



**Hamilton**

Mailing Address:  
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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 Ext: 1258 Fax: 905-546-4202

November 10, 2014

FILE: FC-14-085

Matt Johnston, MCIP, RPP  
Urban Solutions,  
Planning & Land Development Consultants Inc.  
105 Main Street East, Suite 501  
Hamilton, ON L8N 1B2

Dear Matt:

**Re: Formal Consultation for 925 Main Street West, Hamilton**

Please find the attached Formal Consultation Document from the Development Review Team Meeting held on October 29, 2014, which identifies the required items that must accompany a future **Official Plan Amendment and Zoning By-law Amendment application and Site Plan application**, in order to deem the application(s) complete, in accordance with the Planning Act.

As part of the Formal Consultation Process, signatures by the Owner(s) and Agent/Applicant are required. Should you wish to proceed with the submission of a(n) **Official Plan Amendment and Zoning By-law Amendment application and Site Plan application** 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 Cam Thomas at ext. 4229, or myself at ext. 1258.

Yours truly,

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

CT:gh  
Attachment



# Declaration

15th May 2020

I, the undersigned, do hereby declare

that I am a resident of the United Kingdom

and that I am not a resident of any other country

for the purpose of this declaration

and I am not a resident of any other country

for the purpose of this declaration

and I am not a resident of any other country

for the purpose of this declaration

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Phone: 905.546.2424 - Fax: 905.546.4202

## Formal Consultation Document

Meeting Date: October 29, 2014

File No: FC-14-085

Owner: John LeCluse

Applicant: IBI Group (submission) / Urban Solutions (after DRT)

Agent: Matt Johnston

### PROPERTY INFORMATION

Address and/or Legal Description: 925 Main Street West

Lot Frontage (m): 122.8m Lot depth (m): variable Lot Area(m<sup>2</sup>): 5134

Regional Official Plan Designation: n/a

Rural Hamilton Official Plan Designation: n/a

Urban Hamilton Official Plan Designation: "Local Commercial" (Ainslie Wood Westdale Secondary Plan) and "Neighbourhoods" Schedule E-1

Local Official Plan Designation: N/A

Other Plan Designation: N/A

Zoning: "H/S-1361" (Community Shopping and Commercial, etc.) District

Description of current uses, buildings, structures and natural features on the subject lands: Existing buildings were former showrooms for Plaza Imports (Acura and Honda)

Brief description of proposal: The proposal is to develop a mixed use building containing approximately 1500 square metres of ground floor commercial and 406 residential units for student housing for exclusive use by Columbia International College located at 1003 Main Street West, approximately 200m to the west. The proposal would have parking for 186 vehicles and special parking provisions are being requested based on the proximity to the College and because the residents will generally not require personal vehicles.



## 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	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Site Plan (Type: Major)	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 checked="" 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 Industrial, 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.). In addition, the City of Hamilton has prepared a new comprehensive Rural Official Plan and Urban Official Plan. Should the proposed development not proceed prior to the final approval of these Official Plans, further amendments to these plans may be required.

## FEES REQUIRED

City of Hamilton:	\$27,215 ( based on Official Plan Amendment fee of \$16,800 + Routine Rezoning fee of \$20,840 – 25% of combined fees = \$28,230 – FC fees = \$27,215)
Conservation Authority Review Fees:	\$5,467.50 (based on combined OPA and rezoning fees) \$5,200 (Site Plan Approval)
Other:	Site Plan Approval - \$8,680 (additional fees per unit may also apply)
TOTAL:	\$27,215 (City) and \$5,467.50 (HCA) \$13,880 (Site Plan Approval; City and HCA) \$46,562.50 (Total)

**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"/>	Cam Thomas, Development Planning, ext. 4229
Concept Plan	<input checked="" type="checkbox"/>	Cam Thomas, Development Planning,



		ext. 4229
<b>Planning</b>		
Affordable Housing Report/Rental Conversion Assessment	<input type="checkbox"/>	
Draft OPA, and By-laws	<input checked="" type="checkbox"/>	Cam Thomas, Development Planner, ext. 4229
Land Use/Market Needs Assessment	<input type="checkbox"/>	
Planning Justification Report	<input checked="" type="checkbox"/>	Cam Thomas, Development Planning, ext. 4229
Site Plan and Building Elevations	<input checked="" type="checkbox"/>	Cam Thomas, Development Planning, ext. 4229
Urban Design Report	<input checked="" type="checkbox"/>	Julia Van der Laan de Vries, Urban Designer, ext. 1224
<b>Cultural</b>		
Archaeological Assessment	<input type="checkbox"/>	
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"/>	Top of Bank delineation to be confirmed by Hamilton Conservation Authority; Nora Jamieson, (905) 525-2181, ext. 132
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 type="checkbox"/>	
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	<input type="checkbox"/>	

