SCHEDULE 5

Notes from Pre-Consultation Hearing

CITY OF Burlington

DEVELOPMENT APPLICATION PRE-CONSULTATION FORM

Meeting Date: **June 17, 2020**	**Site Address:** **1134 and 1167 Plains Road East**
Property Owner: **The Molinaro Group**	**Applicant / Address / Phone / Email** **Vince Molinaro** **The Molinaro Group** **472 Brock Avenue, Unit 1034** **Burlington ON L7S 1N1** **905-634-1128** **vince@molinaro.ca**
Site Area: **1.56 ha (combined area of both)**	

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:**

   Two phases of development on two sites. A total of 4 residential towers ranging in height from 20-35 storeys. Proposal includes underground and above-ground parking.

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

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

3. **Existing Official Plan Designation:** Mixed Use Centre – Employment and Mixed Use Centre – Commercial Corridor

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

   If 'NO' what is the nature of the OP amendment needed? Permit residential uses, increased height/density

4. **Existing Zoning:** MXE, H-MXC-423

   Conformity with existing zoning? YES _____ NO X

   If 'NO' what is the nature of the zoning amendment needed? Residential Uses not permitted, Holding Zone must be removed; site specific regulations required

5. **Design Guidelines in effect?** YES __X__ NO _____

Name of Design Guidelines Tall Building Design Guidelines

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

YES __X__ NO _____

7. **Fees Required at Time of Application**

APPLICATION	CITY	REGION	CONSERVATION HALTON
Official Plan Amendment:	21,970.00	8,547.56	6,695.00
Rezoning - Base Fee: (70% if combined) Rezoning - Variable Fee:	14,497.00 200,000.00	1,008.23	6,695.00
TOTAL	236,467.00	9,253.32	11,381.50

Separate cheques are payable to City, Region and Conservation Halton

8. **Additional Agencies to be contacted:** MTO, Union Gas, CNR, Metrolinx, Burlington Hydro

9. **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 applicant 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.*

10. **Community Benefits**

Is this an application for increased height and/or density? YES __X__ NO ____

If "YES" Community Benefits **may be** required.

11. Required Information for Complete Application

***For those reports, studies and plans that are labeled "TBD", please contact the respective agency to determine application requirements.**

Reports, Studies, Plans All identified reports must be submitted in Accessible PDF format with contents as outlined in the Appendix and attached notes before an application is deemed complete.		Number of Paper Copies (plus three in accessible electronic PDF form) If Study is Required	Required Study (Yes/No)
6.1	Planning Justification Report	7	Y
6.2	Conceptual Site Plan Layout & Site Survey	11	Y
	Topographic Survey	2	Y
6.3	Draft Plan of Subdivision	11	N
6.4	Stormwater Management Report	6	Y
6.5	Functional Servicing Report (Including Water & Wastewater)	6	Y
6.6	Tree Inventory and Preservation Plan	7	Y
	Landscape Concept Plan	7	Y
	Private Tree Permit (if removing trees prior to site plan)	1	TBD
6.7	Traffic Impact Study	5	Y
6.8	Top-of-Bank Demarcation	5	TBD
6.9	Environmental Evaluation Report	6	Y
6.10	Noise and/or Vibration Feasibility Study	4	Y
6.11	Shadow Analysis	3	Y
6.12	Environmental Site Screening Checklist	4	Y
6.13	Phase One or Two Environmental Site Assessment/	4	Y
	Record of Site Condition Report		Y
6.14	Land Assembly Documents	2	N
6.15	Height Survey of adjacent buildings	2	Y
6.16	Heritage Impact Statement	3	Y
6.17	Archaeological Report	3	N
6.18	Wind Impact Study	3	Y
6.19	Sensitive Land Use (Risk Assessment) Report	4	Y
6.20	Urban Design Advisory Panel Meeting Minutes	4	Y
6.21	Hydrogeological Assessment	5	TBD
6.22	Other (specify)		
	Urban Design Brief	5	Y

	Grading & Servicing Plans	10	Y
	Geotechnical Study (including groundwater)	4	Y
	Draft OPA and Zoning By-law	4	Y
	3D Model of Proposed Building(s)	2	Y
	Construction & Mobility Management Plan	1	Y
	Pre-Application Public Consultation Meeting Minutes	4	Y
	Reference Plan and PIN Report	4	Y
	Waste Management Report	3	Y
	Floodplain Analysis	2	Y
	Air Quality Assessment	2	Y

12. 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. **The City may require the peer review of a technical report 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.**

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

7. **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.**

8. **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.**

9. **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.**

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

11. **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.**

12. **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.**

13. **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 Signatures:

In signing this agreement, I acknowledge that the drawings, reports and other requirements indicated above must be completed in accordance with the direction in this Preconsultation Form, the attached notes and the attached Pre-Submission Checklist, and submitted, along with a completed application form, any information or materials required by statute, the required application fees and a copy of this agreement in order for the planning application to be considered complete. In addition, I have read and agreed to the Notes listed above.

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

6.1 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 principles, 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: describe the site context; address applicable provincial and regional policy; describe the proposal in detail including preliminary site plan details if applicable; address applicable local Official Plan policies (e.g. policies relating to compatibility, intensification, redesignation criteria and conversion policies); describe how the proposal meets Council approved Design Guidelines, discuss findings of the technical studies in the context of the Part II Functional Policies of the Official Plan; and other Council policy.

6.2 Conceptual Site Plan Layout & Site Survey
General plan required showing proposed building envelopes, driveways, parking and landscape areas. Survey of site showing PINs, easements, property boundaries etc.

6.3 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.

6.4 Stormwater Management Report
Required in accordance with Part II, Section 2.11.3 subsections a) & d) of the Official Plan.

6.5 Functional Servicing Report
Required in accordance with Part II, Section 2.11.3 subsection e) of the Burlington Official Plan. 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 Region of Halton.

6.6 Tree Inventory and Protection Plan
Required when a property under application contains woodlots, tree stands or hedgerows, in accordance with Part II, Section 6.0 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.

Conceptual Landscape Plan:
Required in accordance with Part II, Section 6.0 of the City's Official Plan. The Conceptual Landscape 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. Minimum required soil volumes must be identified for proposed planting areas."

6.7 Traffic Impact Study
Required for applications as set out in Part II, Subsection 3.2.2 d) of the City's Official Plan and Part IV, Sections 171-173 of the Regional Official Plan. Contact City Transportation Planning staff (City roads) or Regional Public Works staff (Regional roads) for background information and to discuss TIS assumptions. For Regional roads, applicants are referred to the "Guidelines for the Preparation of Traffic Impact Studies". MTO must be contacted for lands near provincial highways

6.8 Top-of-Bank Demarcation
Required for applications on any property containing, or abutting a creek or valley feature, Lake Ontario or Burlington Bay shoreline, in accordance with Part II, Section 9.2.2 subsection b) and Part III, Section 6.4.2, subsections d) and e) of the City's Official Plan. Applicant's surveyor must meet on-site with representatives of the City Capital Works Department and Conservation Halton to survey the top of bank and/or floodline, and this surveyed line shall be incorporated into the applicant's subdivision or site plan. A geotechnical report may be required to identify stable top-of-bank.

6.9 Environmental Evaluation Report
Required for applications as set out in Part II, Section 2.5 of the City's Official Plan, the Regional Official Plan and the Region's Environmental Impact Assessment guidelines. These assessments will be reviewed by the Halton Ecological and Environmental Advisory Committee (EEAC).

6.10 Noise and/or Vibration Feasibility Study
Required for applications as set out in Part II, Section 3.3.2, subsections r), s) and t), and Part II, Section 3.7.2, subsections d), e) and f) of the City's 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 the Region's "Noise Attenuation Policy for Regional Roads," dated October 2000.

6.11 Shadow Analysis
Required for all applications where, in the opinion of the Community Planning Department, the proposal may result in impacts on adjacent properties from sun shadowing, in accordance with Part III, Section 2.5.2, subsection (vii) of the City's Official Plan. Guidelines for this analysis are contained in the City's Site Plan Application Guidelines.

6.12 Environmental Site Screening Checklist
Required for all applications as set out in the "Protocol for Reviewing Development Applications with respect to Contaminated Sites," dated March 2003. Applicants should contact the Region of Halton for historical data and any environmental records.

6.13 Phase One or Two Environmental Site Assessment/Record of Site Condition Report
Required to assess site contamination in accordance with Part II, Section 2.4, subsections i) and j) of the City's Official Plan. 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.

6.14 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.

6.15 Height Survey of adjacent buildings
Required for all residential infill and intensification rezoning applications, in accordance with City Council policy. 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.

6.16 Heritage Impact Statement
Required as determined by Planning staff for any property designated pursuant to the Ontario Heritage Act, identified on the City's Inventory of Heritage Resources, or for any property located adjacent to a designated or otherwise inventoried property.

6.17 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 and the Regional Archaeological Master Plan.

6.18 Wind Impact Study
May be required, as determined by Community Planning staff, for any building over 6 storeys in height. The report will provide wind tunnel or computer modelling and information related to wind comfort conditions for pedestrians both on and around the development, as well as for amenity spaces on and around the building.

6.19 Sensitive Land Use (Risk Assessment) Report
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 Part II, Section 2.7.3 subsections n) & o) and Part II, Section 4.3 subsection d) of the City's Official Plan, Part IV, Sections 146-147 of the Regional Official Plan, and the Ministry of the Environment D-6 series guidelines.

6.20 Agricultural Impact Assessment Report
Required for applications as set out in Part II, Subsection 13.3 e) of the City's Official Plan and for certain proposals in certain designations in the Regional Official Plan. Guidelines for these assessments are available from the Region of Halton, and these assessments will be reviewed by the Halton Agricultural Advisory Committee (HAAC).

6.20 Burlington Urban Design Advisory Panel Meeting Minutes
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.

6.21 Hydrogeological Assessment
Required for all applications in areas subject to private water and septic services, as set out in Part IV, Subsection 2.1.3 b) and Part IV, Subsection 3.3 d) of the City's Official Plan, the Regional Official Plan and the Region's "Guidelines for Hydrogeological Studies and Standards for Private Services, revised June 2000. Applicants should contact the Halton Health Department for more details regarding site-specific studies, which must be approved by the Region following a peer review.

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

Preconsultation Meeting Notes

1134 and 1167 Plains Road East - June 17, 2020

Attendees:

- City of Burlington - Kyle Plas, Melissa Morgan, Annette Simpson, Umar Malik, Rob Peachey, Steve Lucas
- Halton Region - Adam Huycke, Alex Pasquini
- Conservation Halton - Emma DeFields, Ola Pancyzk
- Proponent – Vince Molinaro, Sam DiSanto, Larissa Leone (The Molinaro Group); Ed Fothergill (Planning); Bernardo Graziani, Shima Salari (Architects)

Description of Development Concept:

- Two phases of development; each consisting of two residential buildings ranging in height between 20 and 35 storeys, and connected by a podium. Underground and above-ground parking are proposed. Total number of units is 1,159. Total density of development is 743 uph.
- Phase I – 1167 Plains Road East
    - Two towers, 30 and 35 storeys in height with a 750 m^2 floor plate, connected by a podium. A total of 733 units and 918 parking spaces are proposed. Access is provided from Plains Road East.
    - Proposed FAR of 6.29:1, proposed density of 917 uph.
- Phase II – 1134 Plains Road East
    - Two towers, 20 and 25 storeys in height with a 750 m^2 floor plate, connected by a podium. A total of 426 units and 532 parking spaces are proposed. Access is proposed from Plains Road East. In addition to the primary vehicular access, two service accesses are proposed.
    - Proposed FAR of 4.2:1, proposed density of 564 uph.

Planning Comments:

Current Official Plan

- 1167 Plains Road East – *Mixed Use Corridor – Employment*
- 1134 Plains Road East – *Mixed Use Corridor – Employment* and *Mixed Use Corridor – Commercial Corridor*
    - *Mixed Use Corridor* seeks to provide mixed use developments on individual sites where various combinations of residential, retail, office and other uses are located, or on different sites where residential, retail, office and other uses are located next to one another.
    - Mixed Use Corridor lands are intended to provide for the day-to-day and weekly shopping needs of residents within and in close proximity to the Corridor. Retail, service commercial and other pedestrian-oriented use shall be encouraged at the street level.
    - Development must be compatible with adjacent land uses.
    - Should the application be processed prior to the Adopted Official Plan being in force and effect, conversion of lands within the Employment Area to a residential use will require an analysis of Provincial and Regional Employment Area policies to be included as part of the Planning Justification.

