

July 16, 2018

Mayor Goldring and Members of Council  
City of Burlington  
426 Brant Street  
PO Box 5013  
Burlington, Ontario  
L7R 3Z6

Via email: [debbie.hordyk@burlington.ca](mailto:debbie.hordyk@burlington.ca)

Dear Mayor and Councilors:

**RE: COMMITTEE OF THE WHOLE WORKSHOP – JULY 12, 2018  
Aldershot Mobility Hub (PB-65-18)**

---

As you know, MHBC been retained by LIV Communities ("LIV") in relation to the properties located at 1085 Clearview Avenue and 1082, 1086 and 1090 St. Matthews Avenue, in the City of Burlington (the "subject lands"). Over the past two years our project team has been working to finalize plans and technical studies for the redevelopment of the subject lands.

Prior to commencing any formal redevelopment plans, we met with yourself and staff to discuss the status of the City's Official Plan Review and the Aldershot Mobility Hub study and timelines. At that time, LIV's plans included the properties at 1085 Clearview Avenue (currently the location of a single storey warehouse type building used as a place of worship) and 1082 St. Matthews Avenue (an existing single detached dwelling and access driveway extending into the church site). At that initial meeting, there was a discussion about the desire to consolidate the site to include the neighbouring two northerly properties on St. Matthews Avenue.

On January 11, 2017, we attended a formal pre-consultation meeting with City staff and presented a development concept for the property (1085 Clearview Avenue and 1082 St. Matthews Avenue). Staff recommended the acquisition of the two additional properties on St. Matthews Gate (1086 and 1090) to provide for a consolidated site. Staff specifically noted in the pre-consultation minutes that "the landowner should consider land assembly with lots on St. Matthews Avenue, as well as to the south, to facilitate a more comprehensive redevelopment plan" (see minutes attached). Over the last year and a half, LIV worked diligently to acquire the additional lots on St. Mathews Avenue, at a premium cost, knowing that the City's direction was to provide for a comprehensive redevelopment site.

We participated in the City's new Official Plan process and the Mobility Hub Study process and provided comments on a number of occasions (see letters attached) to ensure we understood and could work

within the evolving policy context. Two of our letters specifically outlined our concern with the proposed split land use designation on the subject lands in the preferred concepts given our consistent presentation to staff of a comprehensive redevelopment for all of the lands for a 6 storey building. We recently met with the Mobility Hub staff on June 20<sup>th</sup> to discuss the evolving Aldershot Mobility Hub plan and policies and reiterated our concern with the split designation on the subject lands. Staff agreed to review the designation and policies to ensure there would be a consolidation of the designation with appropriate design and transition policies. We agreed to even look at a design option to integrate a townhome unit façade into the easterly podium of the proposed building. This, however, would still require a single land use designation for the entire subject lands to facilitate a comprehensive redevelopment.

The staff report provided ahead of the upcoming Council workshop (PB-65-18) provides updated draft plans and policy directions for the Aldershot GO Mobility Hub. There is also a summary of comments received to date on the draft plans and policies. We were surprised that our previous written comments are not mentioned in the comment summary. We were also surprised to see that the subject lands remain in a split land use designation (Mid-Rise Residential and Grove Park/St. Matthews Neighbourhood). The draft precinct plan indicates that the Clearview property is located within the Mid-Rise Residential Precinct which permits buildings of up to 11 storeys in height. The St. Matthews properties are located in the Grove Park / St. Matthews Neighbourhood Precinct which permits only single and semi-detached housing and street-oriented townhouses. We are also concerned that there is now added emphasis on the limitation of development opportunities within the Grove Park/St. Matthews Neighbourhood.

We continue to have significant concerns with the split designation of the subject lands given that LIV acquired the additional properties on St. Matthews Avenue in good faith, as per staffs' recommendation, to facilitate a more comprehensive redevelopment plan. The designation of the St. Matthews properties as Grove Park / St. Matthews Neighbourhood Precinct is inconsistent with the previous direction provided by staff and we have repeatedly requested a single designation for all of the subject lands as noted in the attached letters.

We understand that Council reviewed the Aldershot Mobility Hub plan as part of a workshop on July 12, 2018 and are providing further direction to staff. We strongly request that the City align the designations with the property ownership as requested to staff.

We look forward to continuing to work with you and staff on this project moving forward. It will be a positive redevelopment in the community which will be comprehensively designed across the entire site to accommodate a transition in height and the mitigation of any impacts. Please do not hesitate to contact us should you require any additional information.

Sincerely,

**MHBC**



Dana Anderson, MA, MCIP, RPP  
Partner

cc: Andrew Mulder, LIV Communities

Attachments



## DEVELOPMENT APPLICATION PRE-CONSULTATION FORM

<b>Meeting Date:</b> January 11, 2017	<b>Property Owner:</b> Hamilton Area Meeting Rooms Association
<b>Site Address:</b> 1085 Clearview Ave. & 1082 St. Matthews Ave.	<b>Applicant / Address / Phone / Email</b> Dana Anderson MHBC Planning Limited 442 Brant St. Suite 204 Burlington, ON, L7R 2G4 905 639 8686 x 226 <a href="mailto:danderson@mhbcplan.com">danderson@mhbcplan.com</a>
<b>Site Area:</b> 0.52 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	<input type="checkbox"/>	Parkway Belt Amendment	<input type="checkbox"/>
Other Application	<input type="checkbox"/>						

