



**Planning and Development Committee - Public Meeting
Agenda**

Date: September 17, 2019
Time: 6:30 p.m.
Location: Council Chambers Level 2, City Hall

Pages

1. Declarations of Interest:

2. Statutory Public Meetings:

Statutory public meetings are held to present planning applications in a public forum as required by the Planning Act.

2.1 Zoning by-law amendments for city-wide parking rates (PB-65-19)

1 - 20

3. Delegation(s):

In order to speak at a Planning and Development Committee - Public meeting, individuals must register no later than noon on the day before the meeting. To register, complete the online application at www.burlington.ca/delegations, email cityclerks@burlington.ca or phone 905-335-7600, ext. 7481.

4. Consent Items:

Reports of a routine nature, which are not expected to require discussion and/or debate. Staff may not be in attendance to respond to queries on items contained in the Consent Agenda.

5. Regular Items:

5.1 Waldorf School site plan application (PB-66-19)

21 - 35

6. Confidential Items:

Confidential reports may require a closed meeting in accordance with the Municipal Act, 2001. Meeting attendees may be required to leave during the discussion.

7. Procedural Motions:

8. Information Items:

9. Staff Remarks:

10. Committee Remarks:

11. Adjournment:



SUBJECT: Zoning by-law amendments for city-wide parking rates

TO: Planning and Development Committee - Public

FROM: Department of City Building

Report Number: PB-65-19

Wards Affected: All

File Numbers: 520-07/19

Date to Committee: September 17, 2019

Date to Council: September 23, 2019

Recommendation:

Approve Zoning By-law 2020.414 attached as Appendix A to department of city building report PB-65-19 to amend City-wide residential parking rates; and

Approve Zoning By-law 2020.415 attached as Appendix B to department of city building report PB-65-19 to amend City-wide non-residential parking rates; and

Deem that Zoning By-law 2020.414 and Zoning By-law 2020.415 conform to the City of Burlington Official Plan.

Purpose:

A City that Grows

- *Promoting Economic Growth*

The City supports the development of employment land through timely planning, infrastructure investments and other incentives. The revised parking rates will reduce the need for zoning variances by updating outdated standards.

- *Intensification*

As the City grows it is essential to ensure that the amount of required parking is calibrated to avoid the inefficient use of serviced land and support the transition to a multi-modal transportation system and reduced reliance on the automobile.

A Healthy and Greener City

- *Healthy Lifestyles*

The City is moving toward design for complete streets, improved walkability and implementing active modes of transportation. The Parking Standards Review has provided the necessary data to ensure that the correct amount of parking is provided for various land uses.

Background and Discussion:

Burlington's off-street parking requirements are set out in Zoning By-Law 2020 and are used to govern the supply of parking for all types of land use. A review of the current zoning regulations was undertaken to develop a context-sensitive framework for updated parking requirements based on existing and desired land use and transportation characteristics.

As the City grows within its urban boundary, it must adopt an approach to parking standards that considers land use, built form, and design standards, as well as proximity to transit and other active modes of travel. The City should move towards managing parking in a responsible manner that promotes sustainable forms of development and provides an emphasis on travel demand management.

Terms of Reference for a City-wide Parking Review were presented to Council in September 2015. The Request for Proposals was issued in October and IBI Group was retained as the successful candidate in December 2015.

The final report was submitted by IBI Group in July 2017. The City-wide Parking Review was presented by the consulting team to Committee of the Whole and the following recommendation was adopted by Council on October 10, 2017:

“Receive and File the “City of Burlington City-Wide Parking Standards Review Consolidated Report” prepared by IBI Group, dated July 2017;

Direct the Director of Planning & Building and the Director of Transportation Services to solicit input from the general public and the development community on the proposed parking standards in the 2017 IBI Report; and

Direct the Director of Planning & Building to report back to Council in Q2 of 2018 with recommended parking rates and a Zoning By-law amendment to implement these recommended rates.” (Report PB-65-17)

The following steps were taken to obtain public feedback on the City-Wide Parking Standards Review in 2017 and 2018:

- The Final Report was posted on the project web page: www.burlington.ca/parkingreview along with a summary table of the proposed parking rates. Feedback was solicited to a dedicated email address.
- A newspaper ad was placed in the Burlington Post on September 28, 2017 asking people to share their feedback on the City's proposed new parking standards.
- Media releases and Burlington Social Media posts were prepared. Articles ran in the Burlington Post and Hamilton Spectator in October 2017 directing the public to the web page.
- An article was placed in the on-line City Talk issue in October 2017.

- An item was placed in the Burlington Economic Development Newsletter in December 2018 asking people to have their say.
- Presentations about the proposed parking rates were made to the following groups:
 - Burlington Housing Development Liaison Committee in October 2017
 - Burlington Downtown Business Association in November 2017
 - Burlington Accessibility Advisory Committee in January 2018
 - Burlington Seniors Advisory Committee in May 2018 and May 2019

A total of 13 submissions were received. The project was then put on hold during the election period so that the outcome could be presented to the newly elected Council in 2019.

An update report was presented to Committee of the Whole (COW) on May 13, 2019 and the staff recommendation was considered at the COW meeting of June 10, to allow for further public delegations. Staff recommended the following next steps to implement the Parking Review:

- That the revised parking rates for Intensification Areas be reviewed during preparation of site specific zoning for the Mobility Hubs.
- That staff continue to meet with the Accessibility Advisory Committee to discuss appropriate ratios for accessible parking in Burlington.
- That staff works with the Burlington Urban Design Advisory Panel as well as staff from the Urban Design Section to review and implement revised parking design standards.
- That the revised parking rates for various land uses recommended by the IBI Study be incorporated into Zoning By-law 2020.

