Street (Regional Road 18).

- In accordance with the direction being implemented to address Bill 185, technical comments from a Regional transportation perspective care provided under separate cover.

City of Burlington Official Plan
1997 OP
Rental**:** From Section 2.3.2

f) The demolition or conversion to freehold or condominium ownership of residential rental properties containing six or more units should not be permitted unless the following conditions are satisfied:

(i) the rental vacancy rate by dwelling/structure type for the City of Burlington as defined and reported yearly through the C.M.H.C. Rental Market Survey has been at or above 3 per cent for the preceding two-year reporting period;

(ii) the building for which conversion is proposed meets the requirements of the property standards by-law, the Ontario Building Code, and any other applicable law, or will be upgraded in accordance with these standards and requirements;

(iii) where demolition occurs, replacement rental housing units are provided for those units that are demolished;

(iv) that negative economic and other impacts upon tenants are minimized; and

(v) the requirements of any applicable Provincial legislation or regulation, as amended, are met.

Permitted Uses Mixed Use Corridor – General
5.3.2 General Policies
Permitted uses
a) The following uses may be permitted within the Mixed Use Corridor-General, Mixed Use Corridor-Employment and Mixed Use Corridor-Commercial Corridor designations:

(i) a wide range of retail, service commercial and personal service uses; financial institutions and services; a broad range of office uses; entertainment, recreation and other community facilities such as day care centres; and small scale motor vehicle dealerships;

(ii) high density residential uses and a full range of office uses. Townhouses may only be permitted as a component of an overall development of mixed residential or residential/commercial building forms, where the townhouse portion of the mixed development does not abut the multi-purpose arterial or major arterial road and where the development of the townhouse component does not compromise the long-term objectives for the Mixed Use Corridor designation with respect to such matters as mix of uses, building form and intensity; and

(iii) development and re-development of lands within a major transit station area, such as a GO transit commuter rail station, shall achieve a higher intensity of re-

development and consist of transit supportive uses, as called for and defined in the Growth Plan for the Greater Golden Horseshoe. Notwithstanding Part III, Subsection 5.3.3 b) and e), those lands designated Mixed Use Corridor subject to the Commercial Corridor Policies of Subsection 5.3.3 and located within a major transit station area, shall permit only transit supportive uses, as defined in the Growth Plan for the Greater Golden Horseshoe, have a minimum floor space index of 0.5 and a minimum building height of two storeys.

Rental: from Section 3.1.2 of 2020 OP

a) The demolition of residential rental properties or the conversion to freehold or condominium ownership of a residential rental property containing six (6) or more units, in part, or in whole, shall not be permitted unless the following conditions are satisfied:

(i) (i) the rental vacancy rate by structure type for the City of Burlington as defined and reported yearly through the C.M.H.C. Rental Market Report has been at or above three (3) percent for the preceding two-year reporting period;

(ii) the building for which conversion is proposed meets the requirements of the property standards by-law, the Ontario Building Code, and any other applicable law, or will be upgraded in accordance with these standards and requirements;

(iii) that negative economic and other impacts upon tenants are minimized to an acceptable level; and

(iv) the requirements of any applicable Provincial legislation or regulation, as amended, are met.

b) Notwithstanding 3.1.2 (2) a) (i), the demolition of residential rental units may be permitted in conjunction with a development application which at a minimum shall provide the same number of rental units with the same number of bedrooms per unit, at a similar rental rate at the time of development application submission, as those units that are demolished.

c) A development application related to the demolition of residential rental properties or the conversion to condominium tenure or owner occupancy shall include, to the satisfaction of the City, proof of tenant notification of the demolition or conversion proposal and proof of notification of the rights of tenants under Provincial residential tenancy legislation, including a minimum of 1 (one) tenants' only meeting as a part of the development application process. The preparation of a tenant relocation and assistance plan, including right to return and alternative accommodations to lessen hardship, may also be required.

d) The City will encourage the construction of rental housing with a full mix and range of unit types and sizes.

Removal of "other uses" from Mixed Use buildings
section 8.1.3(2)
o) Within Mixed Use Nodes and Intensification Corridors, development applications proposing the re-designation from one land use designation to another that impacts the planned commercial function throughout the City, should be discouraged.

Zoning Comments:
The subject property is zoned MXG Mixed Use General Corridor under By-law 2020.

The applicant is proposing to amend the zoning to include a site-specific exception to facilitate the development of an 11-storey mid-rise apartment building with 93 residential units and 26 parking spaces. A total GFA of 7,347 sqm, total floor area ratio of 4.39 and a density of 555 units per ha is proposed.

List of regulations to be accounted for in Amending By-law:

1. **Yards for Below Grade Parking Structures:**
   Front: 0m
   All others TBD

2. **Yards:**
   Balconies do not qualify for encroachment and would need to be included in minimum required yard review. Additional information is required, however they do not appear to comply.

3. **Maximum floor area ratio:**
   4.4:1

4. **Building Height:**
   11 Storeys
   Note: did not include the mechanical penthouse. Applicant should re-confirm that it is only mechanical and no rooftop amenity areas are proposed.

5. **Parking:**
   0.27 spaces per unit

Note: Additional plans and information is required. Additional non-compliance may be identified through a thorough review at the formal submission stage.
GENERAL COMMENTS:

The property is regulated by the Ministry of Transportation (MTO). MTO approval or confirmation of no objections may be required as a condition of Site Plan Approval in the future.

Submission Requirements:

1. Survey of the property stamped and signed by an OLS which confirms the site area and property configuration from the deemed width. Alternatively, proposed grading plan prepared by OLS or P.Eng
2. Fully dimensioned Site Plan, in metric, with property statistics, zoning statistics, amenity area calculations parking calculations,etc. plan to be stamped and signed by designer. Note: all zoning regulations are taken from the deemed width. The deemed width of Brant St must be confirmed by a Surveyor, and the corresponding site plan must reflect the information provided by the Ontario Land Surveyor.

3. Fully dimensioned floor plans for each building (outside wall to outside wall), in metric showing existing and proposed construction. The floor plan for the mechanical storey must be provided for evaluation. Floor plans should include the property boundary line, and provide setbacks from the building and balconies to their adjacent lot line.
4. Fully dimensioned elevation plans the building, in metric.
5. 3D Renderings

Residential Comment Sheet

APPLICANT: Bousfields Inc c/o David Falletta		
LOCATION : **1056 & 1060 Brant St**		
PROVISION	**PROPOSED**	**CONFORMS**
ZONE: MXG-XXX (proposed)	PROPOSED USES : an 11-storey apartment building with 93 residential units.	MXG Zone permits apartment buildings.
Part 5 section 4 – MXG Zone Regulations		
REQUIRED: Lot width – 25m	**PROPOSED:** Approx 36m combined	**CONFORMS:** **Yes**
Lot Area: 1000m2	1,674m2 combined per applicant	**Yes**
Yard abutting a street: 3m min, 4.5m max (a) (a) : The maximum yard shall only apply to a building located within 60m of a public street	PROPOSED: Building A: 3m	Yes
Side Yard Setback: No minimum	5.5m and 4.5m	YES
Rear Yard Setback 3m	7.5m to building, parking garage tbd	Yes
Yard abutting a residential zone: N/A – No abutting residential	N/A	N/A

