



**Hamilton**

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Planning and Economic Development Department  
Development Planning, Heritage and Design  
71 Main Street West, 5<sup>th</sup> Floor, Hamilton ON L8P 4Y5  
Phone: 905-546-2424 Fax: 905-546-4202

February 22, 2017

File: FC-16-153

UrbanSolutions Planning and Land Development Consultants Inc.  
c/o Sergio Manchia  
105 Main Street East, Suite 501  
Hamilton, Ontario  
L8N 1G6

Dear Sir:

**RE: Formal Consultation Meeting – Application by UrbanSolutions Planning and Land Development Consultants Inc. (c/o Sergio Manchia) for Lands Located at 235 Main Street West, Hamilton (Ward 1)**

Please find the attached Formal Consultation Document from the Development Review Team Meeting held on **January 25, 2017**, which identifies the required items that must accompany future applications for **Official Plan Amendment, Zoning By-law Amendment** and **Site Plan Control** in order to deem them complete, in accordance with the *Planning Act*.

As part of the Formal Consultation Process, signatures by the Owner(s) and Agent/Applicant are required. Please return a signed copy of the Formal Consultation Document to the Development Planner. Should you wish to proceed with the submission of the above noted applications for this proposal, please enclose a copy of the signed Formal Consultation Document with your applications.

If you have any questions or require assistance at any time throughout the development process, please feel free to contact Gerry Tchisler at 905.546.2424 ext. 4148 or by e-mail at [Gerry.Tchisler@hamilton.ca](mailto:Gerry.Tchisler@hamilton.ca), or myself at ext. 1258.

Yours truly,

Anita Fabac, MCIP, RPP  
Manager of Development Planning, Heritage and Design  
Planning Division

gt  
Attachment

cc: Manhattan West Corporation (c/o Ralph and Al Frisina) P.O. Box 81060, Ancaster, ON, L9G 4X1



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Development Planning, Heritage and Design  
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Phone: 905.546.2424 - Fax: 905.546.4202

**Formal Consultation Document**

Meeting Date: January 25, 2017 File No: FC-16-153

Owner: Manhattan West Corporation (c/o Ralph and Al Frisina)

Applicant: UrbanSolutions (c/o Sergio Manchia)

Agent: UrbanSolutions (c/o Sergio Manchia)

**PROPERTY INFORMATION**

Address and/or Legal Description: 235 Main Street West, Hamilton

Lot Frontage (metres): 46.93 Lot depth (metres): 45.82 Lot Area (m<sup>2</sup>): 1906.76

Regional Official Plan Designation: \_\_\_\_\_

Rural Hamilton Official Plan Designation: \_\_\_\_\_

Urban Hamilton Official Plan Designation: Mixed Use Medium Density (Strathcona  
Secondary Plan

Local Official Plan Designation: \_\_\_\_\_

Other Plan Designation: \_\_\_\_\_

Zoning: "H" (Community Shopping and Commercial) District

Description of current uses, buildings, structures and natural features on the subject  
lands: Vacant lot, temporarily being used for parking

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Brief description of proposal: The applicant proposes to construct a 13 storey mixed use  
building with 572 square metres of commercial uses on the ground floor and 147  
residential dwelling units above. The proposal includes 99 parking spaces distributed  
between the ground level and two underground levels. Currently, the subject lands  
contain a vacant gravel lot.

**APPLICATIONS REQUIRED**

Rural Hamilton Official Plan Amendment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Urban Hamilton Official Plan Amendment	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Local Official Plan Amendment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Zoning By-law Amendment (Complex)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Subdivision	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Condominium (Type: _____)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Site Plan (Type: Full Application)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Consent	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Variance(s)	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Other	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**Note:** The City of Hamilton is in the process of creating a new comprehensive Zoning By-law for the entire City. The new Zoning By-law is being prepared in phases by Land Use topic. Commercial and Residential zoning may be implemented which could be different than the current zoning. Accordingly, additional applications may be required. If a Building Permit has not been issued by the City prior to the new zoning coming into effect, the approved site plan may be affected, related to zoning compliance, which may require further planning approvals (i.e. Minor Variance, Zoning Amendment, etc.).