On June 17, 2019 Council approved the following resolution:

“Receive and File the “City of Burlington City-Wide Parking Standards Review Consolidated Report” prepared by IBI Group, dated July 2017; and

Direct the Director of City Building to report back to Council in Q3 of 2019 with Zoning By-law amendments to implement the recommended parking rates set out in Report PB-43-19” (Report PB-43-19)

The Zoning By-law amendments to implement the new City-wide parking rates are attached as Appendix A and B to department of city building report PB-65-19. A statutory public meeting is being held to meet the requirements of the Planning Act before the amendments can be enacted by Council.

Recommended Zoning:

The parking rates recommended by IBI Group have been based on a comprehensive and systematic evaluation of our existing parking standards, coupled with verified

current use of parking stalls through over 400 surveys of parking usage across Burlington, and a comparison of parking rates in peer municipalities. Staff is confident that these rates reflect the transportation and land use realities facing us today and will assist in right sizing our parking requirements for the coming modal shift.

The recommended rates for Residential and Non-residential land use are listed in Tables One and Two below.

(O = Occupant, V= Visitor, BR = Bedroom, GFA = Gross Floor Area)

Table One: Recommended Residential Parking Rates

Land Use	Existing Parking Rate	Recommended Rate
Detached Dwelling	2 spaces/unit	No change
Semi-Detached, Duplex Dwelling	2 spaces/unit	No change
Triplex Dwelling	2 spaces/unit	1.33 spaces/unit
Street Triplex, Street Fourplex, Street Townhouse	2 spaces/unit	No change
Townhouse, Fourplex, Cluster Homes	O: 2 spaces/unit, V: 0.5 spaces/unit	O: No change V: 0.25 spaces/unit
Stacked Townhouse	O: 1.25 to 2 spaces/unit V: 0.35 spaces/unit	O: 1 space/unit V: 0.25 spaces/unit
Back-to-Back Townhouse	O: 1.25 to 2 spaces/unit V: 0.35 spaces/unit	O: 2.0 space/unit V: 0.25 spaces/unit
Accessory Dwelling Unit	1 or 2 spaces/unit	1 space/unit
Apartment Building	O: 1BR: 1.25 spaces/unit 2BR: 1.5 spaces/unit 3BR: 1.75 spaces/unit V: 0.35 spaces/unit	O:1BR: 1 space/unit 2BR: 1.25 spaces/unit 3BR: 1.5 spaces/unit V: 0.25 spaces/unit
Retirement Home	0.85 spaces/ employee Occupant: 0.5 spaces/unit V: 0.25 spaces/unit	O: 0.6 spaces/unit V: 0.25 spaces/unit

Land Use	Existing Parking Rate	Recommended Rate
Long-Term Care Facility	0.85 spaces/emp + 0.25 spaces/bed	0.35 spaces/bed

The recommended parking rates for residential uses have been incorporated into Zoning By-law 2020.414 attached as Appendix A to this report.

Table Two: Recommended Non-Residential Parking Rates:

Land Use	Existing Parking Rate	Recommended Rate
Bank, Trust Company, Credit Union	6 spaces/100 m ² GFA	5 spaces/100 m ² GFA
Bowling Alley	4 spaces/alley	Remove category
Recreational Establishment	1 space/6 persons capacity	5.5 spaces/100 m ² GFA
Convention or Conference Centre/Banquet Hall	10 spaces per 100m ² GFA	No change
Entertainment Establishment	1 space/6 persons	10 spaces/100 m ² GFA
Movie Theatre	0.25 spaces/seat	Remove category
Night Club/Dance Hall	0.275 spaces/person capacity	No change
Home-Based Business/ Home Day Care	None required	No change
Hotel	1 space/room	No change
Industrial Uses	1 space/100 m ² GFA	No change
Warehouse and Logistics	1 space/100 m ² GFA	1.5 spaces/100 m ² GFA
Storage Locker Facility	1.0 spaces/100 m ² GFA	0.5 spaces/100 m ² GFA
Office: Medical	6 spaces/100 m ² GFA	No change
Office: Other	3.5 spaces/100 m ² GFA	3 spaces/100 m ² GFA

Land Use	Existing Parking Rate	Recommended Rate
Multi-use Business Park	3.5 spaces/100m ² office component 1 space/100m ² Other uses	More than 30% space for office: 3.0 spaces/100 m ² GFA. Less than 30% space for office: 2.0 spaces/100 m ² GFA
Retail Store (Stand Alone)	4 spaces/100 m ² GFA	3.5 spaces/100 m ² GFA
Retail Centre (Shopping Centre)	5.25 spaces/100 m ² GFA	5 spaces/100 m ² GFA
Service Commercial Use	4 spaces/100 m ² GFA	No change
Supermarket	10 spaces/100 m ² GFA	6 spaces/100 m ² GFA
Restaurant Fast Food	25 spaces/100 m ² GFA or 1 space/4 persons capacity, whichever is greater	10 spaces/100 m ² GFA
Standard Restaurant	25 spaces/100 m ² GFA	18.5 spaces/100 m ² GFA
Outdoor Patio	1 space per 4 person occupancy	0 spaces
Place of Worship	6 spaces/100 m ² GFA	0.2 spaces per seat or prayer space OR 6.0 spaces/100 m ² GFA Whichever is higher
Elementary School	1.5 spaces/classroom	No change
Secondary School	4 spaces/classroom	3 spaces/classroom
Post-Secondary School	1 space/3 students, faculty and staff	5 spaces/classroom plus 1 space per 6 person capacity in auditoriums
Business, Commercial, Trade Schools	1 space/3 students, faculty and staff	5.0 spaces/100 m ² GFA

The recommended parking rates for non-residential uses have been incorporated into Zoning By-law 2020.415 attached as Appendix B to this report.