## 1. Brief description of proposed development:

-six storey apartment with 120 units

-one level of underground 88 spaces, and 27 surface parking spaces

2. Conformity with Regional Official Plan Designation? YES ☒ NO ☐

Has an application been made to amend the Regional Official Plan: YES ☐ NO ☒

3. Existing Official Plan Designation: Residential Low Density

Conformity with City Official Plan land use designation? YES ☐ NO ☒

If 'NO' what is the nature of the OP amendment needed? Residential High Density

4. Existing Zoning: R2.1

Conformity with existing zoning? YES ☐ NO ☒

If 'NO' what is the nature of the zoning amendment needed? RH-exception

5. Design Guidelines in effect? YES \_\_\_\_\_ NO   x

Name of 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   x  

7. Fees Required at Time of Application

APPLICATION	CITY	REGION	CONSERVATION HALTON	PROVINCE
Official Plan Amendment:	20,705.00	8,055.00	-	-
Rezoning - Base Fee:	13,660.50	950.00	-	-
(70%)	56,950.00			
Rezoning - Variable Fee:				
Subdivision - Base Fee:	-	-	-	-
Subdivision - Variable Fee:				
Parkway Belt Amendment:	-	-	-	-
<b>TOTAL</b>	<b>\$91,315.50</b>	<b>\$9,005.00</b>	<b>-</b>	<b>-</b>

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

8. Additional Agencies to be contacted:   CNR, MTO, Metrolinx

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   x   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 Planning and 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   x   NO \_\_\_\_\_

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

## 11. Required Information for Complete Application

<b>Reports, Studies, Plans *</b> <i>(See Appendix for additional details)</i> <b>All identified reports must be submitted in Accessible PDF form before an application is deemed complete.</b>		<b>Number of Paper Copies (plus one in PDF form) If Study is Required</b>	<b>Required Study (Yes/No)</b>
6.1	Planning Justification Report	8	Yes
6.2	Conceptual Site Plan Layout	15	Yes
6.3	Draft Plan of Subdivision	15	No
6.4	Storm Water Management Report	8	FSR
6.5	Functional Servicing Report (Including Stormwater, Water & Wastewater)	9	Yes
6.6	Tree Inventory and Preservation Study	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 Study	7	Yes
6.11	Shadow Analysis	3	Yes
6.12	Environmental Site Screening Checklist	5	Yes
6.13	Phase I or II Environmental Site Assessment/ Record of Site Condition Report	5	RSC
6.14	Land Assembly Documents	2	No
6.15	Height Survey of adjacent buildings	2	Yes
6.16	Heritage Impact Statement	3	No
6.17	Archaeological Report	3	No
6.18	Wind Impact Study	3	No
6.19	Sensitive Land Use (Risk Assessment) Report	6	No
6.20	Air Quality Assessment	6	Yes
6.21	Hydrogeology Study	7	No
6.23	Other (specify)		
	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	No

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 Planning and 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 digital 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 plans submitted in Autocad and/or GIS Shapefile format 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).

**Staff and Agency Signatures:**

Rosalind Mingji

Planning Staff

Rosalind Mingji

Planning Staff (Signature)

Jan 11, 2017

Jan 11, 2017

Date

Umar Malik

Site Engineering Staff

UMAR MALIK

Site Engineering Staff (Signature)

Jan 11/2017

Date

Amette Simpson

Site Engineering Staff

Amette Simpson

Site Engineering Staff (Signature)

Jan 11/16

Date

Capital Works Staff

Capital Works Staff (Signature)

Date

John Zabaznik

Transportation Staff

John Zabaznik

Transportation Staff (Signature)

Jan 11/17

Date

Adam Huycke

Regional Staff

Adam Huycke

Regional Staff (Signature)

Jan 11/17

Date

John Kisneris

Regional Staff

John Kisneris

Regional Staff (Signature)

Jan. 11, 2017

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.

Andrew Munden

Property Owner

Andrew Munden

Property Owner (Signature)

JAN 11, 2017

Date

Oz Kemal

Agent

(I have authority to bind the owner)

Oz Kemal

Agent (Signature)

Jan 11/17

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

General plan required showing proposed building envelopes, driveways, parking and landscape areas.

### 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 Preservation Study

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 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 Engineering 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 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 Planning and 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 I or II Environmental Site Assessment/Record of Site Condition Report**

Required when the Phase I site assessment identifies the possibility of site contamination and in accordance with Part II, Section 2.4, subsections i) and j) of the City's Official Plan and the protocol for contaminated sites. All requirements of the protocol must be met for Phase II studies and required Records of Site Condition (RSCs).

**6.14 Land Assembly Documents**

Required for applications where, in the opinion of the Planning and 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).

**6.21 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.

**6.23 Other**

Any other studies as determined to be necessary to facilitate proper consideration of the application.

