

Staff Report

Report To: City Council
Report From: Sabine Robart
Meeting Date: March 15, 2021
Report Code: CS-21-015
Subject: Recommendation Report - Zoning By-law Amendment No. 32 and Site Plan Approval ST2020-014

Recommendations:

THAT in consideration of Staff Report CS-21-015 respecting Zoning By-law Amendment No. 32 and Site Plan Approval (ST2020-014) at 1130 8th Street East (Sydenham Campus Innovation Centre), proposing to re-purpose the existing building and lands into a municipally owned and operated innovation centre, City Council:

1. Finds that the applications are consistent with the Provincial Policy Statement and the goals and objectives and intent of the City's Official Plan and in consideration of the staff recommendations and the written and oral submissions made;
2. Directs staff to bring forward a by-law to adopt Amendment No. 32 to the City's Zoning By-law No. 2010-078 and give notice in accordance with Section 34 of the *Planning Act*;
3. Approves Site Plan A102 by mc architects dated February 19, 2021, subject to the conditions outlined in Schedule H; and
4. Directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute a Site Plan Agreement, Servicing Agreement, and any other items for implementing Site Plan Approval for 1130 8th Street East (Sydenham Campus Innovation Centre).

Highlights:

- The subject applications request a Zoning By-law Amendment to the City's Zoning By-law (2010-078, as amended) and Site Plan Approval to facilitate the development of the Sydenham Campus Innovation Centre at the former Sydenham Community School.
- The effect of the Zoning By-Law Amendment is to add and define a 'research and development facility' as a permitted use and to provide for a site-specific off-street parking ratio.
- The Site Plan Approval application is requesting Site Plan Approval to permit a research and development facility in addition to the uses permitted in the 'Institutional' (I) zone within the existing building.

Strategic Plan Alignment:

The proposed development to re-purpose the former Sydenham School building and lands into a County owned and operated innovation centre supports the Strategic Initiatives of the City of Owen Sound Strategic Plan 2015 and in particular:

1. Retain and grow existing local businesses and business opportunities.
2. Develop a coordinated approach to attract new investment and encourage economic development.
5. Attract new and retain existing residents.

Background & Proposal:

Applications for a Zoning By-law Amendment (ZBA 32) and Site Plan Approval (ST2020-014) have been submitted by the County of Grey for the property located at 1130 8th St E., the former Sydenham School.

Property Description

The subject lands are designated 'Institutional' in the City's Official Plan and are zoned 'Institutional' (I) in the City's Zoning By-law (2010-078, as amended).

For location context and surrounding land uses, please see the Orthophoto in Schedule 'A'. For the planning policy context, please see the Official Plan and

Zoning Map in Schedule 'B'. The subject lands are fully described Schedule 'C'.

The Proposal

The application is proposing the establishment of an Innovation Centre (research and development facility) on the former Sydenham School site. The submitted Site Plan is attached in Schedule 'D'.

The Sydenham Campus Innovation Centre is proposed as a regional skills training and innovation centre to support small business and is planned to include research and prototyping, business incubation as well as skills and trades training. Proposed users of the facility may include:

- The Small Business Enterprise Centre,
- Catapult Grey Bruce (business accelerator),
- Community Futures Development Corporation,
- 'hot desks' intended to allow short term access to internet services and an office space,
- Fabrication labs,
- Potential post secondary training – Georgian College,
- Daycare facilities.

The purpose of the application is to amend the City of Owen Sound Zoning By-Law 2010-078 to permit a County managed research and development facility (Innovation Centre). The effect of the Zoning By-Law Amendment is to establish site specific zone provisions that will:

1. Add and define a 'research and development facility' as a permitted use on the subject property, and
2. Provide for a site-specific off-street parking requirement that will apply to any mix or combination of users within the building.

The applicant has also submitted an application for Site Plan Approval to permit a research and development facility in addition to the uses permitted in the 'Institutional' (I) zone within the existing building. The Site Plan Application was originally submitted as a phased project, but this approach is no longer warranted, and the phasing element has been withdrawn.

The Site Plan Approval application is proposing to facilitate the construction of an expanded western parking area abutting the western wing of the building to accommodate 16 additional parking stalls. The development will initially use approximately 2,385 square metres of the existing building for the purposes of a Research and Development Facility and will incrementally occupy the remaining 830 square metres in the existing building as the user base grows, requiring the development of the parking area.

Any future site development, including the construction of parking areas and/or the construction of additional buildings and structures beyond that shown in the submitted site plan will require further Site Plan Approval.

