



DEVELOPMENT APPLICATION PRE-CONSULTATION FORM

Meeting Date: March 21, 2018	Property Owner: Brant Co-Op Apartments
Site Address: 1157-1171 North Shore Blvd.	Applicant / Address / Phone / Email Tyler Grinyer Bousfields Inc. 200-3 Church St. Toronto, ON, M5E 1M2 1-416-947-9744 x246 tgrinyer@bousfields.ca
Site Area: 1.2 ha	

APPLICATION TYPE (check applicable applications):

Local Official Plan Amendment	<input checked="" type="checkbox"/>	Zoning By-law Amendment	<input checked="" type="checkbox"/>	Plan of Subdivision		Parkway Belt Amendment	
Other Application							

- Brief description of proposed development:**
Seniors housing complex including five connected buildings ranging in height from
17 to 4 storeys. Up to 450 suites with underground parking

- Conformity with Regional Official Plan Designation?** YES NO
 Has an application been made to amend the Regional Official Plan: YES NO

- Existing Official Plan Designation:** Downtown Residential Medium and/or High Density Precinct
 Conformity with City Official Plan land use designation? YES NO
 If 'NO' what is the nature of the OP amendment needed? -increased density

- Existing Zoning:** DRH
 Conformity with existing zoning? YES NO
 If 'NO' what is the nature of the zoning amendment needed? -increased height & density, etc.

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

Name of Design Guidelines Downtown Urban 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 NO

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

APPLICATION	CITY	REGION	CONSERVATION HALTON	PROVINCE
Official Plan Amendment:	21,119.00	8,215.64	-	-
Rezoning - Base Fee: (70%)	13,933.50	969.08	-	-
Rezoning - Variable Fee: (450 units)	162,325.00			
Subdivision - Base Fee:	-	-	-	-
Subdivision - Variable Fee:				
Parkway Belt Amendment:	-	-	-	-
TOTAL	\$197,377.50	\$9,184.72	-	-

Separate cheques are payable to City, Region, Conservation Halton and Province (Ministry of Finance.)

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

9. **Neighbourhood Meeting**

Is a neighbourhood meeting required? (e.g. residential intensification / infill, increased height and/or density, abutting residential zone, other neighbourhood/community impacts).

YES NO TO BE DETERMINED

If "YES" a Neighbourhood Meeting **will be** required

- The Neighbourhood meeting will be held after submission and public circulation of the application.
- Meeting logistics will be organized by the City Building Department.
- The Ward Councillor, the applicant, City planner and other City staff as determined will attend the Neighbourhood Meeting. Presentations will be made by the City planner about the planning process and by the applicant about the development proposal.
- The meeting will be chaired by the City planner, or by the Ward Councillor.

10. **Section 37 Agreement**

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

If "YES" a Section 37 Agreement **may be** required.

11. Required Information for Complete Application

Reports, Studies, Plans * <i>(See Appendix for additional details)</i> All identified reports must be submitted in Accessible PDF form before an application is deemed complete.		Number of Paper Copies (plus two in accessible electronic PDF form) If Study is Required	Required Study (Yes/No)
6.1	Planning Justification Report	8	Yes
6.2	Conceptual Site Plan Layout & Site Survey	15	Yes
6.3	Draft Plan of Subdivision	15	No
6.4	Storm Water Management Report	8	FSR
6.5	Functional Servicing Report (Including Water, Stormwater & Wastewater)	9	Yes
6.6	Tree Inventory and Protection Plan	9	Yes
6.7	Traffic/Transportation Impact Study Parking Justification Report	7	Yes Yes
6.8	Top-of-Bank Demarcation	6	No
6.9	Environmental Evaluation Report	7	No
6.10	Noise Feasibility and/or Vibration Study	7	Yes
6.11	Shadow Analysis	3	Yes
6.12	Environmental Site Screening Checklist	5	Yes
6.13	Phase One or Two Environmental Site Assessment/ Record of Site Condition Report	5	Phase One TBD
6.14	Land Assembly Documents	2	Yes
6.15	Height Survey of adjacent buildings	2	Yes
6.17	Archaeological Report	3	No
6.18	Wind Impact Study	3	Yes
6.19	Sensitive Land Use (Risk Assessment) Report	6	No
6.20	Burlington Urban Design Advisory Panel Meeting Minutes	4	Yes
6.22	Other (specify)		
	Air Quality Study	6	Yes
	Urban Design Brief	5	Yes
	Grading, Drainage & Servicing Plans	12	Yes
	Geotechnical Report	4	Yes
	Draft Zoning By-law	2	Yes
	3D Model of Proposed Building(s)	1	Yes

