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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

September 01, 2016

File: FC-16-084

Katie Rauscher  
UrbanSolutions Planning and Land Development Consultants Inc.  
105 Main Street East, Suite 501  
Hamilton ON, L8N 1G6

Dear Ms. Rauscher:

**RE: Formal Consultation Meeting – Application by UrbanSolutions Planning & Land Development Consultants on Behalf of Frisina Homes for Lands Located at 80 Marion Street and 3306 Homestead Drive (Glanbrook) (Ward 11)**

Please find the attached Formal Consultation Document from the Development Review Team Meeting held on **July 13, 2016**, which identifies the required items that must accompany a future **Official Plan Amendment** application, **Zoning By-law Amendment** application, **Draft Plan of Condominium** application, **Site Plan Control** application, and a **Draft Plan of Condominium** application in order to deem the applications 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 an **Official Plan Amendment**, a **Zoning By-law Amendment**, a **Draft Plan of Condominium**, a **Site Plan Control**, and a **Draft Plan of Condominium** applications for this proposal, please enclose a copy of the signed Formal Consultation Document with your application.

If you have any questions or require assistance at any time throughout the development process, please feel free to contact, Melanie Schneider at 905.546.2424 ext. 1224 or by e-mail at [Melanie.Schneider@hamilton.ca](mailto:Melanie.Schneider@hamilton.ca), or myself at ext. 1258.

Yours truly,

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

MS:YR  
Attachment

cc: Al Frisina, Frisina Homes, PO Box 81060, Ancaster ON L9G 4X1





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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

**Formal Consultation Document**

Meeting Date: July 13, 2016

File No: FC-16-084

Owner: Frisina Homes Ltd.

Applicant: \_\_\_\_\_

Agent: UrbanSolutions c/o Katie Rauscher

**PROPERTY INFORMATION**

Address and/or Legal Description: 80 Marion Street & 3306 Homestead Drive

Lot Frontage (metres): 37.76 Lot depth (metres): 572.3 Lot Area(m<sup>2</sup>):60,817

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

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

Urban Hamilton Official Plan Designation: Neighbourhoods

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

Other Plan Designation: Low Density Residential 2 & 2c, Neighbourhood Park in the Mount Hope Secondary Plan

Zoning: Deferred Development "DD" Zone, Glanbrook Zoning By-law No. 464

Description of current uses, buildings, structures and natural features on the subject lands:

Mountaingate Park located northwesterly portion of lands, a Core Area (Significant Woodland and watercourse) are identified within and adjacent to subject lands.

Remainder of lands are currently vacant.

Brief description of proposal: to develop the lands containing 49 single detached dwelling units, 115 townhouse units, and 16 semi-detached dwelling units. Two existing municipal streets will be extended with several condominium roads providing access to the townhouse units and visitor parking areas.

## 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 type="checkbox"/>
Zoning By-law Amendment (Complex)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Subdivision	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Condominium (Type: for applicant to determine)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Site Plan (Type: Control)	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 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. New Rural, 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:	<p>\$17,655.00 (OPA)          +          \$21,890.00 (ZBA)          +          \$35,225.00 (Subdivision)          \$215.00/unit (16 semis &amp; 49 singles) =          \$10,551.00</p> <p>\$620.00/block (2 Condo Blocks) =          \$1,240.00 (additional Blocks or lots will          require additional fees)          Subdivision total: \$47,016.00          Total: \$86,561.00 – 25% Joint Application          =\$64,920.75 – FC Credit (\$1,065.00)          =\$63,855.75</p> <p>Condo (form to be determined by applicant)</p> <p>\$360.00 (ESAIEG)          \$560.00 (TPP, Natural Heritage)</p>
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	\$250.00 (TMP, Forestry)
Conservation Authority Review Fees: (Niagara Peninsula Conservation Authority)	Subdivision Fee: \$2,727.00 SWM Review: \$1,730.00 EIS Review: \$998.00
Other:	
TOTAL:	\$70,480.75 (plus additional fees for the Subdivision Application for any additional Blocks or lots) + Draft Plan of Condominium (tenure to be determined by applicant)

**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"/>	Site Plan Stage (M. Schneider ext. 1224)
Concept Plan	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage (M. Schneider ext. 1224)
<b>Planning</b>		
Affordable Housing Report/Rental Conversion Assessment	<input type="checkbox"/>	
Draft OPA, and By-laws	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage (M. Schneider ext. 1224)
Land Use/Market Needs Assessment	<input type="checkbox"/>	
Planning Justification Report	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage (M. Schneider ext. 1224)
Site Plan and Building Elevations	<input type="checkbox"/>	Site Plan Stage (M. Schneider ext. 1224)
Urban Design Report	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage, Urban Design (A. Cruceru ext. 5707)
<b>Cultural</b>		
Archaeological Assessment	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage, Cultural Heritage (C. Tyers ext. 1202)
Cultural Heritage Impact Assessment	<input type="checkbox"/>	
<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 checked="" type="checkbox"/>	OPA/ZBA/Sub Stage, Natural Heritage (M. Kiddie ext. 1290)
Environmental Impact Statement (EIS)	<input checked="" type="checkbox"/>	OPA/ZBA/Sub Stage, Natural Heritage (M. Kiddie ext. 1290) & NPCA