Submission & Process Details

As part of the complete application, the applicant has submitted the following materials for consideration:

Submission Item Title	Submission Item Detail
Site Plan – A102	Dated 19/02/2021 prepared by mc architect
Sydenham Campus Phasing	Received February 12, 2021
Site Overview Plan (GP1)	Dated 11/24/2020 prepared by GB BluePlan Engineering
Grading & Drainage Plan (GP2)	Dated 11/24/2020 prepared by GB BluePlan Engineering
Stormwater Management Letter	Dated 11/23/2020 prepared by GB BluePlan Engineering
Proposal Summary	Dated November 24, 2020, prepared by Grey County Planning & Development
Proposal Summary Addendum	Dated February 1, 2021, prepared by Grey County Planning & Development

The applicant engaged the City in the Pre-consultation process in December 2019. Subsequently, the process relating to the formal application has proceeded as follows:

Date	Step
November 25, 2020	Submission of Application Fees
December 16, 2020	Letter of Complete Application to applicant
December 18, 2020	Notice of Complete Application given to prescribed agencies via email and mail and public via newspaper notice and mailed courtesy notice to landowners within 120 m of subject property
December 18, 2020	Request for City Staff and Agency comments sent
January 18, 2021	Technical Report to Council
January 19, 2021	Notice of Public Meeting given to prescribed agencies via email and mail and to the public via newspaper notice and courtesy notice to landowners within 120 m of subject property
February 8, 2021	Public Meeting
March 15, 2021	Recommendation Report to Council

Analysis:

The proposal is required to meet all development standards and policies applicable to projects within the City of Owen Sound. The proposal is required to be consistent with the Provincial Policy Statement and in conformity with the City Official Plan and Zoning By-law.

The application is subject to review by the City Planning, Engineering, and Building staff as well as external commenting agencies. All applicable policies, standards, and comments received are reviewed below.

A: Provincial Policy Statement

The Provincial Policy Statement (PPS, 2020) has been reviewed with regard to the subject proposal. Municipal decisions on planning matters are required to be consistent with the PPS.

The PPS vision for the long-term prosperity and social well-being of Ontario focuses growth and development within settlement areas and recognizes that land use must be carefully managed. Strong, liveable, and healthy communities promote and enhance human health and social well-being, are economically and environmentally sound, and are resilient to climate change.

The PPS directs development to full serviced, designated settlement areas and requires contiguous development that minimizes land consumption and servicing costs.

The PPS requires planning authorities to promote economic development and competitiveness by providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs of the municipality.

The application proposes the adaptive re-use of an existing institutional building located in a designated settlement area by establishing a research and development facility (Innovation Centre). The research and development facility is intended to support and promote economic activity and capacity within the City and the wider region through research and prototype development, skills training, and business incubation.

The proposal represents growth within a Settlement Area that makes use of existing infrastructure. All applications must demonstrate that the lands can be serviced with full municipal water and sanitary services and are designed with stormwater management best practices to ensure consistency with the PPS (Section 1.6.6). Full municipal service infrastructure and capacity are available for the development. Water quality is provided by POET units installed in the existing parking lot catch basins.

The adaptive reuse of an institutional building within a designated settlement area on full existing municipal services is consistent with the direction provided by the PPS.

B: County of Grey Official Plan

The entire City of Owen Sound is designated as a 'Primary Settlement Area' in the 2019 County of Grey Official Plan (County OP).

The County OP requires that settlement areas with full municipal services are to be the focus of the majority of growth within the County. The County OP promotes a full range of residential, commercial, industrial, recreational, and

institutional land uses within Primary Settlement Area. Land use policies and development standards are to be in accordance with the local Official Plan.

The application conforms to the policies of the County OP.

C: City of Owen Sound Official Plan

The subject property is designated 'Institutional' on Schedule 'A' in the Owen Sound 2006 Official Plan (OP) as well as Schedule 'A2' Sydenham Heights Planning Area.

The 'Institutional' designation is intended for public and private institutions and permits a wide range of institutional type uses. Institutional users include community, education, health, and public organizations.

Public uses can include government offices and facilities operated by or on behalf of federal, provincial, or local governments and may include government services such as research establishments. Permitted uses within the Institutional designation may also include certain ancillary and support uses provided they do not interfere with the development or operation of the area and are compatible with surrounding land uses.

The property is owned by the County of Grey and the proposed research and development facility will be operated/managed by the County as well. The described use therefore constitutes a 'public' use. As noted above, a research establishment is a permitted component of a public use.

The application is requesting that incidental prototype manufacturing be permitted as an accessory use to the research and development facility. The manufacturing and/or production of prototypes is a customary component of research and development facilities.

