

SCHEDULE G

CITY STAFF AND AGENCY COMMENTS

Enbridge Gas – September 19, 2023

Bell Canada – September 27, 2023

City of Owen Sound Fire Prevention Division – September 20, 2023

County of Grey – September 28, 2023

City of Owen Sound Building Division – October 11, 2023

Hydro One – September 28, 2023

City of Owen Sound Parks and Open Space Division – October 1, 2023

City of Owen Sound Engineering Services Division – October 30, 2023

Grey Sauble Conservation Authority – October 23, 2023

From: [Ontario Lands](#)
To: [Jacklyn Iezzi](#)
Subject: RE: Request for Comment - Site Plan Approval (ST2023-003) - 1043 and 1057 3rd Avenue East (St. Clare Place)
Date: Tuesday, September 19, 2023 9:17:53 AM
Attachments: [image001.png](#)
[image006.png](#)

Thank you for your correspondence with regard to the proposed Site Plan Application. Enbridge Gas Inc, does have service lines running within the area which may or may not be affected by the proposed Site Plan.

Should the proposed site plan impact these services, it may be necessary to terminate the gas service and relocate the line according to the new property boundaries. Any Service relocation required would be at the cost of the property owner.

If there is any work (i.e. underground infrastructure rebuild or grading changes...) at our easement and on/near any of our existing facilities, please contact us as early as possible (1 month in advance at least) so we can exercise engineering assessment of your work. The purpose is to ensure the integrity of our main is maintained and protected.

Confirmation of the location of our natural gas pipeline should be made through Ontario One Call 1-800-400-2255 for locates prior to any activity.

In the event that an easement is required to service this development, and any future adjacent developments, the applicant will provide the easement(s) to Enbridge Gas at no cost..

We trust the foregoing is satisfactory.

Kelly Buchanan

Land Analyst

—

ENBRIDGE GAS INC.

TEL: 519-436-4673 | FAX: 519-436-5320

50 Keil Dr N, Chatham ON N7M 5M1

enbridge.com

Safety. Integrity. Respect.

From: Jacklyn Iezzi <jiezzi@owensound.ca>
Sent: Tuesday, September 19, 2023 8:59 AM
To: Planning Act Prescribed Persons/Bodies <planningnotices@owensound.ca>
Subject: [External] Request for Comment - Site Plan Approval (ST2023-003) - 1043 and 1057 3rd Avenue East (St. Clare Place)

CAUTION! EXTERNAL SENDER

Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate?

DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Good Morning,

Attached please find a request for comment on a Site Plan Approval application (ST2023-003) proposing a mixed-use development on lands municipally known

as 1043 and 1057 3rd Avenue East. The proposal consists of a six-storey, 40-unit rental apartment building together with a 74.8 sq. m. commercial unit on the ground floor.

Plans and studies submitted in support of the application can be accessed via the following link:

<https://we.tl/t-A90j4EfYwc>

Please provide comments on or before **Tuesday, October 3, 2023**, to planning@owensound.ca.

If you are unable to access the link provided or are unable to provide a response by the requested date, please do not hesitate to contact me.

Sincerely,

Jacklyn Iezzi, BES.
Senior Planner

City of Owen Sound
808 2nd Ave. E., Owen Sound, ON N4K 2H4
519-376-4440 ext. 1261
jiezzi@owensound.ca
www.owensound.ca



The City of Owen Sound respectfully acknowledges the Territory of the Anishinabek Nation, the traditional keepers of this land.

Connect with us:



Get involved with your community
by joining our online platform to share your feedback, ideas,
and questions on City projects, initiatives, and services.
Join the Conversation Today at ourcity.owensound.ca

My working day may not be your working day. Please don't feel obligated to reply to this email outside of your working hours.

Please consider the environment before printing.