Financial Matters:

Not applicable

Public Engagement Matters:

This statutory public meeting was advertised in the Burlington Post on Thursday August 15, 2019 to provide the requisite 30 day notice. In addition, copies of the proposed Zoning By-laws were posted on the project web page www.burlington.ca/parkingreview

All individuals who previously submitted comments or who delegated on the City-wide Parking Review at the three previous Committee of the Whole meetings were notified of this meeting and the opportunity to further delegate before Council on this matter.

Conclusion:

Staff is recommending that Council approve Zoning By-law 2020.414 for residential parking rates attached as Appendix A and Zoning By-law 2020.415 for non-residential parking rates attached as Appendix B.

The City-wide Parking Review is the first step toward the completion of the comprehensive zoning review for the City of Burlington. The recommendations of this study will be used as the basis for updated parking regulations and design standards for development in Burlington which will result in a modern, 'right-sized' parking requirement.

Respectfully submitted,

Rosalind Minaji MCIP, RPP
Coordinator of Development Review
X7809

Silvina Kade MCIP, RPP
Coordinator of Zoning
x7871

Appendices:

- A. Zoning By-law 2020.414
- B. Zoning By-law 2020.415

Report Approval:

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.

APPENDIX A
THE CORPORATION OF THE CITY OF BURLINGTON
BY-LAW NUMBER 2020.414

A By-law to amend By-law 2020, as amended for Residential Parking Rates

File No.: 520-02-67

WHEREAS Section 34(1) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, states that Zoning By-laws may be passed by the councils of local municipalities; and

WHEREAS the Council of the Corporation of the City of Burlington approved the Recommendation in report PB-65-19 on _____2019 , to amend the City's existing Zoning By-law 2020, as amended, to update city-wide residential parking rates;

THE COUNCIL OF THE CORPORATION OF THE CITY OF BURLINGTON HEREBY ENACTS AS FOLLOWS:

1. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Remove references to "Triplex Dwelling" from the second row of Table 1.2.6, and the reference to "Street Triplex Dwelling" from the third row of Table 1.2.6.

Add the following parking regulations for "Triplex" and "Street Triplex Dwelling"

"Triplex Dwelling	1 occupant space per unit
	0.33 visitor spaces per unit

Street Triplex Dwelling	2 spaces per unit
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A Triplex Dwelling on a parcel of tied land fronting onto a common element condominium road: 1.5 spaces per unit where 1 space shall be located on the

parcel of tied land and 0.5 space per unit for visitor parking shall be located within the common element condominium block which contains the condominium roadway.”

2. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the visitor parking rate for “Townhouse, Fourplex and Cluster Homes” to 0.25 spaces per unit.

3. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Separate the categories for “Stacked Townhouse Dwellings” and “Back to Back Townhouse Dwellings” and change the parking rates as follows:

“Stacked Townhouse Dwellings	1 occupant space per unit 0.25 visitor spaces per unit
Back to Back Townhouse Dwellings	2 occupant spaces per unit 0.25 visitor spaces per unit”

4. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Apartment Building” as follows:

“Apartment Building	1 occupant space per one-bedroom unit 1.25 occupant spaces per two-bedroom unit 1.5 occupant spaces per three or more bedroom unit 0.25 visitor spaces per unit 1 additional space per 75 units for the use of maintenance vehicles servicing the site
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5. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Long Term Care Facility” to 0.35 spaces per bed

6. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Retirement Home” to:

Occupant/Employee: 0.6 spaces per unit

Visitor: 0.25 spaces per unit

1 additional space per 50 units for the use of maintenance vehicles servicing the site

7. *PART 2 of By-law 2020, as amended, Residential Zones, Section 3, Table 2.3.1 Footnote (a) is amended as follows:*

Delete the section of the footnote entitled “Parking” including Table 2.3.1.1 and replace with the following:

“Parking: one space per accessory unit.

Parking for the principle dwelling and the accessory dwelling unit shall not be permitted in that portion of the rear yard defined as the area between the extension of the two lines projected backward from the two side walls of the dwelling.”

- 8 a) When no notice of appeal is filed pursuant to the provisions of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, this By-law shall be deemed to have come into force on the day it was passed

- 8 b) If one or more appeals are filed pursuant to the provisions of the Planning Act, as amended, this By-law does not come into force until all appeals have been finally disposed of, and except for such parts as are repealed or amended in accordance with an order of the Ontario Municipal Board this By-law shall be deemed to have come into force on the day it was passed.

ENACTED AND PASSED thisday of 2019.

_____MAYOR

_____CITY CLERK

EXPLANATION OF PURPOSE AND EFFECT OF BY-LAW 2020.414

By-law 2020.414 updates the parking rates for residential land uses.

For further information regarding By-law 2020.414, please contact Rosalind Minaji of the Burlington City Building Department at (905) 335-7600, extension 7809.