To ensure that the on-site prototype manufacturing process remains accessory to the research and development use, the zoning amendment as drafted limits the prototype manufacturing to fifty percent (50%) of the total GFA occupied by the research and development facility. As well, the proposed site-specific zoning provisions will require that the prototypical manufacturing comply with the 'Accessory Industrial Use' provisions of the City's Zoning By-law. The 'Accessory Industrial Use' provisions stipulate that the prototype manufacturing process does not become a nuisance or hazard and that no outdoor storage of materials or goods is permitted. The proposed site-specific zone provisions ensure that the prototype manufacturing remains ancillary to the research and development facility use and that the

research and development facility use continues to be compatible with the surrounding land uses.

OP policies encourage the joint or multiple use of community and educational facilities as well as the grouping of these facilities. The proposal summary provided by the applicant notes that space within the building will be available to partners of the research and development facility that conform to Sydenham Campus's tenant criteria. As well, other users that conform to the uses permitted in the Institutional Zone of the City's Zoning By-law (2010-078, amended), such as colleges, schools and daycares will be considered by the County to locate within the building.

On a larger scale the property and building are a part of the group of institutional uses along 8th St E, which include Georgian College, East Ridge Community School, and the Grey Bruce Health Services Owen Sound Hospital. Generally, Institutional uses should be located only where they are complementary to adjacent land uses. This stretch of 8th St E has developed with a community-wide focus for larger scale institutional uses within the City.

The OP policies contained in Sec. 4.9.2.2 require that Institutional uses should be located so as to:

1. Provide adequate site area to accommodate buildings, off-street parking, and landscaping.

Staff Comment:

The ZBA application is requesting that a site-specific parking provision be applied to the property applying to the users within in the existing building. The proposed parking ratio is anticipated to provide sufficient parking at full utilization of the existing building to meet the needs of the users of the site. If additional buildings are added to the site, the parking area will need to be expanded beyond the existing hard surfaced area. Any future construction will require an amendment to the approved site plan agreement and will need to be in compliance with the applicable zoning provisions.

The site is relatively large and at this time only approximately half of the site is developed with buildings and parking area. The undeveloped area provides adequate landscaping and buffer space between the existing building and the residential areas to the west and north.

Planning staff recommend that the owner/developer maintain the existing mature trees along the west and north property boundary and consider further tree plantings in the gaps.

2. Have suitable access to an arterial or collector road to discourage traffic from using local roads.

Staff Comment:

The site is accessed from 8th Street East which is a County Road and designed to collect and carry traffic to Provincial Highways and other arterial and collector roads. 8th St E is directly connected to 9th Ave E and 16th Ave E which are both principal arterial roads within the City. Consequently, persons going to the site from various points in the City are not anticipated to use local roads to get to the site.

3. Give consideration to ensuring safety and mobility for pedestrians and alternative modes of transportation.

Staff Comment:

A municipal sidewalk is located along the north side of 8th St E adjacent to the subject property and the East Bayshore Conventional Transit Route has a stop with a bus shelter on 8th St E in front of Georgian College. The site can be accessed by pedestrians and persons using the City transit system. As well the site plan shows bicycle parking in the center of the site to support non-vehicular modes of transportation.

Based on the above, the three-point location criteria for Institutional uses as stipulated in the OP are satisfied.

Section 4.9.2.6 of the OP addresses changes in institutional uses. The OP states that where an existing use in an Institutional designation ceases, Council may consider the re-designation of the site to an appropriate alternative designation after examination of the use of the site for a suitable alternative institutional purpose. The subject property was the site of the former Sydenham Community School. The school was closed in 2017 as the school community moved to another school building in the immediate vicinity. The Sydenham building/property was purchased by the County of Grey in October 2018. The proposed County-operated research and development facility is an appropriate alternative institutional use to the previously existing school use. The proposed use conforms to the provisions of the Institutional designation and as noted above is part of the larger 8th St

E area of established institutional uses within the City. The continued existence of the institutional uses on the site as proposed by this application is not anticipated to negatively impact the surrounding neighbourhood. An amendment to the City's OP is not being requested nor is it warranted, as the proposed use is permitted within the Institutional designation.

The application conforms to the City's Official Plan, subject to the recommended conditions.

D: City of Owen Sound Zoning By-law

The subject property is zoned 'Institutional' (I) in the City's Zoning By-law (2010-078, as amended) (see Schedule A).

The Institutional zone permits a wide range of uses, including but not limited to community centres, hospitals, long term care facilities, as well as a public use. A "Public Use" means the use of any lot, building or structure or portion thereof by or for the Corporation of the City of Owen Sound, the Corporation of the County of Grey, the Grey Sauble Conservation Authority, the Province of Ontario, or the Dominion of Canada. The property is owned by the County of Grey and the proposed Innovation Centre will be operated/managed by the County's Economic Development Division.