Staff Report

Fire Prevention

DATE: September 19, 2023

TO: Jacklyn Iezzi, Senior Planner

FROM: Greg Nicol, Fire Prevention Officer

SUBJECT: PRE-APPLICATION FIRE PREVENTION REVIEW

PLANNING FILE: ST 2023-003

MUNICIPAL ADDRESS: 1043 and 1057 3rd Ave E (St. Clare Place)

APPLICANT: Lutheran Outreach Ministries (Sylvia Statham) through Ron Davidson
Land Use Planning

BACKGROUND: The proponent has submitted a proposal for:

The applicant, has submitted an application for Site Plan Approval to permit a mixed-use development consisting of a six-storey, 40-unit rental apartment building together with a 74.8 sq. m. commercial unit on the ground floor.

The proposal also includes:

- The construction of a surface parking area containing 22 spaces, including seven (7) covered stalls and one (1) accessible stall.
- An internal drive aisle.
- A garbage and recycling collection area within the northeast corner of the site.
- Landscaping and,
- Site servicing and stormwater management.

ASSUMPTIONS: The recommendations below are based on the following assumptions:

- The comments are from the site drawings in the email from Jacklyn Iezzi date September 19, 2023

DETAILED REVIEW: Documents reviewed in conjunction with this application are:

- Ontario Building Code
- City of Owen Sound Fire Route By-Law 2009-086
- Ontario Fire Code

REQUIREMENTS:

1. The following will be required in order to achieve compliance with the Ontario Building Code and other referenced documents:

A - The drawings do not show the locations of the fire department connections for the sprinkler system or for the standpipe system. The fire department connection for an automatic sprinkler system shall be located so that the distance from the fire department connection to a hydrant is not more than 45 m and is unobstructed as per Article 3.2.5.16. of Div. B of the OBC.

B. The drawings do not show the location of the fire route or the required fire route signage as per Article 3.2.5.6. of Div B of the OBC and the City Fire Route By-Law.

RECOMMENDATIONS:

2. The following should be considered by the proponent as they finalize their plans to enhance the fire prevention at the site:
 - a. This office recommends the installation of a fire department key box (Chubb box) at the main entrance to be used by firefighters

Submitted by: Greg Nicol, Fire Prevention Officer _____

From: [PrimeCities](#)
To: [OS Planning](#)
Subject: Site Plan Application (ST2023-003); 1043 and 1057 3rd Ave. E., Owen Sound
Date: Wednesday, September 27, 2023 8:30:34 AM



9/27/2023

Planning City

Owen Sound

Owen Sound, City of 808 2nd Avenue East Owen Sound, ON, N4K 2H4

Attention: Planning City

Re: Site Plan Application (ST2023-003); 1043 and 1057 3rd Ave. E., Owen Sound; Your File No. ST2023-003

Our File No. DTS: 36886 / Circ: 38308

To Whom this May Concern,

We have reviewed the circulation regarding the above noted application(s) and have no objections to the application(s) at this time. However, we hereby advise the Owner to contact Bell Canada at planninganddevelopment@bell.ca during detailed design to confirm the provisioning of communication/telecommunication infrastructure needed to service the development. We would also ask that the following paragraph be included as a condition of approval:

Bell Canada Condition(s) of Approval

1) The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.

It shall be noted that it is the responsibility of the Owner to provide entrance/service duct(s) from Bell Canada's existing network infrastructure to service this development. In the event that no such network infrastructure exists, in accordance with the Bell Canada Act, the Owner may be required to pay for the extension of such network infrastructure.

If the Owner elects not to pay for the above noted connection, Bell Canada may decide not to provide service to this development.

Concluding Remarks:

To ensure that we are able to continue to actively participate in the planning process and provide detailed provisioning comments, we note that we would be pleased to receive circulations on all applications received by the Municipality and/or recirculations.

If you believe that these comments have been sent to you in error or have questions regarding Bell's protocols for responding to municipal circulations and enquiries, please contact planninganddevelopment@bell.ca directly.

We note that WSP operates Bell Canada's development tracking system, which includes the intake and processing of municipal circulations. **However, all responses to circulations and requests for information, such as requests for clearance, will come directly from Bell Canada, and not from WSP.** WSP is not responsible for Bell's responses and for any of the content herein.