# Preconsultation Meeting Notes

1085 Clearview Ave. & 1082 St. Matthews Ave. - January 11, 2017

---

## Attendees:

Rosalind Minaji, Annette Simpson, John Zaloznik, Umar Malik, Phil Caldwell - City of Burlington  
Adam Huycke, John Kisneris - Region of Halton  
Marc Begin, Przemyslaw Myszkowski - KNYMH Architecture  
Oz Kemel, Amanda Wyszynski – MHBC Planning  
Andrew Mulder, Dominic Damar, Janelle Day – LIV Communities

## Description of Development Concept:

- Six storey condominium apartment with 120 units
- 0.5ha site – mix of 1 and 2BR units
- 27 surface spaces and 88 underground spaces - parking reduction proposed due to proximity to GO Station
- Access to Masonry Court via direct driveway
- One level of underground parking
- LIV Communities (formerly Landmark Homes) – they build a premium product
- Drawings will be revised – these are very preliminary
- 1082 St. Matthews will likely be developed as single detached lot and sold

## Planning Comments:

- The property is designated Residential Low Density and zoned R2.1. An Official Plan Amendment and rezoning will be required in order to consider the proposed apartment building.
- This property is located within the Aldershot Mobility Hub study area and is considered to be within the primary mobility hub zone for the Aldershot GO Transit station. Area Specific Plans for Mobility Hubs are being developed over the next three years, and it is expected that a draft concept for the Aldershot Mobility Hub would be endorsed by Council early in 2018.
- Greater heights and densities will be contemplated in the Mobility Hub, but these are to be considered in the context of servicing, transportation, urban design, community compatibility and other factors. Some of the unknown issues which would impact this property include: traffic access points to Masonry Court, disposition of the noise wall elsewhere along Masonry Court, height, density and planned function of the area, and future land use on north side of Masonry Court. These issues should be settled before a site specific application is considered.
- It is recommended therefore, that the landowner work closely with the Planning Department during the development of the Mobility Hub plan for Aldershot. Any site specific application should be delayed until these important contextual issues are resolved.
- Should the landowner choose to proceed in the near future, 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 from low density to high density 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.
- The landowner should consider land assembly with lots on St. Matthews Avenue, as well as to the south to facilitate a more comprehensive redevelopment plan.

- The proposed layout will create adverse impacts on the side yards and rear yards of abutting single detached development. The final design should incorporate terracing, setbacks and heavy screening landscaping to offset these impacts. Surface parking should be eliminated or relocated away from existing low density development.
- A shadow study and height survey of adjacent buildings is required. Compatibility with adjacent development will be a key consideration when reviewing the applications.
- Greater use of landscape buffers and amenity space will be required. Amenity space is required at a rate of 25m<sup>2</sup> per unit – this can be indoor or outdoor space.
- If a reduced parking rate is being proposed, a Parking Justification Study will be required.

#### **Region of Halton Planning Comments:**

- The subject lands are located within the Urban Area (2009 ROP).
- 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.
- Located within the Built Boundary
- The subject lands are located in close proximity Major Transit Station (Intensification Areas). Intensification Areas are a Regional focus for growth and are to accommodate increased densities and mixed uses.
- 2009 ROP Policy 89(3) requires all development within the Urban Area to be on full municipal services.
- The applicant will be required to provide a Regional Environmental Site Screening Questionnaire for the proposal and subject lands.
- The submission of a completed Regional Environmental Site Screening Questionnaire and any completed ESA's (along with letter of reliance extending third party reliance to the Region of Halton) is requested.
- It is recommended that a Phase 1 ESA should be submitted at the time of initial application.
- A MOECC acknowledged Record of Site Condition may be required to permit the residential redevelopment of 1085 Clearview Ave.
- ROP policy (Section 143(9)) requires development proposals within 300 metres of a railway right-of-way to undertake noise studies in accordance with Provincial policies and standards, and to implement the study recommendations, as approved, including restrictions on new residential and other sensitive uses.
- S.156(1) require proponents of development applications to have regard for Healthy Community Guidelines.
- Waste Management: The Owner should prepare a Waste Management Plan, in accordance with the Region's Guidelines at the time of initial application.
- Required Plans/Studies:
  - Complete Application(s)
  - Regional Review Fee(s)
  - Planning Justification
  - Development Concept Plan
  - Functional Servicing Report & Site Servicing Plan
  - Noise Study
  - Phase 1 ESA and Regional Site Screening Questionnaire at time of initial application. Additional ESA's, including an RSC may be required pending the review of the Phase 1 ESA.
  - Waste Management Plan

#### **Region of Halton Servicing Comments:**

- Halton Region watermains exist within Clearview Ave, St. Matthews Ave and Masonry Court adjacent to the proposed development. A wastewater main exists within Clearview Ave adjacent to the property. A trunk wastewater main exists within St. Matthews Ave adjacent to the property. Any proposed trunk wastewater main connection requires special review and Regional permission to connect into, and it should be noted that permission is not always guaranteed.

- The developer should undertake to locate the size and location of the water services and wastewater (sanitary) services to the buildings on the properties and place them on an Existing Site Servicing Plan drawing. Public and private utility companies can be utilized for this purpose.
- A Functional Servicing Report is required to be prepared by the developer's 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.
- The FSR 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. This information will help to assist in informing the watermain design and any watermain modelling analysis that is being undertaken by the proponent's consultants.
- 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. Any existing wells and septic system within the development property must be decommissioned by the owner/developer. A copy of the specific decommissioning records must be provided to the Region, and retained by the owner/developer.
- Regional policies state that water and sanitary services cannot cross lot lines, unless some form of common element condominium is incorporated. Therefore of interest is the type of ownership whether freehold or some form of condominium.
- Any major servicing works, etc, 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.
- Watermain and sanitary servicing capacity is not guaranteed at the LOPA or ReZoning stage. The owner can pre-consult about servicing capacity with the Region at any time. There are no known issues at this time. This will be reviewed upon application. 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.
- As always, acquiring land for development purposes and hiring consultants, at this time, is at the risk of the developer.
- Any watermain or sanitary services that currently exist to the property(s) 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 and wastewater design.
- The Region would like to receive confirmation that any required formal land assembly has taken place at the site plan stage.
- 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.