Current Zoning

- 1167 Plains Road East - *Mixed Use Employment (MXE)*
    - Permits various retail commercial, service commercial, community, office, hospitality, automotive, industrial and entertainment and recreational uses. Residential uses are not permitted in this zone.
- 1134 Plains Road East - *Mixed Use Commercial with Holding Provision and Site Specific Exception (H-MXC-423)*
    - Holding Provision on the subject lands which is to be removed at such time as a noise and vibration study has been completed to the satisfaction of the City and Halton Region. Required to be removed as part of the Rezoning.

- Permits various retail commercial, service commercial, office, hospitality, automotive, entertainment and recreational and residential uses. The proposed use is permitted; however the zoning by-law allows a maximum of 6 storeys.

Council Adopted New Official Plan

- The proposed New Official Plan was adopted by Council on April 27, 2018 and has been developed to reflect the opportunities and challenges facing the City as it continues to evolve. Halton Region has identified areas of non-conformity, and as such, the adopted Official Plan will be subject to additional review and revision prior to its approval. Further, City Council has directed a new staff review and public engagement process to consider potential modifications, including a review of height and density provisions.
- *Urban Corridor*
  - Encourages development along key Major Arterial or Multi-Purpose Arterial Streets that shall serve as areas of concentration for mixed use development with residential, retail, service commercial, office, entertainment, public service facilities and institutional uses, and open space uses.
  - Development in Urban Corridor areas shall be designed to incorporate a compatible and intense mix of retail, office, employment and residential uses and are intended to provide for the day-to-day and goods and service needs of residents and employees within and in close proximity to the Corridor and may also serve a broader City-wide market.
  - A maximum FAR of 2.0:1 and a maximum building height of 6 storeys is permitted. The proposed height exceeds this permission.
  - Development located on sites designated Urban Corridor shall contain a minimum of two permitted uses, as identified in Subsection 8.1.3.6.2 f) of the *Adopted New Official Plan.* The proposed exclusively residential use is not permitted in this location.

Preliminary Planning Comments

- 1134 Plains Road East is listed on the Municipal Heritage Register. A Heritage Impact Study will be required to assess the impact of the proposed redevelopment on this site. Please contact the City's Heritage Planner, Danika Guppy, at danika.guppy@burlington.ca .
- Should the application proceed as a proposal for tall buildings, the City of Burlington *Tall Building Guidelines* are applicable to the proposed development. A copy of these guidelines can be found at https://www.burlington.ca/en/services-for-you/resources/Planning_and_Development/Urban-Design/May_2017_Tall_Building_Guidelines.pdf.
- The subject lands are not intended for standalone residential uses. Mixed-use development is encouraged for the proposed development; preferably having a mid-rise built form. The proposed residential use is not supported in this location.
- The parking garage should be located further from the property line; particularly where it abuts the property line to facilitate adequate landscaping and to provide visual separation between the public and private realm.
- Proposal is deficient in amenity area (11,700 m^2 required versus 4,505 m^2 proposed). Outdoor common amenity space at the ground level is especially important for future residents given the location of the proposal.

Heritage Planning Comments

- The following comments pertain to matters regarding built heritage resources and cultural heritage landscapes. Halton Region is the approval authority for archaeological resources.
- Current heritage status of subject properties:
  - 1134 Plains Road East: not designated pursuant to the *Ontario Heritage Act*, but is listed on the City's Municipal Register of Cultural Heritage Resources.
  - ARA heritage consultants conducted a high-level assessment of the property in 2014 using Regulation 9/06 criteria and found the property to contain design/physical, historical/associative, and contextual value.

- Official Plan policy 8.4.1(b): "Completion of a heritage impact statement *shall* be required prior to any approvals for proposed *development* where the City foresees potential adverse impacts on the cultural heritage attributes (including important vistas and *streetscape*) of a property designated pursuant to The Ontario Heritage Act, or on a property worthy of designation." As a Register-listed property identified to have potential cultural heritage value or interest worthy of designation, **completion of a Heritage Impact Assessment is required as part of a complete application**. The study must address:
    - Full scope identified in "Ontario Heritage Toolkit: Heritage Resources in the Land Use Planning Process, Infosheet #5"; and,
    - Full additional scope contained in current Official Plan Part II section 8.4.1(b) (i-vi).
- Please also note:
    - The *Ontario Heritage Act* requires that if the owner(s) of a Register-listed heritage property wishes to demolish or remove any structure on the property, they must give the City 60 days' prior written notice of intention to demolish. Upon study of the property and consultation with Heritage Burlington, City Council may allow the demolition to proceed or may protect the property from demolition by designating the property under the *Ontario Heritage Act*.
- The applicant and/or their consultants can contact Danika Guppy, Heritage Planner, at heritage@burlington.ca, (905) 335-7600 ext. 7929, with any questions about applicable policies or study requirements.

Application Requirements

- Official Plan Amendment and Zoning By-law Amendment applications are required.
- Prior to submitting the application, a Pre-Submission Neighbourhood Meeting is required. Please refer to the provided Applicant's Guide to Pre-Submission Neighbourhood Meetings.
    - The neighbourhood meeting is to be organized by the applicant 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 a PDF of the meeting invitation on the applicant's letterhead for distribution. Notice must be sent a minimum of 20 days in advance of the meeting.
    - Please notify the Ward Councillor, and the Coordinator of Development Review of the date, time and location of the meeting. Be sure your meeting location is accessible and close to the development site. Due to the current COVID-19 situation, the meeting may be held virtually. Please contact Kyle Plas, Coordinator of Development Review, for further instructions on hosting a virtual meeting.
    - During the meeting, provide a detailed overview of the development proposal and allow time for questions and comments from the public. Take notes of the discussion.
    - As part of a complete application, the applicant must provide neighbourhood meeting minutes which include a written summary of public input received at the meeting. As part of the Planning Justification Report, the applicant must explain how this public input was used to modify the development proposal.
- Prior to submitting the application, consultation with the Burlington Urban Design Panel (BUD) will be required.
    - An Urban Design Brief will be required to explain how the City's Urban Design Guidelines have been addressed and how the comments of BUD have been taken into account.
    - A copy of the BUD meeting minutes must be submitted with the application. BUD Terms of Reference provided.
- A Shadow Study will be required to show how the proposed buildings and site designs will impact the public realm, proposed outdoor amenity areas, and surrounding public open spaces and private outdoor amenity areas. Please refer to the City's Shadow Study Guidelines and Terms of Reference when preparing the Shadow Study.

- A quantitative wind impact study will be required to show how the proposed buildings and site designs will impact pedestrian comfort on the street and surrounding public and private open space areas. Please refer to the City's Pedestrian Level Wind Study Guidelines and Terms of Reference.
- Please consider sustainable building design in your proposed development. An introductory letter from the Burlington Sustainable Development Committee and a copy of the Burlington Sustainable Building and Development Guidelines were provided.
- A Planning Justification Report is required:
    - to discuss the impact of Provincial, Regional, and local planning policy on the proposed development;
    - to explain why the requested increase in height, density, and floor area ratio is desirable and represents good planning;
    - to discuss how the results of the required technical studies have been used to refine the redevelopment proposal;
    - to explain how input received at the pre-submission neighbourhood meeting has been used to refine the proposal;
    - to explain how input received from the Burlington Urban Design Review Panel has been used to refine the proposal;
    - to explain how the proposed development is compatible with surrounding land uses, including height, setbacks, massing and design and community features.
- A Heritage Impact Assessment will be required.
- Section 37 Benefits may be required.

Region of Halton Planning Comments:

Urban Area

- The Urban Area policies of the ROP support the Region's Growth Management policies in that Urban Areas are to accommodate growth, support a form of growth that is compact and supportive of transit, support the creation of complete communities, and identify an urban structure that supports intensification and redevelopment within the *Built-Up Area*.
- The subject lands are not located within a regionally mapped or defined Intensification Area.
- The proposed Local Official Plan Amendment would result in the conversion of an Employment Area that is defined and mapped within the City's in-force Official Plan. Conversion of employment lands to permit non-employment uses (i.e. residential uses). Given the direction of the 2020 PPS, a robust analysis of Provincial and Regional Employment Area polices must be undertaken and included as part of Planning Justification. Note: the proposed employment lands conversion may not be consistent with or confirm to Provincial and Regional planning policy.
- Section 84 of the ROP speaks to the goal of housing is to supply the Region with an adequate mix of housing types. Additional 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.
- Section 89 of the Regional Official Plan require 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.

Regional Natural Heritage System

- The subject lands appear to be located adjacent to a Regulated Watercourse (Conservation Halton) which is a component of the Region's Natural Heritage System (Policy 115.3). In accordance with a Memorandum of Understanding between Conservation Halton (CH) and the Region, CH provides technical expertise and comments on a range of matters.
- Comments and development submission requirements as provided by CH are supported by the Region.
- Further, all regulated areas and Regional Natural Heritage System areas are to be designated and zoned for there long-term protection.

Potential for Site Contamination

- In accordance with S.147(17) of the Region's Official Plan states that a property is to be free of contamination prior to any development/change of use taking place.
    - Submission of a Regional Environmental Site Screening Questionnaire is required in addition to A Phase 1 (at minimum) (to O. Reg 153/04 standards and with a Letter of Reliance). Additional Environmental Site Assessments may be required depending upon the recommendation(s) of the Phase 1 ESA. A mandatory Records of Site Condition filing may be required as it appears as though there may be a change in use to a more sensitive land use.

Land use Compatibility, D-Series Guidelines Assessment:

- Assessment of the proposed sensitive uses as it relates to adjacent uses employment areas, employment uses, provincial highway, and railway corridor is required as the subject lands are located in close proximity to a railway corridor and Regional Road.
    - Land use compatibility assessment is required to support the proposed development. This study may be a component of the Planning Justification Report; however, detailed analysis as part of the air quality assessment, noise and vibration study must be completed and may be relied upon as part of the planning justification. Otherwise, a separate Land Use Compatibility Study is required.
    - Air Quality Study, Noise Study & Vibration Study is required to impacts from the adjacent provincial highway road a railway corridor.

Regional Transportation

- The subject lands are located within the Queen Elizabeth Way Prosperity Corridor Study Area. The Ministry of Transportation, The Region of Halton and the City of Burlington are currently undertaking a detailed Block Planning Process and Transportation Study to examine opportunities for intensification of uses within the the study area and to plan for a full range of transportation improvements in order to support the planned vision.
- Although the subject lands are not located on or in close proximity to a Regional Road, Regional Staff will require the following:
    - **Traffic Impact Study (TIS) (Required)**: 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 Planning and approved by Halton Region. The TIS Guidelines are available on-line at https://www.halton.ca/The-Region/Regional-Planning/Regional-Official-Plan-%28ROP%29/About-Regional-Official-Plan-%28ROP%29/Regional-Official-Plan-Guidelines
    - A Scope of Work for the TIS is required for review and approval prior to the start of the study.
    - **Noise Study: Required**
        - 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.
    - **Air Quality Assessment:** Required as per Section 143 (9) of the Region's Official Plan, an air quality assessment is required to evaluate the impact of the adjacent railway corridor on the proposed development, in addition to evaluating any phasing impacts that may result should the redevelopment proposal be approved.

Waste Management

- A Waste Management Plan is required with the application to determine how waste will be collected for each of the proposed phases/developments. Please refer to the Region's Development Design Guidelines for the Source Separation for Solid Waste for information on overhead clearance and truck turning radii to accommodate Regional vehicles.