Balconies: (regulated under Part 1, Section 2.13 c) are permitted to encroach up to 1.6m in a front or rear yard or 0.5m into a required side yard subject to the following: The length of any one projection does not exceed 3m The sum of the length of the projections does not exceed 1/3 of the building face.	Balconies are proposed on all elevations and will not qualify for encroachments.	No - Terraces and balconies will need to be accounted for in amending by-law.
Setback from creekblock: 7.5m	n/a	n/a
Setback from pipeline easement: 7m	n/a	n/a
Setback from Railway ROW: 30m minimum for landuses sensitive to a Railway	n/a	n/a
Yard abutting a PC or P Zone: 6m	n/a	n/a
Density: 30 units/Ha minimum	555 UPH based on 93 units proposed	Yes - Minimum exceeded.
Minimum Floor Area Ratio: 0.3:1 Maximum Floor Area Ratio: 1.5:1	Minimum complies 4.39:1 per applicant, however detailed plans are required to confirm.	Minimum complies, max exceeded. 4.4:1 (rounded up) based on applicant numbers.
Landscape Area and Buffer: 3m abutting a street	TBD – detailed plans required. Renderings show features within landscape area which would not be permitted.	TBD

Landscape buffer abutting a residential zone: 6m	Site does not abut residential – Buffer is N/A	
Building Height – 6 storeys	11 storeys (note: mechanical area may qualify as a storey. Detailed plans inclusive of mechanical penthouse required to confirm. If so, proposal will be a 12 storey apartment building.	No
Fencing: On lands abutting a residential zone fencing shall be installed along the common boundary with the residential zone and shall have a minimum height of 1.8m, which may be a solid screen fence or a combination of chain-link fence and landscape planting to form a dense year-round screen.	N/A – Not abutting residential.	n/a
Loading & Unloading: a) Loading and unloading shall not take place within 7.5m of a residential zone b) Loading/unloading docks shall be screened from view of a street or adjoining residential zone.	Each building has a loading space screened from street	Yes
Amenity Area:		TBD

• 15m2/efficiency dwelling unit • 20m2/one-bedroom unit • 35m2/two or more bedroom unit	TBD – Unit mix does not differentiate efficiency units from 1 bedroom units. Based on amenity area calculations provided by the applicant, the proposal appears to provide 39.93m2/unit based on 93 units and would comply, however confirmation of what was included is required to verify.	
Doors : Every building located within 60 metres of a street with a deemed width of 26 metres or greater shall provide a pedestrian accessible door on the building elevation facing the street.	Door provided	yes
Contiguous Lots	Two lots – can be reviewed as contiguous lots	Yes
2.25 PARKING		
At least one off-street loading space shall be provided in conjunction with every principal building, including mixed-use buildings, but excluding residential buildings less than 4 storeys high	1 space provided per building	Yes
PARKING REQUIREMENTS: 1.25 spaces per unit (secondary growth area as identified on schedule B-1 in 2020 OP) = 93 x 1.25 = 116.25= **117 spaces required.**	26 spaces proposed	No – 0.27 spaces per unit
2.26 – Each parking space shall have a minimum width of 2.75 m and a minimum area of 16.5 m2	TBD – dimensions not provided	TBD

Illumination: Where parking facilities are illuminated by lighting fixtures or standards, they shall be arranged so that light from the fixture is shielded and/or directed away from the residential dwellings	Light standards not shown – will be confirmed at Site Plan Stage.	TBD at SPA stage
Surface treatment: Every parking lot which includes parking and driveways shall be permanent durable and dustless surface.	Asphalt proposed	CONFORMS
ACCESSIBLE PARKING STALL SIZE: 5-50 spaces = 1 accessible space	PROPOSED: 1 Accessible space provided	Yes
ACCESS: EVERY PARKING SPACE SHALL HAVE ADEQUATE MEANS OF ENTRANCE AND EXIT DIRECTLY TO AN EXISTING STRET OR LANE	Access provided	YES

Parking Structures: i) Any part of an enclosed parking structure that projects 1.6 m or more above grade shall be subject to the yard requirements of the zone designation. ii) Entrance and exit ramps to below-grade and above-grade parking structures or buildings shall be set back 7.5 m from a street line. iii) Below-grade parking structures shall not extend into a required landscape buffer and shall be set back 3 m from all other property lines and street lines.	Parking ramp complies with setbacks Complies 0m front. Sides are not dimensioned, but it does not appear to comply.	yes Yes No
(a) **Parking Spaces and Driveways** (i) For townhouses, back-to-back townhouses, stacked townhouses, cluster homes, and apartment buildings up to 3 storeys, driveways and parking lots shall be set back 3 m from a wall of a building containing windows of habitable rooms, except where a parking space and driveway is for the exclusive use of the unit occupant the	n/a	Yes

setback shall not apply. Parking spaces shall be set back at least 6 m from an R1, R2, R3 zone. (ii) For apartment buildings 4 storeys or more in height, driveways shall be set back 9 m and parking spaces 6 m from a window of a habitable room in a dwelling unit located on the ground floor or basement. Driveways and parking spaces shall be set back 6 m from an R1, R2, R3 zone.	Complies	
3m walkway connecting sidewalk to principle entrance	Not provided – Site plan issue	No

Region of Halton Servicing Comments:

Description of Proposal:

A Local Official Plan Amendment (LOPA) and Zoning By-law Amendment (ZBA) application is required to facilitate the following:

- 11 storey mid-rise apartment building

- 93 residential units
- 26 parking spaces
- Total Ground Floor Area of 7,347 sq.m with a density of 555 units per hectare

Preliminary Regional Comments:

Bill 185: Cutting Red Tape to Build More Homes Act, 2024

As a result of Bill 185 transition work being undertaken by the City of Burlington and the Region of Halton, and in accordance with the direction outlined in the Memorandum of Understanding (MOU), we offer the following comments from a Regional Interests perspective:

Waste Management:

To ensure that Regional waste collection services can be provided in a safe and cost-effective manner, this proposal has been reviewed against the Region's Development Design Guidelines for Source Separation of Solid Waste. Halton Region provides the following comments:

- The residential portion of this development may be eligible for Region waste collection (recycling, organics and garbage), provided the requirements as outlined in the Region's Development Design Guidelines for Source Separation of Solid Waste are met.

- A Waste Management Plan must be submitted and demonstrate how waste will be managed, stored and collected in a manner that is safe, functional and accessible, to the satisfaction of Halton Region.

- The Waste Management Plan and associated representative scaled drawings should be designed per the Region's Development Design Guidelines for Source Separation of Solid Waste which sets out the minimum design requirements. Information on the following is required:

    - Design Elements

        - Number of residential units/ types of units.
        - Number of floors.
        - Waste room(s) and collection areas labelled

    - Vehicle Turning Drawing

        - Truck turning plan/auto turn plans showing turning radius from center line throughout the entire waste collection vehicle path from the municipal road to the collection point and back to the municipal road.
        - A minimum turning radius of 13 m from centre line is required for waste collection vehicles. The turning radius must be clearly labelled on development plans.
        - For two-way traffic, a 6 m road width is required. For

one-way traffic, a 4.5 m road width is required.
    - Continuous forward movement of waste collection vehicles is required without reversing. A cul-de-sac or T-turnaround may be acceptable on-site.
    - The maximum back-up distance for waste collection vehicles is 18 m. Requiring waste collection vehicles to back up in front of doors is a safety concern and to be avoided.
    - Regional collection vehicles cannot back out onto a municipal road for waste collection.

- Elevation
    - The minimum required overhead garage door or overhang clearance height is 4.5 min in (i.e., drive through height).
    - Show/label with dimensions the vertical clearance of the waste loading area. This should be clearly shown on an elevation plan.
    - The waste loading area must be a minimum 7.5m high x 6m wide x 18m.

