

Hamilton

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

March 10, 2017

File: FC-17-003

Donald Newman
5203 Hunter Drive
Burlington, ON
L7L 3H9

Dear Sir:

RE: Formal Consultation Meeting – Application by Helmut and Anna Wilk for Lands Located at 264 Governors Road, Dundas (Ward 13)

Please find the attached Formal Consultation Document from the Development Review Team Meeting held on **February 07, 2017**, which identifies the required items that must accompany a future **Urban Hamilton Official Plan Amendment** application, **Zoning By-law Amendment** 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 Owners 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 **Urban Hamilton Official Plan Amendment** application, **Zoning By-law Amendment** application, **Site Plan Control** application, and a **Draft Plan of Condominium** application for this proposal, please encloses 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 Tiffany Singh at 905.546.2424 ext. 1334 or by e-mail at Tiffany.Singh@hamilton.ca, or myself at ext. 1258.

Yours truly,

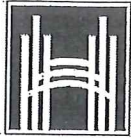
for Anita Fabac, MCIP, RPP
Manager of Development Planning, Heritage and Design
Planning Division

YR:ts
Attachment

**Re: Formal Consultation Meeting, Proposal for a
property located at 264 Governors Road, Dundas**

**March 9, 2017
Page 2 of 2**

**cc: Helmut and Anna Wilk
264 Governors Road
Dundas, ON
L9H 3K3**



Hamilton

Planning and Economic Development Department
Development Planning, Heritage and Design
71 Main Street West, 5th Floor, Hamilton ON L8P 4Y5
Phone: 905.546.2424 - Fax: 905.546.4202

Formal Consultation Document

Meeting Date: February 7th, 2017

File No: FC-17-003

Owner: Helmut and Anna Wilk

Applicant: Helmut and Anna Wilk

Agent: Donald Newman

PROPERTY INFORMATION

Address and/or Legal Description: 264 Governors Road

Part Lot 48 Concession 1, Ancaster

Lot Frontage (metres): 106.7 Lot depth (metres): 61.6 Lot Area(m²): 6568

Regional Official Plan Designation: N/A

Rural Hamilton Official Plan Designation: N/A

Urban Hamilton Official Plan Designation: Neighbourhoods

Local Official Plan Designation: N/A

Other Plan Designation: N/A

Zoning: UR – Urban Reserve – Town of Dundas Zoning By-law No. 3581-86

Description of current uses, buildings, structures and natural features on the subject lands: A vacant house, barn and shed currently occupy the property. The site was formally used for agricultural farming purposes.

Brief description of proposal: To develop 26 two storey and bungalow-loft townhouses condominiums along a common element driveway with two (2) access points off of Governors Road

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: Standard)	Yes <input checked="" type="checkbox"/>	No <input 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 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:	Urban Hamilton Official Plan Amendment – \$17,955 Zoning By-law Amendment (Complex) – \$22,260 Site Plan Control – \$9,275 Plan of Condominium – \$23,410.00 Plan of Condominium per Unit Charge – 1,950
Hamilton Conservation Authority Review Fees:	Urban Hamilton Official Plan Amendment – \$3,795.00 Zoning By-law Amendment – \$3,795.00 Site Plan Control – \$4,120.00 Plan of Condominium – \$5,200.00
Other:	FC Credit – (- \$1,065) 25% Combined Application Reduction – (- \$10,053.75)
TOTAL:	\$80,641.25

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
Background Information		
Survey Plan	<input checked="" type="checkbox"/>	Development Planning (T. Singh ext. 1334) - UHOPA & Rezoning Stage
Concept Plan	<input checked="" type="checkbox"/>	Development Planning (T. Singh ext. 1334) - UHOPA



		& Rezoning Stage
Planning		
Affordable Housing Report/Rental Conversion Assessment	<input type="checkbox"/>	
Draft OPA, and By-laws	<input checked="" type="checkbox"/>	Development Planning (T. Singh ext. 1334) - UHOPA & Rezoning Stage
Land Use/Market Needs Assessment	<input type="checkbox"/>	
Planning Justification Report	<input checked="" type="checkbox"/>	Development Planning (T. Singh ext. 1334) - UHOPA & Rezoning Stage
Site Plan and Building Elevations	<input checked="" type="checkbox"/>	Development Planning (T. Singh ext. 1334 and M.Kerrigan ext.1291) – Site Plan Stage
Urban Design Report	<input type="checkbox"/>	
Cultural		
Archaeological Assessment	<input checked="" type="checkbox"/>	Development Planning (C.Tyers ext.1202) - UHOPA & Rezoning Stage
Cultural Heritage - Documentation and Salvage Report	<input checked="" type="checkbox"/>	Development Planning (C.Tyers ext.1202) - UHOPA & Rezoning Stage
Environmental		
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 (M.Kerrigan ext.1291) and Forestry (S.Brush ext.