Region of Halton Servicing Comments:

- There are no Halton Region local watermains within Plains Road East or Fairview Street adjacent to the proposed developments. The developer may have to construct a Halton Region local watermain network at their cost under a Regional Servicing Agreement. There are trunk watermains within parts of Plains Road East, Fairview Street and within private property in and around the development properties. Any proposed trunk watermain connection laterals require special review and Regional permission to connect into, and it should be noted that permission is not always guaranteed. Halton Region may require the developer to transfer an easement to the Region for the purposes of protection of the Region's infrastructure.
- There is a Halton Region local wastewater main within Plains Road East and Fairview Street adjacent to only part of the 1134 Plains Road East proposed development. There is no wastewater main within Plains Road East adjacent to the 1167 Plains Road East proposed development. The nearest main is approximately 80 plus metres down the road to the south. The developer will have to extend the Region's wastewater main to their property, if possible, at their cost under a Regional Servicing Agreement.
- The developer should undertake to locate the size and location of all watermains, water services, water meters, wastewater mains (sanitary sewers), wastewater (sanitary) services, stormwater mains and stormwater services that exist within the road right-of-way, to the properties and within the properties and place them on an Existing Site Servicing Plan drawings within their reports. Public and private utility companies can be utilized for this purpose.
- Functional Servicing Reports are required to be prepared by the developer's civil engineering consultant (watermains, water services, fire hydrants, sanitary sewer mains, sanitary sewer services, stormwater mains and stormwater services) to show options for how the properties are proposed to be serviced according to City of Burlington and Halton Region standards. Local watermain and wastewater main (sanitary sewer) hydraulic analysis should be completed by the developer's consultant as well for the local sewers and the drainage area down to the nearest trunk sewer. The consultant should include details about other developments properties in the drainage area in their analysis of the local sewers (if any). The report should speak to the number/type of units proposed and the phasing of the development with respect to the impacts on the Region's water distribution system and wastewater collection system. Phasing, timing of the development, and required/available capacity shall be detailed in the report. The consultant will include details about potential external main upsizing or main extensions to accommodate the development, etc..
- The FSR report should incorporate Fire Flow Rate Testing. The proponent should undertake fireflow rate testing of representative Regional fire hydrants in the area, with the proponent's fireflow contractor and Region forces present. Include within the Report a copy of the fireflow rate testing results, and the Fire Underwriters Survey (FUS) requirements for the development. This information will help to assist in informing the watermain design and watermain hydraulic modelling analysis that is being undertaken by the proponent's consultants.
- Further to the formal hydraulic analysis requirement, the developer's consultant can utilize the Region's current water and wastewater models (if required). The developer's civil consulting engineering firm will be required to enter into a Data License Agreement prior to obtaining any digital information from the Region.
- The FSR should include information related to all the other Utilities infrastructure in the area and potential conflicts.
- The FSR should show the existing site services and note how they are proposed to be decommissioned to make way for the development.
- The developer must physically locate the trunk watermain that is located in and around the 1134 Plains Road East property. The developer's Professional Engineer that is preparing the FSR must consult with the Region regarding the proximity of the proposed development to the trunk watermain, and the Region's approved set-back of the development from the trunk watermain. There shall be no impact from the development on the Region's trunk watermain. The Engineer shall prepare a number of cross-section engineering drawings along the existing trunk watermain alignment, for discussion with the Region. Proposed footings, foundation walls, overhangs, excavation, shoring, tie-backs, municipal mains and utilities will require to be detailed for review by the Region.

- Proposed tree planting and site plan features will have to be reviewed closely in order to avoid conflicts with the Region's trunk watermain located in and around the 1134 Plains Road East property, to the satisfaction of the City and the Region.
- New development must be on the basis of full municipal services.
- The developer should be aware of the Region's Multi-Unit Servicing Policy with respect to the number and location of water meters.
- Regional policies state that water and sanitary services cannot cross lot lines, the owner will ensure this throughout the process. Each lot must be independently serviced if it is proposed to be a separate lot.
- Any major servicing works required for this project would fall under the Regional Servicing Agreement process, including securities, Agreement registration, developer's liability insurance and the payment of Agreement fees.
- Servicing of a standard nature is required to go through the Regional Services Permit process.
- The size and scope of, utility trench and road cut, road restoration shall be to the satisfaction of the City of Burlington for local roads.
- Watermain and wastewater main (sanitary) servicing capacity is not guaranteed at the LOPA and ReZoning stage. Servicing of development in the Burlington area of Halton Region is currently on a first-come-first-serve basis. The owner can pre-consult about servicing capacity with the Region at any time in the future going forward. This current development proposal capacity will be reviewed closely and commented upon at the time of Planning application receipt. Should a servicing capacity issue be identified at that time then it will have to be dealt with, working through it with the Region. Servicing capacity is deemed to be in hand at the issuance of a Regional Servicing Agreement, Special Financial Agreement, and Regional Services Permit, which is reviewed and obtained toward the end of the City's Site Plan approval process, or Regional Servicing Agreement.
- The property is located just outside of an area, within the City of Burlington, that is a known as one of the Mobility Hubs within the city (under review). The Region is involved in the review of mobility hubs, and the review of the forthcoming studies and reports that will be undertaken with respect to Mobility Hubs. Servicing, and servicing requirements, are one of the reports that will be undertaken. It will be determined if other background studies will be undertaken.
- As always, acquiring land for development purposes and hiring consultants, at this time, is at the risk of the developer.
- Any water services and sanitary services that currently exist to the property that will not be utilized for any reason will be required to be disconnected right at the respective main by the developer.
- The developer's site servicing consultant can preconsult with the Region at any time regarding their proposed draft site servicing water design, wastewater design and identified utility conflicts (including storm).
- The Region would like to receive confirmation in writing when any required formal land assembly has taken place at the LOPA and ReZoning stage in order for servicing to conform with Regional Policies, that water and wastewater services do not and will not cross lot lines for different property owners.
- The developer should prepare a Solid Waste Management Plan to the satisfaction of the Region. The Plan shall have regard for the Region's Solid Waste Management Guidelines. The Solid Waste Management Guidelines are available on-line at http://www.halton.ca , Regional Official Plan (ROP) Guidelines, Development Design Guidelines for Source Separation of Solid Waste.
- The developer will inform the City, and the Region, whether they will be submitting a Site Plan application at the same time as the LOPA and ReZoning applications for timing purposes and issues identification and resolution purposes.

Conservation Halton Comments:

Ontario Regulation 162/06 – Conservation Halton

Pursuant to Ontario 162/06, Conservation Halton (CH) regulates all watercourses, valleylands, wetlands, Lake Ontario and Hamilton Harbour shoreline and hazardous lands, as well as lands adjacent to these features. Based on available information, the subject properties (1134 and 1167 Plains Rd. E) may contain and/or be located adjacent to flood hazards associated with Upper Hager Creek. The property at 1167 Plains Rd. E is also

located adjacent to and may contain a portion of the erosion hazards associated with the creek. CH regulates a distance of 7.5 metres from the greater of the limit of the flooding or erosion hazards. Permission is required from CH prior to undertaking any development within CH's regulated area and development must meet CH's *Policies and Guidelines for the Administration of Ontario Regulation 162/06* (https://conservationhalton.ca/policies-and-guidelines).

Based on CH Policy, all new development is to be located outside of CH's regulated area, and it must be demonstrated that flood-free access and egress will be provided. Through review of Planning applications, CH recommends that regulated lands be zoned appropriately for protection and placed into public ownership where possible and appropriate.

The drawing set and detailed topographic survey, stamped and signed by an Ontario Land Surveyor, will need to delineate the following:

- **Regulatory Floodplain Limit**: A floodplain analysis prepared by a qualified engineer is required to be submitted by the applicant for approval by CH. The proponent is to consult with CH prior to undertaking analysis to confirm study requirements and scope related to hydrologic and hydraulic modelling. Staff recommends that the analysis be completed to the satisfaction of CH prior to submission of the application to confirm constraints. Floodplain delineation across the road is needed to confirm if there are constraints to flood-free access/egress, in which case further consultation with all agencies may be necessary.
- **Erosion Hazard Limit**: Once staff review the topographic survey, including contours along the channel, staff will confirm whether the physical top of bank requires staking by CH staff.

Staff recommends further consultation with CH to discuss development potential on the subject lands once the hazards on and adjacent to the site are better understood.

As per CH's Landscaping and Tree Preservation Guidelines, all plants used for re-vegetation and landscaping adjacent to the creek should be native and non-invasive species, appropriate to the region. Guidelines are on CH's website: https://conservationhalton.ca/policies-and-guidelines

Memorandum of Understanding (MOU)

Staff requests circulation of the functional servicing report (FSR) for review of stormwater management (SWM). CH staff will coordinate with the City of Burlington staff in developing SWM criteria for the site. At minimum, staff recommends post to pre control and enhanced quality control. Staff also recommends that the SWM plan be based on maintaining an outlet into existing infrastructure on Plains Road East as opposed to a direct connection to the Diversion Channel. A CH permit would be required for any outlets in the regulated area.

Fees/Circulation

CH should be circulated the full application in both paper and digital format, including at a minimum the engineering, landscaping and site plan drawing sets, property survey, floodplain analysis, FSR and planning justification report.

CH will confirm applicable review fees once additional details are provided. Fees will apply based on the applicable fee schedule at the time of submission. CH's 2020 fee schedule is available online: https://conservationhalton.ca/plan-review-fees

Site Engineering Comments:

- Typically a mandatory meeting with City staff (& Regional Staff if needed) and the Civil Engineer, Geotechnical Engineer and Environmental Engineer is required prior to submitting the application. Prior to the meeting the Applicant shall provide the stormwater management report, geotechnical report and the environmental reports to staff, a min. 2 weeks in advance of the meeting, so that the materials can be preliminarily reviewed, and informed discussions can take place at the meeting. However, considering current events, the meeting may not be possible. If a meeting is not feasible we would ask for the

materials to be delivered for review a min. 2 weeks prior to the anticipated submission date for a cursory review to ensure it meets the criteria outlined in these notes. Conservation Halton, the MTO, and CNR/Metrolinx may also review and comment on the SWM report

- Typically a mandatory meeting with City Staff and the acoustical consultant is required prior to submitting an application. Prior to the meeting the Applicant shall provide the noise feasibility study to staff, a min. 2 weeks in advance of the meeting, so that the materials can be preliminarily reviewed, and informed discussions can take place at the meeting. However, considering current events, the meeting may not be possible. If a meeting is not feasible we would ask for the materials to be delivered for review a min. 2 weeks prior to the anticipated submission date for a cursory review to ensure it meets the criteria outlined in these notes. The MTO, CNR/Metrolinx may also review and comment on noise

Right of Way:

1. For 1134 Plains Road East is a City of Burlington owned road, the deemed width is 36m, the existing width varies from +/- 37.00 m (northeasterly corner) to +/-32.00 m (south easterly corner) due to previous widening on the east side of the road. In order to meet the deemed width an uneven widening that varies from zero up to +/-5.0 m may be required for the above property. Only a professional surveyor would be able to establish the accurate widening after a survey of area will be completed. We defer to the Transportation Department to confirm dedication requirements. If additional land is needed to be dedicated to bring Plains Road East to the deemed width, please ensure it is shown on all plans across all disciplines.
2. For 1167 Plains Road East the deemed width is 30m, actual width meets deemed, no widening required.
3. Schedule J of the Official Plan notes Plains Road East (south of the site) as a Multi-Purpose Road, and Plains Road East, east of the site as a Minor Arterial Road. Part II Section 3.3.2 e) states that a 15m x 15m daylight triangle is required at this type of intersection (after widening dedication). We defer to the Transportation Department to confirm dedication requirements. If additional land is needed to be dedicated for the daylight triangle, please ensure it is shown on all plans across all disciplines. If widening or daylight triangle dedications are required then a draft reference plan will be required to be submitted with the application showing the dedications.
4. We would like to flag that a new municipal sidewalk along the frontage connecting to the sidewalk on Plains East/Fairview, should be considered, including pedestrian connections to the entrances of the proposed buildings, Site Engineering defers to the Transportation Department to advise of requirements.
5. Enhanced street scaping may be required on municipal road frontages, site engineering defers to the Capital Works landscape technician to confirm streetscaping requirements.
6. There are no projects noted in the 2019-2028 Capital Budget and Forecast in this area.

General Comments:

1. Will the two properties remain separate or are they going to be assembled? Concept drawing looks like they will remain separate. If separate, then please ensure the Civil, Noise, and Environmental reports and drawings are in separate sections and identified by the property address.
2. We ask that the applicant pre-consult with Burlington Hydro regarding servicing requirements, it is our understanding that future hydro services and other utilities for development properties are to buried at the owner's expense. There are hydro lines between the two properties as well that look to connect the Plains Road East ROW to the MTO lands.
3. We ask that the applicant pre-consult with Union Gas, our GIS mapping indicates two Union Gas pipelines traversing the properties near the shared property line. Also in regard to servicing the property and for requirements for construction within close proximity to their pipeline.
4. We ask that the applicant pre-consult with the MTO regarding setbacks, stormwater management and noise control requirements
5. We ask that the applicant pre-consult with Canadian National Railway and Metrolinx regarding setbacks, stormwater management and noise control requirements
6. Just and advisory for the future Site Plan if the application is successful – please ensure there is enough room for utility meter/piping locations please do not place at the Plains Road East side of the building or near the entrances.