**FEES REQUIRED**

City of Hamilton:	Urban Hamilton Official Plan.....	\$17,955
	Zoning By-law Amendment.....	\$22,260
	Site Plan Control.....	\$9,275
Other:	Tariff of Fees (as a condition of Site Plan Approval) (10 x \$540) + (40 x \$325) + (572 x \$5).....	\$21,260
TOTAL:	OPA / ZBA Subtotal.....	\$40,215
	Less: 25% for joint applications.....	\$30,161.25
	Less: FC Credit (\$1,065).....	\$29,096.25
	Plus: Site Plan Control.....	<b>\$38,371.25</b>

**Notes:**

- Formal Consultation fee may be credited towards a future application.
- 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.
- Further fees may be required at a later date as per the fee schedule.
- Separate cheques are payable to the City of Hamilton and the applicable Conservation Authority.
- A Cost Acknowledgement Agreement for potential costs at the Ontario Municipal Board may also be required.



## DESIGN REVIEW PANEL

The Design Review Panel shall provide urban design advice to Planning Division staff on Planning applications with respect to complex Zoning and Site Plan applications in the following Design Priority Areas:

- (a) Downtown Hamilton Secondary Plan Area;
- (b) Areas of Major Change and Corridors of Gradual Change within the West Harbor Secondary Plan Area;
- (c) Primary Corridors as shown on Schedule E – “Urban Structure” of the Urban Hamilton Official Plan;
- (d) Any other large scale projects that may impact the physical environment functionally and/or aesthetically.

The Director of Planning or his or her designate may waive projects from the review of the Design Review Panel, if the project is not deemed to have the potential to significantly impact the physical environment functionally and/or aesthetically.

Design Review Panel review required?       Yes       No

## REQUIRED INFORMATION AND MATERIALS

All identified reports, studies, and/or plans must be submitted before an application is deemed complete. Unless otherwise noted, 5 copies of each item and an electronic digital file in PDF locked file format must be submitted.

Reports, Studies, Plans	Required	Staff Responsible for providing guidelines or terms of reference
<b>Background Information</b>		
Survey Plan	<input checked="" type="checkbox"/>	Development Planning – Gerry Tchisler, ext. 4148 [for all applications]
Concept Plan	<input checked="" type="checkbox"/>	Development Planning – Gerry Tchisler, ext. 4148 [Official Plan and Zoning By-law Amendment stage]
<b>Planning</b>		
Affordable Housing Report/Rental Conversion Assessment	<input type="checkbox"/>	
Draft OPA, and By-laws	<input checked="" type="checkbox"/>	Development Planning – Gerry Tchisler, ext. 4148 [Official Plan and Zoning By-law Amendment stage]
Land Use/Market Needs Assessment	<input type="checkbox"/>	
Planning Justification Report	<input checked="" type="checkbox"/>	Development Planning –