- Waste Capacity and Receptacles
    - For the proposed development (11 storey building with 93 units), the following is recommended:

        - Garbage: 3 yd. compacted – 54 units per bin = 2 bins
        - Recycling 95 gal carts – 7 units per cart = 13 or 3 yd. loose – 2-3 bins.
        - Organics 360 L wheeled cart – 25 units per cart = 4 carts
    - The Region does not recommend loose garbage or garbage in carts.
    - Regional waste does not utilize front end containers for organics collection. Only 95 gal carts supplied by Halton Regino will be used.

- Internal and External Waste Storage Area(s)
    - Door width for waste rooms and any door where a waste receptacle must go through is required to be a minimum of 2.2 m wide.
    - Ensure internal storage requirements are designed per Section 1.9 of the Guidelines.
    - Ensure sufficient storage is available for all waste receptacles (and compactors if required).
    - Indicate the location of the bulk waste storage room, including dimensions. The minimum requirement is 10

sq.m.
    - Provide a scaled drawing of the internal waste collection/handling room(s), showing compacting and sorting equipment, dimensions, waste receptacle placement, and proposed doors per Section 1.3.7.

- Movement of Waste from Waste Storage Area(s) to Waste Collection Point
    - Provide a written description of the flow of waste receptacles from the waste storage room to the outdoor waste collection loading area.
    - Indicate who will be responsible for the movement of bins/carts from the storage rooms to the collection area and back (e.g., Site Supervisor, etc.).

- Waste Collection Point(s) and Loading Area
    - Show/label with dimensions, the available length of the head-on approach and, where applicable, the length the truck will be required to reverse. The minimum head-on approach and permitted reversing distance is 18m.
    - Show/label where the waste staging area will be within the loading area. Please indicate length and width of the space available. Note: The staging area is the minimum area required for waste receptacles and is considered separate from the loading area.
    - Include a scaled drawing indicating how the required number of bins will be configured in the staging area including dimensions, grade, and illustrating waste receptacle placement.
    - The waste loading area must be a minimum 7.5m high x 6m wide x 18m long to ensure waste collection vehicles can fully enter the indoor loading area and to ensure the minimum 18 m head-on approach requirement is met. When entering the waste collection area, the vehicle must be entering from a straight position and not on a turn/angle. The requirement for head-on approach is to allow the collection vehicle to straighten and align with the waste bin.
    - Collection point level (+/- 2%).
    - It must be demonstrated that there is sufficient space for a rear packer collection vehicle and side loader collection vehicle to operate safely. Occupants of the vehicle must be able to open both doors and exit the vehicle, and be able to walk the perimeter of the vehicle unhindered. Please ensure there is sufficient space to accommodate the length of the truck with the forks extended to carry out waste collection of all waste receptacles.
    - The applicant should indicate what kind of safety warning system will be in place for when the collection vehicle is required to back up from the waste collection area and

cars may be entering/exiting the drive aisle. The Region recommends flashing lights and signs indicating a collection vehicle is backing up and is in the loading area.

- Show any external enclosures (if required), including the configuration of the required number of waste receptacles.

With respect to the current development concept:

- The red X's as shown on the image below denotes where it appears the collection vehicle is cutting corners or cutting the curb. The waste collection vehicle's path must be clear of obstructions.

- The Waste Management Plan must show the configuration of all waste bins/carts plus within the loading area, the truck and room to perform the work of collection.

- There is currently insufficient information to confirm if design requirements are met. Please address all waste comments and provide a Waste Management Plan that includes all required details with clearly labelled (e.g., turning radii, height/width/length clearances, etc.).

- Regional staff would strongly encourage the applicant to design the proposed development to meet the Region's Development Design Guidelines for Source Separation of Solid Waste in order to be eligible for on-site Regional waste collection.

- Design requirements should be reviewed at the Zoning By-law Amendment stage (where applicable) as site-specific provisions may be affected.

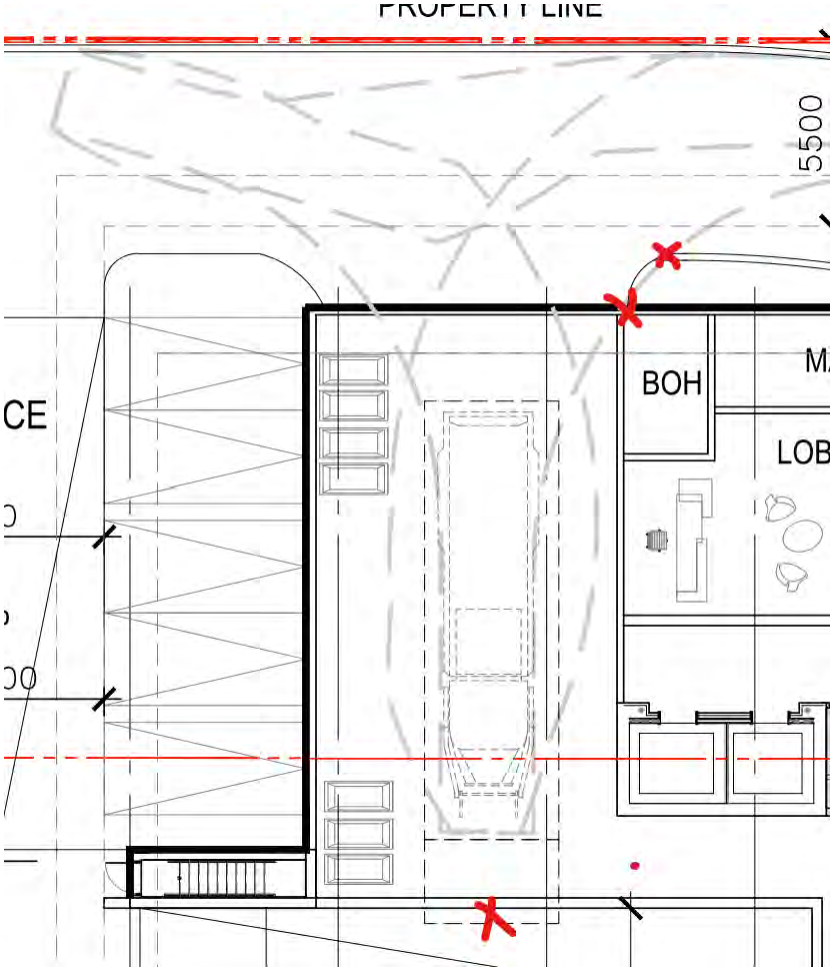
- The Region's Development Design Guidelines for Source Separation of Solid Waste and can be accessed online at: https://www.halton.ca/Repository/Development-Design-Guidelines-for-Source-Separatio.

- The Region would be please to further discuss Regional waste design requirements, if required. Should the applicant have questions or require a meeting, please reach out to the Region to schedule a meeting.

- Should the waste management vehicle be required to drive over top any underground structures (e.g., parking garage), a professional engineer must provide a letter certifying the underground parking

structure can withstand the weight of a fully loaded truck (capacity 35 tonnes). This will be tied to the Site Plan stage.

- Should the development be deemed eligible for Regional waste collection, a completed Drive Through Agreement will be required to be submitted and approved by the Region prior to the commencement of collection. This will be tied to the Site Plan stage.



Regional Infrastructure:

In accordance with the MOU, and to ensure water and wastewater services are provided in accordance with Regional requirements, Halton Region provides the following comments:

- A Functional Servicing Report (FSR) is required to be submitted with the application that demonstrates that the existing water system in the area can support the proposed development and that the existing downstream sewer system can accommodate the development.

- The FSR should demonstrate the external services that will be required for both trunk and local watermains and trunk and local sanitary sewers that will be required to be extended to service the

development.