#### **Capital Works Stormwater Management Comments:**

- Stormwater Controls
- Quality Control - Enhanced quality Control achieving 80% Total Suspended Solids Removal with a preferred treatment train approach to remove suspended solids

- Quantity - 100 year Post Development Flows controlled to 5 year Pre development flow levels by providing on-site storage for all storm events up to and including 100 year.
- Erosion Control - Not Applicable
- Drainage Issues / Concerns
- Conservation Authority - not regulated
- External Flows - Engineer to confirm any external flows entering the site under the existing conditions. All identified external flows must be routed safely under the developed conditions without causing any flooding or ponding.
- Existing Infrastructure - A 450 mm diameter storm sewer runs along masonry Court with a manhole structure opposite the proposed development site
- Drainage Patterns - Existing drainage directions and patterns should be maintained.
- Studies Required:
  - Functional Servicing Report
  - Grading and Servicing Plans
  - Major and Minor Flows
  - Internal stormwater servicing details
  - Control Structures and their location with cross sectional details
  - Storage Details and Locations
- Other Recommendations
  - Best Stormwater Management Practices
  - Apply Low Impact Development techniques and features where feasible
  - All construction to be completed in an environmentally friendly manner

#### **Site Engineering Comments:**

- Clearview Avenue, St. Matthews Avenue and Masonry court are all City of Burlington owned roads, all have a deemed Right of Way of 20m, and actual widths are 20m, no widenings would be required, We defer to Transportation to comment on the placement of the proposed entrances off of Masonry Court and changes being considered for the area roads
- No CH or floodplain, according to our GIS mapping
- There are no Capital Works projects scheduled in this area in the 2016 – 2025 Capital Budget & Forecast
- Trees: There are several City Trees along Masonry Court as well as City trees on Clearview and St. Matthews. Any proposed City Tree removal will require Council Approval. Removal of City trees should be avoided wherever possible. City trees proposed for removal will require an arborist's assessment of health and structural condition prior to the request being accepted for consideration.
- Please refer to the City of Burlington Tree Preservation and Protection Specification SS12A for further tree protection details.
- There are a few mature trees on/adjacent to the property, we will require a tree inventory study for all trees greater than 100mm dbh, and a tree protection and removal plan for the OPA/Rezoning application.
- The applicant is advised that trees within 3.0m of the property line are protected under the Provincial Forestry Act (RSO 1990) Section 10. The adjacent property owner(s) shall be consulted and made aware of the proposed development and potential effects to the boundary trees and requested to submit in writing that there are no concerns with proposed treatment of the existing tree(s) or a certified arborist (as defined in the City of Burlington's Tree protection and preservation specifications SS12A) shall be retained to address the potential impacts on the existing boundary trees and provide a letter or report confirming in their opinion that the boundary trees will survive the construction. The arborist letter or report shall also include the preservation methods, including pruning and fertilizing, that can be implemented by the owner in order to ensure boundary tree saving along mutual lot lines both within and adjacent lots.
- It may be required to have an Certified Arborist ( as defined in the City of Burlington's Tree protection and Preservation specifications (SS12A) to be retained to address potential impact on the existing boundary

trees and on site during excavation operations to ensure no damage to the protected trees or their root systems, to be determined at the Site Plan stage.

- Is the back at-grade parking for visitors? If so, how do they enter the building? Could a rear entrance be incorporated in the design?
- There are a few ground floor units on the east side of the building at the rear, we ask that the applicant look at deeper landscaping to separate the units from the parking, there will also need to be some sort of headlight mitigation (fence/landscaping/combination) for the units to protect from cars/parking
- A double board solid wood fence and enhanced landscaping will be required along the south and east property lines to mitigate headlight nuisance onto existing residential.
- There may be a conflict with an existing hydrant and the proposed entrance off of Masonry Court
- The proposed 45' wide entrance to the at-grade and underground wider than we typically like to see, can this be broken up with low landscaping? Entrances will need to be clearly signed to direct visitors to above ground and residents to underground.
- Have they considered an electric car charging station for the underground parking garage?
- Would like to see bike racks incorporated at the street level for visitor and in parking garage for residents
- The Applicant is advised that at the Site Plan stage we will require a precondition survey prior to start of excavation and vibration monitoring for the duration of construction.
- The applicant is advised that at the site plan stage we may require a municipal sidewalk to be constructed along the frontage of the property as part of the Site Plan, this would be determined at the Site Plan Stage, however we wanted to advise for project budgeting purposes.
- Is it one property? Both addresses have the same PIN
- What is planned for 1082 St. Matthews? Will it remain a single family home?
- Phase One RSC – depending on results further environmental investigation may be required, i.e. Phase Two, RSC.
- Stormwater Management Report – quality control will be advanced and we encourage the use of LID's. There is an existing 450mm & 525mm storm sewer on Masonry Court that currently outlet to private lands on the north side of Masonry Court, this private outlet will be redirected to Cooke Ave as part of a separate development application.
- Geotechnical Report required – needs to address if there any concerns with groundwater that will need permanent dewatering due to the underground parking? Also in support of any LID techniques that may be implemented, i.e. infiltration
- Detailed Grading and servicing plans, also including: Bordering 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.
- Concept landscape plan (separate plan),
- Snow storage (prefer on a soft surface)
- Garbage pick up (private?) area – inside? If outside needs to be screened
- Need to include grades on adjacent properties enough to determine existing drainage patterns. Need to show on the grading plan how drainage will be contained in the development, and not cut off surrounding properties drainage.
- Noise Feasibility Study – as per NPC-300, Applicant is advised that the railway shunting yard to the north of the site is considered a Stationary Source, and that Planning will confirm whether this site will be considered a Class 3 or Class 4 site for NPC-300. Applicant's consultant to also consider the building as a stationary source and detail any mitigation measures required to prevent noise nuisance on adjacent residential, including underground parking vents/fans/grates/etc.
- Summary for RZ/OPA:
  - Stormwater Management Report
  - Detailed Servicing, Grading & Drainage drawings
  - Noise Feasibility Study
  - Geotechnical Report