12. **ADDITIONAL COMMENTS:** See attached notes

NOTES:

1. 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, such as variable fees may be required at a later date as per the fee schedule by-law.
2. 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.
3. This document expires 120 days from the date of signing or at the discretion of the Director of City Building. 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.
4. 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.
5. In the event this Pre-consultation Document expires prior to the application being accepted by the City, another document may be required.
6. An application submitted without the information identified in this Pre-consultation Document may be recommended for refusal based on insufficient information to properly evaluate the application.
7. **Acknowledgement of Public Information:**
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 photocopying 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.
8. 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.
9. The applicant must grant permission for municipal and agency staff to visit and access the property while the application is being processed.
10. 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.
11. 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".
12. 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).
13. 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. Questions about this collection can be directed to the Manager of Development Planning, City of Burlington, 426 Brant Street, Burlington, Ontario, L7R 3Z6, 905-335-7600, ex 7638.
14. 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:

Rosalind Mungai
Planning Staff

R Mungai
Planning Staff (Signature)

March 21, 2018
Date

Annette Simpson
Site Engineering Staff

Annette Simpson
Site Engineering Staff (Signature)

March 21/18
Date

Site Engineering Staff

Site Engineering Staff (Signature)

Date

Capital Works Staff

Capital Works Staff (Signature)

Date

DAN OZIMKOVIC
Transportation Staff

D Dan Ozimkovic
Transportation Staff (Signature)

3/21/2018
Date

Brian Hudson
Regional Staff

Brian Hudson
Regional Staff (Signature)

March 21, 2018
Date

John Kisner's
Regional Staff

John Kisner's
Regional Staff (Signature)

Mar. 21, 2018
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 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.

PAUL SUSTROWIK
Property Owner

Paul Sustrowik
Property Owner (Signature)

MARCH 21, 2018
Date

Tyler Grinyer
Agent
(I have authority to bind the owner)

Tyler Grinyer
Agent (Signature)

March 21/18
Date

APPENDIX—REQUIREMENTS FOR REPORTS/STUDIES AND PLANS

6.1 Planning Justification Report

A qualified planner (Registered Professional Planner) must submit a 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 Storm Water Management Report

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

6.5 Functional Service 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.

6.7 Traffic/Transportation 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 Feasibility and Vibration 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 City Building 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 (prepared in accordance with O.Reg. 153/04)**
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 City Building 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 Planning staff, for any building over 6 storeys in height. The report will provide information related to wind comfort conditions for pedestrians both on and around the development.
- 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 City Building Department on all tall and mid rise buildings (5 storeys or greater) and all public development projects. 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 Hydrogeology Study**
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

1161-1167 North Shore Blvd. - March 21, 2018

Attendees:

City of Burlington: Rosalind Minaji, Annette Simpson, Dan Ozimkovic, Rebecca Lau

Region of Halton: John Kisneris, Brian Hudson

Applicant: Tyler Grinyer- Bousefields, Paul Demczak- Amioco Properties Inc.
Paul Sustronk, Joe Wiley, Jack Sustronk –Spruce Partners

Description of Development Concept:

- Seniors housing complex including five connected buildings ranging in height from 17 storeys to 4 storeys
- Central tower of 9 storeys to the west
- Applies 45degree angular plane to properties to the north
- Up to 450 suites (could be lower)
- About 200 full time jobs associated with the project
- Underground parking
- Includes independent living and memory care components
- Taller components are connected with podiums containing operational functions
- Existing co-op buildings to be demolished – all owners have agreed to the sale.