Regional Transportation:

- It is noted that while every effort will be made to provide detailed comments based on the provided information, the Region's comments are subject to change as more information becomes available during the development application process.

- The subject lands are located along Regional Road 18 (Brant Street) and in close proximity to an access controlled highway (QEW).

- The following studies are required to address potential impacts from the proposed development on the adjacent Regional Road network.

    - A Traffic Impact Study (TIS) is required to be submitted.
        - The TIS must be completed by a qualified Transportation consultant for the proposed development.
        - The study must be completed as per Halton's Traffic Impact Study Guidelines.
        - The final study, its assumptions & recommendations must be to the satisfaction of Transportation Development Review and approved by Halton Region.
        - The TIS Guidelines are available on-line at https://www.halton.ca/Repository/Transportation-Impact-Study-Guidelines
        - A Scope of Work for the TIS is required for review and approval prior to the start of the study.
        - Any required road improvements (at nearby traffic signals, turn lanes, etc.,) for the development will be determined upon the review and approval of a Traffic Impact Study.

    - A Noise Study & Air Quality Assessment is required to be submitted.
        - A Noise Study must be completed by a qualified Noise consultant for the proposed development.
        - The study must be completed as per Halton's Noise Abatement Policy and Noise Abatement Guidelines.
        - The final study, its assumptions & recommendations must be to the satisfaction of Transportation Development Review and approved by Halton Region.
        - A Scope of Work for the Noise Study is required for review and approval prior to the start of the study.
        - In accordance with policy, an Air Quality Impact Assessment is required to support the proposed development and identify any required mitigation measures.

    - MTO

        - Due to the property being within the Controlled Access Highway (CAH) limit of the MTO Central Region Corridor Management, their review and approval is also required for any development application (traffic impact study, access, ROW, etc.,).

    - Access
        - The proposed single access to Brant Street (Regional Road 18) will need to be reviewed through a Traffic Impact Study, and the location will be evaluated to determine if adequate spacing to nearby intersections is in place.
        - The Region will review the final proposed access location at time of Site Plan application, and based on the spacing requirements outlined in the Access Management Guidelines and the findings of the requested Transportation Impact Study.

Right-of-way:

- It is unclear if the ultimate right-of-way (47m per the Transportation Master Plan) for Brant Street (Regional Road 18) has been considered properly. The future property line along Brant Street (Regional Road 18) must first account for the Ultimate Right-of-Way requirement.
    - An OLS Survey must confirm the original centreline of Brant Street, and the 23.5m distance from centreline shall govern the ultimate position of the Right-of-Way requirements.
    - If there is a conflict between the ultimate right-of-way and the proposed development, the entire building would need to be shifted to accommodate correct placement out of the expanded right-of-way requirements.

    - An updated site plan is required that indicates the measurements for the ultimate right of way requirements for Brant Street (Regional Road 18), with the minimum 23.5m from centreline of original 66-ft right-of-way measurement denoted as the new easterly limit of the new property line.

Design Issues:

- Insufficient details have been provided to confirm if the design incorporates adequate right-of-way width across the Brant Street frontage for land dedication required for Regional Road Widening and other infrastructure improvements.
- The design appears to propose lower level (below grade parking) areas that are within close vicinity to the lot line, and these could limit or potentially preclude the Region's ability to install future infrastructure, such as utilities within the Regional

Right-of-Way in close proximity to the Right-of-Way limit, i.e., within the zone of influence.

- Set-Backs & Zero Lot Lines:
  - With respect to the development frontage, set-backs to the lot lines should be considered (i.e., to the ultimate right-of-way for Brant Street), as per the City of Burlington Zoning By-law requirements.
  - Additionally, the applicant will be required to demonstrate that construction of any underground/above ground development infrastructure (e.g., underground parking, stormwater management tanks, buildings, utilities, etc.,) will not impact or encroach upon the Regional right-of-way (i.e., temporary or permanent infrastructure including structural tiebacks will not be permitted within the Regional right-of-way).
  - The location of development infrastructure (including but not limited to underground/above ground parking structures, buildings, stormwater management storage tanks, utilities, etc.,) 0m from the property line would limit or potentially preclude the Region's ability to locate infrastructure, such as utilities, and will limit any future Regional Capital Project's grading flexibility, within the Regional right-of-way in close proximity to the right of way limit, i.e., within the zone of influence.
- Transportation Development Review does not support any set-backs of 0m from property line.

Land Dedication:

- In accordance with the Region's Transportation Master Plan, Brant Street has an identified deemed width of 47 metres.
- Dedication of all lands within 23.5 metres of the centreline of Brant Street should be protected for as part of the consideration of the LOPA and ZBA.
- Should additional right-of-way be required following the planned Roadway Reconstruction and Detailed Design for Brant Street (Regional Road 18), the additional right-of-way must also be provided through land dedication.
- As outlined in the 2024 Budget & Business Plan, the planned construction for the Reconstruction of Brant Street from Fairview Street to QEW (Capital Works) is currently scheduled for start of construction in 2028, subject to Council-Approved Financing Plan.

Construction Activities:

- Construction Methods (Shoring/Tiebacks, Open Excavation, etc.)
  - A detailed submission of construction methods is required for internal review by various Regional groups prior to proceeding with plans for construction through

the Servicing Agreement/detailed design drawings.
    - This review will be through the Planner or Development Project Manager, to groups such as System Improvements, Water/Wastewater Operations, Road Operations, Transportation Development Review and Engineering & Construction.

- Construction – Crane Swing
    - If it is determined that the construction crane swing will impact the Region's right-of-way, the applicant must enter into the Encroachment Agreement and/or submit a Municipal Consent application, with Engineering Drawings, for review and approval, which would go through Halton's internal review process to various staff & departments (Road Operations, Engineering & Construction, Planning and Transportation Development Review).
    - There will be specific requirements for the Agreement/Municipal Consent, including fees, security deposit, etc., to be determined by staff as part of the review process, and a due date for final completion.

- Construction – Access
    - Construction access, traffic management plan and any proposed use of the Regional right-of-way, is subject to review and approval from Halton Region.

Submission Requirements:

- All submission materials (digitally)
- Applicable Regional Fee(s)
- Complete Application forms
- Comprehensive Development Plans / Site Plan
- Functional Servicing Report (FSR)
- Transportation Impact Study (TIS) based on an approved Scope of Work
- Noise Study & Air Quality Assessment (based on an approved Scope of Work)
- Waste Management Plan

Development Engineering Comments:

The following items are not intended to be an exhaustive list but rather to help identify areas of possible concern. City staff are not responsible for any errors or omissions. The detailed design review will occur during the subsequent Site Plan application review and additional supporting materials may be required.

GENERAL COMMENTS

1. All plans to use the same base layer.

2. Identify existing and/or proposed property lines on all plans.
3. Identify existing and/or proposed municipal easements on all plans. For existing municipal easements, provide copies of registered instruments/agreements.
4. Identify limits of existing and/or proposed underground parking on all plans.
5. Identify all applicable external agency setbacks on all plans.
6. All private utilities must be constructed within the subject property limits.
7. As per the City's Hydro Services Policy for development sites within a designated MTSA and/or the downtown, any new 27.6 kV hydro service or other utility which is required for the multi-story development shall be buried. Additionally, any existing overhead 4 kV hydro service along the frontage of the subject property shall be buried. The costs associated with the hydro service works shall be borne by the Developer.
8. City Plan and Profile drawings may be downloaded from the Open Data Portal.