Study		
Slope Stability Study and Report	<input checked="" type="checkbox"/>	Top of Bank delineation to be confirmed by Hamilton Conservation Authority; Nora Jamieson, (905) 525-2181, ext. 132
Species Habitat Assessment	<input type="checkbox"/>	
Tree Management Plan/Study	<input type="checkbox"/>	
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 checked="" type="checkbox"/>	Diana Yakhni, Development Planning, ext. 7582
Erosion and Sediment Control Plan	<input type="checkbox"/>	
Hydrogeological Study	<input type="checkbox"/>	
Grading Plan	<input checked="" type="checkbox"/>	Jamal Syed, Development Engineering, ext. 4142
Master Drainage Plan	<input type="checkbox"/>	
Stormwater Management Report/Plan and/or update to an existing Stormwater Management Plan	<input checked="" type="checkbox"/>	Jamal Syed, Development Engineering, ext. 4142
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"/>	Jamal Syed, Development Engineering, ext. 4142
Servicing Options Report	<input type="checkbox"/>	
Water and Wastewater Servicing Study	<input checked="" type="checkbox"/>	Water servicing assessment including fire flows and hydrant spacing; Jamal Syed, Development Engineering, ext. 4142
<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"/>	Diana Yakhni, Development Planning, ext. 7582
Odour Impact Assessment	<input type="checkbox"/>	
Sun/Shadow Study	<input type="checkbox"/>	
Vibration Study	<input type="checkbox"/>	
Wind Study	<input checked="" type="checkbox"/>	Julia Van der Laan de Vries, Urban Designer, ext. 1224
<b>Transportation</b>		
Cycling Route Analysis	<input type="checkbox"/>	
Transportation Impact Study	<input type="checkbox"/>	
Parking Analysis/Study	<input checked="" type="checkbox"/>	Tim Mendoza, Hamilton Municipal Parking, ext. 5441
Pedestrian Route and Sidewalk Analysis	<input checked="" type="checkbox"/>	Include pedestrian routes on concept plan and in urban design brief; Julia Van der Laan de Vries, Urban Designer, ext. 1224
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	<input type="checkbox"/>	
<b>Cost Recoveries</b>		
Cost Acknowledgement Agreement	<input checked="" type="checkbox"/>	Cam Thomas, Development Planning, ext. 4229
<b>DRP Submission Requirements</b>	<input checked="" type="checkbox"/>	Cam Thomas, Development Planning, ext. 4229
<b>Other:</b> Construction Management Plan	<input checked="" type="checkbox"/>	Tanya McKenna, Traffic Technologist, Corridor Management, ext. 5675 (Site Plan Stage)

## ADDITIONAL INFORMATION

Additional Agencies to be contacted: Hamilton Conservation Authority; Ontario  
Ministry of Transportation (MTO); Public Works (Transportation)



Comments: The proposal is for a residence for Columbia College, an international high school which is located within 200 metres of the site to the west. The units would be dormitory-style residences without kitchens and the students who will reside in these units would require the use of meal plans.

The proposed residence is within the "Local Commercial" designation of the Ainslie Wood Westdale Secondary Plan, which allows for limited residential uses and requires the building height to not exceed 3 storeys. The proposal would require an Official Plan Amendment (OPA). The proposed change in use would need to be addressed in a Planning justification Report in conjunction with Provincial Policies and the Urban Hamilton Official Plan.

The parking that is proposed is based on standards which is below the City's requirements (i.e. 0.45 spaces per unit).

The proposed building coverage is considered to be very extensive on the property and should be re-examined so that it is compatible with other development in this area and contributes to an attractive streetscape. In particular, the building should address both frontages, provide landscaped areas, pedestrian-friendly features and design, identify amenity features, and provide an area for loading activities and truck manoeuvring (see Urban Design comments). An Urban Design Brief is required for the OPA and rezoning applications to illustrate that the building will be comparable with the existing intersection and streetscape. A Pedestrian Wind Assessment is required and may be provided as a component of the Urban Design brief. The urban design policies for High Density Residential and Primary Corridors should be examined in addition to the City's Site Plan Guidelines.

The property is within a location in which the road widening requirements of the UHOP apply. The ultimate right-of-way width for Main Street West is 45.7m, whereas the current right-of-way width is approximately 27m. The ultimate right-of-way width for Longwood Road South is 36.5m, whereas the current right-of-way width is between 20m-23m. On this basis, the required road widenings are generally between 6.3m-8.25m on Longwood Road South and approximately 9.35m on Main Street West. In addition, the intersection would require a minimum 12.1m x 12.1m daylighting triangle. As the required widenings for Main Street West and Longwood Road South are considered to be significant and may affect the future use of the property, it is recommended that this matter be examined further with staff before the applications are submitted.

The Corridor Management comments advise that the proposed driveway to Longwood Road South would need to be a minimum distance of 55m south of the Main Street West curbline. This detail should be noted on the proposed conceptual plan.

Development Engineering comments, with respect to services have indicated that the combined sewer system is likely capacity-deficient. The proposal is large scale and would increase storm water and sanitary waste on the City's system. The applicant would need to demonstrate through a Functional Servicing Report how the servicing for the proposed development would work including a storm water design brief and grading plans. A water generation assessment and fire flow report are required for submission at the OPA and rezoning stage.



The application was not submitted formally to the Hamilton Conservation Authority, however, it is recognized that the proposed development is situated adjacent to slopes which are regulated by the HCA. The applicant should provide payment to the Hamilton Conservation Authority for \$520 to review the Formal Consultation in order that the HCA comments can be provided. Additional comments and an updated Formal Consultation document will be provided.

The Comments from the Ontario Ministry of Transportation are applicable to the proposal because of the proximity of the property to Highway 403 and are currently outstanding. The MTO comments will be forwarded and this document will be updated if necessary.

**PLEASE BE ADVISED OF THE FOLLOWING:**

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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.*

**SIGNATURES**

Cam Thomas  
Planning Staff

Cam Thomas  
Planning Staff Signature

Nov 10/14  
Date

Anita Fabre  
Planning Staff

Anita Fabre  
Planning Staff Signature

Nov 10/14  
Date

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Engineering Staff

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

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Date

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Owner

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Owner Signature

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Date

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Applicant (I have the authority  
to bind the Owner)

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Applicant Signature

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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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