7. Please consider at-grade bicycle parking for residents/visitors
8. Please consider incorporating bicycle parking in the underground parking for residents – possibly at each parking space to hang a bike on the wall
9. Please incorporate electric vehicle charging stations in the underground parking as per OBC
10. Please consider incorporating ductwork for future electric vehicle charging at individual spaces
11. When the accessible parking spaces are designed in the underground parking please locate them closest to the elevators and ensure there is a clear route for access to the elevator lobby (concept plan looks to be laid out well)
12. Please ensure there is space for a safe area for pedestrians to enter and exit the elevator and stair areas (i.e. doors don't open to the travelled lane or a parking space), it should be inset to allow for the door to open and pedestrians to step out without being in the travel lanes
13. We defer to Transportation to comment on parking layout and sizes.
14. Advisory - Precondition survey of area structures prior to start of excavation and vibration monitoring for the duration of construction, may be required, limits of study area to be determined by the acoustical consultant/geotechnical engineer.
15. All elements of the underground parking structure (i.e. walls, foundation drains, shoring, etc.) are required to be within the limits of the subject property. Details, one for each side of each underground structure will be required to be submitted to demonstrate. If elements of the underground parking or for construction of underground parking, either permanent or temporary, encroach onto municipal or private neighbouring property then we would require written confirmation from the property owner that they have no objection to make the application complete, confirmation of a formal agreement may be required during the process. There appears to be zero (or close to) lot lines for the underground parking on the south and east sides of the buildings, this may prove to be a challenge for construction, the details will need to clearly demonstrate that the site is constructible. Generally speaking zero lot lines are difficult to construct, and to maintain the underground parking structure in the future, and are therefore strongly discouraged.

Environmental Site Assessment

1. This development would be a change of use from commercial to a more sensitive residential use, therefore a mandatory Record of Site Condition (RSC) is required prior to site plan approval. To make the application complete we will require a Phase One Environmental Site Assessment (ESA), if the Phase One ESA recommends a Phase Two ESA then it must also be submitted. All reports must be completed in accordance with O. Reg. 153/04 including a letter of Reliance confirming the City (and Region) may rely on the information provided in the reports. If a Phase Two ESA is required and it indicates remedial works are required to the site, the remediation plan is required to be submitted with the application to make the application complete. Please ensure that test results of the groundwater are included in the report and shared with the civil engineer. Please be advised that if the reports are not in accordance with O. Reg. 153/04 the application will be deemed incomplete. Please note that Groundwater levels will be required to be detailed in the Geotechnical /Hydrogeological report due to proposed underground parking and if present testing of the groundwater will be required in order to determine if it meets municipal discharge criteria to the storm sewer.
2. If the site is to remain two separate properties we would ask for two separate reports and two separate RSC's specific to the address.

Geotechnical Report required

1. Geotechnical Investigation (Stamped and certified by a P. Eng.) is required to make the application complete.
2. Report to address excavation constraints, shoring, etc., and shall be shared with the Civil/Structural/Architectural team as details (min. one for each side of the buildings) showing the underground parking construction limits is required as part of a complete application, i.e. the details have to show shoring, tiebacks, bracing, foundation, foundation drainage, etc.
3. The Geotechnical investigation shall address any concerns with groundwater that may require temporary and/or permanent dewatering. If groundwater management requires permanent dewatering due to the underground parking, estimates of the seasonally high flows need to be provided to the Civil Engineer so that they can incorporate into their stormwater management plan.

Please ensure the geotechnical engineer consults with the environmental engineer to see if there are any concerns with outletting intercepted groundwater into the municipal storm system. I.e . does the groundwater meet the municipal storm sewer water discharge criteria? If there is any contamination in the groundwater it may need to be outlet to a sanitary sewer (with Region's permission) or filtered prior to outlet to storm sewer. Confirm if it is anticipated that a permit to take water required or not? A Hydrogeological report may be required, depending on the initial findings and recommendation of the Geotechnical Engineer.

4. It is expected that groundwater monitoring wells would be installed early in the planning stages so that information regarding water levels in all seasons is included in the report.
5. Also, in support of any LID techniques that may be implemented, i.e. infiltration.
6. If the properties are to remain separate, please provide two separate sections in the report, one for each property.

Construction Management and Mobility Plan

1. Construction Management and Mobility Plan (CCMP) is required for the application to be complete. Due to the nature of the proposed development (i.e. large building footprint/zero lot lines) and the likelihood that use of the City's road allowance will be necessary during construction of the proposed development a CCMP is required to ensure that the development works can be completed in a manner that is to the satisfaction of the Director of Capital Works and the Director of Transportation Services, as the use of the City's road allowance for construction staging has not been approved and in order to minimize the impact to residents, vehicles, pedestrians and local businesses the following is required (please refer to the attached check list and staff report):
    a. CMMP, plotted to scale on 24" x 36" sheet
    b. Proposed limits of construction
    c. Proposed construction staging areas, including any staging areas required on the City's road allowance for concrete pours, material deliveries, site servicing, etc. and written justification for any construction staging areas on the city's road allowance
    d. Proposed temporary/permanent encroachments on the City's road allowance and written justification of any required encroachment on the City's road allowance
    e. Proposed truck haulage routes and location of truck stacking
    f. Proposed location of mud mat and vehicle wash down area
    g. Proposed location of crane assembly and swing radius
    h. Proposed traffic control measures, specifically addressing signage and/or any lane closures/restrictions
    i. Pedestrian control measures, specifically addressing signage and pedestrian routing
    j. Zero/reduced setbacks are a challenge - All elements of the underground parking structure (i.e. walls, foundation drains, shoring, etc.) are required to be within the limits of the subject property, a detail is required (for each side of the development) to demonstrate that the underground parking structure can be constructed within the property limits.
    k. Is temporary Groundwater management required during construction? if so, details need to be provided.
2. Please provide a separate CMMP for each phase, and if one phase is to be constructed and occupied before the other, then please ensure pedestrian and vehicle traffic from the first phase is considered and incorporated into the second Phase's CCMP.

Noise & Vibration Feasibility Study (prepared by a P. Eng.)

1. If the properties are to remain separate, two separate sections in the noise report is required, one for each address.
2. Noise & Vibration Feasibility Study (stamped and certified by a P.Eng.) is required for the application to be complete. The Noise & Vibration Feasibility Study shall be completed in accordance with MECP's Environmental Noise guideline Publication NPC-300, at minimum. The detailed Noise & Vibration Study shall also take into consideration and provide discussion in the report:
    a. <u>Considered a Class 1 property</u>

b. Impact of environmental noise on the proposed development, i.e. identify adjacent existing mechanical equipment/stationary sources that may impact the proposed development, if mitigation is required, provide details, including written confirmation from adjacent property owners of their agreement to mitigating measures, to make the application complete. Confirmation of a formal agreement may be required.
c. Impact of the proposed development on neighbouring noise sensitive receptors and spaces (if any)
d. Impact of the proposed development on proposed development's noise sensitive receptors and spaces
e. Impact of construction related vibration on neighbouring structures. Please note precondition surveys of surrounding structures may be required (with owner consent) prior to construction as a condition of the future Site Plan Application. Furthermore, vibration monitoring may be required for the duration of construction as a condition of the Site Plan Application. The detailed limits of the precondition surveys and vibration monitoring shall be confirmed by a Professional Engineer specializing in vibration as a condition of the Site Plan Application.
f. Copy of the concept site plan to be included in the report to ensure the Noise & Vibration Detailed Study is based on an up to date Site Plan design
g. Please also advise the noise consultant that although NPC-300 tables indicate 60dBA in the OLA (both at ground and upper levels) with warning clauses, it is not acceptable to the City, we request that all possible measures be taken to control the noise in the OLA to 55dBA or less, if not feasible, then we request calculations to confirm what levels could be achieved, i.e. 60dBA would require a 3m noise barrier, 59 a 3.5m, 58dBA a 4.0m, etc. all the way to 55dBA. Please have the architect consult with the noise consultant as to the optimal placement of outdoor living areas (including upper level OLA's) for residents, shielded from sources of noise.
h. Applicant to provide copies of correspondence from Railway/Metrolinx regarding train counts in the appendix of the report (if needed)
i. Applicant to provide copies of correspondence from the MTO regarding QEW traffic counts in the appendix of the report.
j. Applicant's consultant to use capacity volume of Plains Road East (and any other surrounding roads) for STAMSON (or other model) calculations; contact the City Traffic Department for volumes, and include correspondence in the appendix
k. Report to address vibration (if any)
l. Please have the acoustical engineer consult with the architect and structural engineer as to the optimal placement of vents and fans for the underground parking and outdoor living areas
m. Please advise the noise consultant that reflective surface should be used in Stamson (or alternate model) calculations
n. All STAMSON (or other model) calculations to be included in the report
o. All mitigating measures calculations are required to be included in the report, i.e. window glazing, façade requirements, etc.
p. Actual on site noise measurements to be included in the report
q. Copies of correspondence from the City of Burlington, and any other vested agency, confirming traffic/train counts must be included in the report's appendix.
r. Key plan showing points of reception to be included & a chart referencing the key plan, detailing the estimated noise levels, allowable levels, and mitigated noise levels
s. Receptors for each floor of each side of each building is required, and for any outdoor living areas, and for the commercial spaces. Receptors for surrounding residential is also required.
t. A table clearly outlining the receptor ID, allowable Nosie level under NPC-300, estimated noise level, and mitigated noise level is required.
u. Area context plan to be included showing potential sources of noise
v. Provide warning clause recommendations
w. Provide a summary/drawing of mitigation measures to be implemented
x. Please note that although NPC-300 indicates private terraces/balconies less than 4.0m deep do not require mitigation, the City will require a warning clause (if needed), something along the lines of : "*Purchasers/tenants are advised that the private terraces of each unit are less than*

4.0m deep and therefore are not required to have mitigation measures installed for noise as per the Ministry of Environment Conservation and Parks NPC-300. Sound levels due to road/train traffic, increasing road/train traffic and no mitigation measures may interfere with some activities of the dwelling occupants use of their private terrace"

Stormwater Management Report:

1. Conservation Halton, the MTO, and CNR/Metrolinx, may also review and provide comment, in case of discrepancy between agencies, the most stringent criteria shall apply
2. The City's Stormwater Engineer has provided the following SWM criteria:
    a) Enhanced Quality Control achieving 80% Total Suspended Solids Removal. We ask that a treatment train approach be considered, to incorporate Low Impact Development techniques. OGS may only be credited at 50%.
    b) Quantity Control – 100 year Post development flows from the two year up to and including the 100-year event (or Regional Storm, whatever is greater) to be controlled to 5 year pre-development flows, on site. **Overland Flow Route to Plains Road East.** Once a Civil consultant is chosen for the project, please have them consult with City Staff, we will coordinate with Conservation Halton and the MTO regarding the appropriate storm outlet(s) for the development, before a stormwater management design is undertaken. A new stormwater outlet to the diversion channel would not likely not be supported by staff.
    c) Water Balance – Strongly recommend to Retain/Infiltrate the first 5mm on site
    d) External Flows – engineer to confirm any external flows entering the site under the existing conditions. All identified external flows must be routed safely under the developed conditions without causing any flooding or ponding
    e) Existing infrastructure:
        i. There is an existing 375mm storm sewer on the east side of Plains Road East and a 750 storm sewer on the south side of Plains Road East
        ii. We can make the plans and profiles of the City streets available to the developer's Consulting Engineer during the design phase. The consultant can contact (annette.simpson@burlington.ca) to obtain drawings.
    f) Drainage Patterns – existing drainage directions and patterns should be maintained.
3. Clearly identify Conservation Halton hazard and setback limits, regional flood elevation, and spill areas. (if any)
4. Clearly identify MTO setback limits
5. Clearly identify CNR/Metrolinx setback limits
6. Identify existing storm system on site (there are existing maintenance holes/catchbasins/ditch inlets on the properties); indicate if anything is to be reused, or if it is to be removed. If re-used, a video inspection of the storm lines will be required and written confirmation from the Engineer that it is in good working condition.
7. Provide storage details and location
8. Report to include full size stamped/signed servicing & grading plan
9. For landscape areas over top of under/aboveground parking a runoff coefficient of 0.9 is to be used
10. Storm sewer pipes cannot be located under buildings (internal parking garage drainage is allowed).
11. Confirm if there is permanent dewatering required for underground parking – and incorporate into design, and identify how it would be outletted, i.e. is it clean enough to outlet to the municipal storm sewer? Civil Engineer to consult with Environmental Engineer and Geotechnical Engineer in this regard. If the SWM report advises there will be no groundwater collection (i.e. no foundation drains) then we will require written confirmation from the Geotechnical Engineer, Architect and Structural Engineer that it is possible to construct the underground parking structure without a foundation drainage system, this confirmation will be required to be included in the appendix of the SWM report.
12. Please note that there should be no surface ponding in (surface) accessible parking spaces, and no surface ponding in a 5-year storm, if there is any surface parking proposed
13. Please clearly show the overland flow route for this address and neighbouring properties to ensure existing drainage patterns are maintained. Overland flow route should be towards Plains Road East.