RIGHT OF WAY

1. Brant Street is a Regional Road, therefore, Development Engineering defers to the Region for comments.

FUNCTIONAL SERVICING & STORMWATER MANAGEMENT REPORT

1. All documents to be prepared in accordance with the Council approved Stormwater Management Design Guidelines (COB SWM), as amended.
2. To be stamped and certified by a Professional Engineer.
3. Should an external agency have differing requirements then the most stringent criteria shall apply.
4. The City's Stormwater Engineer has provided the following criteria:
   a. **Quality Control (COB SWM 6.1.4.1 and 6.1.4.2):**
      - Enhanced 80.0% TSS removal achieved with a treatment train approach. An OGS will only be credited with 50.0% TSS removal.
      - OGS CA-ETV certified units only.
      - OGS to be sized to capture and treat a min. 90.0% of the runoff volume.
      - Rooftop areas may be considered clean if the flows are separated from non-roof areas as per COB SWM 3.6 and 6.1.4.1.
   b. **Quantity Control (COB SWM 6.1.1.1):**
      - 100-year return period post development flow shall be controlled to the 5-year pre-development flow.
      - The 5-year pre-development flow (target flow) is to be calculated using a runoff co-efficient of 0.45 or the runoff coefficient from the existing land use whichever is lesser.
      - No overland flow on to Brant Street for any storm up to and including a 100-year event.
      - Any flow going towards Ryckman Common under the existing conditions is to be redirected and retained on site and control released.
   c. **Erosion Control (COB SWM 3.4 and 6.1.2)**:
      - N/A
   d. **Water Budget (COB SWM 3.5 and 6.1.3):**
      - Strongly recommend the first 5mm of rainfall be retained and infiltrated or reused onsite.
   e. **Groundwater:**
      - If there is a foundation drainage collection system, flows must be accommodated in the quantity control for the site, and discharge must meet the Storm Sewer Discharge Bylaw 59-2022 Table 1 criteria, as amended.
   f. **External Flows**:

- Identify all external flows and safely accommodate them under the developed conditions to avoid upstream flooding or ponding.

g. **Overland Flow Route (COB SWM 5.3.2 and 6.1.1.3):**
   - Provide the emergency overland flow route on the plans and include the neighbouring properties to ensure existing drainage patterns are being maintained.

5. Provide full sized scalable, signed, and stamped plans for the following:
   a. pre-development storm drainage area
   b. post-development storm drainage area
   c. grading
   d. servicing
   e. any additional applicable plans
6. Include a Letter of Reliance that allows the City to rely upon the documents.

NOISE AND VIBRATION FEASIBILITY STUDY

1. All documents to be prepared in accordance with the MECP's Environmental Noise Guideline Publication NPC-300, as amended.
2. To be stamped and certified by a Professional Engineer.
3. Should an external agency have differing requirements then the most stringent criteria shall apply.
4. The study shall include but is not limited to the following:
   a. Considered a Class 1 property.
   b. Identify offsite stationary noise sources that may require mitigation for existing and/or proposed development and provide the mitigation requirements. If offsite mitigation is required, then confirmation of a legal agreement between the development and offsite sources is required.

      Please be advised that adjacent property owners are not obligated to mitigate their onsite stationary noise sources, as it relates to stationary noise impacts on the subject development. The applicant is responsible for mitigating the exceedances within the limits of the subject development, which may require mitigation or a site redesign.

   c. Provide all model calculations for both onsite and offsite.
   d. Provide any onsite noise measurements.
   e. Use reflective surfaces for model calculations where applicable.
   f. Provide capacity volumes received from the City's Transportation Services Department for roads using model calculations. Include the correspondence within the appendix.
   g. Provide any correspondence from external agencies to confirm traffic and/or train counts within the appendix.
   h. Provide all mitigating measure calculations including but not limited to window glazing, façade requirements, noise walls, etc.
   i. Provide a key plan identifying points of reception.
   j. Provide a key plan identifying sources of noise for both stationary and linear noise sources and include distances from subject property.
   k. NPC-300 exceedances for every floor and side of building for high-rise development sites.
   l. Predictable worst case noise impact(s) to be identified for all development sites.
   m. Points of reception required for every neighbouring property.
   n. Provide a table for the points of reception and include the allowable noise level under NPC-300, estimated noise level, and the mitigated noise level.
   o. Provide warning clause recommendations where applicable.
   p. Provide a summary and drawing of any required mitigation measures.

5. Include a Letter of Reliance that allows the City to rely upon the documents.

Yours Truly,
Andre Papineau, C.E.T.
Senior Engineering Technologist
Development Engineering
Engineering Services
905-335-7600 ext. 7868
andre.papineau@burlington.ca

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Urban Forestry & Landscape Comments:

Please be advised that the Urban Forestry and Landscaping review of this application is considered preliminary at this time. Urban Forestry and Landscaping may provide additional comments, raise additional concerns, or request additional information upon receiving the outstanding or revised information, and upon further comprehensive review of its contents.

1. A Landscape Concept Plan will be required showing the general layout and intent of what is proposed for landscaped areas, including landscape buffer planting, outdoor amenity areas, fence location and types and pedestrian circulation. See the Pre-Submission Checklist for requirements.
2. The Landscape Concept Plan must show and dimension pedestrian walkways and connections to the city sidewalk (1500mm minimum width, 1800mm recommended). Consider the width of the pedestrian walkways minus the doors that open out to ensure pedestrians don't need to walk on vehicular driveways.
3. The property of 1056-1060 Brant Street is regulated by the Ministry of Transportation. Please ensure the Landscape Concept Plan shows all regulated limits/hazard lines to the satisfaction of the Ministry of Transportation (MTO). Additionally, please ensure all active easements are outlined and labeled on the Landscape Concept Plan.
4. The Landscape Concept Plan must show the proposed layout and use of any outdoor amenity areas. This includes showing all wind mitigation and safety measures such as buffer planting, screens and fencing, trellises, or awnings for outdoor rooftop amenity areas.
5. The Landscape Concept Plan must show the location of air vents/shafts and coordinate with landscape concept (i.e., do not locate vents in walkways and coordinate with proposed planting locations).
6. The Landscape Concept Plan must show proposed tree plantings that follow the ESA's guide *Planting Under or Around Powerlines & Electrical Equipment:* trees and/or shrubs with a max. mature height and spread of 4.5m in the Low Zone (to 4.5m from the power lines), trees with a max. mature height and spread of 7.6m in the Medium Zone (7.6m from the power line), and trees of any size beyond 7.6m from the power line. See the ESA Guidelines for Planting Under or Around Powerlines & Electrical Equipment.
7. Where trees are proposed, ensure the minimum required soil volumes are provided and documented on the Landscape Concept Plan using good quality soil. The minimum requirements are as follows: 30m^3 of soil per tree in a single tree pit, 20m^3 per tree in a shared planting environment. Excavation for each planting environment should be 0.75m to 1.2m depth and should not exceed 1.5m depth and be tailored to stock size used. Smaller rooting volume (minimum 15-20m^3) may be proposed for smaller trees. This will be reviewed in detail at the Site Plan Stage.