APPENDIX B
THE CORPORATION OF THE CITY OF BURLINGTON
BY-LAW NUMBER 2020.415

A By-law to amend By-law 2020, as amended for Non-Residential Parking Rates

File No.: 520-02-67

WHEREAS Section 34(1) of the Planning Act, R.S.O. 1990, c. P. 13, as amended, states that Zoning By-laws may be passed by the councils of local municipalities; and

WHEREAS the Council of the Corporation of the City of Burlington approved the Recommendation in report PB-65-19 on _____ 2019, to amend the City's existing Zoning By-law 2020, as amended, to update city-wide non-residential parking rates;

**THE COUNCIL OF THE CORPORATION OF THE CITY OF BURLINGTON HEREBY
ENACTS AS FOLLOWS:**

1. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Bank, Trust Company, Credit Union” to 5 spaces per 100m² of gross floor area

2. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Delete the categories and parking rates for “Bowling Alley” and “Movie Theatre”

3. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Entertainment Establishment” to 10 spaces per 100m² of gross floor area.

4. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Recreational Establishment” to 5.5 spaces per 100m² of gross floor area.

5. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Add the category of “Warehouse and Logistics” with a parking rate of 1.5 spaces per 100m² of gross floor area.

6. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Add the category of “Storage Locker Facility” with a parking rate of 0.5 spaces per 100m² of gross floor area.

7. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Office” to 3 spaces per 100m² of gross floor area.

8. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Add the category of “Multi-Use Business Park” with a parking rate as follows:

“Multi-Use Business Park	3 spaces per 100m ² of gross floor area where more than 30% of the building is used for office space, or 2.0 spaces per 100m ² of gross floor area where less than 30% of the building is used for office space”
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9. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Retail Store” to 3.5 spaces per 100m² of gross floor area.

10. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Retail Centre” to 5 spaces per 100m² of gross floor area.

11. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Supermarket” to 6 spaces per 100m² of gross floor area.

12. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Restaurant: Fast Food Restaurant” to 10 spaces per 100m² of gross floor area.

13. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Restaurant: Standard Restaurant” to 18.5 spaces per 100m² of gross floor area.

14. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “Outdoor Patio” to “None Required”

15. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Separate the categories for “Place of Assembly” and “Place of Worship” and retain the parking rate for “Place of Assembly” at 6 spaces per 100m² of gross floor area.

Amend the parking rate for “Place of Worship” as follows:

“Place of Worship	0.2 spaces per seat or prayer space
	OR
	6 spaces per 100m ² of gross floor area
	whichever is higher”

16. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “School: Secondary” to 3 spaces per classroom

17. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “School: Post-Secondary” to 5 spaces per classroom plus 1 space per 6 person capacity of auditoriums.

18. PART 1 of By-law 2020, as amended, General Conditions and Provisions, Section 2.25, Table 1.2.6 Off-Street Parking Standards is amended as follows:

Change the parking rate for “School: Business, Commercial, Trade” to 5 spaces per 100m² of gross floor area

19. PART 3 of By-law 2020, as amended, Employment Zones, Section 2 Permitted Uses, Table 3.2.1 is amended as follows:

Replace the use “Storage and Warehousing” with the use “Warehouse and Logistics”

Add the use “Storage Locker Facility” and permit this use in BC1, BC2, GE1 and GE2 zones

20. PART 16 of By-law 2020, as amended, Definitions, is amended as follows:

Add the following definition for “Warehouse and Logistics”

“Warehouse and Logistics: premises used for keeping or storing goods or commodities, to which the general public does not have access, and which may also be used for the distribution of the goods or commodities.”

21. PART 16 of By-law 2020, as amended, Definitions, is amended as follows:

Add the following definition for “Storage Locker Facility”

“Storage Locker Facility: premises where individual enclosed areas are made available to the public for keeping or storing goods or commodities.”

22. PART 16 of By-law 2020, as amended, Definitions, is amended as follows:

Add the following definition for “Multi-Use Business Park”

“Multi-Use Business Park: A combination of four or more industrial or office uses with individual exterior entrances, in one or more buildings, on more or more parcels of land, designed as an integrated, planned development having common off-street parking and driveways.”

23. When no notice of appeal is filed pursuant to the provisions of the Planning Act, R.S.O. 1990, c.P.13, as amended, this By-law shall be deemed to have come into force on the day it was passed

24. If one or more appeals are filed pursuant to the provisions of the Planning Act, as amended, this By-law does not come into force until all appeals have been finally disposed of, and except for such parts as are repealed or amended in accordance with an order of the Ontario Municipal Board this By-law shall be deemed to have come into force on the day it was passed.

ENACTED AND PASSED thisday of 2019.

_____ MAYOR

_____ CITY CLERK

EXPLANATION OF PURPOSE AND EFFECT OF BY-LAW 2020.415

By-law 2020.415 updates the parking rates for residential land uses.

For further information regarding By-law 2020.415, please contact Rosalind Minaji of the Burlington City Building Department at (905) 335-7600, extension 7809.



SUBJECT: Waldorf School site plan application

TO: Planning and Development Committee

FROM: Department of City Building - Planning Building and Culture

Report Number: PB-66-19

Wards Affected: 5

File Numbers: 535-002/19

Date to Committee: September 17, 2019

Date to Council: September 23, 2019

Recommendation:

Approve the site plan application submitted by Green Propeller Design Inc. on behalf of the Halton Waldorf School subject to the conditions as attached in Appendix A to department of city building report PB-66-19.

Purpose:

The purpose of this report is to recommend conditional approval of the undelegated site plan application for the proposed Halton Waldorf High School located at 2254 Orchard Road. The following objectives of Burlington's Strategic Plan apply to this application:

An Engaging City

- Good Governance

Background and Discussion:

The formal site plan application was received in March 2019. Staff procedure requires a notification to the applicable Councillor when a site plan application has been received in their ward. On Tuesday April 2, The Planning and Development Committee carried a motion to undelegate the site plan application for the subject property. This motion was approved by Council on April 23, 2019.