		(D. Deluce 905-788-3135 ext. 224)
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"/>	Site Plan Stage, Development Planning (M. Schneider ext. 1224) and Forestry & Horticulture (S. Brush ext. 7375)
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 checked="" type="checkbox"/>	OPA/ZBA/Sub Stage, Natural Heritage (M. Kiddie ext. 1290)
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/Study	<input checked="" type="checkbox"/>	Site Plan Stage, Forestry & Horticulture (S. Brush ext. 7375)
Tree Protection Plan (TPP)	<input checked="" type="checkbox"/>	OPA/ZBA/Sub Stage, Natural Heritage (M. Kiddie ext. 1290)
<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"/>	Site Plan Stage, Development Engineering (G. Zhang ext. 1948)
Hydrogeological Study	<input type="checkbox"/>	
Grading Plan	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage, Development Engineering (G. Zhang ext. 1948)
Master Drainage Plan	<input type="checkbox"/>	
Stormwater Management Report/Plan and/or update to an existing Stormwater Management Plan	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage, Development Engineering (G. Zhang ext. 1948) & NPCA (D. Deluce 905-788-3135 ext. 224)
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"/>	OPA/ZBA/SUB Stage, Development Engineering (G. Zhang ext. 1948)
Servicing Options Report	<input checked="" type="checkbox"/>	Site Plan Stage, Development Engineering (G. Zhang ext. 1948)
Water and Wastewater Servicing Study	<input checked="" type="checkbox"/>	Site Plan Stage, Development Engineering (G. Zhang ext. 1948)
<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"/>	OPA/ZBA/SUB Stage, Development Planning (M. Schneider ext. 1224)
Odour Impact Assessment	<input type="checkbox"/>	
Sun/Shadow Study	<input type="checkbox"/>	
Vibration Study	<input type="checkbox"/>	
Wind Study	<input type="checkbox"/>	
<b>Transportation</b>		
Cycling Route Analysis	<input type="checkbox"/>	
Transportation Impact Study	<input type="checkbox"/>	
Parking Analysis/Study	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage, Parking (T. Mendoza ext. 6364)
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	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage,



Report		Transportation Management (B. Brosseau ext. 4583)
<b>Cost Recoveries</b>		
Cost Acknowledgement Agreement	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage, Development Planning (M. Schneider ext. 1224)
<b>DRP Submission Requirements</b>	<input type="checkbox"/>	
<b>Public Consultation Strategy</b>	<input checked="" type="checkbox"/>	OPA/ZBA/SUB Stage, Development Planning (M. Schneider ext. 1224)
<b>Other:</b>	<input type="checkbox"/>	

### ADDITIONAL INFORMATION

Additional Agencies to be contacted: NAV Canada, Transport Canada

Comments: The adjacent lands are subject to joint OPA, ZBA, and Draft Plan of Subdivision applications which currently include a land swap agreement registered on title between both properties. The current proposal proposes townhouse units accessed by a condo road network, serviced by one municipal road. Staff recommend that at least two public roads provide access to the townhouse units to ensure traffic conflicts do not arise. The road network must be consistent with the Secondary Plan which connects with the lands to the west. It is also recommended that a pedestrian connection be made between the subject lands and the existing school to the west. Engineering staff are recommending that a maximum 100 units be permitted until Spitfire Drive is extended. In follow up discussions with the applicant, an EIS will be required to evaluate the Core Area identified on site and to determine what mitigation measures would be required, if any. Should the applicant seek to phase the development, an EIS would still be required since the Core Area can still be affected by adjacent development. The applicant shall contact City's Natural Heritage staff and the NPCA to develop a Terms of Reference prior to work on the EIS. Hamilton Airport staff recommend that noise mitigation measures be incorporated into the structure of the residential units with additional warning clauses to be placed in deeds of each property and warning signs throughout major roads of the development stating that this area is within the Airport Influence Area. All proposed street trees will require payment to the City of \$590.00 each. A detailed Parking Plan shall also be provided showing location of all parking spaces since the plan currently shows a reduction in parking. No parking shall be permitted in front of fire hydrants or mailboxes. Pedestrian connections should be provided from the adjacent parkland to the subject lands. The applicant shall ensure the site meets AODA standards. Please be advised that interpretations of the Land Swap Agreement registered on title between the owner of the subject lands and with the developer of the Mountaingate Subdivision (adjacent to these lands) is a private agreement and further interpretation of the document cannot be done by City staff as the City is not a party to the Agreement.

**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**

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

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

\_\_\_\_\_  
Date

Yvette Rykensy  
Planning Staff

M. Plumb  
Planning Staff Signature

Sept. 1/16  
Date

\_\_\_\_\_  
Engineering Staff

\_\_\_\_\_  
Engineering Staff Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant (I have the authority  
to bind the Owner)

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agent (I have the authority  
to bind the Owner)

\_\_\_\_\_  
Agent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Other Staff or Agency

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Other Staff or Agency

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Other Staff or Agency

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Signature

\_\_\_\_\_  
Date