8. Where trees, shrubs and herbaceous material is proposed, ensure material is suitable for the existing and proposed conditions to ensure success (i.e., salt tolerant, and suitable for existing and proposed soil and other environmental conditions).
9. Where required, landscape buffers should provide separation and be designed to partially obstruct the views to adjacent properties along shared property lines. The landscape buffers should consist of a dense landscape screen including a combination of evergreen trees, deciduous trees, and understory shrubs. Or alternatively, a combination of solid screen fencing with evergreen and deciduous trees and understory shrubs.
10. Screen parking spaces from road frontages using buffer planting.
11. Locate the barrier free parking spaces closest to the main entrances and not crossing vehicular traffic.
12. An Arborist Report, Tree Inventory and Protection Plan is required to document **all existing trees greater than 10cm DBH on site and on adjacent properties within 6m of the property lines** as well **all trees of any size on city property**. Ensure your Tree Inventory Table is provided as an excel file in addition to the word file. Please see the City of Burlington: Pre-Submission Checklist for further requirements.
13. Tree protection hoarding should be shown as per the City of Burlington's Tree Protection and Preservation Specification SS12A. Include a copy of the specification on the Tree Inventory and Protection Plan that includes all notes (1-8) from the specification. Please refer to Urban Forestry website under Forms and Documents for this specification.
14. Consider alternative design concepts that will result in fewer trees being proposed for removal. In the case that alternatives to the design are not possible, please provide detailed justification for the removal of every individual tree. The City of Burlington does not support the removal of trees due to condition alone. Similarly, work shall be modified to avoid working inside the minimum tree protection zone of all trees.
15. The City's Public Tree By-law 68-2013 is applicable to the proposed development. A tree permit is required for all work around city trees, including the payment of the Tree Permit fee and securities for trees to be retained. Details regarding the issuance of a Public Tree Permit will be outlined in detail at the Site Plan Stage.
16. Removal of public trees will require replacement plantings that are to be proposed shown on City property. Where there is no room for replacement trees, cash-in-lieu of replacement will be required. Specific compensation and replacement quantities will be identified at the Site Plan Stage.
17. The removal of private trees shall be considered as a last resort as any existing private tree should be prioritized for preservation. Trees that are to be removed will require a plan for replacement. Private trees that are 15cm in DBH will be counted toward replacement requirements using the City's aggregate caliper method. Tree replacements will be based on 50mm caliper replacement sizes. Proposals for private tree replacements shall be shown on the subject property. Where there is no room for replacement trees, cash-in-lieu of replacement will be required. Specific compensation and replacement quantities will be identified at the Site Plan Stage.
18. Removal to trees on neighboring properties, or that are located on a shared property line (boundary trees) will require consent from the adjoining and/or adjacent owner(s).

    Where impacts are proposed (i.e., encroachment / injury) to neighbouring and/or boundary trees the adjoining and/or adjacent owner(s) shall be consulted and made aware of the proposed development and potential impacts to their trees and/or boundary trees and the applicant shall submit a document in writing from adjoining and/or adjacent owner(s) that

there are no concerns with the proposal for those trees, or the applicant's qualified tree professional (as defined in Pre-Submission Checklist) shall address the potential impacts to the neighbor's trees and/or boundary trees and provide an attestation in the Arborist Report that the impacts proposed will not be a detriment to the trees, and they will remain in healthy condition. Information in the report shall also include the preservation methods, including pruning and fertilizing, that can be implemented by the owner to ensure the health of trees on neighboring properties. The above will be reviewed in detail at the Site Plan Stage.

19. Private trees that are regulated and require removal or injury to facilitate project works may require a private tree permit depending on the timing of removal and/or injury relative to planning application(s). Please consult with the City at all stages of your project (i.e., demolition) to ensure compliance. Additional documentation may be required.
20. All trees proposed to be retained and their corresponding tree protection hoarding (vertical and/or horizontal) shall be illustrated on all Civil drawings and on the Construction Management and Mobility Plans.
21. Please provide a comment matrix that identifies the above comments and how they were addressed with the site plan submission.

Regards,
Jacqueline McInerney
Intermediate Landscape Development Technician
Parks Design and Construction – Engineering Services
jacqueline.viscardi@burlington.ca
905-335-7600 ext. 7640

Address: 426 Brant Street, Burlington ON L7R 3Z6

City of Burlington: Pre-Submission Checklist

The Arborist Report, Tree Inventory and Tree Protection Plan is to be prepared by a qualified tree professional (i.e., Arborist certified by the International Society of Arboriculture (ISA), including ISA number; qualified by Ministry of Training, Colleges and Universities (MTCU) or Ontario Training and Apprentice Board (OTAB); registered professional Forester in Ontario, etc.) and the Landscape Plans shall be prepared by a qualified member of the Ontario Association of Landscape Architects. Documents prepared by non-qualified professionals will not be accepted.

Tree Inventory Table Requirements

1. The address of the subject site.
2. Tree Identifier No. as indicated on the Tree Protection Plan.
3. The common and botanical name of tree species
4. Diameter at Breast Height (DBH) for each individual tree identified on the Tree Protection Plan. For multi-stemmed trees, each stem diameter is to be provided in addition to the DBH using the sum of square formula.

Method 1 – Measure the DBH of each trunk. The DBH for the tree is found by taking the square root of the sum of all squared stem DBHs rounding to the nearest whole number. Example: You have three stems that all measure 5", 6" and 8" so the DBH would be

$\sqrt{(5^2+6^2+8^2)} = \sqrt{(25+36+64)} = \sqrt{(125)} = 11$". It should be noted in the comments that it is a multi-stem tree.

5. Provide the health and structural condition rating for each tree as a percentage (%) or as a description, i.e., E: excellent= 90%, G: good= 80%, FG: fair/good= 70%, F: fair= 60%, FP: fair/poor= 50%, P: poor= 35%, VP: very poor= 20%.
6. Please identify any tree related commentary such as evidence of pests and diseases or structural issues (e.g., EAB).
7. The minimum tree protection zone, and critical root zone and associated impacts as a percentage based on the City's standard specification SS12A, refer to link page 6: Tree Protection and Preservation Specification SS12A
8. Tree ownership (i.e., private, public, boundary, neighbour) and corresponding address. Where multiple types of public property are identified, please further clarify the public property (e.g., public row, public parkland, public creek corridor or creek block) so it is clear. City staff may require verification by legal survey.
9. Please identify the proposed recommendation for each tree, i.e., preserve, injury (encroachment), destruction (removal).
10. Please include the critical root zone (CRZ) as identified in the City's specification document.
11. Please include percentage of impact in MTPZ and that of the CRZ
12. General notes on the subject tree and mitigative measures (e.g., hydro-vac)
13. Please provide a table in an excel format to be included with the report.

Tree Protection Plan Requirements:

1. Contains legible drawings on 24 X 36.
2. Drawn to a metric scale of 1:100, 1:200, 1:250 or 1:300, and include a scale bar.
3. Illustrates the proposed development (including property lines, easements, regulated areas, paved areas, buildings and entrances, landscaped areas, regulated limits, etc.) and is coordinated with the Site Plan and civil drawings (i.e., grading, servicing etc.).
4. A label and location of all existing tree(s) over 10cm diameter at breast height (DBH) measured at 1.4m above the ground) on site and within 6m of the property lines, and trees of any size on city property. Trunk for each tree to be scaled to size.
5. Legend that defines symbols, lines and/or colours used on the plan. The elements included in the legend should match shown on the plan. Do not include other elements that are not applicable.
6. Label and dimension minimum tree protection zones (circles) and critical root zones (circles) in accordance with City's Tree Protection and Preservation Specification SS12A
7. Label and dimension protective tree hoarding (fencing) and root protection (as required) in accordance with the City's Tree Protection and Preservation Specification SS12A
8. Label all mitigative work around trees as necessary (i.e., air-spade and root pruning etc.)
9. Location of all associated construction activities, including but not limited to:

        - Construction access route (with width measurements)
        - Construction material storage area(s)
        - Excavation area including limits of over-dig
    - Trenching and/or boring locations (with depths and width measurements)
    - All proposed servicing and utilities on both public and private property
    - Fill placement from excavation, or material being brought to the lot
        - Grade and surface changes