- Phase One ESA
- Tree inventory report, including preservation (and removal) plan
- At the Site plan stage will also need:
  - Erosion control plan
  - Construction Management Plan
  - Lighting and photometric plan (as per City of Burlington Accessibility Standards and Outdoor Lighting Guidelines).
  - Utility coordination plan
  - Landscape plans
  - Preconstruction survey & vibration monitoring during construction

**Transportation Services Comments:**

- Traffic Impact study will be required –speak to Transportation Services Staff about Terms of Reference before proceeding
- Parking Justification Report
- Travel Demand Management Plan
- Pedestrian access should be shown between Clearview Avenue and Masonry Court
- Sidewalk extension from St. Matthews through to Clearview Avenue





KITCHENER  
WOODBRIDGE  
LONDON  
KINGSTON  
BARRIE  
BURLINGTON

March 10, 2017

Phil Caldwell  
Senior Planner – Mobility Hubs  
City of Burlington – Planning and Building  
426 Brant Street  
Burlington, ON  
L7R 3Z6

Mr. Caldwell,

**RE: CITY OF BURLINGTON MOBILITY HUB STUDY  
1085 CLEARVIEW AVENUE, BURLINGTON (LIV COMMUNITIES)  
OUR FILE: 15226D**

---

As you know, we are currently retained by LIV Communities who are the owners of the property located at 1085 Clearview Avenue (the “subject lands”) in the City of Burlington. We recently attended a formal Pre-Consultation meeting on January 11, 2017, with the City to present and discuss plans to redevelop the subject lands with a new residential apartment building.

The subject lands are located approximately 340m south of the Aldershot GO Station and are located within the Primary Zone Boundary as provided in the City of Burlington Official Plan Review Mobility Hubs Opportunities and Constrains mapping. As noted at the Pre-Consultation meeting, due to the proximity of the subject lands to the Aldershot GO Station, the redevelopment of the lands and the alignment with the Mobility Hub Study work is important. As a stakeholder in the area, please keep us informed of any opportunities for further participation in your team’s work. Please add us to any mailing list or contact list so that we may be notified of all future study steps and can be fully engaged in the study .

We look forward to working with your team on this project.

Sincerely,

**MHBC**

Dana Anderson, MA, MCIP, RPP  
Partner

cc: *Andrew Mulder, LIV Communities*



KITCHENER  
WOODBRIDGE  
LONDON  
KINGSTON  
BARRIE  
BURLINGTON

June 30, 2017

Mary Lou Tanner, MCIP RPP  
Director of Planning and Building  
City of Burlington  
426 Brant Street, Box 5013  
Burlington, ON  
L7R 3Z6

Dear Ms. Tanner:

**RE: City of Burlington Draft New Official Plan  
1085 Clearview Avenue and 1082 St. Matthews Avenue, Burlington  
OUR FILE: 15226D**

---

MHBC is retained by LIV Communities Inc. in relation to their property located at 1085 Clearview Avenue and 1082 St. Matthews Avenue, in the City of Burlington ("the Subject Lands").

The Subject Lands are generally located south of Masonry Court between Clearview Avenue and St. Matthews Avenue, with a site area of approximately 0.53 ha and are currently occupied by a one storey building used for religious activities. We have been working with LIV and their project team on a redevelopment proposal for the Subject Lands. A pre-consultation meeting was held in January 2017 with City and Regional staff to discuss the proposed redevelopment of the site with a six storey residential apartment building. Additional meetings have subsequently been held with City staff and the Aldershot Mobility Hub staff team.

#### **Current Official Plan Framework**

The Subject Lands are **currently designated Residential Area** (Schedule A) and **Residential – Low Density** (Schedule B) in the in-force City of Burlington Official Plan.

#### **Proposed Official Plan (March 2017)**

The Subject Lands are located within the **Aldershot Mobility Hub Boundary**, as identified on Schedule H of the Official Plan. These lands are also identified as a **Residential Neighbourhood Area, Mobility Hub** (Schedule B), **Establishment Neighbourhood Area** (Schedule B-1) and **Residential Low Density** (Schedule C).