D1: The Amendment

The purpose of the application is to permit a County owned and managed research and development facility (innovation centre) in the former Sydenham School. The effect of the Zoning By-Law Amendment is to establish site specific zone provisions that will:

1. Add and refine 'research and development facility' as a permitted use on the subject property,
2. Provide for a site-specific off-street parking requirement that will apply to any mix or combination of users within the building that form the research and development facility use.

The draft by-law is attached in Schedule G. The details of the proposed amendment are as follows:

Add 'Research and Development Facility' as a Permitted Use

The application is proposing to add a 'research and development facility' (R&D facility) as a permitted use in addition to the uses permitted in the

Institutional zone. The R&D facility may include a business incubator establishment and incidental prototype manufacturing.

The purpose of the R&D facility is to conduct (pure and applied) research, experimentation, and development in any field of science, medicine, technology, and manufacturing. The R&D facility can include lecture rooms, administrative offices, laboratories, training facilities, display rooms, pilot plants, prototypical manufacturing, simulating equipment and service and machine shops to serve the R&D facility.

The business incubator establishment is defined as an establishment that provides incubator services such as management training, networking facilities, programming, mentorship programs, business assistance services, and office space including 'hot desk' services and is dedicated to nurturing the development and commercialization of start-ups, early-stage companies, and established companies (enterprises).

An accessory component of the proposed R&D facility is incidental prototype manufacturing. Prototype manufacturing is one step in the process of converting an idea to a real product. Incidental prototype manufacturing involves the small-scale production of prototypes to test the product and the production process. The prototype manufacturing process may involve laser and plasma cutters, milling machines, computer numerical control equipment (CNC routers), welding and soldering equipment, lathes, forges, etc.

The incidental prototype production/manufacturing process is to be subordinate and incidental to and functionally associated with the R&D facility use. Planning staff recommend that the provisions of Section 5.17.13 respecting Accessory Industrial Uses be applied to the Incidental Prototype Manufacturing portion of the research and development facility use.

Section 5.17.13 is an existing general provision in the City's Zoning By-law that applies to accessory industrial uses. Section 5.17.13 provides provisions for accessory industrial uses to ensure that the use is conducted in conjunction with a primary use (i.e., R&D facility) and that the use remains accessory and subordinate to that primary use. The provisions of Section 5.17.13 limit the accessory industrial use to a maximum of fifty percent (50 percent) gross floor area to a maximum of 100 square metres of the cumulative gross floor area dedicated to the primary permitted use (R&D facility). Given the size of the Sydenham Campus facility, staff recommend that the site-specific provisions for the Sydenham Campus not include the

100 square metre cap but rather limit the size of the Incidental Prototype Manufacturing to a maximum of fifty percent (50 percent) gross floor area of the cumulative gross floor area dedicated to the research and development facility use.

To ensure no land use conflict is created by the Accessory Industrial Use the provisions of Section 5.17.13 require that:

- e) The Accessory Industrial Use shall not create or become a nuisance in regard to noise, odour, vibration, traffic generated or parking/loading.
- f) The Accessory Industrial Use shall not create or become a fire, health or building hazard.
- g) There shall be no outdoor storage of materials or goods associated with the Accessory Industrial Use.

In this case, the provisions regarding nuisance, hazards and outdoor storage shall apply to the research and development facility use as a whole to ensure that the research component of the use does not negatively impact the abutting residential areas.

Off-Street Parking Provisions

The rezoning application is requesting the establishment of site-specific zone provisions that will provide for off-street parking requirements that will apply to any mix or combination of users within the building.

The proposed requirement of one (1) off-street parking space per 33 square metres of Gross Floor Area is based on other Ontario Zoning By-laws that define and permit a research and development facility. The proposed ratio is a reasonable fit within the City's existing parking ratios, which range from one space per 28 square metres GFA for business or professional office, government administrative offices and commercial uses to a general one space per 40 square metres for uses not otherwise specified the off-street parking requirements (Section 5.18.2).

The application is requesting that the Gross Floor Area provisions on which the required parking numbers are to be based not include the hallways within the existing building. The hallways in the building were designed to accommodate the collective movement of a large number of elementary students throughout the school day and are therefore significantly wider than

the standard hallways in an institutional building. If the hallways are included in the GFA, the parking calculations will require a disproportionately large number of parking spaces. Excluding the hallways in the GFA calculation for the existing building will result in a sufficient number of parking spaces to meet the parking needs of the proposed use within the existing building.

In order to ensure ease of application of the proposed parking provision and for absolute clarity, the draft by-law includes the above-mentioned ratio, but also includes the minimum number of parking stalls that must be provided for each 'phase' of the development.