Arborist Report Requirements

1. The address of the subject site.
2. The author, contact information, and relevant qualifications (e.g., ISA, RPF)
3. The date(s) that the assessment was conducted, methodology and limitations; ensure assessments were completed within the last year (365 days)
4. An overview of the proposed work and explain what arboricultural work is to be undertaken for each tree(s) (e.g., tree to be injured, tree to be destroyed (removed), tree to be preserved and protected)
5. Where applicable, a description of the trees to be removed including the specific reason(s) (e.g., new sanitary service) per tree. Alternate layouts and construction measures should be considered and discussed to ensure all proposed removals are necessary and justified (i.e., there are no alternatives)
6. Where applicable, a description of the trees to be injured where construction activities will be in the minimum tree protection zone and the mitigation measures to be implemented to minimize impacts (e.g., exploratory air-spade and root prune)
7. Where applicable, a description of the trees to be fully protected and the methods to be implemented to ensure no impacts.
8. Tree inventory (table of tree details) (refer to the tree inventory section)
9. Please ensure that all multi-stem trees are shown as one consolidated caliper in the chart using the sum of squares method below:

> **Method 1** – Measure the DBH of each trunk. The DBH for the tree is found by taking the square root of the sum of all squared stem DBHs rounding to the nearest whole number. Example: You have three stems that all measure 5”, 6” and 8” so the DBH would be $\sqrt{(5^2+6^2+8^2)} = \sqrt{(25+36+64)} = \sqrt{(125)}=11$”. It should be noted in the comments that it is a multi-stem tree.

10. A proposal for the replanting or replacing of trees that are to be removed. Cash-in-lieu compensation requirements should be referenced in the report if applicable. Please ensure that the numerical costs are not included as City staff will make that determination.
11. Confirmation that the Tree Protection Zones established and maintained around any trees on the property and all mitigative measures prescribed are in accordance with the City’s relevant policies, procedures, and specifications (SS12A).
12. Where applicable the minimum frequency of site inspections by a qualified tree professional during proposed works.
13. Recommendations for post-construction care and/or monitoring (as required) for regulated trees and proposed replacement trees.

14. Please indicate if a subsequent hazard tree management report may be applicable to the subject site.
15. Where applicable a consent letter for the removal of boundary tree(s) (those located along the shared property line) or a neighbour tree(s) to be attached to the report document
16. Where applicable a consent letter for the injury to a boundary and/or neighbour tree(s) to be attached to the report document or an attestation.
17. Where applicable any additional relevant information (e.g., legal survey, TRAQ form, pre-construction exploratory review etc.) to be attached to the report document.
18. Abbreviations should be defined, and industry standard terminology used.

Landscape Plan Requirements

1. Contains legible drawings on 24 X 36.
2. Drawn to a metric scale of 1:100, 1:200, 1:250 or 1:300, and include a scale bar.
3. Drawing stamped and signed by a qualified member of the Ontario Association of Landscape Architects
4. Identifies the location and general design intent of the proposed plantings and amenity areas.
5. Shows location and dimensions of pedestrian walkways and crossings. Include dimensions from open doors if doors open out onto walkways.
6. Identifies minimum required soil volumes, and location of any structural soil cell installation areas to achieve minimum soil volumes ($30m^3$ of soil per tree in a single tree pit, $15m^3$ per tree in a shared planting environment. Excavation for each planting environment should be 0.75m to 1.2m depth and should not exceed 1.5m depth)
7. Identifies the location, type, and height of proposed fencing.
8. Identifies snow storage and bicycle parking areas.
9. Identifies the location of air vents/shafts.
10. Identifies property lines, easements, regulated areas, impermeable surfaces (including curbs, roads, driveways, sidewalks, etc.), buildings and entrances, landscaped beds, lawns or other permeable surface areas, other information as needed.
11. Identifies the location of all underground, at grade and overhead utilities with the connection to the proposed or existing building (if applicable). These utilities include **water, stormwater, sanitary, hydro, cable, and gas.**
12. Identifies the location of any stormwater management infrastructure, including swales, sub-drains, catch basins, pipes, and other quality and quantity controls as required.
13. Is coordinated with the Site Plan, Grading and Servicing drawings, Planning Justification Report, Noise Study, Wind Study, and shows any recommended mitigation measures (i.e., buffer planting, screening, fencing) conceptually on the Landscape Concept Plans

Parks Design & Construction Comments:

- Parks wishes to collect cash in lieu of parkland, with CILP charged at the rate in effect at the time of building permit issuance. Kristen L. (kristen.ljubicic@burlington.ca) in Realty Services will be able to provide further details with respect to the amount and calculations.

Transportation Services Comments:
BACKGROUND

Transportation Planning are in receipt of Pre-consultation documentation for Official Plan and Zoning By-law Amendments for the subject site at 1056 – 1060 Brant Street.

Transportation Planning reviewed the following documents:

- 20240731 Scheme Brant St, Revision 1, dated 2024-01-19,
  - Context Plan,
  - Site Plan,
  - Ground Floor Parking Ramp Option, and
  - P1 Levels Parking Ramp Option.

This memo serves to inform the Applicant what they are required to submit in support of their application.

DEVELOPMENT PROPOSAL

The proposed development is located on the west side of Brant Street, north of Leighland Road and south of the Queen Elizabeth Way (QEW) Highway.
The proposal consists of an 11-storey mid-rise apartment building with 93 residential units and a ground floor area (GFA) of 7,347 m². The proposal is also including 26 parking spaces, which consist of six spaces on the ground floor and 20 located underground on one level.

TRANSPORTATION PLANNING REVIEW and PRE-CONSULTATION COMMENTS

Transportation Planning offer the following comments, recommendations, and information to assist the Applicant when preparing their application(s) for Official Plan and Zoning By-law Amendments. If they choose not to follow them, it is at their risk of reducing the efficiency of the approval process. From a Transportation Services perspective, successfully addressing these comments will support a more efficient and successful application.

Transportation Planning reserve the right to request additional studies, however, note the following are required to be submitted with the application(s):

- Transportation Impact Study (TIS),
- Parking Justification Report (PJR),
- Transportation Demand Management (TDM) and Implementation Strategy, and
- Street Lighting Plan (with application for Site Plan Control).

Site Context - No Action Required

The following information was used by Transportation Planning to inform the recommendations and requirements provided within.

1. The Burlington Official Plan 2020:
   a. Schedule B, Urban Structure, shows the subject property within the Mixed-use Nodes and Intensification Corridors,
   b. Schedule B-1, Growth Framework, shows the subject property within a Secondary Growth Area,

c. Schedule B-2, Growth Framework and Long-Term Frequent Transit Corridors, shows 1056-1060 Brant Street located on an MTSA Primary Connector and a Candidate for a Frequent Transit Corridor,
d. Schedule C, Land Use - Urban Area, shows the subject property within a Mixed-use Intensification Area – Urban Corridor,
e. Schedule O-1, Classification of Transportation Facilities – Urban Area, classifies Brant Street as a Major Arterial,
f. Schedule P, Long Term Cycling Master Plan, shows 1056-1060 Brant Street located on a Bike Lane, and
g. Schedule Q, Trails Strategy, shows 1056-1060 Brant Street located on a Proposed Multi-use Trail Connection (Within the road Right-of-Way) and within close proximity to a Proposed Multi-Use Trail Connection (Outside of the road Right-of-Way).