The Residential Low Density policies and any associated site-specific policies are deferred and are currently under review through the Mobility Hub Area-Specific Planning exercise. We understand that the Aldershot Mobility Hub Team hope to have a report to Council in September with a direction on the height and density designations for the area and a preferred scenario with more detail presented to council in December. The final draft Official Plan Amendment is proposed to be completed by June of 2018.

**Comments on Draft Official Plan (March 2017)**

At this stage we recognize that the draft policies related to the Aldershot Mobility Hub are not available for comment. We will continue to monitor and participate in the Mobility Hub process and look forward to working with the City to advance the potential redevelopment for the Subject Lands in conformity with the City's objectives for the Aldershot Mobility Hub.

Please provide us with notice of all future opportunities for involvement in the Aldershot Mobility Hub study and do not hesitate to contact us should you have any questions.

Yours truly,

**MHBC**

A handwritten signature in black ink, appearing to read 'Dana Anderson', written over a horizontal line.

Dana Anderson, MCIP, RPP  
Partner

Cc: *Andrew Mulder, LIV Communities*



KITCHENER  
WOODBRIDGE  
LONDON  
KINGSTON  
BARRIE  
BURLINGTON

November 29, 2017

Amber LaPointe  
Committee Clerk  
Planning and Development Committee  
City of Burlington  
426 Brant Street, Box 5013  
Burlington, ON  
L7R 3Z6

Dear Ms. LaPointe:

**RE: CITY OF BURLINGTON NEW DRAFT OFFICIAL PLAN  
1085 CLEARVIEW AVENUE, BURLINGTON  
OUR FILE: 15226D**

---

We are writing on behalf of our clients, LIV Communities, in relation to their property located at 1085 Clearview Avenue ("the subject lands"), in the City of Burlington. Our client has been actively involved in the public consultation by providing comments on the draft Official Plan and attending the Aldershot Mobility Hub Open Houses. Further to our previous commenting letter dated June 30, 2017, our clients recognize that the draft policies related to the Aldershot Mobility Hub are not available for comment.

The subject lands are approximately 0.53ha in area and are currently occupied by a one storey building used for religious activities. We have been working with LIV and their project team on a redevelopment proposal for the Subject Lands. A pre-consultation meeting was held in January 2017 with City and Regional staff to discuss the proposed redevelopment of the site with a six storey residential apartment building. Additional meetings have subsequently been held with City staff and the Aldershot Mobility Hub staff team.

Under the Current Official Plan, the subject lands are currently designated as **Residential Area** and **Residential – Low Density** in Schedules A and B in the in-force City of Burlington Official Plan.

The first draft of the New Official Plan (April 2017) identified the subject lands as being located within the **Aldershot Mobility Hub Boundary, Residential Neighbourhood Area, Established Neighbourhood Area** and **Residential Low Density**. It is our understanding that until any Area Specific Policies have been approved, the underlying policies prevail for lands included in Mobility Hub Areas.

The second draft of the New Official Plan (November 2017) did not change any of the proposed designations for the subject lands, and have not yet incorporated policies for the Aldershot Mobility Hub. It our understanding that the preferred land use and height concepts for the Aldershot Mobility Hub will be presented to the Planning and Development Committee on December 4<sup>th</sup>, which we will be providing comments on in a separate letter.

We appreciate the opportunity to comment on the Proposed New Official Plan as it applies to our client's lands. We will continue to monitor both the Official Plan and Downtown Mobility Hub planning process and are available to discuss our comments with staff. We look forward to working with the City moving forward to facilitate the future redevelopment of this site. Please do not hesitate to contact me with any questions or comments on this matter.

Yours truly,

**MHBC**



Dana Anderson, MA, MCIP, RPP  
Partner



Amanda Wyszynski, MES (PI)  
Planner

cc:     *A. Mulder, LIV Communities*  
          *Cynthia Zahoruk, CZ Architects*  
          *Mary Lou Tanner, City of Burlington*  
          *Andrea Smith, City of Burlington*



KITCHENER  
WOODBRIDGE  
LONDON  
KINGSTON  
BARRIE  
BURLINGTON

December 4, 2017

Planning and Development Committee  
City of Burlington  
426 Brant Street, Box 5013  
Burlington, ON  
L7R 3Z6

**Attention: Amber LaPointe, Committee Clerk**

**RE: ALDERSHOT MOBILITY HUB STUDY (PB-76-17): COMMENTS ON PREFERRED CONCEPT  
1085 CLEARVIEW AVENUE, BURLINGTON  
OUR FILE: 15226D**

---

We are writing on behalf of our clients, LIV Communities, in relation to their property located at 1085 Clearview Avenue ("the Subject Lands"), in the City of Burlington. Our client has been actively involved in the public consultation by providing comments on the draft Official Plan and attending the Aldershot Mobility Hub Open Houses. Further to our draft Official Plan commenting letters dated June 30, 2017 and November 29, 2017, our clients recognize that the draft policies related to the Aldershot Mobility Hub are not completed for review. However, we do note that a preferred concept is now available and is being brought forward to the Planning and Development Committee for information through Staff Report PB-76-17.

### **Site Description:**

The Subject Lands are approximately 0.53ha in area and are currently occupied by a one storey building used for religious activities. We have been working with LIV and their project team on a redevelopment proposal for the Subject Lands. A Pre-Consultation Meeting was held in January 2017 with City and Regional staff to discuss the proposed redevelopment of the site with a six storey residential apartment building. Additional meetings have subsequently been held with City staff and the Aldershot Mobility Hub staff team.