The exclusion of hallway GFA is only proposed to be allowed for the existing building. Any future building construction on site will have standard sized hallways and the standard GFA calculations will apply, resulting in the appropriate number of required parking spaces. Further, any future construction on site will be subject to the parking provisions applicable to the uses proposed to locate in those buildings at that time. For example, if a building containing a daycare were to be constructed on site, the development would have to provide parking at the applicable daycare ratio in force and effect.

D2: General Zoning Conformity

With regard to the submitted site plans, the following zoning conformity details merit note:

Zoning Matter	How is the Requirement Met?
Standard Parking Stalls	<p>The proposed site plan assumes full occupancy of the existing building, which will require 98 parking spaces as per the requested site-specific parking provisions. The Site Plan proposes a total of 106 parking spaces.</p> <p>The on-site parking stalls are wider than required by City standards and are properly dimensioned.</p> <p>Subject to approval of the proposed Zoning By-law Amendment, the submitted site plan conforms to zoning.</p>
Barrier-Free Parking Stalls	<p>The submitted site plan shows four (4) accessible parking spaces. Two (2) additional barrier free spaces</p>

Zoning Matter	How is the Requirement Met?
	<p>are shown in the east parking area relatively close to the main entrance by the front entrance. These two (2) surplus spaces are recommended to be removed, as the location makes AODA compliance extremely difficult. Accessible parking is discussed in detail below in 'Details Regarding Accessibility'.</p> <p>The four (4) required accessible parking spaces in the western area will be located in the retrofitted area. They are located as close as possible to the main entrance and conform to City and AODA requirements.</p> <p>The total number of accessible parking spaces provided meets the minimum number required by City and ADOA standards.</p>
Loading Spaces	Loading spaces are not required for this use.
Bicycle Parking Spaces	The site plan show shows a bicycle rack with ten parking stalls adjacent to the green space/sidewalk between the parking areas.
Setbacks	The required setbacks of the 'I' zone are met or exceeded
Lot Coverage	The lot coverage maximum is not exceeded
Building Height	The maximum building height is not exceeded.
Hazard Land	No Hazard Lands are identified on the parcel.
Landscape Buffer Strips	The existing landscape strips meet the minimum requirements and are not proposed to change.

E: Site Plan Control Matters

The proposed development is subject to Site Plan Control in accordance with Section 41 of the *Planning Act* and City By-law 2019-185. The site plan approval process addresses the overall design and connectivity of the development within the local context. Thorough site plan review ensures that

the site will be safe, functional, and attractive for current and future residents of the City.

Site Plan Review considers accessible design and ensures that the site will meet City and Provincial accessible design standards. The submitted site plan was presented to the City's Accessibility Advisory Committee (AAC) on January 26, 2021 for comment on matters of accessibility, which is discussed below.

Site Plan review also ensures that the site will function seamlessly while complying with the existing or amended zoning provisions pertaining to the site. Traffic and pedestrian flow, as well as parking area layout and site access locations (entrances) are also of critical importance for this scale of development.

Landscaping, stormwater management and the location of on-site amenities, such as snow storage areas and garbage enclosure locations, are also key considerations in determining if the site is adequately designed.

Staff have undertaken a thorough review of the Site Plan relative to the City Zoning By-law and to assess if the proposal meets the requirements of the City's design and engineering standards and if conditions of approval respecting site design and layout should be applied.

Details Respecting Accessibility

Section 41 of the *Planning Act*, which legislates Site Plan Control, stipulates that no development shall be undertaken unless the Council has approved plans showing, among other things, facilities designed to have regard for accessibility for persons with disabilities.

The Accessibility Advisory Committee met on January 26, 2021 and received the information generally discussed below. AAC received and commented upon a previous version of the proposed site plan. Council approved the minutes of the January 26, 2021 Accessibility Advisory Committee on February 8, 2021. The commentary below has been modified to reflect the new proposed site plan and AODA compliance.

- **Vehicular Access and Paths of Travel**

The site is accessed from two entrances of off 8th St E with each entrance connecting to a separate parking area and internal drive aisle

(west entrance and east entrance). The west parking area will be re-constructed to contain four (4) accessible parking spaces.

As part of its Jan 26th memo to AAC, Planning staff made a recommendation to AAC that is largely no longer valid, as the site plan has changed.

The four (4) proposed accessible parking stalls in the west parking area are shown on the site plan to meet AODA and zoning standards regarding the number, type and design of stalls, painted barrier free paths of travel and TWSI plates. The two (2) existing stalls shown on the site plan in the east parking area are recommended to be removed at the time when the four new accessible spaces in the west parking area become available. Bringing these spaces into AODA compliance will be extremely difficult and the spaces are surplus to the requirements of AODA and the Zoning By-law.