Should you have any questions, please contact the undersigned.

Yours Truly,



Juan Corvalan
Senior Manager - Municipal Liaison
Email: planninganddevelopment@bell.ca.

From: planning@grey.ca
To: [Briana Bloomfield](#); [Desiree van Dijk](#); [OS Planning](#)
Subject: County comments for ST2023-003 St Clare Place
Date: Thursday, September 28, 2023 2:34:36 PM

County comments for ST2023-003 St Clare Place

Hello Owen Sound,

Please note that County staff have reviewed Site Plan Approval application ST2023-003 St Clare Place - Lutheran Outreach Ministries (Sylvia Statham).

County Planning, Ecology and Transportation staff have reviewed the proposal and have no concerns.

Please note, a paper copy will not be provided unless requested.

Let us know if you have any questions.

Best regards

Becky Hillyer

From: [ARABIA, Gabriel](#)
To: [OS Planning](#)
Subject: City of Owen Sound - 1043 and 1057 3rd Avenue East - ST2023-003
Date: Thursday, September 28, 2023 1:55:54 PM
Attachments: [image001.png](#)

Hello,

We are in receipt of your Site Plan Application, ST2023-003 dated September 19th, 2023. We have reviewed the documents concerning the noted Plan and have no comments or concerns at this time. **Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.**

For proposals affecting 'Low Voltage Distribution Facilities' please consult your local area Distribution Supplier.

To confirm if Hydro One is your local distributor please follow the following link:

[HydroOne Map](#)

Please select " Search" and locate address in question by entering the address or by zooming in and out of the map

The screenshot shows the Hydro One map interface. At the top, there are navigation icons for MENU, HELP, and SEARCH, along with the Hydro One logo. Below the navigation is a legend for 'Customers Affected' with color-coded markers: red for >5000, orange for 501-5000, green for 51-500, blue for 21-50, purple for <=20, and a multi-colored circle for Multiple. There are also icons for Crew and Service Area. The map itself shows a large green-shaded area representing a service area, covering parts of Ontario from the Kawartha Lakes region down to the Niagara Falls area. Several purple markers are placed on the map, indicating specific locations. The map includes labels for major cities like Toronto, Mississauga, Hamilton, and Ottawa, as well as major roads and water bodies like Lake Ontario and Lake Huron. A search bar is visible on the left side of the map.

If Hydro One is your local area Distribution Supplier, please contact Customer Service at 1-888-664-9376 or e-mail CustomerCommunications@HydroOne.com to be connected to your Local Operations Centre

Thank you,

Dennis De Rango

Specialized Services Team Lead, Real Estate Department

Hydro One Networks Inc.

Tel: (905)946-6237

Email: Dennis.DeRango@HydroOne.com

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Staff Report

Report To: Jacklyn Iezzi, Senior Planner

Report From: Adam Parsons, Manager of Parks and Open Space
Jocelyn Wainwright, Junior Planner

Date: October 2, 2023

Subject: Site Plan Approval (ST2023-003) – 1043 and 1057 3rd Avenue East (St. Clare Place)

Recommendations:

Parks and Open Space staff recommend that the following revisions to the Landscape Plan be included as conditions of Site Plan Approval:

- a. the location of the required 5.0 m x 5.0 m sight triangles at all site access points and that the height of any proposed plantings within the sight triangle be shown on the Landscape Plan;
- b. that all proposed trees and shrubs meet the required minimum acceptable size for plant material per the City's Residential Tree Preservation Policy and be shown on the Landscape Plan; and
- c. that plantings consisting of trees and shrubs will be a minimum of 50% coniferous plantings. All proposed plantings must be shown on the Landscape Plan.
- d. that a continuous row of trees or shrubs, the length of the parking area, be planted within the planting strip between the parking area and the north property line.
 - i. Staff recommend that coniferous species such as *Pinus mugo* (Mugo Pine) *Pinus nigra* (Austrian Pine), *Chamaecyparis thyoides* (Falsecypress), etc. be used.