### **Aldershot Mobility Hub Preferred Concept:**

We have reviewed the proposed preferred concept for the Aldershot Mobility Hub, as it relates to the Subject Lands. Based on our review of the concept mapping contained in Appendix A1, it appears that multiple designations have been applied to the Subject Lands as follows (see attached map):

- The portion southeast of the Clearview Avenue and Masonry Court intersection is proposed to be designated as **Mixed Use 2 (High Scale Intensity)**;
- The portion southeast of the Clearview Avenue and Masonry Court intersection is identified as **Tall** with height permissions between **12 and 19 storeys**;
- The remaining portion of the subject lands proposed to be designated **Mixed Use 1 (Low-Mid Scale Intensity)**;
- This portion has been identified as **Mid Rise** with height permissions between **7 and 11 storeys**; and,
- Masonry Court has been identified as a **Green Street** with a **potential active transportation connection**.

It should be noted that included in the assessment parcel for 1085 Clearview Avenue is the single detached house municipally known as 1082 St. Matthews Avenue, which has been identified as **Low Rise** with height permissions between **1 and 3 storeys**.

### **Comments on the Preferred Concept:**

Based on our initial review of the proposed land use and height concepts, we are concerned that the mapping does not accurately represent the current lotting pattern for the Subject Lands and the immediate neighbourhood.

We note that the portion identified as **Mixed Use 2** and **Tall** severs our clients lands in half and includes two lots immediately to the south which contain two single detached homes. Furthermore, the proposed heights on the Subject Lands are of concern as we have consistently presented a six storey apartment to City Staff, including the Mobility Hub Team, and the minimum proposed height on a portion of the Subject Lands is seven storeys. While we appreciate the proposed heights and density for the Subject Lands, we are seeking clarification on the methodology used to determine what lands will be tall or mid-rise. This split designation is of concern, as it may have the impact of limiting the development potential of the Subject Lands. We look forward to having future discussions with City Staff to ensure alignment with our proposed development concept and the Mobility Hub Plan and policies.



We appreciate the opportunity to comment on the proposed Aldershot Mobility Hub Preferred Concept, as it applies to our client's lands. We will continue to monitor both the Official Plan and Aldershot Mobility Hub planning processes and are available to discuss our comments with staff. We look forward to working with the City moving forward to facilitate the future redevelopment of this site. Please do not hesitate to contact me with any questions or comments on this matter.