14. Quantity controls must use an orifice tube (not plates), it is our experience that the MTO will require that the orifice tube be located within municipally owned property and be min. 5m in length, we however defer to the MTO to confirm the requirements.
15. Need to confirm capacity of receiving system
16. Need to confirm condition of receiving system (i.e. video inspection)
17. Rooftop storage will not count towards the stormwater storage requirements (although allowed for other purposes, i.e. grey water for flushing toilets, irrigation for landscaping, etc.)
18. Control structures and their location with cross sectional details
19. Storm sewer design sheet
20. It's important to determine storage requirements as we need to ensure any tanks in the underground parking are sized correctly at the RZ/OPA stage to avoid having to use up parking spaces later on for an increase in tank size.
21. If you have questions regarding SWM criteria please contact us, we are happy to preconsult with the Civil Engineer if they have any questions, (umar.malik@burlington.ca or annette.simpson@burlington.ca)
22. We encourage Low Impact Development Stormwater Management techniques, such as rainwater harvesting for irrigation, use of treatment train approach of quality control by using bio and infiltration swales, etc., currently we look to the CVC/TRCA LID guidelines and/or in the future MOECC guidelines.

Detailed Engineering Plans:

1. All drawings across all disciplines to coordinate, i.e. use same base layer,
2. Please reference the Site Plan Guidelines and the Capital Works design standard drawings, the information below is not intended to be considered comprehensive, just some of the main items to be shown on the drawings.
3. Servicing Plan:
    1. The City defers to the Region to comment on water and waste water servicing
    2. Show limits of underground parking on all plans
    3. Show all proposed and existing servicing, and what is to happen to existing servicing, i.e. reuse, remove, if reuse, the infrastructure will need to be certified by the P. Eng. as in good working condition.
    4. Maintenance holes, catchbasins, etc., slopes, material, length, inverts, obverts, crossing information, etc. for proposed infrastructure. Include detail for each referenced specification, a separate sheet may be required.
    5. Actual locations of buried infrastructure is required, i.e. daylighting. Engineering drawings must contain accurate locations and inverts for connections and crossings, so that it can be confirmed the development is feasible. This must be completed and shown on the plans before they are submitted as part of a development application.
    6. City Trees (if any) and Bordering city trees to be shown on drawing and boundary trees over 100mm in diameter within 3m of the property line), indicate which trees are proposed to be removed.
    7. Utility furniture (meters, pedestals, boxes, etc.) for private developments cannot be located within the municipal right of way, please ensure there is enough room on site for servicing
    8. Catchbasins in landscape areas shall be sumpless
4. Detailed grading plan:
    1. FFE, openings in foundation, etc.
    2. Underground parking entrance elevation must be min. 500mm higher than the 100 year storm/regional flood elevation, or higher, or whatever is recommended by the engineer to ensure no overland flow will enter the underground parking structure.
    3. Curb depressions
    4. Accessible ramps
    5. Advisory for future site plan - Grades of barrier free parking spaces, max. 1.5% running slope, max. 1.0% cross slope

6. Top of retaining wall and bottom of retaining wall elevations for both proposed and existing (if needed), we need to clearly see how the proposed development will interface with the neighbouring properties.
7. Advisory for future site plan - Top of curb and bottom of curb elevations
8. Overland flow route
9. Need to include grades on adjacent properties enough to determine existing drainage patterns. The plan will clearly need to show how drainage will be contained in the development, and not cut off surrounding properties drainage.
10. Provide sections, one for each of the sides of each building to show how the development will interface with adjacent properties and the municipal right of way. Sections to include above and below ground as well as any permanent or temporary shoring/tiebacks/municipal infrastructure/utilities/etc./

5. Details of underground parking limits – all elements of the underground parking structure (i.e. walls, foundation drains, shoring, etc.) are required to be within the limits of the subject property, provide min. 4 sections, one for each side to demonstrate that all aspects of the development will be contained within the property lines. (will need to be included on the CMMP drawing as well).

Other items needed for a Complete submission:

1. Applicant to provide a reference plan showing all existing property lines/blocks/easements/etc.
2. Applicant to provide Title Search/PIN report for the property, to verify any agreements on title, as well as copies of agreements on title for the properties. Our GIS mapping indicates there are easements on the property.
3. As mentioned above, actual locations and inverts of all buried (and above ground) infrastructure in locations of proposed connections will be required (i.e. daylighting) with the site plan submission package, the civil engineer will need to confirm they have incorporated the actual locations/inverts into their design.

Future Site Plan:

1. All of the items mentioned above would need to be updated to reflect detailed design plus need the following:
2. Precondition survey of area buildings prior to start of excavation and vibration monitoring for the duration of construction, may be required, limits of study area to be determined by the acoustical/geotechnical engineers.
3. Mechanical Engineer will need to confirm that they have reviewed the SWM and have designed the internal pipes accordingly.
4. A stormwater management maintenance manual will be required prior to security release, it will need to outline all the SWM techniques on the site, how often they need inspected and maintained, and provide a list of local contractors who could perform the inspection/maintenance works. The SWM management maintenance responsibilities will need to be clearly outlined in the condo declaration as well.
5. Erosion Control Plan - silt sac's not just landscape fabric for catch basin protection, mud mat as per Conservation Ontario detail, wash down station, temporary erosion control ponds, etc.
6. Lighting/Photometrics details/drawing, as per City of Burlington Accessibility Design Standards and City of Burlington Outdoor Lighting Guidelines, available on our website, and provide manufacturer catalogues sheets for the luminaires to confirm full cut off/BUG U-0
7. show where snow storage will be accommodated. Our strong preference is to have snow stored on a landscaped (grass) area and then intercepted by catchbasins, this would allow for pretreatment of salty/sandy snow prior to entering the storm system.
8. Utility furniture (meters, pedestals, boxes, etc.) for private developments cannot be located within the municipal right of way.
9. Provide a Utility coordination plan, please no meters/valves/piping/vaults at the front of the building or near main entrances or blocking/encroaching into walkways or accessible routes. No private (required for the sole use of the development) utilities are allowed on municipal property, i.e. no piping, meters, boxes, etc., all required utility infrastructure must be contained to the property limits.

10. Applicant is advised that a new Standard is in effect as of July 12, 2017, S-114-B, requiring any disturbance to the municipally owned ROW asphalt to be restored curb to curb for the entire frontage(s) of the property, it may also mean that a City contractor will complete the works, and the costs borne by the Applicant

The applicant is advised that a full comprehensive review of materials will be undertaken once an application is submitted, at which time Site Engineering may provide additional comments, raise additional concerns, or request additional information. If the applicant or their consultants have any questions on the above they are welcome to contact me directly: annette.simpson@burlington.ca or 905-335-7600 ext. 7634

Urban Forestry & Landscape Comments:

Re: Existing Trees

- A Tree Inventory and Preservation Plan and Arborist Report is required for all existing trees greater than 10cm DBH on the subject sites and on adjacent properties within 3m of the property lines. See the City of Burlington: Pre-Submission Checklist for requirements.
- There are city trees in the right-of-way along Plains Road East Street. Removal of city trees will require council approval. Removal of city trees should be avoided where possible, and proposal for removal will require an arborist's assessment of health and structural condition prior to the request being accepted.
- A Tree Permit is required for all work around city trees, in accordance with Public Tree Bylaw 68-2013, including the payment of the Tree Permit fee and securities for trees to be retained.
- Clearly show the limits of the underground parking and discuss the impact of excavation for the underground parking structure on the preservation of existing trees on the subject properties and on neighboring properties in the Arborist Report.
- Existing trees, particularly along shared property lines and in landscaped areas and buffers, should be evaluated for retention. Trees that are injured or removed under the provisions of a private tree permit will need to be replaced using the City's method of calculation. The tree's size, as well as the overall condition rating will impact the total number of cm's required to be replaced. Generally, one replacement tree is required for every 10 cm diameter removed. It is recommended that the replacement trees are replanted on the subject site. If there is no room on site for the replacement trees, there will be a charge of $400 per replacement tree. This information and calculations should be included in the submitted Arborist Report and Tree Preservation Plan.
- If trees on private property are proposed to be removed prior to Site Plan approval, a Tree Permit is required for removal or injury of trees on private property within the Urban Planning Area Boundary of the City of Burlington, in accordance with the Private Tree Bylaw 20-2020, including the payment of the Tree Permit fee and compensation for trees required to be removed. A Private Tree Permit application should be applied for through the online application system: https://webforms.burlington.ca/Roads-and-Parks-Maintenance/Private-Tree-Permit-Application.
- All public and private trees to be retained require tree protection fencing. Please see the City of Burlington Tree Preservation and Protection Specification SS12A for further tree protection details. Show Minimum Tree Protection Zones (MTPZ) in addition to Tree Protection Fencing on the Tree Inventory and Preservation Plan and consider encroachments into the MTPZ of existing trees to retain in the Arborist Report.
- Removal or damage to trees on neighboring properties within 3.0m of the property line and boundary trees (which are protected under the Provincial Forestry Act (RSO 1990) Section 10) will require:
    - The adjacent property owners shall be consulted and made aware of the proposed development and potential impacts to their trees and boundary trees and requested to submit in writing that there are no concerns with proposed treatment of the existing trees.
        - OR

- A qualified professional (as defined in the City of Burlington's Pre-submission Checklist) shall be retained to address the potential impacts on the neighbor's trees and/or boundary trees and provide a letter or report confirming in their opinion regarding impacts to the boundary trees from proposed construction. The arborist letter or 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.

- A qualified professional (as defined in the City of Burlington's Pre-submission Checklist) may be required to be retained to address potential impact on the existing trees on site during excavation operations to ensure no damage to the protected trees or their root systems. Requirement to be determined at the Site Plan stage.
- **Do not remove any trees from the site until after the Rezoning and Official Plan application has been approved.**
- Re: Landscape
- A Landscape Concept Plan will be required, showing the general layout and intent of what is proposed for outdoor amenity areas and terraces, landscape buffer planting and courtyards, and safe and accessible pedestrian and bicycle circulation. See the Pre-Submission Checklist for requirements.
- Clearly show the limits of the underground parking on the Landscape Concept Plan and ensure there is sufficient soil volume for full sized large canopy trees.
    - Minimum required soil volumes range from $15m^3$ to $30m^3$, depending on the tree species and planting layout (e.g. soil volume share in a continuous trench for multiple trees, use of structural soil cells or engineered structural soil.)
    - The draft City Tree Planting Guidelines specify $30m^3$ 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. Smaller rooting volume (minimum $15\text{-}20m^3$) may be proposed for smaller trees.
    - Enough space between the property line and the limit of underground parking should be provided to grow large canopy trees that will not need to be removed when the underground parking garage requires repairs (i.e. trees planted on the roof slab of the underground parking garage).
- Landscaping should be provided along the north property line of Parcel "A" to provide a visual buffer between the proposed development and the adjacent property, but there is a driveway along the north property line.
- Show the underground utility locations, including proposed location of Hydro to be buried. Consult with Burlington Hydro to determine the location and required setbacks to tree planting in the right-of-way.
- Once the number of parking spaces is finalized, confirm the required number of Type "A" and Type "B" barrier free parking spaces required. Type "A" shall be 3400 mm in width and signed to indicate Van Accessible Parking. Type "B" shall be 2750 mm as per city zoning by-law. As per city zoning by-law, the access aisle shall be 2000 mm. The access aisle is to be clearly identified and can be shared by both spaces. Please see GAATES Figure 2.6.4.1 (page 127) for Van Accessible Signage detail.
    - Locate the barrier free parking spaces closest to the elevator lobby and not crossing vehicular traffic in the underground parking garage.
    - Contact the city's Accessibility Coordinator if you have any questions: Judi Lytle, 905-335-7600, ext. 7865, judi.lytle@burlington.ca.
- Show pedestrian walkways and connections to the city sidewalk and from proposed parking spaces to entrances.
- Show bicycle parking locations.

- Show conceptually the proposed layout and use outdoor amenity areas, terraces and courtyards.

Parks & Open Space Comments:

- Park dedication to establish a public park will be a condition of development for these sites that will create leisure opportunities for residents of this development and surrounding areas.
- Park dedication will be calculated in accordance with the current City Park Dedication Policies and By-law until the province brings into force the regulations for community benefits under Bill 108 and the City approves a Community Benefits Charge by-law or chooses to take 5% of the land for park purposes.
- Public parkland shall be free of encumbrances such as parking garages and will face a public road.
- The site Master Plan does not provide for a public park. This will require a resubmission that identifies a road facing public park that satisfies the requirements for parkland dedication.
- Staff recommend a separate meeting to discuss various options for satisfying park dedication requirements for this development.
- Rob Peachey can be contacted at rob.peachey@burlington.ca.

