



**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

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### **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

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### **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 422.8m<sup>2</sup> school building with 4 classrooms and the retention of an existing 82.7m<sup>2</sup> 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.

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## **Financial Matters:**

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

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## **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.

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## **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.

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## **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.

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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

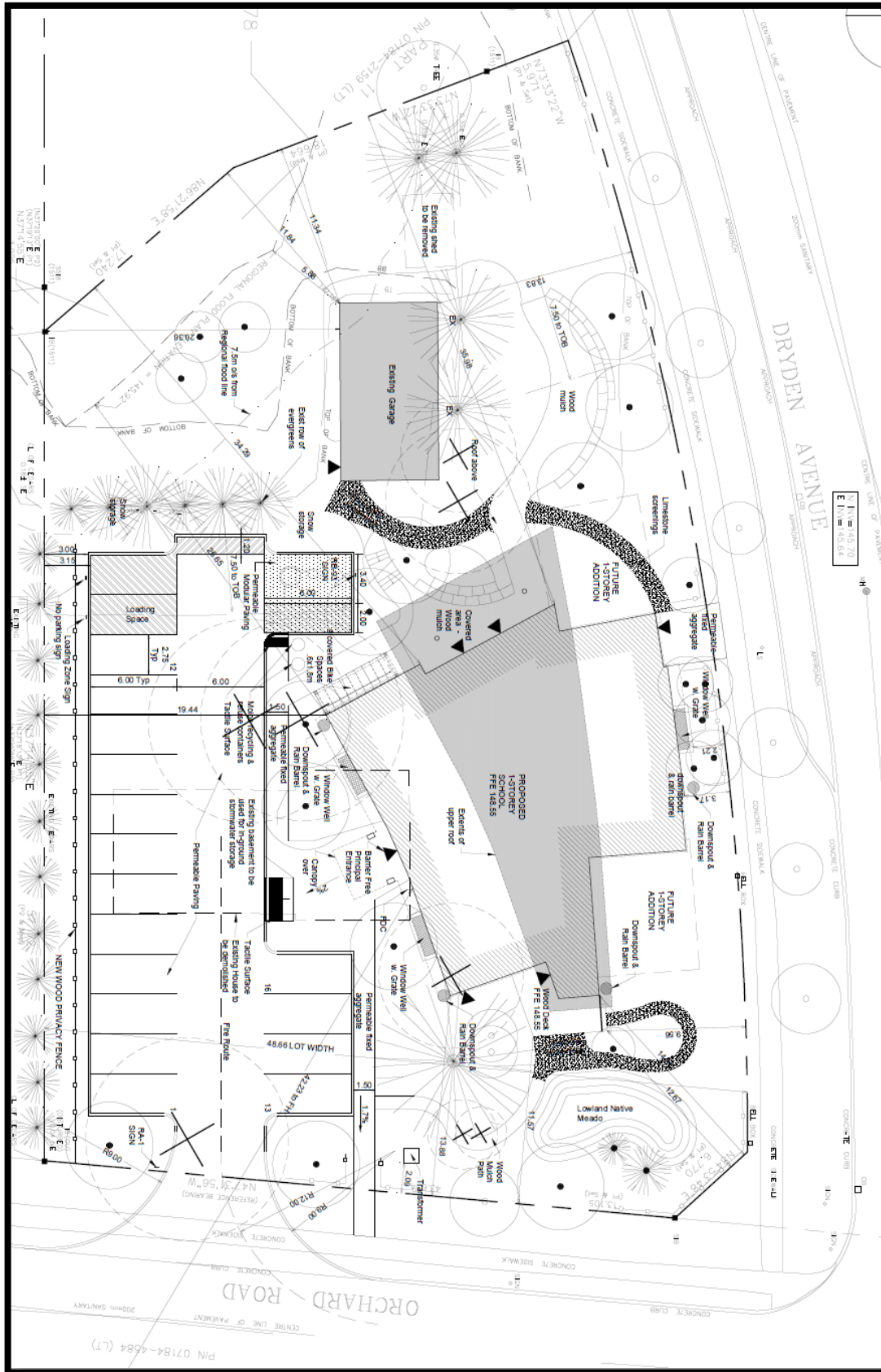
#	Description	Fee	HST	Fee Subtotal	Security	Special Instructions*
1	Entrance Permit	\$ 95.00	\$ 12.35	\$ 107.35		Separate Cheque
2	Trench Permit	\$ -		\$ -		
3	Curb Bond (refundable)**	\$ -		\$ -		
4	Curb Bond Administration Fee	\$ -	\$ -	\$ -		
5	Mud Bond (refundable)**	\$ -		\$ -		
6	Site Plan Inspection 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