The subject property is located at the southwest corner of Dryden Avenue and Orchard Road. It is 0.32ha in area and previously supported a detached dwelling which has recently been demolished. It is noted that as an outcome of a Council decision from 2018, the subject property as well as a strip of surplus land along Dryden Avenue was sold to the Waldorf School from the City of Burlington. Surrounding land uses include: Dryden Avenue and townhomes to the north; Orchard Road, townhomes and semi-detached dwellings to the east; detached dwellings to the south; and a creek block to the west.

The subject property is designated as Residential Medium Density in the Official Plan. The proposed school is an Institutional Use under the Official Plan. Institutional uses are permitted in all land use designations except for certain rural and watercourse designations. The proposed land use is in accord with the Official Plan.

The subject property is zoned Development “D” in the Zoning By-law. A school is a Permitted Use in All Zones, including the “D” Zone, subject to certain criteria such as being on a lot that abuts a higher order street and minimum setbacks from property lines. The proposed school use is in accord with the requirements of the Zoning By-law.

Proposed Development

The site plan application proposes a 1 storey private high school consisting of a 422.8m² school building with 4 classrooms and the retention of an existing 82.7m² garage that is to be used for storage purposes only. The school is situated on the north side of the property, closest to the street intersection while the parking lot is on the south side. The parking lot contains 17 vehicle parking spaces including 1 barrier free parking space plus 1 loading space for deliveries. For reference, the Zoning By-law only requires 16 vehicle parking spaces. Driveway access to the parking lot is from Orchard Road. The development also proposes 9 covered bicycle parking spaces on site. Waste and recycling will be stored in a “Molok” system of underground containers.

It should be noted that the proposed site plan shows future 1 storey additions to the school building. These additions are not included in this site plan application and do not form part of this recommendation for site plan approval. Additional planning approvals will be required should the school wish to proceed with these additions.

The proposed school has been designed with various environmental features such as primary solar orientation to the south and west, permeable pavers in the parking lot and pedestrian pathways, solar reflective roof surface, and organic cladding materials such as wood siding and timber beams and braces.

Several trees on site will be protected during construction and retained as part of the overall landscape plan. Specifically, trees along the south side of the property adjacent to the creek block and existing garage, and some along Orchard Road frontage will be

retained. Additional landscaping will supplement what is being retained on site to create an environment that aligns with the natural theme and curriculum of the Waldorf School. This is reinforced through a decorative rustic wood rail fence in strategic areas, lowland native meadow on east side of the school, and an outdoor gathering space on the west side of the school with limestone boulder seating areas. It is noted that a condition of site plan approval from the City's Urban Forestry and Landscape staff requires a revised landscape plan for approval. The revised landscape plan is to provide clarity on some minor technical issues as well as provide low plantings (shrubs, grasses, perennials) between the limestone boulder seating and the north side of the outdoor learning area and Dryden Ave in order to soften views and noise for adjacent neighbours to the north.

Lighting plans are to be submitted as a condition of site plan approval and are to meet applicable City standards. Similarly, a noise report stamped and certified by a professional engineer is required as a condition of approval along with confirmation of all applicable noise control measures incorporated into the design of the school.

A Traffic Assessment report was submitted with the site plan application and reviewed by the Transportation Department. The assessment confirmed that the traffic generated from the proposed school does not create any adverse impacts on nearby streets and intersections. The Transportation Department has no objections with the proposed development.

The subject property is partially regulated by Conservation Halton; however, the proposed development is located outside of Conservation Halton's regulated area. Conservation Halton has reviewed the proposed development and has no objections subject to conditions of approval.

Financial Matters:

Application fees have been paid and securities will be required as a condition of site plan approval.

Connections:

Issuance of draft site plan approval completes the technical review of the site plan application and establishes the parameters that will facilitate issuance of final site plan approval. As a result of draft site plan approval, the applicant will be able to connect with various staff to finalize the zoning clearance review, complete the site engineering review, and begin site preparation in anticipation of building permit application/issuance.

Public Engagement Matters:

A public meeting was held on September 11 at the Appleby Ice Centre to discuss the proposed development with the community. Approximately 10 members of the public attended. Generally, the primary concerns from the public regarding the proposed development related to traffic and parking. The public commented that traffic in the area is already overwhelming and the school will make things worse. The applicant submitted a Traffic Impact Assessment to the Transportation Department who reviewed and confirmed that the street network can absorb the traffic generated by the school. Comments were also received regarding the use of on-street parking due to perceived concerns about inadequate parking on site. The proposed school provides 1 additional parking space beyond what the Zoning By-law requires. Transportation Department staff have committed to monitor any operational traffic impacts and illegal parking activity in the area once the school is constructed.

Additional feedback from the meeting indicated concerns about the sale of land to Waldorf School and lack of notification. It is Planning staff's understanding that as directed by Council resolution, public notice of the sale of land to Waldorf School was provided by publication in Council minutes and on the City's website as well as notification by regular mail to all properties within 120 metres of the subject land.

Lastly, attendees from the public meeting questioned why the proposed school cannot be located behind the existing Waldorf Elementary School at 2193 Orchard Road. Most of the Waldorf Elementary School site is protected by Significant Woodland policies from the Region of Halton as well as being in a regulated area from Conservation Halton. Together, these limit further development potential on the Waldorf Elementary School site.

Conclusion:

Staff has reviewed the proposed site plan in accordance with the policies of the Official Plan and the requirements of the Zoning By-law and have no objections.

Staff is satisfied with the proposed development and recommend approval.