Planning Comments:

- The current Official Plan designation of Downtown Mixed Use Centre Medium and/or High Density permits residential development up to 185 units per hectare. All development must be compatible with the existing character of the surrounding precinct.
- The DRH zone has a maximum height of 22m and density of 185uph
- The lands are located within the Downtown Urban Growth Centre and the Downtown Mobility Hub Study Area. Area Specific Plans for the City's four Mobility Hubs are currently underway. Designations for the Downtown Mobility Hub are expected to be adopted by Council in April 2018.
- This property has been designated as "Downtown Mid-Rise Residential Precinct" in the draft Official Plan. This Precinct will primarily accommodate existing residential development consisting of eleven storeys or less, in predominantly residential areas of the downtown. Limited development opportunities existing within the precinct will be expected to transition to, as well as achieve compatibility with the St. Luke's and Emerald Neighbourhood Precinct as well as other established residential neighbourhoods outside of the Downtown.
- The draft new Official Plan policies represent the Planning Department's current position on the most appropriate form of redevelopment in the downtown. Additional height and density will not be supported. However, through the ongoing Downtown Mobility Hub Area Specific Plan process, proposed height and or density permissions may be subject to reduction prior to the approval of the final Area Specific Plan due to specific constraints identified in servicing, transportation and other technical studies.
- Planning policy for downtown Burlington is in flux. While development applications will continue to be processed under the current Official Plan 1994, staff is encouraging applicants to conform to the objectives of the Downtown Mobility Hub in the proposed new Official Plan.
- The applicant is therefore strongly advised to conform to the 11 storey height limit in any future redevelopment proposal.
- 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 change to higher intensity and taller residential use is desirable and represents good planning;

- to discuss how the results of required technical studies have been used to refine the redevelopment proposal; and
- to explain how the proposed development is compatible with surrounding land uses including height, setbacks, massing, design and community features.
- Sun shadowing and height survey will be required. An angular plane should show how terracing can address pedestrian comfort.
- A wind study is required to address ground level wind conditions.
- Consider how additional landscaping may be included on the site.
- Prior to submitting the application, consultation with the Burlington Urban Design Panel will be required. An Urban Design Brief will be required to explain how the Tall Building 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.
- Consider parking for visitors, as well as temporary drop off parking for part time workers (housekeeping, home care, etc.)
- Generally design of tall buildings should include the following:
 - avoidance of heavy massing and floor plates along street frontages –instead provision of articulated base buildings with a plenty of pedestrian interest and wide sidewalks;
 - provision of slender towers with approximately 750m² floor plates which are separated from other towers by at least 30m;
 - consideration of scale of the podium in relation to the tower;
 - orientation of buildings to consider impacts on surrounding development by providing appropriate setbacks, transitions in scale, terracing, and height limits to retain access to sunlight and privacy
- A 3D model of the proposed building is required with the submission to assist with public engagement. Model specifications provided.
- Section 37 Benefits may be required.

Region of Halton Planning Comments:

- The subject lands are located within the Urban Area and within the Urban Growth Centre as per the 2009 ROP
 - S. 76 of the ROP directs that the range of permitted uses and creation of lots within in the Urban Area is to be in accordance with local official plans and zoning bylaws.
 - S.81(1) directs development with higher densities and mixed uses to Intensification Areas
- All development within the Urban Area to be on full municipal services, as per Section 89(3)
- S.156(1) of the ROP requires proponents of development applications to have regard for the Region's Healthy Community Guidelines. A review the Healthy Community Guidelines should be included as part of the Planning Justification Report.
- In accordance with In accordance with S.147(17) of the Region's Official Plan, a property is to be free of contamination prior to any development taking place
 - Regional Environmental Site Screening Questionnaire to be submitted with the application
 - Phase One ESA at the time of application (prepared to O.Reg 153-04 standards and with a Letter of Reliance), further studies may be required depending on the results of the ESA (Phase 2, RSC etc.)
- As per Section 143(12) of the ROP, an Air Quality Study is required for development proposals (sensitive land uses) within 30 m of a Provincial Highway
 - Scope/requirements of the Air Quality study can be found in the Region's Air Quality Guidelines
- 143(11) of the ROP requires proponents of development in areas adjacent to transportation uses, to undertake necessary impact analysis and implement appropriate abatement measures. A Noise Study will be required.
 - For more information, please reference the Region's Noise Abatement Guidelines
- No archaeological study is required. If the applicant finds any materials during the excavation, the Ministry of Tourism Culture and Sport should be notified.
- Waste Management:
 - Recommended a waste management plan be submitted with the application, as site-specific zoning may be affected