<i>(Refer to the attached "Guidelines for the Preparation of a Planning Justification Report" for Terms of Reference)</i>		Gerry Tchisler, ext. 4148 [Official Plan and Zoning By-law Amendment stage]
Site Plan and Building Elevations	<input checked="" type="checkbox"/>	Development Planning – Gerry Tchisler, ext. 4148 & Max Kerrigan, ext. 1291 [Site Plan Control stage]
Urban Design Report <i>(Refer to "Guidelines for Urban Design Reports" located at the following link: <a href="https://www.hamilton.ca/development/policies-guidelines/guidelines-urban-design-reports">https://www.hamilton.ca/development/policies-guidelines/guidelines-urban-design-reports</a> for Terms of Reference)</i>	<input checked="" type="checkbox"/>	Development Planning – Max Kerrigan, ext. 1291 [Official Plan and Zoning By-law Amendment stage]
<b>Cultural</b>		
Archaeological Assessment	<input type="checkbox"/>	
Cultural Heritage Impact Assessment	<input checked="" type="checkbox"/>	Development Planning – Chelsey Tyers, ext. 1202 [Official Plan and Zoning By-law Amendment stage] – this assessment may be completed by an architect
<b>Environmental</b>		
Aggregate Resource Assessment	<input type="checkbox"/>	
Aggregate/Mineral Resource Analysis	<input type="checkbox"/>	
Air Quality Study	<input type="checkbox"/>	
Channel Design and Geofluvial Assessment	<input type="checkbox"/>	
Chloride Impact Study	<input type="checkbox"/>	
Cut and Fill Analysis	<input type="checkbox"/>	
Demarcation of top of bank, limit of wetland, limit of natural hazard, limit of Environmentally Significant Area (ESA), or limit of Conservation Authority regulated area	<input type="checkbox"/>	
Environmental Impact Statement (EIS)	<input type="checkbox"/>	
Erosion Hazard Assessment	<input type="checkbox"/>	
Fish Habitat Assessment	<input type="checkbox"/>	
Floodline Delineation Study/Hydraulic Analysis	<input type="checkbox"/>	
General Vegetation Inventory (GVI)	<input type="checkbox"/>	
Impact Assessment for new Private Waste Disposal Sites	<input type="checkbox"/>	
Karst Assessment/Karst Contingency Plan	<input type="checkbox"/>	
Landscape Plan	<input checked="" type="checkbox"/>	Development Planning – Max Kerrigan, ext. 1291 & Forestry - Sam Brush, ext. 7375 [Site Plan Control stage]
Linkage Assessment	<input type="checkbox"/>	
Meander Belt Assessment	<input type="checkbox"/>	
Nutrient Management Study	<input type="checkbox"/>	
Odour, Dust and Light Assessment	<input type="checkbox"/>	

Restoration Plan	<input type="checkbox"/>	
Shoreline Assessment Study/Coastal Engineers Study	<input type="checkbox"/>	
Slope Stability Study and Report	<input type="checkbox"/>	
Species Habitat Assessment	<input type="checkbox"/>	
Tree Management Plan	<input checked="" type="checkbox"/>	Forestry - Sam Brush, ext. 7375 [Site Plan Control stage]
Tree Protection Plan (TPP)	<input type="checkbox"/>	
<b>Environmental/Servicing and Infrastructure</b>		
Contaminant Management Plan	<input type="checkbox"/>	
Record of Site Condition (RSC)	<input type="checkbox"/>	
Erosion and Sediment Control Plan	<input checked="" type="checkbox"/>	Development Engineering – Saleem Sial, ext. 4196 [Site Plan Control stage]
Hydrogeological Study	<input checked="" type="checkbox"/>	Development Engineering – Saleem Sial, ext. 4196 [Site Plan Control stage]
Grading and Drainage Plan	<input checked="" type="checkbox"/>	Development Engineering – Saleem Sial, ext. 4196 [Site Plan Control stage]
Servicing Plan	<input checked="" type="checkbox"/>	Development Engineering – Saleem Sial, ext. 4196 [Site Plan Control stage]
Stormwater Management Report	<input checked="" type="checkbox"/>	Development Engineering – Saleem Sial, ext. 4196 [Site Plan Control stage]
Storm Drainage Area Plan	<input checked="" type="checkbox"/>	Development Engineering – Saleem Sial, ext. 4196 [Site Plan Control stage]
Soils/Geotechnical Study	<input type="checkbox"/>	
Sub-watershed Plan and/or update to an existing Sub-watershed Plan	<input type="checkbox"/>	
<b>Financial</b>		
Financial Impact Analysis	<input type="checkbox"/>	
Market Impact Study	<input type="checkbox"/>	
<b>Servicing and Infrastructure</b>		
Recreation Feasibility Study	<input type="checkbox"/>	
Recreation Needs Assessment	<input type="checkbox"/>	
School Accommodation Issues Assessment	<input type="checkbox"/>	
School and City Recreation Facility and Outdoor Recreation/Parks Issues Assessment	<input type="checkbox"/>	
Functional Servicing Report	<input checked="" type="checkbox"/>	Development Engineering – Saleem Sial, ext. 4196 [Official Plan and Zoning By-law Amendment stage]
Servicing Options Report	<input type="checkbox"/>	
Water and Wastewater Servicing Study	<input checked="" type="checkbox"/>	Development Engineering