Respectfully submitted,

Jamie Tellier

Manager of Urban Design

905-335-7600 x7892

Appendices:

- A. Conditions of Draft Site Plan Approval
- B. Site Plan
- C. Landscape Plan
- D. Architectural Elevations

Report Approval:

All reports are reviewed and/or approved by Department Director, Director of Finance and Director of Legal. Final approval is by the City Manager.

Appendix A – Conditions of Draft Site Plan Approval



DEPARTMENT OF CITY BUILDING

CONDITIONS APPLYING TO DRAFT SITE PLAN APPROVAL

DATE: Tuesday, September 17, 2019
APPLICATION NAME: 2254 Orchard Road - Halton Waldorf School
ADDRESS: 2254 Orchard Rd.
FILE: 535-002/19

The Owner shall fulfill the following conditions **prior to obtaining Final Site Plan Approval** and within 2 years from the date of Draft Site Plan Approval, failing which, such approval shall lapse; and

THAT the conditions of draft approval are as follows:

1.0 Legal Group

- 1.1. Execute and register an agreement under Section 4I of the Planning Act or any other agreement to the satisfaction of the City Solicitor dealing with all the facilities or matters shown on the plans and drawings and the conditions set out herein.

2.0 Site Engineering Group

- 2.1. Prior to site plan approval, the applicant is to provide proof of insurance (minimum \$4,000,000 liability) with the City of Burlington named as additional insured. The City of Burlington is to remain named on the policy until all securities have been released in full.
- 2.2. Submit confirmation of payment to the Orchard Community East Master Servicing Cost Sharing Agreement (OCEMSCSA) Group relating to the financial obligations as a result of the subdivision development or provide confirmation of settlement with the Group.
- 2.3. Submit for approval a noise report, that is stamped and certified by a Professional Engineer.
- 2.4. Submit for approval certification by a Professional Engineer that the required noise control measures have been incorporated into the builder's plans.
- 2.5. Submit for approval details of all outside lighting including, but not limited to, security, landscape and decorative lighting. Lighting details shall include: Fixture specifications and photometric calculations for all lighting levels along property lines and other strategic locations. Full cut- off lighting fixtures (to achieve dark sky). Minimum horizontal illuminance of 2 lux. Average parking lot illumination of 10 to 25 lux. Max/min uniformity ratio of 20:1. Lighting levels at the property line shall be less than 8 lux before 11:00pm and 2 lux after 11:00 pm. Security lighting and wall packs to have fully adjustable optics or be equipped with glare shields. Back light signs to be equipped with light diffusers. All fixtures installed higher than 6 m and facing residential areas must have adjustable glare shields.
- 2.6. Submit an updated construction management plan including the following:
 - a) traffic and pedestrian control measures, specifically addressing signage, pedestrian routing;
 - b) haulage route;

- c) crane assembly (if required) to the satisfaction of the Executive Director of Capital Works; (Contact Transportation Services for signage specs and locations)
 - d) details of trades parking;
 - e) details of truck stacking;
 - f) vehicle wash down area to be contained within site;
 - g) location of sanitary facilities;
 - h) location of site trailer and material storage areas; and
 - i) emergency phone number shall be posted at entrance.
- 2.7. Submit for approval a Utility Coordination Plan which indicates, but is not necessarily limited to, the following:
- 1. The location of all existing and proposed above ground utilities (i.e. street lights, hydro poles, transformers and pedestals, cable and Bell pedestals, hydrants, and gas meters) within the City's road allowance that fronts the subject property and within the subject property limits;
 - 2. The location and elevations of all existing and proposed underground utilities (i.e. road crossings, conduits and duct banks, gas mains, and hand hole boxes) within the City's road allowance that fronts the subject property and within the subject property limits. Existing underground utility elevations are to be confirmed by daylighting; and
 - 3. The location of all existing and proposed trees within the City's road allowance that front the subject property, are within 3 metres of any other shared property line or are within the subject property limits.
- 2.8. Submit for approval and implement siltation control measures. Call 335-7600 Ext 7834 to arrange for an inspection. Siltation control shall be maintained during all phases of construction.
- 2.9. Submit for approval certification by the Civil Consultants Professional Engineer that the approved Utility Coordination Plan has been reviewed and that the civil design does not conflict with any of the utility information.
- 2.10. Submit for approval revised site grading and servicing plans, stamped and certified by a Professional Engineer.
- 2.11. Pay the City fees and securities identified in Schedule D - Financial Obligations.

3.0 Zoning Group

- 3.1. Applicant has indicated that the window well along Dryden Avenue will not be attached to the building. Applicant to provide details as well as, modify the basement floor plan as it suggests that the window well is part of the foundation and not unattached.
- 3.2. Apply for a Zoning / Grading and Drainage Clearance Certificate.
- 3.3. Submit a completed Non-residential Development Charges Information Form.

4.0 Planning Group

- 4.1. Submit a computer disk of the site plan in a compatible AutoCAD (2000) file.
- 4.2. Submit for approval details of all rooftop mechanical equipment. Rooftop equipment less than 1.2m in height to be painted in a neutral colour to blend in with the building. Rooftop equipment 1.2m in height or greater shall be screened from view from all sides.
- 4.3. Obtain all applicable approvals from Burlington Hydro.

5.0 Urban Forestry/Landscape

- 5.1. A Tree Permit is required for the retention and protection of existing City trees. In addition, securities will be required in the amount of \$1,000 (as calculated using an aggregate caliper

ratio). Protection is required as per City of Burlington Tree Protection and Preservation specification No. SS12A with hoarding to be in place during all phases of construction. Failure to comply or removal of hoarding without City authorization may result in the loss of the security deposit. The deposit mentioned above, shall be returned to the Owner if the trees are not injured or damaged, as determined by the Manager of Urban Forestry of delegate, otherwise, the deposit shall be retained by the City, indefinitely, for the on-going maintenance, preservation, and/or eventual replacement of the trees.