- Exterior Paths of Non-vehicular Travel

A municipal sidewalk is located along the north side of 8th St E adjacent to the subject property. The municipal sidewalk connects to an internal sidewalk that loops along the internal eastern and western drive aisle to the entrances in the east and west portion of the building.

The internal sidewalks must meet AODA and OBC standards. The barrier free path of travel must be a minimum of 1.5 metres wide and must include dropped curbs indicated by red, cast iron Tactile Walking Surface Indicator (TWSI) plates at the appropriate locations on the site. Given the nature of the public use, Staff recommend that the internal sidewalk be revised to meet City and AODA requirements for a barrier free path of travel as a condition of approval.

- Site Design & Functionality

With respect to matters of accessibility, Planning staff believe that the site is generally well laid out. The two separate entrances and parking areas reduce the number of cars in a given area and provide for shorter travel distances to the main entrances.

The site will be lit using dark sky compliant lighting fixtures in accordance with City standards and the Ontario Building Code.

The functionality of the site would be enhanced with the installation of benches at strategic locations along the concrete sidewalk in front of the building and throughout the site. Planning staff recommend that the developer consider the addition of rest areas within the site plan.

- Access to Transit and Amenities

The East Bayshore Conventional Transit Route has a stop with a bus shelter on 8th St E in front of Georgian College. The bus shelter is approximately 100 metres east of the eastern site entrance. This bus route travels broadly throughout the east side of the City and is connected to all the other routes.

City of Owen Sound Planning & Heritage Division

The Planning & Heritage Division has undertaken a full review of the application in consideration of the principles of good planning, which ensures a safe, functional, and attractive site layout. The following aspects of the site design merit note in addition to the planning policy analysis outlined above.

Design Aspect	Policy Context/Staff Comments
General Layout	As noted above, the application is proposing to reuse an existing developed site. No significant changes are proposed to the site. Staff are satisfied with the general layout of the site.
Parking Layout	The site contains two unconnected parking areas accessed by two separate entrances. The parking lot layout was designed for the purposes of an elementary school. As such the school bus loading area in front of the building remains a prominent feature of the parking area. This area will be converted to accommodate additional parking spaces required for the development. The parking area layout as proposed is safe and functional.
Pedestrian Access and Connectivity	As discussed above. A municipal sidewalk is located along the north side of 8 th St E adjacent to the subject property and the East Bayshore Conventional Transit Route has a stop with a bus shelter on 8 th St E in front of Georgian College. The site can be

Design Aspect	Policy Context/Staff Comments
	accessed by pedestrians and persons using the City transit system. Bicycle parking is provided (10 stalls).
Lighting	<p>Exterior lighting is shown on the site plan. The plan shows external lighting at strategic points within the parking area.</p> <p>A standard condition in the City's Site Plan Agreement requires that all lighting will be downward facing and dark-sky compliant and that on-site LED lighting shall be specified with a colour temperature (CCT) of 3000K (warm white).</p>
Landscaping	The northern half of the site contains the playground and sports fields of the former school. The area is dominated by mowed lawn. The eastern and northern property lines include areas of mature trees. No new trees are proposed to be added at this time, but Planning Staff encourage tree planting where feasible.
Garbage & Recycling	One existing garbage enclosure is shown on the eastern parking area.
Snow Storage	<p>Snow storage is shown in the grassed areas along the eastern and western parking areas.</p> <p>Snow shall not be stored on required parking spaces, drive aisles, stormwater management areas or landscaped areas. Excess snow may need to be removed from the site (trucked away at owner's expense). It merits note that all existing parking areas on site are required stalls.</p>
Building Design	The building is existing and no changes are proposed to the outside of the building.

Design Aspect	Policy Context/Staff Comments
Matters of Accessibility	<p>As discussed above in 'Details Respecting Accessibility':</p> <ul style="list-style-type: none"> a) THAT the final approved site and construction plans reflect the requirements of the <i>Accessibility for Ontarians with Disabilities Act</i> and the <i>Ontario Building Code Act</i> respecting matters of accessibility; b) THAT the internal sidewalk meet City and AODA requirements for a barrier free path of travel; and c) THAT the developer consider the addition of rest areas within the site plan.

The City's Planning & Heritage Division recommends approval of application ST2020-014, subject to the recommended conditions.

City of Owen Sound Engineering & Public Works Department

Comment has been received from the City's Engineering & Public Works Department with no objection to the subject proposal.