2. The Integrated Mobility Plan (IMP) identifies the Preferred Network Solution:
   a. Shows Brant Street as a future Bus Rapid Transit with Dedicated Lanes, and
   b. Shows Brant Street as an Arterial Road.

OFFICIAL PLAN AMENDMENT, ZONING BY-LAW AMENDMENT, and FUTURE SITE PLAN CONTROL CONSIDERATIONS

Deemed Right-of-Way Width – Additional Lands Required (to be confirmed by Halton Region)

3. Brant Street, between Fairview Street and Dundas Street, is under the authority of the Regional Municipality of Halton, and the deemed right-of-way width is 47 metres.

4. A widening of approximately 7 metres will be required along the frontage of Brant Street adjacent to the subject site, 23.5 metres from the centre of the original right-of-way limit. Please consult with the Region to determine and confirm the deemed right-of-way requirements for Brant Street.

Automobile Parking Supply - Not Supportable

5. Transportation Planning do not support the proposed parking supply for the site.
   a. The number of automobile parking spaces required: 116.
   b. The number of automobile parking spaces shown on plans: 26.

6. Zoning staff will confirm automobile parking supply requirements.

7. If the Applicant is requesting a parking reduction, they shall submit a Parking Justification Report (PJR) for review by Transportation Planning. This can be included as part of the Transportation Impact Study (TIS).

8. The site plan shall include dimensions of parking stalls, driveways and aisles which follow the Burlington Site Plan Application Guidelines and include the following:
   a. Delineate the parking stalls on the site plan and include typical stall sizes.
   a. Parking stalls to be minimum 16.5 m2 in area, with minimum width 2.75 metres by minimum length 6.0 metres.
   b. Where the use of a parking space is limited on one or both sides by a wall or column, increase the stall width by 30 cm (0.3 m) for each obstructed side.

c. Parking aisles are to be a minimum of 6 metres wide. Aisle widths must allow efficient movements of traffic through the site and access to parking spaces.
d. Structural columns to be set back 0.5 metres on both sides of the driving aisle to provide for 7.0 metres clear (face of column to face of column).
e. The maximum ramp grade is 12%; ramps with grades 8% or more will require heating coils.
f. A flat landing pad area of 6 metres in length with appropriate transition grades is required at the top of ramps.
g. Appropriate transition grades are required at the bottom of ramps.

9. The Accessibility Specialist will provide comments on accessible parking supply.

Bicycle Parking Supply - Not Acceptable

10. The proposal did not provide any bicycle parking spaces on the site. Bicycle parking shall be shown and labeled on the site plan and shall follow the minimum recommendations of the July 2017 Burlington City-Wide Parking Standards Review.
    a. For Residential uses, the requirement is 0.5 long term bicycle parking and 0.05 short term bicycle parking spaces per unit. The long-term bicycle parking shall be in an indoor and secure location and short-term bicycle parking (bicycle racks) shall be highly visible, near the pedestrian entrance to the building of the proposed development, and easy to use.

Vehicle Turning Plans – Required

11. The Applicant is to provide swept path analysis illustrating how the design vehicles will:
    a. Circulate successfully within the surface level of the site.
    b. Circulate successfully within the underground parking garage.

Transportation Impact Study – Required

12. A Transportation Impact Study (TIS), also known as a Mobility Assessment (MA), is required for this application. The TIS/MA shall be completed by a qualified/recognized traffic/transportation engineering consultant. It shall be submitted to the satisfaction and approval of the Director of Transportation Services or designate.

13. The Applicant or their Transportation Consultant is to provide a proposed Terms of Reference (ToR) for review and approval by Transportation Planning, prior to commencement of the study.
    a. The TIS/MA shall follow the Region of Halton's Transportation Impact Study Guidelines (https://www.halton.ca/Repository/Transportation-Impact-Study-Guidelines).

Transportation Demand Management (TDM) and Implementation Strategy – Required

14. A Transportation Demand Management (TDM) and Implementation Strategy is required for this application. The TDM Strategy shall be completed by a qualified/recognized traffic/transportation engineering consultant. It shall be submitted to the satisfaction and approval of the Director of Transportation Services or designate.

15. The Transportation Demand Management (TDM) Plan shall:

a. be integrated with the required Transportation Impact Study (TIS) submitted to support the proposed development.
b. The city will consider reduced parking requirements for development where a comprehensive Transportation Demand Management (TDM) Plan is submitted and implemented to the satisfaction of the city.

Driveway Access - Not Supportable

16. Brant Street, between Fairview Street and Dundas Street is under the authority of the Regional Municipality of Halton. Please consult with the Region to determine the suitability of the proposed driveway access on to Brant Street. The access design shall conform with the Halton Region Access Management Guidelines (2015).

FUTURE SITE PLAN CONTROL CONSIDERATIONS

Driveway Visibility Triangles - Revisions Required

17. The driveway access to Brant Street shall be designed to provide 5 metres x 5 metres visibility triangles, on either side of the driveway. The visibility triangles shall be illustrated and clearly identified on the site plans and be fully contained on private property and the subject site, behind the property line. Nothing over the height of 1.0 m shall be permitted within visibility triangles.

Pedestrian Facilities – Revisions Required

18. It is recommended that a pedestrian crosswalk and pedestrian treatment (i.e. painted crossing(s) or raised crosswalk(s)) is included within the development to provide safe access for pedestrians to/from the building and to/from the parking area. Pedestrian facilities shall be illustrated and dimensioned on the site plan.

19. The existing municipal sidewalk must be illustrated, and the width dimensioned on the site plan. If the existing sidewalk is impacted/modified, it must be constructed and/or reinstated to current City standards at the Applicant's expense.

Street Lighting - Required

20. Street Lighting Photometric Drawings, Temporary Photometric and Electrical Drawings and final Electrical Drawings, for the public rights-of-way abutting this development will be required.

Construction & Mobility Management Plan (CMMP) - Required

21. The Applicant shall submit a Construction Mobility Management Plan (CMMP) with the Application for Site Plan Control.

If further information, clarification, or discussions are needed, please contact Transportation Planning at DevAppTransportationPlanning@burlington.ca with a cc to the undersigned.

Stephanie Robinson
Transportation Planning Technologist, Transportation Services Department
Stephanie.robinson@burlington.ca

Building Department Comments:

- Exits shall be designed per Div. B, 3.4. OBC 2012 (Level P1 did not show any exit). Exits shall lead to an open public thoroughfare or an exterior open space protected from fire exposure from the building and having access to an open public thoroughfare.

- Area of unprotected openings and construction of exposing building face shall be designed per Div. B, 3.2.3. OBC 2012

- Exit stairs shall comply with Div. B, 3.4.3.2.(7) and articles 3.4.3.5. and 3.4.6.1. to 3.4.6.9.

- Proposed design shall comply with barrier-free design requirements, Div. B, 3.8.

- Area of rooms and window areas shall comply with Div. B, Part 9 per Div. B, 3.7.1.2.(1) and 3.7.2.1.(1)

- Direct access to firefighting and access routes shall be designed per Div. B, 3.2.5. OBC 2012 – Provisions for firefighting.

- Elevator car dimensions shall comply with Div. B, 3.5.4.1.

- A building permit is required to be issued prior to commencement of any construction.

- Indicate the location of a required fire department connections serving a sprinkler and standpipe system.

- Indicate the location of a required fire hydrant showing conformance to Div. B, 3.2.5.7.(2) and Div., B, 3.2.5.16.

- Hydrants protecting the building shall be no closer than 12.2m as per NFPA 24, 7.2.3.

- Indicate the location of a required fire access route showing conformance to the requirements of Div. B, 3.2.5.5 and 3.2.5.6