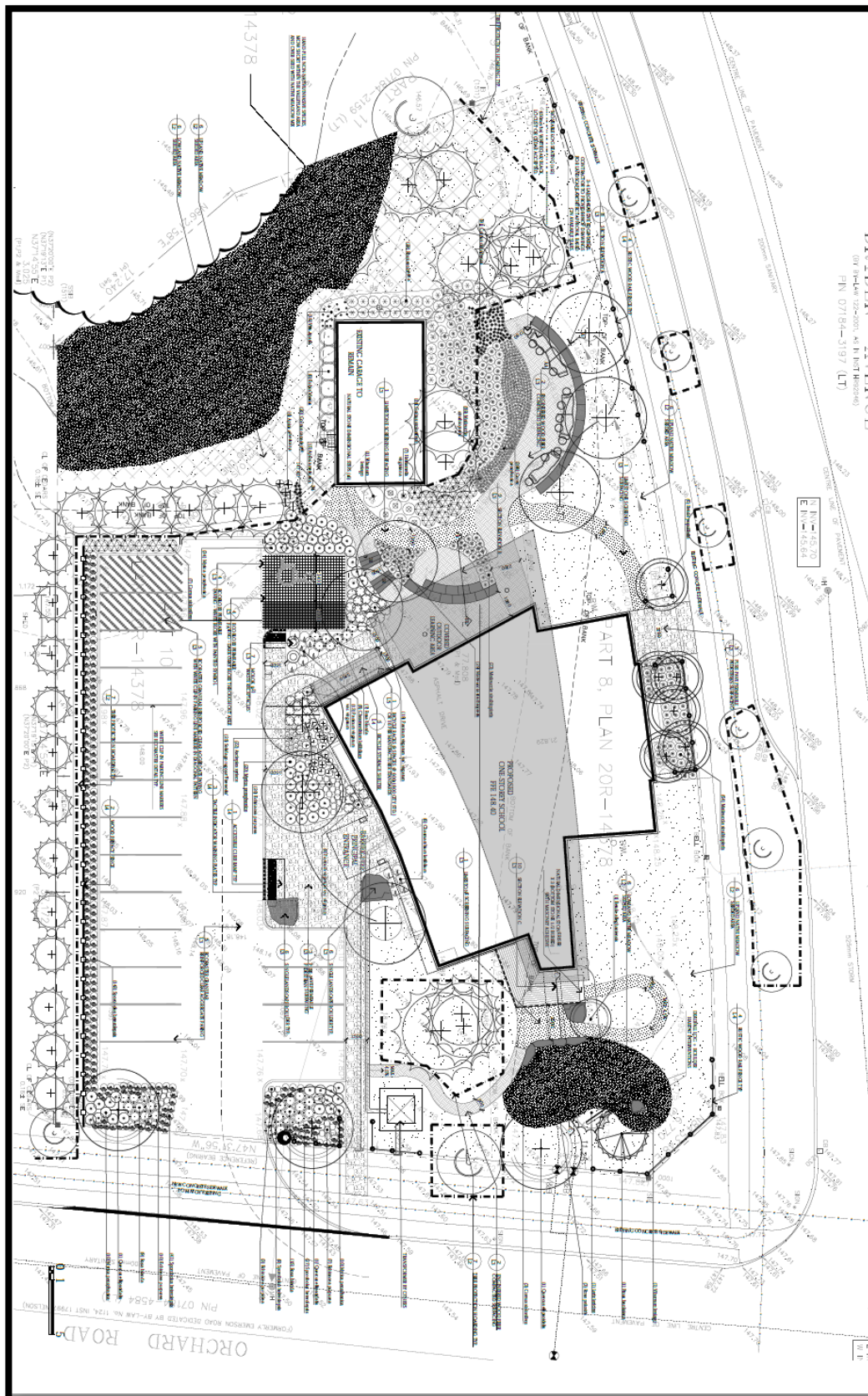
\*\*\* Letter of Credit submitted in a form to the satisfaction of the City Treasurer

App



endix B – Site Plan

Appe



ndix C – Landscape Plan

Appendix D – Architectural Elevations