Engineering Detail	Staff Comments
Stormwater	<p>The on-site SWM system consists of a parking lot drainage system for both the east and west parking lots that discharge the runoff to the City storm sewer system. If the roof water collection system is connected to the wastewater sewer, it must be disconnected from the wastewater sewer and discharged overland to reduce the amount of surface water entering the wastewater sewer system.</p> <p>The proposed site plan does not anticipate major changes to the parking lot other than those changes required to allow for expansion of the number of parking stalls in the west lot. As there is</p>

Engineering Detail	Staff Comments
	<p>no change to the impervious area of the lot, a comprehensive SWM plan is unwarranted.</p> <p>The water quality management is provided by POET units installed in the existing parking lot catch basins.</p> <p>However, future site plan approval applications involving further development of the site to expand the impervious areas will require a SWM design incorporating the City's current standards at the time of the application(s).</p>
Grading & Drainage	<p>The site grading conforms to Section 2.2.2 of the City's Property Standards By-law 1999-030 as amended.</p> <p>Snow storage areas:</p> <ul style="list-style-type: none"> • must drain to the internal SWM system; • cannot occupy parking areas required for zoning compliance; • cannot be located on City-owned property.
Site Servicing	<p>A Servicing Feasibility Study is not required for this development.</p> <p><u>WATER</u> The existing building has a 150mm Ø service lateral connected to the existing watermain located on 8th Street East.</p> <p><u>WASTEWATER</u> The existing building has a service lateral connected to the existing wastewater sewer located on 8th Street East.</p> <p><u>STORM</u> The on-site stormwater management system has four storm sewer laterals draining to 8th Street East:</p> <ul style="list-style-type: none"> • a 375mm Ø lateral from the west side of the property and the west parking lot;

Engineering Detail	Staff Comments
	<ul style="list-style-type: none"> • a 200mm Ø lateral connected to the building; • a 250mm Ø lateral from the east parking lot; <p>a 450mm Ø lateral from the east side of the property.</p>
Pedestrian Access	<p>Pedestrian walkways, sidewalks and connections to City streets are provided. There is no marked exterior path of travel to AODA standards shown. A marked path of travel must be provided to the main building entrance.</p>
Parking, Site Access & Traffic Circulation	<p>A traffic impact study is not required for this development as it does not meet the minimum requirements under Section 5.8 of the Site Development Engineering Standards and the impact on the adjacent street system will be negligible.</p> <p>Vehicular access to the site is from 8th Street East. The existing entrance widths are acceptable.</p> <p>The on-site parking stalls are properly dimensioned. All parking stalls meet City requirements for size and accessibility as per AODA standards.</p>
Road Allowances	<p>A road widening across the 8th Street East frontage of this property is not required.</p>
Landscaping	<p>No landscaping features, signs, or vegetation with a mature height greater than 0.6 metre are to be located within the 5.0 metres by 5.0 metres sight triangles required at the access points or street intersections.</p>
Environmental	<p>There are no known environmental concerns associated with this property.</p> <p><u><i>SOURCE WATER PROTECTION (SWP):</i></u> The Drinking Water Source Protection Plan, approved under Part IV of The Clean Water Act, 2006, indicates that this property is within Intake Protection Zone 2 (IPZ-2),</p>

Engineering Detail	Staff Comments
	<p>an Events Based Threat Area concerned with fuel storage exceeding 25,000 litres.</p> <p>A SWP Risk Management Plan is not required as fuel storage is not a component of this proposed development.</p>
Fees	<p>ZONING BY-LAW AMENDMENT - The Engineering Review Fee will be \$650.00.</p> <p>SITE PLAN APPROVAL - The Engineering Review Fee will be \$500.00.</p>

The City's Public Works & Engineering Department recommends approval of application ST2020-014, subject to the recommended conditions.

F: City Staff & Agency Comments

In response to the request for comment from the Planning & Heritage Division, the following comments have been submitted for review pertaining to the subject applications. All comments can be found attached hereto as Schedule 'E'.

City of Owen Sound Fire Prevention Division

Comment has been received from the City's Fire Prevention Division with no objection to the subject proposal.

City of Owen Sound Parks and Open Space Division

Comment has been received from the City's Parks and Open Space Division with no objection to the subject proposal.

Grey Sauble Conservation Authority (GSCA)

Comment has been received from GSCA with no objection to the subject proposal. GSCA recommends that stormwater quality controls be implemented upon the construction of the new proposed parking stall in order to bring the site up to present day standards if necessary (enhanced level of TSS removal).

It merits note that City Engineering Services is satisfied with existing water quality controls provided by the recommended POETs as there is no change to the impervious area of the lot. Future site plan approval applications

involving further development of the site to expand the impervious areas will require a SWM design incorporating the City's current standards at the time of the application(s).

Grey County

Comment has been received from Grey County with no objection to the subject proposal.

Enbridge/Union Gas

Comment has been received from Enbridge/Union Gas with no objection to the subject proposal.