Yours truly,

**MHBC**

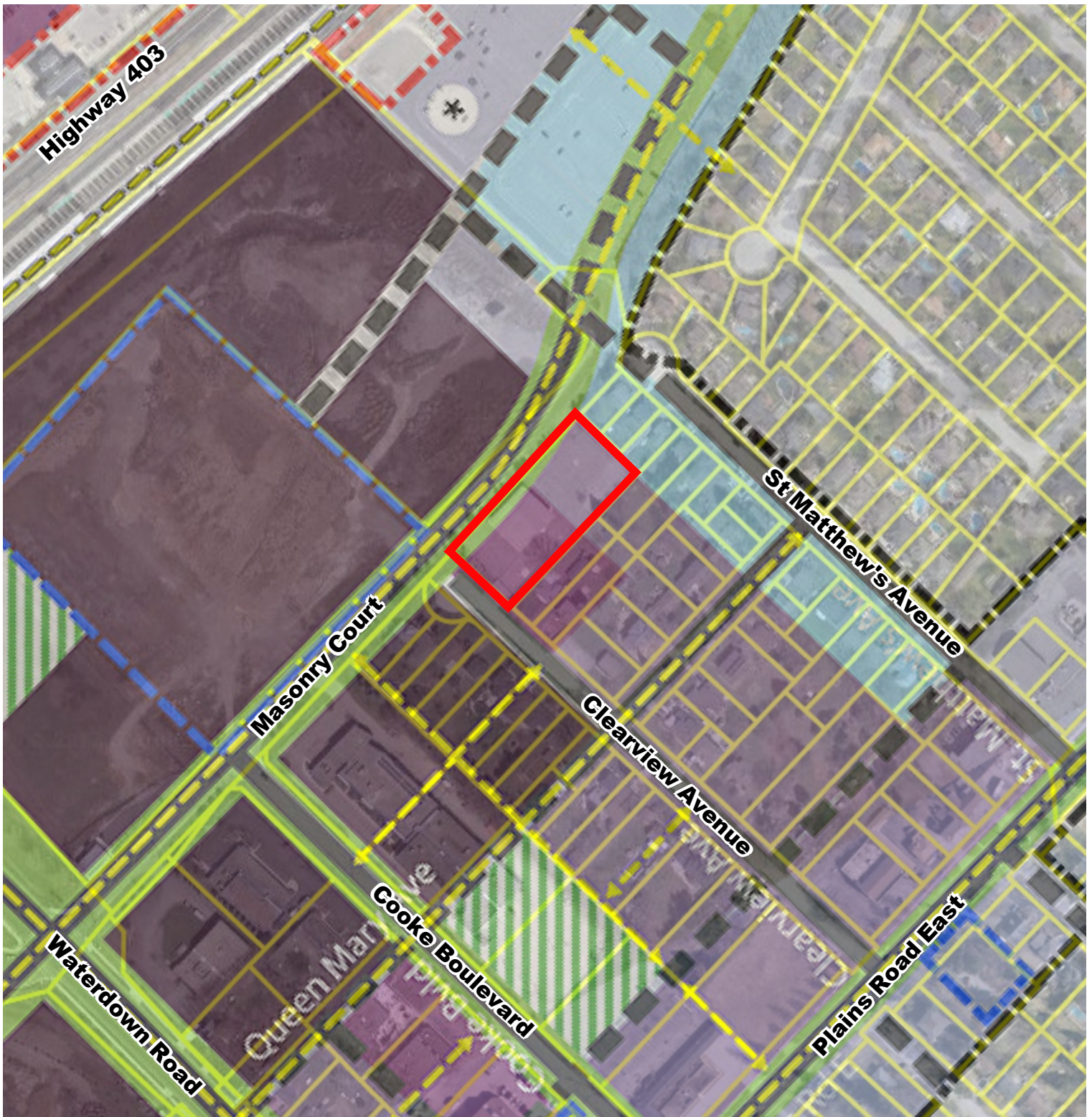


Dana Anderson, MA, MCIP, RPP  
Partner



Amanda Wyszynski, MES (PI)  
Planner

cc:     *A. Mulder, LIV Communities*  
          *Mary Lou Tanner, City of Burlington*  
          *Rosa Bustamante, City of Burlington*



Data Source: Aldershot GO Mobility Hub - Preferred Concept: Heights (2017)/ First Base Solutions Aerial Flown 2016

Figure 1

## Aldershot GO Mobility Hub Preferred Concept: Heights

1085 Clearview Avenue,  
Burlington, Ontario

### LEGEND

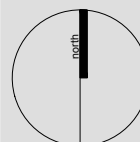
- Subject Lands
- Low Rise (1-3 Storeys)
- Mid Rise (4-6 Storeys)
- Mid Rise (7-11 Storeys)
- Tall (12-19 Storeys)

- Tallest (20+ Storeys)
- Green Street
- \* Potential Location for Transit Plaza
- Study Area Boundary

- Development Application
- Proposed Parks/ Open Space/ Natural Heritage
- Transit Station Area
- Potential Active Transportation Connection
- Proposed Street

DATE: November 30, 2017

SCALE 1:3000



N:\15226\0\2017\November\Figures\CAD\152260- Figure Mapping 30 Nov.2017.dwg

**MHBC** PLANNING  
URBAN DESIGN  
& LANDSCAPE  
ARCHITECTURE  
230-7050 WESTON ROAD WOODBRIDGE, ON, L4L 8G7  
P: 905 761 5588 F: 905 761 5589 | WWW.MHBCPLAN.COM





KITCHENER  
WOODBRIDGE  
LONDON  
KINGSTON  
BARRIE  
BURLINGTON

May 25, 2018

Kyle Plas  
City of Burlington  
426 Brant Street  
PO Box 5013  
Burlington, Ontario  
L7R 3Z6

via email: [kyle.plas@burlington.ca](mailto:kyle.plas@burlington.ca)

Dear Mr. Plas:

**RE: Aldershot Mobility Hub, City of Burlington**

---

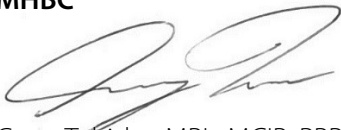
We have been retained by LIV Communities (the "Owner") in relation to their properties located at 1085 Clearview Avenue and 1082, 1086 and 1090 St. Matthews Avenue (the "subject lands"). We presented a development concept for a 6 storey, 120-unit apartment building on 1085 Clearview Avenue and 1082 St. Matthews Avenue at a pre-consultation meeting on January 11, 2017. Among the pre-consultation comments, staff recommended that the owner consider acquiring additional lands on St. Matthews Avenue to facilitate a more comprehensive redevelopment plan. The Owner has since acquired the lands as per the staff recommendation and is in the process of finishing the real estate transaction.

We attended a project open house for the Aldershot Mobility Hub Study on May 7, 2018 and have reviewed the presentation boards for the draft precinct plan. The draft precinct plan indicates that the Clearview property is located within the Mid-Rise Residential Precinct which permits buildings of up to 11 storeys in height. The St. Matthews properties are located in the Grove Park / St. Matthews Neighbourhood Precinct which permits only single and semi-detached housing and street-oriented townhouses.

We have concerns with the split designation of the subject lands given that the Owner has acquired additional properties on St. Matthews Avenue in good faith, as per staff recommendation, to facilitate a more comprehensive redevelopment plan. As discussed at the recent pre-consultation meeting held on May 16, 2018, at which we presented a revised version of the development concept that includes the additional properties, the designation of the St. Matthews properties as Grove Park / St. Matthews Neighbourhood Precinct is inconsistent with the previous direction provided by staff.

We would like to request a meeting with staff to discuss this matter in greater detail. Please provide us with your availability for a meeting in June 2018. Please also add us to your contact list and keep us informed of any updates on the Mobility Hubs project. Should you have any question, do not hesitate to contact us.

Sincerely,  
**MHBC**

A handwritten signature in black ink, appearing to read 'Gerry Tchisler', with a stylized flourish at the end.

Gerry Tchisler, MPL, MCIP, RPP  
Planner

cc: Andrew Mulder, LIV Communities