		7375) – Site Plan 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/Study	<input checked="" type="checkbox"/>	Forestry (S.Brush ext. 7375) – Site Plan Stage
Tree Protection Plan (TPP)	<input checked="" type="checkbox"/>	Development Planning (C.Plosz ext.1231) – Site Plan Stage
Environmental/Servicing and Infrastructure		
Contaminant Management Plan	<input type="checkbox"/>	
Record of Site Condition (RSC)	<input type="checkbox"/>	
Erosion and Sediment Control Plan	<input checked="" type="checkbox"/>	Hamilton Conservation Authority (N.Jamieson) and Development Engineering (M.Trink ext. 2657) – Site Plan Stage
Hydrogeological Study	<input type="checkbox"/>	
Grading Plan	<input checked="" type="checkbox"/>	Hamilton Conservation Authority (N.Jamieson) and Development Engineering (M.Trink ext. 2657) – Site Plan Stage
Master Drainage Plan	<input checked="" type="checkbox"/>	Hamilton Conservation Authority (N.Jamieson) and Development Engineering (M.Trink ext. 2657) – Site Plan Stage
Stormwater Management Report/Plan and/or update to an existing Stormwater Management Plan	<input checked="" type="checkbox"/>	Hamilton Conservation Authority (N.Jamieson) and Development Engineering (M.Trink ext. 2657) – Site Plan Stage
Soils/Geotechnical Study	<input type="checkbox"/>	
Sub-watershed Plan and/or update to an existing Sub-watershed Plan	<input type="checkbox"/>	
Financial		
Financial Impact Analysis	<input type="checkbox"/>	
Market Impact Study	<input type="checkbox"/>	
Servicing and Infrastructure		
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 (M.Trink ext. 2657) – Site Plan Stage
Servicing Options Report	<input checked="" type="checkbox"/>	Hamilton Conservation Authority (N.Jamieson) and Development Engineering (M.Trink ext. 2657) – Site Plan Stage
Water and Wastewater Servicing Study	<input checked="" type="checkbox"/>	Development Engineering (M.Trink ext. 2657) – Site Plan Stage
Land Use Compatibility		
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) – UHOPA & Rezoning Stage
Odour Impact Assessment	<input type="checkbox"/>	
Sun/Shadow Study	<input type="checkbox"/>	
Vibration Study	<input type="checkbox"/>	
Wind Study	<input type="checkbox"/>	
Transportation		
Cycling Route Analysis	<input type="checkbox"/>	
Transportation Impact Study	<input type="checkbox"/>	
Parking Analysis/Study	<input checked="" type="checkbox"/>	Development Planning (T. Mendoza ext. 5441) – OPA & Rezoning 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 Memo	<input checked="" type="checkbox"/>	Transportation Management (T. Wolsey ext. 2553) – UHOPA & Rezoning Stage
Cost Recoveries		
Cost Acknowledgement Agreement	<input type="checkbox"/>	
DRP Submission Requirements	<input type="checkbox"/>	

Public Consultation Strategy	<input checked="" type="checkbox"/>	Development Planning (T. Singh ext. 1334) - UHOPA & Rezoning Stage
Other:		
Pest Control Plan	<input checked="" type="checkbox"/>	Public Health (L.Nandu ext. 5813) – Site Plan Stage
Dust Mitigation Plan	<input checked="" type="checkbox"/>	Public Health (R. Finkenbrink ext. 5820) – Site Plan Stage

ADDITIONAL INFORMATION

Additional Agencies to be contacted: Hamilton Conservation Authority – N. Jamieson

Comments: _____

- A 5.18 metre right-of-way road widening along Governors Road is required
- Only street townhouse dwellings would be permitted in the Low Density Residential category, otherwise an UHOPA is required.
- Corridor Management require only one access off of Governors Road and providing an easterly connection with Huntingwood Avenue.

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

<p><u>Yvette Rybersky</u> Planning Staff</p>	<p><u>M. [Signature]</u> Planning Staff Signature</p>	<p><u>March 9/17</u> Date</p>
<p><u>[Signature]</u> Planning Staff</p>	<p><u>TIFFANY SINCH</u> Planning Staff Signature</p>	<p><u>March 9/17</u> Date</p>
<p>_____ Engineering Staff</p>	<p>_____ Engineering Staff Signature</p>	<p>_____ Date</p>
<p><u>Barbara Wilk-Ridge</u> Owner</p>	<p><u>[Signature]</u> Owner Signature</p>	<p><u>November 21/17</u> Date</p>
<p><u>Donald Newman</u> Applicant (I have the authority to bind the Owner)</p>	<p><u>[Signature]</u> Applicant Signature</p>	<p><u>November 21/17</u> Date</p>
<p><u>Matt Johnston</u> Agent (I have the authority to bind the Owner)</p>	<p>_____ Agent Signature (as amended)</p>	<p>_____ Date</p>
<p>_____ Other Staff or Agency</p>	<p>_____ Signature</p>	<p>_____ Date</p>