Transportation Services Comments:

- Please refer to our *Burlington Citywide Parking Standards Review* for applicable parking rates for this proposal - see the following URL: https://www.burlington.ca/en/services-for-you/city-wide-parking-standards-review.asp
- Please refer to our Site Plan Guidelines for applicable design standards for structured parking and ground floor.
- This site will require a Traffic Impact Study, please consult with the City of Burlington Staff to determine scope of work. Region of Halton and MTO staff may be interested in reviewing the traffic impact study as well.
- Please include truck and vehicle turning templates as part of your TIS to demonstrate safe site circulation.
- Provide a sidewalk along the frontage of 1134 and 1167 Plains Road East.
- Sight line studies will be required for all the proposed vehicle accesses on Plains Road.
- The site is impacted by the following ongoing studies: Freeman Interchange, Prosperity Corridor, 407 Transitway.

MTO Comments:

- Please note that all our comments at the present time are general in nature, more detailed comments will be provided when the specific site plan application arrives for review.
- Based on the provided general description of the development we can offer the following comments:
    - The subject land is located within the Ministry's permit control area and any development of this land requires ministry review and approval.
    - The properties are located within the study area for the Freeman Interchange Environmental Assessment. The Freeman EA Study is ready for TESR filing, and the EA Study Team did not identify the need to acquire any additional property within this particular area. That said, MTO requires the full 14 m setback from the ministry Right of Way (ROW)
    - All features essential to the operation of the site *must* be located outside of the 14 setback. Essential site features include but are not necessarily limited to:
        - Structures and buildings
        - Parking as required by municipal zoning by-law
        - Stormwater management facilities
        - Utilities (Storm, sanitary, water, gas, etc)
        - Drive aisles required for access to parking as required by municipal zoning by-law
        - Fire routes
    - The owner/proponent must be advised that no work regarding the proposal can take place without the issuance of the ministry permit. Please note that a MTO permit is also required for the new site servicing and/or grading work.
    - All plans must be stamped and signed by a Professional Engineer of Ontario and circulated to the MTO through municipal site plan application process for approval.

- **Please be advised that prior to completing the full review of the Site Plan Application, the Ministry requires the following material for review (digital copies are required as well).**
    - A Site Plan (SP).
    - A **storm-water management report** indicating the intended treatment of the calculated runoff and the impacts of drainage on the Hwy 401 right-of-way. Grading and Site Services Plans are required.
    - Full **Traffic Impact Study (TIS)** from the traffic consultant to describe the general criteria of the existing and anticipated traffic created by this development proposal. It is the proponent's responsibility to retain a qualified transportation consultant experienced in the preparation of TIS. Effective January 1, 2010, all TISs shall be undertaken by a firm approved under the Ministry of Transportation's consultant Registry, appraisal and Qualification System (RAQS) under the Traffic Impact Analysis specialty category. For references we have attached the TIS Guide.
- **General information regarding MTO Permits:**
    - An MTO Building and Land Use Permit is required prior to any construction.
    - Only once the applicant has received Site Plan approval can they apply for applicable MTO Permits.
    - All signs related to the development that are visible from the QEW and its ramps will require MTO permit(s).
    - Applicant must apply online through the link below once clearance letter is issued:
    - https://www.hcms.mto.gov.on.ca/

City of Burlington: Pre-Submission Checklist
1134 and 1167 Plains Road East
June 17, 2020

NOTE: This checklist will be used to ensure that the materials and technical studies submitted in support of a redevelopment application meet minimum standards. If these standards are not met, the materials will be returned and a redevelopment file will not be opened.

1) General Requirements

- ☐ Correct application fees (based on most current fee schedule)
- ☐ Correct number of application forms and copies of reports
- ☐ Application form fully completed and commissioned
- ☐ Landowner's authorization and consent to enter property signed
- ☐ Three CDs or flash drives containing electronic copies of all materials
- ☐ Consistency within technical reports in terms of the development concept evaluated, and supporting appendices and drawings.
- ☐ Consultants have coordinated data and conclusions so that reports are consistent between disciplines
- ☐ Clear and legible drawings
- ☐ All electronic file submissions must be named using the following naming protocol: "Address_StudyName_MM-DD-YYYY". If a document is revised and resubmitted the file name should indicate that it is a revised submission and the date of the revision should be noted: "Address_StudyName_Revised_MM-DD-YYYY".
- ☐ Two digital copies of all plans are required along with paper copies. Digital plans must be submitted in Autocad and/or GIS Shapefile format that must be geospatially positioned to match the City of Burlington's Geographic and Projected Coordinate Systems (Geographic Coordinate System: GCS_North_American_1983; Projected Coordinate System: NAD83_UTM_ZONE 17N).
- ☐ Pre-Application Consultation Meeting Notes
- ☐ BUD Meeting Minutes

2) Conceptual Site Plan

- ☐ Legible, metric scale drawing on 24x36 inch paper
- ☐ Clearly identifies all development constraints including easements, MTO setbacks, floodlines & hazard lands, natural heritage buffers etc.

3) Planning Justification Report

- ☐ Signed by a Registered Professional Planner
- ☐ Contains a written acknowledgement by the RPP that they have reviewed all supporting technical studies in consideration of their planning opinion.
- ☐ Contains a review of the applicable policies of the Provincial Policy Statement.
- ☐ Contains a review of the applicable policies of A Place to Grow Growth Plan
- ☐ Contains a review of Ontario Regulation 162/06.
- ☐ Contains a review of all other relevant Provincial legislation.
- ☐ Contains a review of the applicable policies of the Region of Halton Official Plan.
- ☐ Contains a detailed explanation of how the proposed development is consistent and/or conforms to all relevant Provincial Plans and policies.
- ☐ Contains a review and analysis of the applicable policies of the City of Burlington Official Plan (2008).
- ☐ Contains an analysis of the Intensification Criteria in the Burlington Official Plan.
- ☐ Contains a fulsome discussion of the results of the required technical studies and how they have been used to refine the redevelopment proposal.
- ☐ Contains a discussion of how input received at the Pre-application consultation meeting has been used to refine the redevelopment proposal.
- ☐ Contains a discussion of how input received from the Burlington Urban Design Panel has been used to refine the proposal.
- ☐ Contains an explanation of how the proposed development is compatible with surrounding land uses including height, setbacks, massing and design.
- ☐ Contains a comprehensive justification for any rental conversion or demolition of rental units which includes reference to the Region's State of Housing Report and a plan for relocation of existing tenants.
- ☐ Draft Zoning By-law
- ☐ Contains a robust justification of any removal or conversion of employment lands.
- ☐ Contains an explanation of why the requested change represents good planning and adheres to Provincial and municipal plans and policies.
- ☐ If land division is required, contains an explanation of the proposed process (condominium type, subdivision, consent), timing and next steps.

4) Urban Design Brief:

- ☐ Contains a itemized and detailed analysis of how the proposed development meets the urban design objectives and policies of the Official Plan and any relevant approved urban design guidelines.
- ☐ Indicates how the proposed development responds to its surrounding context (both existing and planned).
- ☐ Provides a close examination and understanding of the surrounding area including blocks, streets, and buildings that could influence overall site and building design.
- ☐ Describes the overall architectural expression; building relationship to streetscape and adjacent properties; pedestrian, cycling, and transit connections; sustainable building elements; and other urban design features that ensure design excellence.
- ☐ Contains an explanation of how the proposed development is compatible with surrounding land uses including height, setbacks, massing and design.
- ☐ Contains a discussion of how input received from the Burlington Urban Design Panel has been used to refine the proposal.
- ☐ Include the BUD Meeting Minutes as an Appendix.

5) Wind Impact Study

- ☐ Includes a quantitative pedestrian comfort evaluation using a wind tunnel test
- ☐ Sensor locations include major building entrances, sidewalks adjacent to the proposed building, parking lots adjacent to the proposed building, public amenity spaces (e.g. parks, plazas, trails, sidewalk patios, etc.), and private amenity spaces (e.g. balconies, roof top patios, private pools).
- ☐ Presents wind impacts on a two season basis as follows: summer (hourly winds occurring during the period of May through October) and winter (hourly winds occurring during the period of November through April).
- ☐ Models the proposed development, as well as all existing buildings, significant topographic features, and developments under construction within a 200m radius of the subject site
- ☐ Includes specific mitigation measures for any uncomfortable wind conditions

6) Environmental Site Assessment Report

- ☐ Completed in accordance with Ontario Regulation 153/04 as amended
- ☐ Regional Environmental Site Screen Questionnaire included
- ☐ Prepared, signed and stamped by a Qualified Person
- ☐ Letter of Reliance for City and Regional staff

- ☐ If the Phase One Study recommends a Phase Two Study, then the Phase Two is included with the submission
- ☐ If the Phase Two Study recommends site remediation, then the remediation plan is included to ensure that remediation feasibility has been considered.

7) Stormwater Management Report

- ☐ Refers to the Ministry of the Environment "Stormwater Management Planning and Design Manual" and the TRCA/CVC Low Impact Development Stormwater Management Planning and Design Guide.
- ☐ Is prepared, signed and stamped by a Professional Engineer
- ☐ Includes pre and post development drainage area plans that are legible, plotted to an acceptable metric scale, plotted on 24" by 36" paper and plotted on a consistent base map layer
- ☐ Includes site grading and servicing plans that are legible, plotted to a metric scale of 1:200, 1:250, 1:300 or 1:500, plotted on 24" by 36" paper and plotted on a consistent base map layer
- ☐ Includes digital copies of modeling, modelling program acceptability to be confirmed with City Staff prior to use and prior to submission of report.
- ☐ Includes a list of all past reports and current technical documents that have been consulted.
- ☐ Includes all calculations, modelling, and parameters (as per City Standard Drawings S-IDF, S-2D, S-3D, etc., as amended)
- ☐ Includes clearly defined stormwater criteria for the site (including source) and demonstrates in report how these criteria will be satisfied.
- ☐ Addresses all interim conditions as well as the ultimate condition
- ☐ Contains engineering details and cross-sections showing existing utility locations if any temporary and/or permanent encroachments are proposed.
- ☐ Provide chemical analysis of groundwater to determine if it satisfies the City's storm sewer discharge criteria for water quality. (including documentation from the Geotechnical or Environmental Engineer in the appendix)
- ☐ If groundwater cannot be directly outletted to the municipal storm system, detail where it will outlet, i.e. treated then outlet to storm or outlet to the sanitary system.
- ☐ Provide an estimate of groundwater flow to be permanently managed in the site storm system (including documentation from the Geotechnical Engineer or Hydro-geologist in the appendix)

- ☐ Provide comment on whether or not it is anticipated a permit to take water would be necessary either temporarily during construction or permanently.

8) Functional Servicing Report

- ☐ Is prepared, signed and stamped by a Professional Engineer.
- ☐ Contains legible drawings , including all dimensions, plotted to a metric scale of 1:200, 1:250, 1:300 or 1:500 on 24x36 inch paper, and on a consistent base map layer .
- ☐ Follows the terms of reference agreed upon by the Regional and City staff in advance of study commencement. Includes a copy of this approved Terms of Reference as an Appendix.
- ☐ Includes digital copies of models.
- ☐ Includes all dimensions in metric, to scale, and on a consistent base map layer.

9) Grading and Servicing Plans

- ☐ Must be separate Plans
- ☐ Are stamped and signed by a Professional Engineer
- ☐ Contains legible drawings, plotted to a metric scale of 1:200, 1:250, 1:300 or 1:500, on 24" by 36" paper and plotted on a consistent base map layer
- ☐ Identifies property lines, dedications, easements, regulated areas, impermeable surfaces (including curbs, roads, driveways, sidewalks, etc.), buildings and entrances, and other information as needed
- ☐ Identifies the location of all underground, at grade and overhead utilities
- ☐ Identifies the location of all storm water management infrastructure, including swales, sub-drains, catch basins, pipes, and other quality and quantity controls as required
- ☐ Identifies Municipal Benchmark and Horizontal Control

10) Noise & Vibration Feasibility Study

- ☐ Is prepared, signed and stamped by a Professional Engineer.
- ☐ Includes determination of project feasibility
- ☐ Includes assessment of existing and proposed transportation sources of noise and stationary sources of noise and vibration.
- ☐ Includes traffic/train counts confirmed by relevant agencies and includes correspondence from those agencies in an appendix.

- ☐ Includes assessment of outdoor and indoor acoustical environments, including those onsite and on neighbouring noise sensitive land uses
- ☐ Includes clearly defined environmental sound levels for transportation sources of noise and stationary sources of noise as per City's requirements and the MOECC publication NPC-216 and NPC-300 as amended
- ☐ Includes investigation of feasible means of noise impact mitigation, including a chart outlining noise control measures required to achieve sound levels of 55dBA (or as close as possible) for each outdoor living area
- ☐ Includes all calculations and modeling (i.e. STAMSON output)
- ☐ Includes technical details, and clarifies the responsibility for the implementation and maintenance of the required noise control measures.
- ☐ Includes recommendations for warning clauses.