Parks and Open Space staff request that the developer consider:

- a. planting a minimum of seven (7) coniferous plantings in addition to the proposed seven (7) deciduous plantings for a total of 14 coniferous and deciduous plantings;
- b. relocating the proposed *Gleditsia triacanthos inermis* from the courtyard north of the existing two-storey building to the sod planting strip between the courtyard and accessible parking stall.
- c. offsetting the planting site in the courtyard further from the north side of the building; and
 - i. planting a species of shrub, such as a *Hydrangea paniculate* Tree Hydrangea, in the courtyard.
- d. adding visual interest throughout the growing season to the proposed planting beds containing *Calamagrostis x acutiflora* 'Karl Foerster', by planting a variety of perennial species that bloom at different times during the year.

Background and Proposal

The purpose of this staff report is to provide comments on a Site Plan Approval application (ST2023-003) proposing a mixed-use development on lands municipally known as 1043 and 1057 3rd Avenue East. The proposal consists of a six-storey, 40-unit rental apartment building together with a 74.8 sq. m. commercial unit on the ground floor.

Technical Review:

Documents reviewed in conjunction with this application are:

- [City of Owen Sound Official Plan, 2021](#)
- [City of Owen Sound Zoning By-law 2010-078, as amended](#)
- [City of Owen Sound Recreation, Parks and Facilities Master Plan: 2018-2028](#)
- [Residential Tree Preservation Policy CS69](#)
- [Owen Sound Recreation Trails Master Plan](#)

Analysis:

Parks and Open Space staff have completed an analysis of the pre-consultation application and offer the following comments. Staff comments have been organized by recommended submission item.

Landscape Plan

The proposal includes a residential development, aspects of the City's Residential Tree Preservation Policy CS69, 2004 are applicable.

1. Selection of Plant Material

The Residential Tree Preservation Policy outlines goals for tree preservation in residential areas, including that:

- Select plant materials that are ecologically sound, appropriate for the existing and future site conditions and suitable for all seasons;
- Incorporate drought resistant plant material in order to reduce long term maintenance requirements and conserve water;
- As per City policy, native plant materials should be utilized where appropriate and avoid the use of invasive plant species.

The submitted Landscape Plan proposes seven (7) *Gleditsia triacanthos inermis* and 48 *Calamagrostis x acutiflora* 'Karl Foerster'.

The Residential Tree Preservation Policy requires that plantings consisting of trees and shrubs will be a minimum of 50% coniferous plantings.

There are no coniferous plantings proposed. To achieve the required ratio of deciduous to coniferous plantings, the Landscape plan must be revised to show that a minimum of 50% of the proposed trees and shrubs are coniferous species.

Staff would encourage the applicant to consider using coniferous trees or shrubs species such as *Pinus mugo* (Mugo Pine) *Pinus nigra* (Austrian Pine), *Chamaecyparis thyoides* (Falsecypress), etc.

To add visual interest throughout the growing season to the proposed planting beds containing *Calamagrostis x acutiflora* 'Karl Foerster', staff would encourage the developer to consider planting a variety of perennial species that bloom at different times during the year.

2. Size of Plant Material

Please note that the Residential Tree Preservation Policy provides that the minimum acceptable size for plant material are:

- deciduous trees – 60 mm (6 cm) caliper
- coniferous trees – 175 cm (5') height
- shrubs – 60 mm height

The submitted Landscape Plan proposes seven (7) *Gleditsia triacanthos inermis* at a size of 38 mm, which does not meet the minimum acceptable size for plant material.

Staff require that the Landscape Plan be revised to show that all proposed trees and shrubs meet the required minimum acceptable size for plant material per the City's Residential Tree Preservation Policy

3. Siting of Plant Material

The City's [Site Development Engineering Standards](#) (Sec. 5.1.2) regulates that vegetation must be shorter than 0.6m when located within required 5.0 m x 5.0 m sight triangles at site access points. This includes any vegetation that is planted directly within the sight triangle or that may spread into the sight triangle. Staff anticipate that a portion of the planting bed containing *Calamagrostis x acutiflora* 'Karl Foerster' may be located within the required sight triangle at the site access point to 3rd Ave E.