		– Saleem Sial, ext. 4196 [Site Plan Control stage]
<b>Land Use Compatibility</b>		
Agricultural Impact Assessment	<input type="checkbox"/>	
Dust Impact Analysis	<input type="checkbox"/>	
Land Use Compatibility Study	<input type="checkbox"/>	
Landfill Impact Study	<input type="checkbox"/>	
Minimum Distance Separation Calculation	<input type="checkbox"/>	
Noise Impact Study	<input checked="" type="checkbox"/>	Development Planning – Daniel Barnett, ext. 4445 [Official Plan and Zoning By-law Amendment stage]
Odour Impact Assessment	<input type="checkbox"/>	
Sun/Shadow Study	<input checked="" type="checkbox"/>	Development Planning – Max Kerrigan, ext. 1291 [Official Plan and Zoning By-law Amendment stage]
Vibration Study	<input type="checkbox"/>	
Wind Study	<input checked="" type="checkbox"/>	Development Planning – Max Kerrigan, ext. 1291 [Official Plan and Zoning By-law Amendment stage]
<b>Transportation</b>		
Cycling Route Analysis	<input type="checkbox"/>	
Transportation Impact Study	<input type="checkbox"/>	
Parking Analysis/Study	<input checked="" type="checkbox"/>	Development Planning – Tim Mendoza, ext. 6364 [Official Plan and Zoning By-law Amendment stage]
Pedestrian Route and Sidewalk Analysis	<input type="checkbox"/>	
Roadway/Development Safety Audit	<input type="checkbox"/>	
Modern Roundabout and Neighbourhood Roundabout Analysis	<input type="checkbox"/>	
Neighbourhood Traffic Calming Options Report	<input type="checkbox"/>	
Transit Assessment	<input type="checkbox"/>	
Transportation Demand Management Options Report <i>(Refer to "Transportation Demand Management Land Development Guidelines" located at the following link: <a href="https://www.hamilton.ca/develop-property/policies-guidelines/transportation-demand-management-land-development-guidelines">https://www.hamilton.ca/develop-property/policies-guidelines/transportation-demand-management-land-development-guidelines</a> for Terms of Reference)</i>	<input checked="" type="checkbox"/>	Transportation Management – Tiffany Wolsey, ext. 2553 [Official Plan and Zoning By-law Amendment stage]
<b>Cost Recoveries</b>		
Cost Acknowledgement Agreement	<input checked="" type="checkbox"/>	Development Planning – Gerry Tchisler, ext. 4148 [Official Plan and Zoning By-law Amendment stage]
<b>DRP Submission Requirements</b>	<input checked="" type="checkbox"/>	Development Planning –

		Max Kerrigan, ext. 1291 [prior to submission of any applications]
<b>Public Consultation Strategy</b> <i>(Refer to the attached "Public Consultation Strategy Guidelines" for Terms of Reference)</i>	<input checked="" type="checkbox"/>	Development Planning – Gerry Tchisler, ext. 4148 [Official Plan and Zoning By-law Amendment stage]
<b>Other</b>		
Visual Impact Assessment	<input checked="" type="checkbox"/>	Development Planning – Max Kerrigan, ext. 1291 [Official Plan and Zoning By-law Amendment stage]
Construction Management Plan	<input checked="" type="checkbox"/>	Corridor Management – Rich Shebib, ext. 3909 [Site Plan Control Stage]
Pest Control Plan	<input checked="" type="checkbox"/>	Public Health – Latchman Nandu, ext. 5813 [Site Plan Control stage]
Dust Mitigation Plan	<input checked="" type="checkbox"/>	Public Health – Roger Finkenbrink, ext. 5820 [Site Plan Control stage]
Right of Way Impact Assessment (if a reduction to the required road widenings or daylight triangle is desired) <i>(Refer to the attached "Right of Way Impact Assessment Guidelines" for Terms of Reference)</i>	<input checked="" type="checkbox"/>	Development Planning - Gerry Tchisler, ext. 4148 [Official Plan and Zoning By-law Amendment stage]

