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February 6, 2019

Mayor Meed Ward & Members of Council  
City of Burlington  
426 Brant Street, Box 5013  
Burlington, ON  
L7R 3Z6

Dear Mayor Meed Ward & Members of Council:

**RE: United Burlington Retail Portfolio Inc. (Lakeside Village Plaza)**  
**5353 Lakeshore Road, Burlington**  
**City File No: 505-03/18 & 520-03/18**  
**Our File No: 15218A**

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United Burlington Retail Portfolio Inc. ("United") is the owner of the existing commercial property located at 5353 Lakeshore Road in the City of Burlington (the "Subject Lands") also known as the Lakeside Village Plaza. On April 20, 2018, United submitted applications for amendments to the City's Official Plan and Zoning By-law to facilitate the *long-term* build-out and redevelopment of the Lakeside Village Plaza. At the request of City staff, United commissioned over 16 reports, studies and other materials which were submitted with its applications and all applicable application fees.

### **United's Proposal**

United's proposal represents a significant redevelopment opportunity within the City. The intent is to redevelop the existing plaza while retaining its role as a commercial centre for the surrounding community. The applications, as originally submitted, propose to replace much of the existing underutilized parking areas with tall and mid-rise buildings of various sizes containing a mix of uses including residential, commercial and office. The existing grocery store (Food Basics) and many of the existing tenants are to be retained and integrated into the new development to meet the needs of existing and new residents.

Over the past 5 years, the Lakeside Village Plaza has been the subject of various City motions leading up to the adoption of the City's new Official Plan. A number of reports were also prepared by the City's own consultant teams and staff that directly supported the intensive redevelopment of the existing plaza as a mixed-use centre. These reports and studies recognized the importance of planning for the Subject Lands in a comprehensive manner and in the public interest.

**United is conscious of the change in direction now being charted by the City with respect to its recently adopted Official Plan.** City Council should be aware, however, that United's application took direction from the studies and reports prepared in support of the version of the Official Plan adopted by the previous Council which was founded on City staff's professional and objective planning opinion and recommended policies.

## **Direction from the Community and Staff**

Prior to the submission of the current application, the project team participated in a community workshop hosted by the City and have had a number of meetings with City planning and technical staff, as well as staff at the Region, to discuss design and technical elements related the proposed redevelopment.

Following the submission of United's formal application, the project team scheduled a series of open houses in the community which were held on July 18, 2018 and August 8, 2018. During these open houses, comments were received from the community which are summarized in the public meeting report prepared by the City's planning staff. The owner also identified that they were prepared to work with a community-based stakeholder group to assist in refining the redevelopment proposal.

Following the open houses, the project team presented its concept plan to the Burlington Urban Design (BUD) panel on August 21, 2018 and received a comprehensive set of comments in response. Subsequent to that meeting, United's team was invited to meet with planning staff to discuss their preliminary comments. City staff distributed the full formal comments to the project team on November 7, 2018.

The comments addressed broad issues as well as technical details related to the proposed redevelopment. Amongst other matters, a geotechnical analysis, parking demand study and a review of various design elements was required to be undertaken. In addition, United received new comments related to new comments related to park space, unit mix, phasing and non-residential uses.

Given the scope of these matters, significant additional studies and analysis is required in order to effectively and conscientiously respond to all of the comments received to date.

### **United recognizes that planning approval applications – particularly for sites of this size and complexity – require an iterative process.**

For that reason, United did not want to prematurely schedule a further consultation with the community until it had the opportunity to process and respond to all comments from the City. To do otherwise would result in an incomplete response that would represent a waste of resources – both private and public.

In January of 2019, United commenced the additional technical work that will influence revisions to its proposal. At that time, the City staff indicated they would be scheduling the statutory public meeting in early February. Unfortunately, until the additional technical work is completed, United's project team is not able to comprehensively respond to comments it has received.

United also respected the comments of the BUD panel who had recommended that an updated plan be presented **once** the project team had a chance to receive and address all comments from both the City and the local community. As noted, the information to be gathered from the additional technical studies will influence revisions to the applications and changes to the proposal. Those changes may, in turn, require re-adjustments to technical studies. That process will require considerable expense – but it will also require a reasonable period of time to complete.

In anticipation of the forthcoming statutory public meeting, we are writing to you to confirm United's commitment to working with staff, Council and the community to revise the proposal and the applications.

This will include the:

- i) completion of the additional technical work and studies required to address the City's technical comments;
- ii) careful re-assessment of the plan which requires the information that will be acquired through the aforementioned technical studies and comments received to date;
- iii) consideration of further changes and updates to the plan to address all of the comments comprehensively;
- iv) revisions to the phasing objectives and phasing policies based on the comprehensively updated plan;
- v) opportunity to work with staff through the process of revising the applications; and
- vi) establishment of a community/stakeholder working group to engage with and work with on revisions and updates to the plan. A request has been made to the local Councillor to establish this stakeholder group.

**United's intention is to proceed with a planning process for its applications that provides opportunities for meaningful community engagement, cooperative work with staff and input from its professional consultants and technical advisors. This will involve a comprehensive and iterative approach that, with the continued participation of the City and its staff, will result in a responsible development that will be of benefit to both the City and the local community.**

We trust Council will provide for this opportunity and demonstrate that development in the City of Burlington is to involve a cooperative process, where applicants are given the time necessary to address feedback in a manner reflecting the work and resources expended by both staff and stakeholders

United and its project team looks forward to continuing to work with both staff, members of Council and the Community on this important project. We would welcome any opportunity to further those discussions.

Yours truly,

**MHBC**



Dana Anderson, FCIP, RPP  
Partner

Cc: Joe Elmaleh, Glanelm Properties  
Cynthia Zahoruk, Zahoruk Architects