Historic Saugeen Metis

Comment has been received from Historic Saugeen Metis with no objection to the subject proposal.

G: Public Comments

Several comments have been received from the public regarding the subject Zoning By-law Amendment. The comments, as well as the February 8, 2021 Public Meeting Minutes are attached to this report in Schedule 'F'.

The public comments are addressed thematically below and include the type of research to be conducted, the potential for nuisance smells/noise, the potential for increased traffic and parking, and proposed hours of operation. Planning staff can offer the following comments.

Type of Research / Hours of Operation

As noted by Grey County Staff through the County's presentation at the Public Meeting for ZBA 32, the type of research is expected to be data/paper based but may include medical, technology, economic, agricultural types of research etc. These types of research will be wholly enclosed within the building and will be subject to all relevant City By-laws.

The hours of operation for the facility are not set, however, given the proposed tenants of the Innovation Centre, it is expected that the hours of operation will be standard daytime business hours. The use is not expected to run shifts, particular afternoon, or night shifts.

The Innovation Centre may host special events that occur outside of standard business hours and that may require additional parking. As per the

Public Meeting presentation, the Innovation Centre will work with Georgian College and other neighbours to provide any additional parking required for the special events. On-street parking is regulated by the City and County, and the users of the Innovation Centre will be required to abide by all applicable regulations. Nuisance due to parking is discussed further below.

Nuisance Due to Noise/Smell

As described above, the by-law is drafted to ensure that the prototype production/manufacturing process is subordinate and incidental to and functionally associated with the research and development facility use. The prototype production/manufacturing process is limited in size to a maximum of fifty percent (50 percent) gross floor area of the cumulative gross floor area dedicated to the primary permitted use (R&D facility). As well, the proposed site-specific zoning provisions will require that the prototypical manufacturing comply with the 'Accessory Industrial Use' provisions of the City's Zoning By-law. The 'Accessory Industrial Use' provisions stipulate that the prototype manufacturing process and the research component do not become a nuisance or hazard and that no outdoor storage of materials or goods is permitted. Prototypical manufacturing on the subject lands will not be permitted to be 'heavy industrial' in scope or predominate the facility in scale.

Parking & Traffic

The abutting residential neighbourhood has raised parking concerns in the past as a result of people using the institutional uses along 8th St E and parking on the local roads rather than in the designated parking lots. The concerns have resulted in the City implementing 'no parking' signs on 11th Ave E. The City's Traffic By-law 2009-075 prohibits parking at any time on the east side of 11th Ave E from 8th St E to 10th St E and for a small portion from 8th St E on the west side of the road. Two-hour parking is permitted on the remaining portion of the west side of 11th Ave north to 10th St E. The implementation of the parking restrictions seems to have encouraged people to park in the designated parking areas of the site they are accessing (i.e., Georgian College, Grey Bruce Health Services hospital). Staff believe that the proposed site-specific parking requirement will provide adequate off-street parking at the Sydenham Campus for the users of the site.

The proposed development is not anticipated to result in a larger amount of traffic than the previous school use. As noted above 8th Street East is a

County road and designed to collect and carry traffic to Provincial Highways and other arterial and collector roads. Engineering Services has not requested a Traffic Impact Study as the proposed development does not trigger further study requirements as per the Site Development Engineering Standards. Engineering Services anticipates the impact on the adjacent street system to be negligible.

Next Steps:

In accordance with the *Planning Act* and City protocols for processing Planning Act Applications, the following outlines the next steps in the process:

Anticipated Date	Step
March 15, 2021	By-law to amend the City's Zoning By-law (2010-078)
TBD	By-law to authorize the Mayor and Clerk to sign the Site Plan Agreement.

Financial Implications:

No financial implications to the City.

Communication Strategy:

Notice of Complete Application and Notice of the Statutory Public Meeting were given as required by the *Planning Act*. The Public Meeting was held on February 8, 2021.

Consultation:

In addition to the Public Notice, the Planning Division has also consulted extensively with the City's Development Team and external commenting agencies on the various iterations of the application.

Attachments:

Schedule 'A': Orthophoto

Schedule 'B': Official Plan and Zoning Map

Schedule 'C': Property Details
Schedule 'D': Site Plan
Schedule 'E': Agency Comments
Schedule 'F': Public Meeting Minutes and Public Comments
Schedule 'G': Draft By-law
Schedule 'H': Conditions of Approval

Recommended by:

Sabine Robart, MSC (PLAN), Planner

Reviewed by:

Amy Cann, M. PL. MCIP, RPP, Manager of Planning & Heritage

Supported by:

Pam Coulter, BA, RPP, Director of Community Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Sabine Robart, Planner at srobart@owensound.ca or 519-376-4440 ext. 1236.