## ADDITIONAL INFORMATION

Additional Agencies to be contacted: \_\_\_\_\_

### Comments:

This portion of Main Street West is characterized by low profile uses. Area Specific Policy C-2 in the Strathcona Secondary Plan applies to the subject lands which restricts the maximum height to four storeys. The proposed 13 storey building represents a departure from this established character. Therefore, a thorough justification is required to demonstrate that the proposed height and massing is appropriate for this site given the surrounding context and the applicable Official Plan policies.

Adjacent to five properties (222 and 231 Main Street West, and 67, 69 and 75 Queen Street South) on the City's Register of as "non-designated" properties, and four properties (244, 255 and 259 Main Street West, and 74 Queen Street South on the City's Inventory. This will need to be taken into consideration in the aforementioned justification of height and massing.

As per the Urban Hamilton Official Plan, future right-of-way widths of 26.213 metres for Main Street West (as shown on city survey P-906(A)) and Queen Street (as shown on city survey P-754(A)) will need to be established at this location through any future development applications, including a 6.12 metre x 6.12 metre daylight triangle as



shown on city survey P-906(A). A reduction in some of these requirements may be possible and will be evaluated with the submission of a Right of Way Impact Assessment.

It appears that a Record of Site Condition has been filed with Ministry of Environment and Climate Change through application ZAC-11-068.

**PLEASE BE ADVISED OF THE FOLLOWING:**

1. *The purpose of this document is to identify the information required to commence processing a complete application as set out in the Planning Act. Formal Consultation does not imply or suggest any decision whatsoever on behalf of City staff or the City of Hamilton to either support or refuse the application.*
2. *This document expires 1 year from the date of signing or at the discretion of the Director of Planning.*
3. *In the event this Formal Consultation Document expires prior to the application being accepted by the City, another document may be required.*
4. *If an application is submitted without the information and materials identified in this Formal Consultation Document the City may deem such an application incomplete and refuse to accept the application.*
5. *In accordance with the Planning Act, it is the policy of the City of Hamilton to provide public access to all Planning Act applications and supporting documentation submitted to the City. Therefore, the information contained in an application and any documentation, including reports, studies and drawings, provided in support of an application, by the owner, or the owner's agents, consultants and solicitors, constitutes public information and will become part of the public record. With the filing of an application, the applicant consents to the City of Hamilton making the application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.*
6. *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.*
7. *The above requirements for deeming an application complete are separate and independent of any review under the Ontario Building Code (OBC) as part of the Building Permit review process. In the event that a building permit application does not comply with the OBC, a letter outlining the deficiencies or areas of non-compliance will be issued to the owner and/or agent. Formal consultation and building permit review are separate and independent processes.*

**SIGNATURES**

*fw*

\_\_\_\_\_  
Gerry Tchisler  
Planning Staff

\_\_\_\_\_  
Planning Staff Signature

\_\_\_\_\_  
Feb 22/17  
Date

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Anita Fabac  
Planning Staff

\_\_\_\_\_  
Planning Staff Signature

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Feb 22/17  
Date

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Engineering Staff

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Engineering Staff Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

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Applicant (I have the authority  
to bind the Owner)

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Applicant Signature

\_\_\_\_\_  
Date

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Agent (I have the authority  
to bind the Owner)

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Agent Signature

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Date

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Other Staff or Agency

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Signature

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