- Please reference the Region's Development Design Guidelines for Source Separation of Solid Waste for design requirements
- Region requires 9m overhead truck clearance and 13m truck turning radius
- Required Plans/Studies:
 - All submitted materials on a USB stick/CD
 - Regional review fees
 - Planning Justification Report (to include analysis of Region's Healthy Community Guidelines)
 - Functional Servicing Report, Site Servicing Plan (part of FSR)
 - Environmental Site Screening Questionnaire & Phase One ESA (prepared to O.Reg 153/04 standards and with a Letter of Reliance)
 - Air Quality Study
 - Noise Study
 - Waste Management Plan recommended

Region of Halton Servicing Comments:

- There is a Halton Region local watermain within North Shore Boulevard East adjacent to the proposed development, within the south boulevard of the municipal road.
- There is no local wastewater main within North Shore Boulevard East adjacent to the proposed development. There is a Halton Region trunk wastewater main (sanitary sewer) within North Shore Boulevard East adjacent to the proposed development, within an easement south of the south boulevard of the municipal road. Any existing/proposed trunk wastewater main service connection lateral for development requires special review and Regional permission to connect into, and it should be noted that permission is not always guaranteed.
- A recent servicing capacity inquiry for this property was for 407 units. It appears that this preconsultation is for approximately 450 units.
- For information only, the Region forecasts a future capital works project for the replacement of the wastewater main within Maple Avenue tentatively for 2018-2020.
- 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 property and within the property and place them on an Existing Site Servicing Plan drawings within their reports. Public and private utility companies can be utilized for this purpose.
- The property currently has a sanitary sewer connection lateral. The Region cannot confirm at this time whether it is adequate for the proposed development. It can only be confirmed when more work is done toward the future site plan application submission by the owner. For example when the engineering consultant undertakes to complete an existing sanitary sewer connection lateral physical locate, a physical size confirmation, a condition inspection and assessment (CCTV) of the existing sanitary lateral, a confirmation of the development size and scope, a confirmation whether any land division severance will be requested by the developer (individual water and wastewater services, and cannot cross lot lines), whether there would be an need for a local wastewater main (sanitary sewer), etc., whether any sewage pumping is required, and the developer's engineering consultant has proposed site services on proposed draft site servicing plan drawings, and completes a Functional Servicing Report. Only then can the Region review the information that is presented in the Functional Servicing Report.
- A Functional Servicing Report is 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 property is 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 the 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.
- 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 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 Services Permit, which is reviewed and obtained toward the end of the City's Site Plan approval process, or Regional Servicing Agreement.
- The Region has initiated a Burlington Water Servicing Strategy Review and it is forecast to be completed this year. Please feel free to contact the Region at any time regarding the status of the review.
- 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.

Site Engineering Comments:

- The deemed Right of Way (ROW) of North Shore Boulevard East is 35m, and is a City of Burlington owned road, an irregular widening of up to +/-5.0m will be required to be dedicated as part of this application. Only an Ontario Land Surveyor will be able to accurately establish the required widening, we ask that the widening be confirmed prior to undertaking any detailed design work.
- From our GIS mapping it does not appear as though the property is within Conservation Halton regulated area, however, we would defer to Conservation to confirm.
- There is a Union Gas pipeline along the front of the property, please contact Union Gas to determine any requirements they may have when constructing in close proximity to their utility.
- The QEW is adjacent to the site, please contact the MTO to determine development setbacks and any other requirements they may have prior to completing detailed design work. Upgrades to the ramps will be undertaken in the next few years and may have implications for this site.
- We ask that the applicant pre-consult with Burlington Hydro regarding servicing requirements, our GIS mapping indicates the property as part of the Downtown Mobility Hub study area, and as such there is a City Hydro Servicing Policy (Appendix C to the E-01-14 Report, adopted by council on February 18, 2014) which states future hydro services and other utilities for properties located within the Mobility Hub and downtown are to be buried at the owner's expense.
- There is an existing 300mm storm sewer across the west third of the property, it services the rear yards of the Bellevue Condominiums, this existing drainage condition will need to be accommodated in the SWM/servicing of the proposed development. We ask that the Civil Engineer contact us to discuss where to relocate the storm sewer connection elsewhere on the property. Please also note that a min. 3.0m wide easement will be required over the storm connection, in favour of the City of Burlington as part of this application.
- Is there a retaining wall proposed across the north property line? Details will be required at the application stage to determine proposed grading and effects on adjacent properties.
- We would like to see a turn-around/drop off area at the main entrance and if Transportation supports a few above-ground drop off/parking spaces near the main entrance.
- Please consider provision of at-grade and underground bicycle parking for residents and guests
- Please consider pedestrian movements in the underground parking, i.e. safe/delineated areas at exits to stairwells and elevators, please ensure strategic placement of barrier free parking so that there is clear access aisles to the elevators
- Please consider electric car charging stations in the underground parking, and consider ductwork for future electric car charging stations at individual parking spaces, if residents want to install in the future.
- Please consider mitigating for bird impacts in the design of the buildings.
- Phase One Environmental Site Assessment required –please ensure the Phase ONE ESA is completed in accordance with O. Reg. 153/04, including a letter of reliance stating the City (and Region) may rely on the information provided. Please note that depending on the results of the Phase One ESA, further environmental investigation may be required, up to and possibly including a Record of Site Condition.
- Stormwater Management Report:
 - Umar Malik has provided the following SWM criteria:
 - Enhanced Quality Control achieving 80% Total Suspended Solids Removal. We ask that a treatment train approach be utilized that incorporates Low Impact Development techniques. OGS units providing 80% TSS removal will be credited at 50%,
 - Quantity Control – post development flows controlled to pre development flow levels by providing on site storage for all storm events from 2 year up to and including the 100 year storm.
 - There is an existing 300mm storm sewer that runs through the property. This pipe collects back yard drainage from the houses fronting onto Bellevue and discharges into the North Shore storm sewer. This drainage pattern shall have to be maintained to the satisfaction of the city. The

proposed redevelopment of the parcel must not obstruct drainage from the surrounding properties. (a min. 3.0m wide easement will be required over the (relocated) storm sewer lead)

- The MTO will also review the SWM report and may have criteria different than above; the most stringent criteria shall apply. Please note that it is our experience that the MTO only allows “traditional” stormwater storage, i.e. they do not typically allow “Cultec” or similar newer technology for stormwater storage, we defer to the MTO to confirm their requirements
- Provide storage details and location
- Report to include servicing & grading plan
- The existing system will need to be shown on the drawings. If the system is to be reused or maintained we will need videos of the existing system to see the condition. If not, please note on the drawings what is to be removed (and replaced). Typically we require removal to the mainline, i.e. not just abandoned.
- For landscape areas over top of underground parking a runoff coefficient of 0.9 is to be used
- Sewer pipes cannot be located under buildings.
- Confirm if there is permanent dewatering required for underground parking – and incorporate into design
- Please note that there should be no surface ponding in accessible parking spaces, and no surface ponding in a 5 year storm.
- Please clearly show the overland flow route for this address and neighbouring properties to ensure existing drainage patterns are maintained.
- Quantity controls must use an orifice tube (not plates).
- Need to confirm capacity of receiving system
- Need to confirm condition of receiving system (i.e. video inspection)
- 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.)
- Control structures and their location with cross sectional details
- 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.
- If you have any questions regarding SWM criteria please contact us (umar.malik@burlington.ca or annette.simpson@burlington.ca)
- 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.
- Geotechnical Report - underground parking, groundwater conditions – is any permanent dewatering required for underground parking, & to support possible LID for SWM
- Detailed Grading and servicing plans, also including:
 - 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.
 - Need to include grades on adjacent properties enough to determine existing drainage patterns, as mentioned above the existing 300mm storm sewer connection must be maintained/relocated. This property appears to be lower than both the north and east neighbouring properties will need to clearly demonstrate how grades will interface.
 - 100 year storm elevation
 - Show limits of underground parking on the drawings.
 - Catch basins in landscape areas to be sumless
 - We would strongly encourage the Applicant’s Civil Engineer to daylight the area of the proposed service connections to accurately locate the existing infrastructure (sewers, water, bell, hydro, cable, etc.) and determine inverts before completing detailed design work. This will be a requirement before Site Plan approval (if application proceeds)