- 5.2. Submit a revised Landscape Plan for approval.

6.0 Regional Municipality of Halton

- 6.1. Contact Regional Services Permit Section (905-825-6000 Ext 7879) for a more detailed review of the water and wastewater servicing proposed and to obtain water and sanitary sewer Services Permits and pay all necessary fees.

7.0 Fire Group

- 7.1. Submit for approval an 8 ½ x 11 reduced site plan drawing clearly denoting the designated fire access routes for sign designation and record purposes.

8.0 Conservation Halton

- 8.1. Confirm that as part of the site plan agreement, the existing garage is to be used for storage purposes only.
- 8.2. Apply for and obtain a No Objection letter from Conservation Halton.

SCHEDULE D - Financial Obligations

2254 Orchard Rd.
File No: 535-002/19

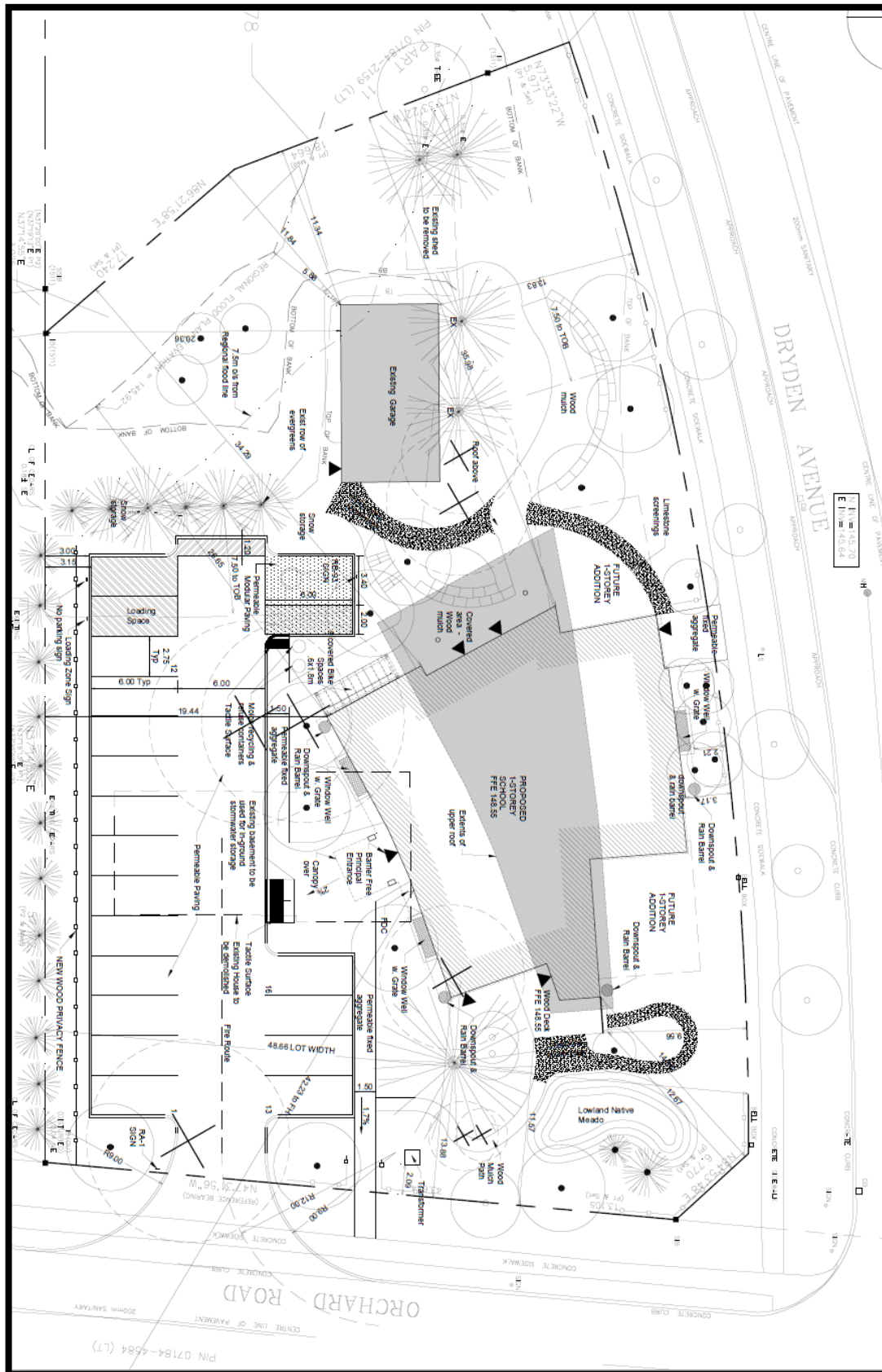
#	Description	Fee	HST	Fee Subtotal	Security	Special Instructions*
1	Entrance Permit	\$ 95.00	\$ 12.35	\$ 107.35		Separate Cheque
2	Trench Permit	\$ -		\$ -		
3	Curb Bond (refundable)**	\$ -		\$ -		
4	Curb Bond Administration Fee	\$ -	\$ -	\$ -		
5	Mud Bond (refundable)**	\$ -		\$ -		
6	Site Plan Inspection Fee	\$ 1,125.00	\$ 146.25	\$ 1,271.25		
7	Streetscape Charges (recovery for existing street work)	\$ -		\$ -		
8	Floor Area Fee (non residential)	\$ -		\$ -		
9	Residential Unit Fee	\$ -		\$ -		
10	Traffic Signal Upgrades	\$ -		\$ -		
11	Construct Bus Shelters	\$ -		\$ -		Group Sub -Total
				\$ 1,378.60		
12	Frontage Security				\$ 10,000.00	Separate Cheque
13	Tree Permit for Retention and Protection of Existing City Trees	\$ 208.00		\$ 208.00		Separate Cheques for each item in this group
14	Tree Security				\$ 1,000.00	
15	Tree Compensation Fee	\$ -		\$ -		
	Group Sub -Total			\$ 208.00		
16	Legal Agreement Registration Fee	\$ 1,109.39		\$ 1,109.39		Separate Cheque
17	Public Road Allowance Security			\$ -	\$ 25,000.00	One Cheque for this group or Separate letters of Credit*** for each item
18	Site Management Security			\$ -	\$ 2,500.00	
19	Landscaping Security			\$ -	\$ 48,000.00	
20	Site Work Security			\$ -	\$ 59,000.00	
	Group Sub -Total				\$ 134,500.00	
21	Total Fees			\$ 2,695.99		
22	Total Securities				\$ 145,500.00	
23	Grand Total					\$ 148,195.99