11) Geotechnical Study

- ☐ Is prepared, signed and stamped by a Professional Engineer.
- ☐ Contains legible drawings
- ☐ Includes digital copies of models
- ☐ Includes all dimensions in metric, to scale, and on a consistent base map layer.
- ☐ Includes groundwater information (for example: dewatering during construction vs. permanent dewatering to be accommodated in a stormpond). Includes estimated volumes of groundwater to be permanently managed.
- ☐ Indicates if a Permit to Take Water would be required either during construction or permanently.
- ☐ Includes testing of groundwater to ensure it meets municipal stormwater discharge criteria. (City and Regional staff have been contacted if groundwater does not meet discharge criteria.)
- ☐ Contains sufficient quantity and distribution of boreholes to map soil and groundwater conditions for the soil type.
- ☐ Provides sufficient monitoring data to address groundwater level seasonality.
- ☐ Contains results of any geotechnical test completed.
- ☐ Discusses infiltration capabilities if Low Impact Development is proposed.
- ☐ Contains shoring and excavation details (for example: tiebacks, caissons, foundations, forming, piles) if underground parking or encroachments are proposed.
- ☐ Includes cross-sections, and dimensions from property lines and details of over-digging.

- ☐ Includes a stable slope assessment if required at the preconsultation stage. This study refers to the Ministry of Natural Resources and Forestry Technical Guidelines "Natural Hazards Manual Technical Guide – River and Stream Systems: Erosion Hazard Limit" and final topographical survey drawings with stable top of bank delineation signed and stamped by a Professional Engineer.
- ☐ Contains confirmation of the need for pre-construction surveys of surrounding buildings, to an extent determined by a Professional Engineer specializing in vibration, OR confirmation that pre-construction surveys are not warranted.

12) Traffic Impact Study

- ☐ Confirmation of Scope of Work by Burlington Transportation Services staff
- ☐ Signed by CET or signed and stamped by a Professional Engineer
- ☐ Follows Regional TIS Guidelines for Regional roads
- ☐ Follows MTO Guidelines for sites within MTO permit control area
- ☐ Includes correspondence about traffic projections from City, Region and MTO in an Appendix.
- ☐ Includes SYNCHRO files as an electronic attachment (not a PDF)
- ☐ Traffic counts are not completed during school holiday times, and are completed during the mid-week period (Tuesday through Thursday).
- ☐ Traffic counts are no older than one year.
- ☐ Electronic copy of all signal warrant calculation files (not a PDF)
- ☐ Includes all traffic counts and modelling data in an Appendix and electronically
- ☐ Includes a multi-modal approach to transportation analysis
- ☐ Incorporates Travel Demand Measurement measures

13) Hydrogeological Assessment

- ☐ Is prepared, signed and stamped by a qualified person (Professional Geoscientist or Professional Engineer)
- ☐ Follows the requirements for Completion of Hydrogeological Studies to Facilitate Conservation Halton's reviews (www.conservationhalton.ca/policies-and-guideline)
- ☐ Follows the terms of reference agreed upon by Conservation Halton, Regional and City staff in advance of study commencement. Includes a copy of this approved Terms of Reference as an Appendix.
- ☐ Contains legible drawings
- ☐ Includes digital copies of models

☐ Includes all dimensions in metric, to scale, and on a consistent base map layer.

14) Floodplain Modelling and Mapping

☐ Is prepared, signed and stamped by a Professional Engineer

☐ Has been completed in consultation with Conservation Halton.

☐ Contains overall constraint drawing showing the following:

- development fabric
- existing contours
- all delineated hazards (top of bank, stable top of bank, floodplain, meander belt, erosion hazard)
- Conservation Halton allowance if applicable

☐ Contains legible drawings on 24x36 inch paper

☐ Includes digital copies of models

☐ Includes a list of all past reports and current technical documents that have been consulted.

☐ Includes all dimensions in metric, to scale, and on a consistent base map layer.

☐ Includes overall constraint drawing and topographic survey.

☐ Refers to Ministry of Natural Resources and Forestry Technical Guidelines "Natural Hazards Manual Technical Guide – River and Stream Systems: Flooding Hazard Limit".

15) Environmental Impact Assessment

☐ Is signed by qualified professional

☐ Includes all dimensions in metric, to scale, and on a consistent base map layer.

☐ Follows the methodology outlined in the Region's EIA Guidelines

☐ Includes digital copy of all field notes

☐ Includes a list of all past reports and current technical documents that have been consulted.

☐ Follows the Terms of Reference approved by the Region, Conservation Halton and City of Burlington and includes this approved Terms of Reference in an Appendix.

☐ Achieves the agreed upon number and timing of field surveys, and utilization of appropriate or applicable protocols (including field notes digitally)

16) Sun Shadow Study:

- ☐ Completed in accordance with City's Shadow Study Guidelines and Terms of Reference

17) Tree Inventory and Preservation Plan

- ☐ Is prepared by a qualified professional (e.g. 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.)
- ☐ Contains legible drawings on 24x36 or 11x17 inch paper
- ☐ Includes all dimensions in metric, to scale, and on a consistent base map layer
- ☐ Identifies all existing trees (over 10cm diameter at breast height (DBH) measured at 1.4m above the ground) on site and within 3m of the property lines, their common and botanical name, size (DBH and height), structural and physiological condition, ownership, comments and notes, recommendations, and photos
- ☐ Identifies trees proposed to be removed and retained, and the methods to be used to ensure preservation and protection of trees to be retained, including location and detail of tree protection fencing in accordance with the City of Burlington's Tree Protection and Preservation Specification SS12A: www.burlington.ca/en/services-for-you/resources/Forestry%20Operations/Tree_Protection_and_Preservation/Tree_protection_and_preservtion.pdf
- ☐ Tree Preservation reports should describe the scope and methodology of proposed construction works
- ☐ Abbreviations should be defined and industry standard terminology used

18) Landscaping and Restoration Plan/Landscape Concept Plan

- ☐ For sites within Conservation Halton regulated area: incorporates Conservation Halton's Landscape and Tree Preservation Guidelines, April 2010 (www.conservationhalton.ca/policies-and-guidelines)
- ☐ Is stamped and signed by a qualified member of the Ontario Association of Landscape Architects
- ☐ Contains legible drawings on 24x36 inch paper
- ☐ Includes all dimensions in metric, to scale, and on a consistent base map layer
- ☐ Identifies the location and general design intent of the proposed plantings, identifying minimum required soil volumes, and location of any structural soil cell installation areas to achieve minimum soil volumes.

- ☐ 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
- ☐ Identifies the location of all underground, at grade and overhead utilities
- ☐ Identifies the location of any storm water management infrastructure, including swales, sub-drains, catch basins, pipes, and other quality and quantity controls as required

19) Top-of-bank Demarcation

- ☐ Completed in consultation with Conservation Halton
- ☐ For Rambo Creek, completed in consultation with the City of Burlington
- ☐ Contains legible survey plan stamped and signed by an Ontario Land Surveyor

20) Waste Management Report

- ☐ Contains a loading plan showing turning radii for trucks
- ☐ Contains building elevations illustrating vertical clearance for truck access
- ☐ Contains details of layout for waste storage areas
- ☐ If no public waste collection is proposed, includes a letter confirming private pick-up.

21) Site Survey

- ☐ Prepared and signed by an OLS Surveyor
- ☐ Shows any required right-of-way widenings, daylight triangles and any easements, etc.

22) Construction Management and Mobility Plan:

- ☐ Legible, metric scale drawing on 24" x 36" paper
- ☐ Clearly identify property lines, easements, floodlines & hazard lands, natural heritage buffers, existing trees and vegetation to be retained, etc.
- ☐ Clearly identify limits of above ground development, including buildings, parking, sidewalks, curbs, etc.
- ☐ Clearly identify limits of underground parking structure, including dimensioning distance from property lines
- ☐ Includes shoring and excavation details
- ☐ Clearly identify limits of all elements of the underground parking structure including foundation drainage system/shoring/tiebacks/etc.
- ☐ Clearly identify limits of temporary perimeter/security fencing, covered sidewalk protection (if proposed) and tree protection fencing

- ☐ Clearly identify proposed temporary (trailers/material storage/fencing/etc.) and/or permanent encroachments (tiebacks/shoring/etc.) into the Right of Way and identify approximate time line of closure
- ☐ Clearly identify any proposed temporary sidewalk and/or lane closures and identify approximate time line of closure.
- ☐ Identify haul route, i.e. what roads are to be used for material deliveries
- ☐ Identify crane location and swing radius – please note that further detail/additional requirements will be provided at the site plan stage
- ☐ Drawing must clearly note that no trades parking or truck staging will be allowed on the Municipal Right of Way
- ☐ The applicant is advised that if the Official Plan Amendment/Re-Zoning application is approved, at the Site Plan stage additional construction management details may be required, including requirement of Road Occupancy and Municipal Consent permits if applicable.

SCHEDULE 6

Pre-Application Public Consultation

Molinaro Group
472 Brock Avenue Unit 103
Burlington, ON. L7S 1N1

MOLINARO GROUP

To Owner/Occupant
Pre-application Consultation Virtual Meeting

Molinaro Group is hosting a virtual pre-application community meeting to discuss a proposal to develop two 20 and 25 storey residential towers and podium at 1134 Plains Road East with 426 units, and two 30 and 35 storey residential towers and podium at 1167 Plains Road East with 733 units. They also will discuss their proposal for preservation of Davids Homestead heritage site in the centre of the phase 2 which will be relocated to have maximum exposure at the corner of Plains Road East and Fairview street.

No application has been received and no decision has been made by the City. Public comments may be directed to the applicant at this time. Once a complete application has been received the public will be notified, and comments will be received by city staff.

The Virtual Pre-Application Community Meeting will take place:

Thursday Oct.01.2020
7:00 pm - 9:00 pm

Participate On-Line via Zoom:
https://zoom.us/j/91867482510

Webinar ID: 918 6748 2510

Participate by Telephone:
1-647-374-4685

As shown on the attached concept drawings, the two residential sites that are being considered for development are as follow:

Phase 1: 1167 Plains Rd
Phase 2: 1134 Plains Rd

This Consultation meeting is the first step in a comprehensive review of the draft proposal. The purpose of the consultation meeting is for Molinaro Group to address key questions and obtain community feedback prior to the submission of any development applications.

During the meeting, Molinaro Group will provide an overview of the proposal and City Staff will provide an overview of the development application review process and how the public can be involved. There will also be a question and answer component about the various aspects of the proposal and the planning process. Mayor, Marianne Meed Ward, the Councillors in this case, Ward 1 Councillor Kelvin Galbraith and Ward 2 Councillor Lisa Kearns will be in attendance to listen to the discussion.

Meeting Agenda:

1. Welcome and Introductions;
2. introductory comments by Mayor, Marianne Meed Ward, Ward 1 Councillor Kelvin Galbraith and Ward 2 Councillor Lisa Kearns;
3. City Planning Staff Presentation on the Planning Process (more information on the planning process can be found at www.burlington.ca/en/services-for-you/burlington-planning-process.asp);
4. Molinaro Group Presentation on the Development Proposal;
5. Comments and Questions & Answers with the public.

After the event, additional comments, questions, and feedbacks for Molinaro Group can be directed to Ed Fothergill: edf@nas.net or 905.577.1077

Molinaro Group
472 Brock Avenue Unit 103
Burlington, ON. L7S 1N1

MOLINARO GROUP



LOCATION MAP



VIEW FACING WEST

SCHEDULE 7

Pre-Consultation - Minutes from Urban Design Panel - October 20, 2020

Community Planning Department
Burlington Urban Design Advisory Panel (BUD)

MINUTES

October 20, 2020, 2:50 pm
Virtual (Online) Meeting

Members of BUD

	present	absent / regrets
Ken Coit (Chair)	✓	
Jana Kelemen (Vice Chair)	✓	
Alexandru Taranu	✓	
Jackie VanderVelde	✓	
Jessica Hawes	✓	
LeAnn Seely	✓	
Matt Reid	✓	
Michael Barker	✓	
Nigel Tai	✓	

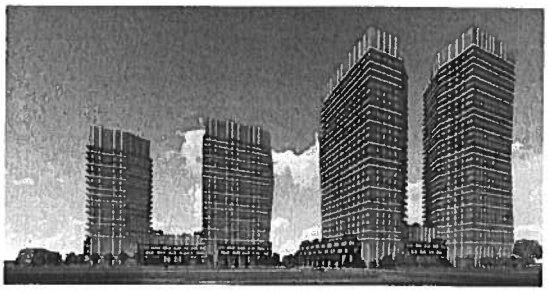
Item #2: 1134 & 1167 Plains Road East

Design Review: First Review

Application: Official Plan and Zoning By-law Amendments

Presentations:
City Staff: Kyle Plas, Coordinator of Development Review

Design Team: Bernardo Graziani, Graziani + Corazza Architects; and Carolina Schmitz, Seferian Design Group



Disclosure of conflict-of-interest

None.