- Although a site plan issue, we need to ensure there is room for snow storage. 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.
- Another site plan issue, however we ask that the architect and other consultants consider placement of utility meters/piping/vaults/etc. please ensure they do not block walkways or be placed near the main entrances or in the way of barrier free routes, to ensure there is enough room at the design stage of the building.
- Noise Feasibility Study (must be prepared by P. Eng.):
 - For the development itself and need to see if there are any negative impacts on existing surrounding residential (due to rooftop mechanical, underground parking fans/vents/etc.).
 - The QEW is adjacent to the site; the rear neighbouring existing condominium has an earth berm/noise attenuation wall combination. The MTO will also review the noise feasibility study and the most stringent criteria shall apply
 - Please note that adjacent to the site the existing high-rise buildings and adjacent developments with underground parking may be stationary sources that will need to be assessed in the report.
 - Please have the noise engineer consult with the architect and structural engineer as to the optimal placement of vents and fans for the underground parking
 - Please also have the noise engineer consult with the architect with regard to the design of the building, i.e. maybe limit operable windows/bedroom windows/living room windows on the QEW side of the building, or angle them to provide optimal noise mitigation; strategic placement of the outdoor living area so that it is shielded from the QEW
 - Please advise the noise consultant that reflective surface should be used in Stamson calculations
 - Please also advise the noise consultant that although NPC-300 tables indicate 60dBA in the OLA 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.
 - All STAMSON calculations should be included in the report
 - Copies of correspondence from the City of Burlington confirming traffic counts (for North Shore Blvd. East) and the MTO (for the QEW) must be included in the brief.
 - Site plan to be included in the report
 - 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
 - Area context plan to be included showing potential sources of noise
- Summary for RZ/OPA:
 - Stormwater Management Report (Can be a section in the FSR)
 - Detailed Servicing, Grading & Drainage drawings
 - Noise Feasibility Study
 - Geotechnical Report (for underground parking & if LID proposed)
 - Phase One ESA (in accordance with O. Reg. 153/04 & letter of reliance)
 - Tree preservation (and removal) plan
 - Relocate existing storm sewer lead & provide a min. 3.0m easement over it in favor of the City of Burlington
- At the Site Plan Stage:
 - Erosion control plan
 - Construction Management Plan –show trades parking, truck staging, sanitary facilities, site trailer, material storage, crane location, hoarding, etc. No trade’s parking will be allowed on City streets. No Truck Staging will be allowed on City streets, unless permission/permit is obtained from Transportation. After hours emergency number to be posted on front gate.

- 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.
- Landscape plans – street-scaping may be required.
- Clearly show pedestrian connections
- Lighting/Photometrics details/drawing, as per City of Burlington Accessibility Design Standards and City of Burlington Outdoor Lighting Guidelines, available on our website
- Snow storage – preferred on a soft surface, i.e. grass, as a pretreatment for quality control.
- Precondition survey of surrounding properties as well as vibration monitoring during construction will be required.
- Mechanical Engineer will need to confirm that they have reviewed the SWM and have designed the internal pipes accordingly.
- 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

Urban Forestry Comments:

- Tree Inventory and Preservation Plan required. All trees over 10cm DBH on site. No City trees are identified in the City's tree inventory adjacent to this site.
- Trees within 3m of a property line on adjacent properties should be evaluated for anticipated impacts from the development.
- The Forestry Act of Ontario protects trees whose trunks are growing directly on a property line – these trees are considered shared, and no damage or removal may occur without the co-owner's informed consent.
- No trees to be removed on site or otherwise until such times as the application has been approved, and/or council approved been granted for the removal of public trees.
- A conceptual landscape plan should be provided, and should address any compensatory planting required for on site removals.

Transportation Services Comments:

- Transportation Planning will require a traffic impact study
- If the applicant is asking for a parking reduction, Parking Justification report will be required.
- Vehicular access to the property should remain at the same location as the current access.
- Pedestrian connection between the proposed development and North Shore Blvd. is required
- Bike parking will need to be provided on site
- The Ministry of Transportation needs to be contacted due to this property being adjacent to the interchange. They may wish to review the scope of work for the TIS.