* Separate cheques submitted to the Corporation of the City of Burlington

** Cannot be paid by Credit Card

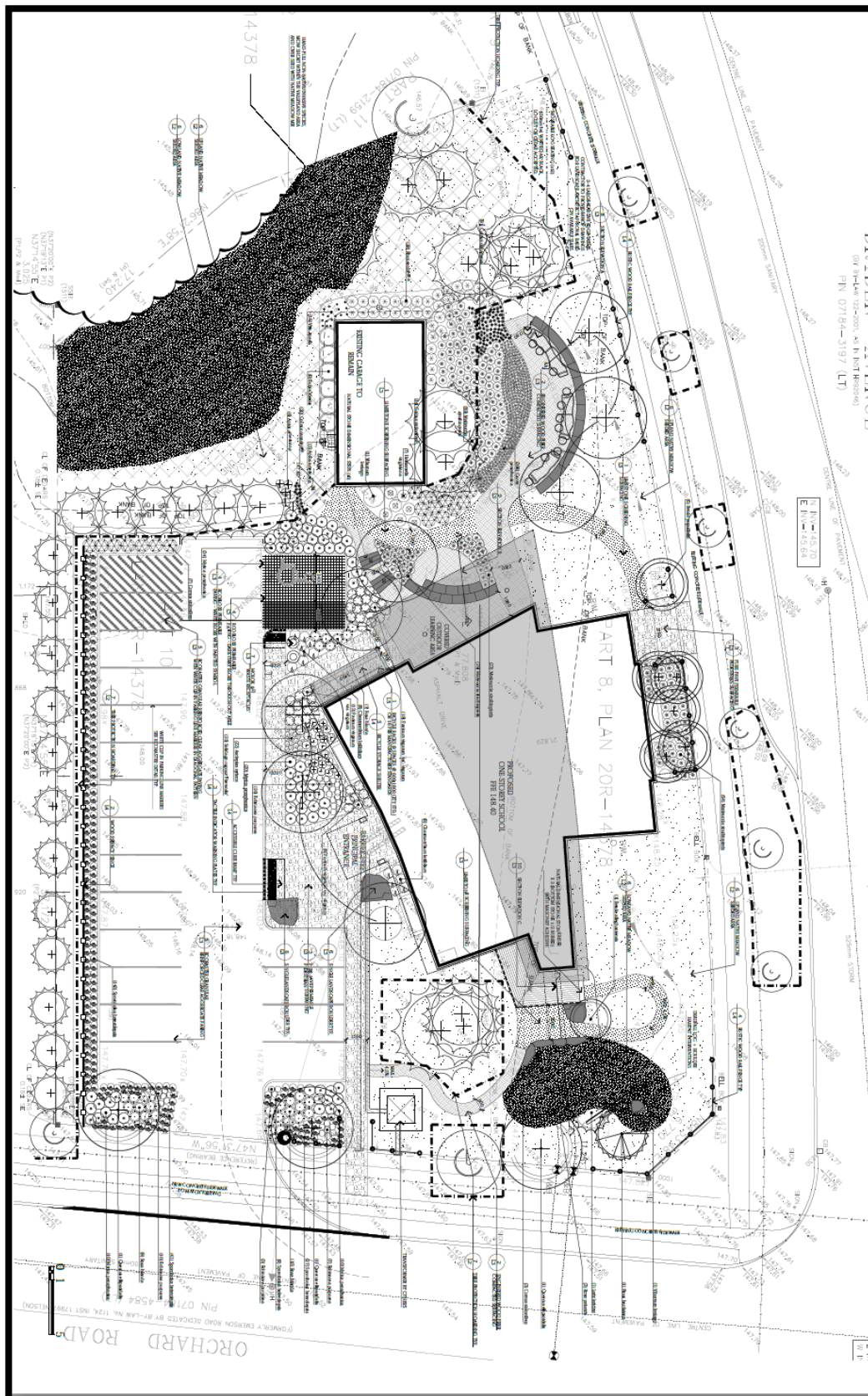
*** Letter of Credit submitted in a form to the satisfaction of the City Treasurer

App



endix B – Site Plan

Appe



ndix C – Landscape Plan

Appendix D – Architectural Elevations