City Staff Overview

City staff outlined the project details, planning framework and existing and future context. Staff are seeking the Panel's advice on the following key issues:

1. **Outdoor Amenity Area**
   Please comment on the overall landscape plan and site plan. What features or components could be incorporated to support a ground level outdoor amenity area on this site, in recognition of the proposed elevated outdoor amenity areas?

2. **Heritage Building**
   Please comment on how the heritage building relates to the proposed development. Is it appropriately integrated with the proposed buildings and site layout? and

3. **Relationship to Street and Surrounding Context**
   Please comment on the placement and design of the podium and tower components of the buildings in relation to the street and the surrounding context. How can the buildings be designed to integrate with the surrounding employment area and support pedestrians?

Design Team Presentation

The project architect provided an overview of the proposal, including a description of the surrounding context and details of the proposed development. The existing heritage building will be retained and incorporated into the proposed development and may be repurposed to a restaurant use or other compatible use.

The design of the buildings will include a three-storey podium, with residential uses starting on the 4th floor. Parking will be provided in three underground levels and three levels within the building, forming a link between the towers. Amenity space will be provided in the link. The tower floor plates were designed to comply with the City's Tall Building Design Guidelines for minimum tower separation and maximum permitted floor area. Both phases will utilize similar design principles. Cladding materials and balconies will reinforce the angular form of the towers. Colours and materials will be distinct between the two phases. Towers will include glazing and pre-cast panels. The form of the towers is intended to be dynamic and change depending on where they are viewed from.

The project landscape architect walked the Panel through the proposed landscape site plan. A new sidewalk will be provided along Plains Road. The entrances of each building will use feature paving, urban furniture, benches and lighting. A dog run area is proposed within the required setback from the CN rail line. The required MTO setback from the QEW is proposed to be treated as an open space, with a linear park or urban trail with enhanced vegetation, improved tree canopy and seating. The heritage building will be incorporated into the design with meadow planting and connected to the trail and buffer area. Most of the landscaping will be located over parking slab. An easement is located between the two phases, which will be clear or buildings and structures. A formal gathering space and seating area will be provided near the easement area.

Panel Questions:

The Panel asked the following questions of clarification:

- Is current siting of the heritage building of cultural significance?
  - There is significance to the structure itself, but the significance of the siting is unclear at this time.
- What is the current use of the heritage building?
  - Clothing retail.
- Who does the easement belong to?
  - The easement is located on part of Phase II. It was the project architect's understanding that the easement has abandoned lines that used to run under Plains Road before the road was redirected to Fairview Street. There may still be some servicing underground that is still active.
- Are there any amenities, parks or nature within a 10-minute drive of the site other than the mall?
  - City staff noted that there is a city park to the north of the CN tracks, but there is currently no crossing, so it would be a lengthy walk. Given the current context of the area, the immediate area is currently somewhat void of parks and recreation facilities.
- Is there transit on Fairview Street or Plains Road?
  - Fairview Street is identified as a frequent transit corridor in the City's Official Plan.
- Will there be any noise protection from the highway and rail corridor?
  - Noise studies are currently being undertaken, and noise will be mitigated accordingly.
- What is the total number of residential units proposed?
  - 1,160 residential units.

- Is there any commercial, retail or other uses proposed on site, other than a possible use within the heritage building?
    - No; the project architect explained that retail space on site was not felt to be necessary given the mall across the street.
- Are there existing sidewalks?
    - No. The proponent is proposing a walkway along Plains Road that connects with Fairview, where pedestrians can then cross to the mall or walk to other nearby commercial and retail uses. The site is also within walking distance to bus stops.

Panel Advice:

Question #1: *Outdoor Amenity Area - Please comment on the overall landscape plan and site plan. What features or components could be incorporated to support a ground level outdoor amenity area on this site, in recognition of the proposed elevated outdoor amenity areas?*

The Panel commented that the site is very isolated from walkable amenities. Providing more programming and ground level outdoor amenity space, could help create less isolation and foster a sense of community for future residents. The Panel recommended reducing the size of the buildings to allow more room on site for outdoor amenity space, exploring the possibility of using the easement for amenity space, designing the space with the needs of children, families and seniors in mind, and doubling up on some of the amenities to ensure that they are accessible to residents in both buildings.

The Panel commented that the linear space should be more than just grass and a path through the site. There is an opportunity for the space to become a linear park or a circuit that leads to elements such as children's play areas with shade, ecological focused elements , dog parks, community gardens and other amenities which would draw people down into the landscape. It was noted that the proposed location of the dog run at the north end of the site is too far for residents in the south building to access. Consider locating the dog run on the easement area between the buildings, or providing multiple dog runs instead.

Placing significant outdoor amenity areas at both ends of the path could also be helpful as they can become like magnets that draw people to use the landscape. Consider placing a play area at one end and a coffee shop in the heritage building on the other. The path should also lead to the municipal sidewalk in a more convincing way in order to create a circuit like space.

Also, stormwater on this site could be managed in a way that increases residents' access to nature as part of an overall strategy which considers sustainable/LID approaches (e.g. rain gardens, permeable pavers). The courtyards in front of the buildings should be designed not just for aesthetics but as gathering spaces given the number of people proposed. For example, the planters and buffers could become areas for community gardens which could create a sense of community in what will become an isolated development

The Panel cautioned that noise from the highway and rail corridor should be considered very carefully, as the noise will likely be significant no matter where the amenity area is located, even the elevated amenity area.

Question #2: *Heritage Building - Please comment on how the heritage building relates to the proposed development. Is it appropriately integrated with the proposed buildings and site layout?*

The Panel commented that the history of the heritage building should be properly interpreted when considering its reuse. The orientation of the building to the street is an important consideration, especially if it is to be used commercially. The front door should face Fairview Street to retain the farmhouse cultural landscape around it, but an entrance from the back or side may also be needed to support pedestrians that are travelling from the linear park and parking lot. The Panel was generally supportive of the relocation of the building to a more visible location from the street. The Panel recommended that a higher level of landscape treatment around the building be provided to integrate the building with the rest of the site and further honor its history. The landscape design around the building should be considered as part of the overall interpretation strategy.

Integrating the materials of the heritage building into the new buildings in a modern way, keeping existing larger trees, and using pavers for the loading and parking lot areas are other opportunities that could be explored to further integrate the heritage building into the development.

Question #3: *Relationship to Street and Surrounding Context – Please comment on the placement and design of the podium and tower components of the buildings in relation to the street and the surrounding context. How can the buildings be designed to integrate with the surrounding employment area and support pedestrians?*

The Panel commented that the parking in the podium is only screened from the view of the street for the second phase; it is very visible in the first phase. The Panel recommended reducing the number of units and scale of the development to decrease the amount of parking required and create an improved amenity area. The overhead doors and parking areas should also be reassessed and mitigated from view. The Panel reiterated that this is an isolated site. It will require a unique response with its own amenity at the pedestrian level.

The Panel appreciated the tapered design and simplicity of the towers and their scale in relation to the highway. However, although the separation distance is achieved between the towers, the massing of the buildings in the renderings make the towers appear closer than they are; other angles could be explored. The transition between the podiums and towers is very noticeable due to the shape and could potentially be toned down. It will be important to consider views to the buildings from other areas as they will be landmarks in Burlington.

The continuous balconies may also need to be reconsidered due to noise and dust from the surrounding industrial area and highway. Balconies could be focused on the south sides of the buildings where there are better views towards the lake, and less glazing could be provided on the north sides. Less glazing and more punch walls can also help emphasize the dynamic shapes and enhance the proportions of the buildings.

End...Item #2

SCHEDULE 8

Draft Official Plan Amendment

OFFICIAL PLAN AMENDMENT

AMENDMENT NO. XXX TO THE OFFICIAL PLAN

OF THE BURLINGTON PLANNING AREA

CONSTITUTIONAL STATEMENT

The details of the Amendment, as contained in Part B of this text, constitute Amendment No. XXX to the Official Plan of the Burlington Planning Area, as amended.

PART A – PREAMBLE

1. PURPOSE OF THE AMENDMENT

The Amendment will update the current Official Plan policies which are now in effect with respect to the subject property to bring them in line with proposed new policies as outlined in Official Plan Amendment Number 119 which was adopted by the City and approved by the Region on November 20, 2020.

2. SITE AND LOCATION

The Amendment comprises the following properties:

1. Parcel A: 1167 Plains Road East

2. Parcel B: 1134 Plains Road East

3. BASIS FOR THE AMENDMENT

1. It updates the land use designation and policies in the existing Official Plan for these lands to bring them more into conformity with more recent Council direction.

2. It allows for development which will help to achieve the intensification objectives of the Provincial Policy Statement, the Growth Plan, the Regional Official Plan and the Burlington Official Plan in an area where intensification can be accommodated.

4. It supports development which will take advantage of and contributes to the ongoing sustainability of the existing service commercial uses in the area.

5. It allows for a development to proceed which is compatible with the surrounding community.

6. It provides a significant gateway feature at a highly visible location.

7. It allows for the more efficient use of existing municipal services.

8. It encourages development which is transit supportive in terms of both local and regional transit infrastructure.

PART B – THE AMENDMENT

1. DETAILS OF THE AMENDMENT

Map Change:

1. Replace Mixed Use Corridor – Mixed Use Commercial and Mixed Use Employment designation in Schedule B with Mixed Use Intensification Area – Mixed Use Nodes and Intensification Corridors and Mixed Use Intensification Areas - Urban Centres - Urban Corridor

Text Change:

That the Site Specific Policies in Section 8.1.3(7.3) be amended by adding the following sub-section:

(l) **1134 and 1167 Plains Road East:** Notwithstanding the *floor area ratio* and height policies contained in Subsection 8.1.3(7.2)(f) and (g) of this Plan, for the property identified as 1134 and 1167 Plains Road East, the following policies *shall* apply:

(i) the maximum *floor area ratio shall* be 5.0:1; and

(ii) the maximum building height *shall* be thirty-five (35) storeys.

SCHEDULE 9

Draft Zoning By-law

APPENDIX XX –

BY-LAW NUMBER 2021.XX, SCHEDULE 'A' AND EXPLANATORY NOTE

THE CORPORATION OF THE CITY OF BURLINGTON

BY-LAW NUMBER 2021.XX

A By-law to amend By-law 2020, as amended; Parcel A – 1167 Plains Road East and Parcel B – 1134 Plains Road East.

File No.: 520

WHEREAS Section 34(1) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, states that Zoning By-laws may be passed by the councils of local municipalities; and

WHEREAS the Council of the Corporation of the City of Burlington approved Recommendation PB-XXXXXX on ..... 2021, to amend the City's existing Zoning By-law 2020, as amended, to permit the development of a mixed use building with a maximum height of 35 storeys.

THE COUNCIL OF THE CORPORATION OF THE CITY OF BURLINGTON HEREBY ENACTS AS FOLLOWS:

1. Zoning Map Number 10-A of PART 15 to By-law 2020, as amended, is hereby amended as shown on Schedule "A" attached to this By-law.

2. The lands designated as "A" on Schedule "A" attached hereto are hereby rezoned from H-MXC-423 and MXE to MXG-X.

3. PART 14 of By-law 2020, as amended, Exceptions to Zone Classifications, is amended by adding Exception MXG-X as follows:

Exception	Zone	Map	Amendment 2020.???	Enacted
Regulations Minimum Yard abutting Street: 0.6 metres Minimum Landscape Area Abutting A Street: 0.6 metres Maximum Floor Area Ratio: 5.0:1 Maximum Height: 35 storeys Minimum Parking Requirements: 1.16 spaces per unit Minimum Amenity Area: 24,000 sq.m.				
Except as amended herein, all other provisions of this By-law, as amended, shall apply				

4 a) When no notice of appeal is filed pursuant to the provisions of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, this By-law shall be deemed to have come into force on the day it was passed

4 b) If one or more appeals are filed pursuant to the provisions of the Planning Act, as amended, this By-law does not come into force until all appeals have been finally disposed of, and except for such parts as are repealed or amended in accordance with an order of the Local Planning Appeal Tribunal this By-law shall be deemed to have come into force on the day it was passed.

ENACTED AND PASSED this .....day of ..... 2021.

_____MAYOR

_____CITY CLERK

EXPLANATION OF PURPOSE AND EFFECT OF BY-LAW 2020.XX

By-law 2021.XX rezones lands on Parcel A – 1167 Plains Road East and Parcel B – 1134 Plains Road East to permit a mixed use buildings with a maximum height of 35 storeys.

For further information regarding By-law 2021.XX, please contact Melissa Morgan of the Burlington Community Planning Department at (905) 335-76O0, extension 7788.