Staff require that the Landscape Plan be revised to show the location of the required 5.0 m x 5.0 m sight triangles at all site access points and that the height of any proposed plantings within the sight triangle be included on the plan.

Section 5.23.4.a) of the City's Zoning By-law 2010-078, as amended, requires that:

In a C1 Zone, where a parking area consisting of four (4) or more parking stalls is located in any yard that abuts a lot in any Zone, no parking shall be permitted within 7.5 metres of the common lot line unless a continuous privacy fence or solid vegetative screen having a minimum height of 1.5 metres is provided and maintained along the common lot line. within the planting strip between the northern interior lot line and the parking area.

A continuous row of trees or shrubs, the length of the parking area planted within the planting strip between the parking area and the north property line is required. As plantings of trees and shrubs are required to consist of a

minimum of 50% coniferous plants, staff recommend that the continuous row of trees or shrubs consist of coniferous species such as *Pinus mugo* (Mugo Pine) *Pinus nigra* (Austrian Pine), *Chamaecyparis thyoides* (Falsecypress), etc. to ensure that the required ratio of coniferous to deciduous plantings is achieved.

Staff anticipate that the proposed *Gleditsia triacanthos inermis*, in the courtyard north of the existing two-storey building, will not have sufficient room to grow as it matures. Staff would recommend that the developer would relocate the proposed *Gleditsia triacanthos inermis*, from the courtyard north of the existing two-storey building to the sod planting strip between the courtyard and accessible parking stall. Staff suggest that the planting site in the courtyard be more offset from the north side of the building and that a species of shrub, such as a *Hydrangea paniculate* Tree Hydrangea, may be better suited to being planted in the courtyard.

Parks Proximity Analysis

The subject lands are well services by community parks within 500m walking distance as required by the City's Official Plan and Recreation Parks and Facilities Master Plan.

The subject property is within 500 m of Victoria Park, the Inner Harbour, and Queens Park, which satisfies this requirement.

Recommended by:

Jocelyn Wainwright, Junior Planner

Reviewed by:

Adam Parsons, Manager of Parks and Open Space

For more information on this report, please contact Adam Parsons at aparsons@owensound.ca or 519 376-4440 ext.1221.

Staff Report

Building Division

DATE: Oct 11, 2023

ROLL NO.: 4259 010 001 09700
4259 010 001 09400

TO: JACKIE IEZZI, SENIOR PLANNER

FROM: NIELS JENSEN, BUILDING OFFICIAL

SUBJECT: **SITE PLAN APPROVAL APPLICATION FOR 1043 & 1057 3RD AVE EAST**

PLANNING FILE: ST2023-003

MUNICIPAL ADDRESS: 1043 & 1057 3rd Ave East

LEGAL DESCRIPTION: PT LOT 3 E/BAY & PT LOT 4 E/BAY

APPLICANT: Lutheran Outreach Ministries

BACKGROUND: The applicant, Lutheran Outreach Ministries (Sylvia Statham) through Ron Davidson Land Use Planning, has submitted an application for Site Plan Approval to permit a mixed-use development consisting of a six-storey, 40-unit rental apartment building together with a 74.8 sq. m. commercial unit on the ground floor.

The proposal also includes:

- The construction of a surface parking area containing 22 spaces, including seven (7) covered stalls and one (1) accessible stall.
- An internal drive aisle.
- A garbage and recycling collection area within the northeast corner of the site.
- Landscaping, site servicing and stormwater management. The development is proposed to be accessed via two entrances from 3rd Avenue East, one of which is an existing entrance for St. Francis' Place. Modifications to a row of parking stalls including two (2) accessible stalls, concrete barrier curbing, pedestrian connections (concrete sidewalk), landscaping, and stormwater

management (catch basins) are also proposed on the abutting property to the south (320 10th Street East) to serve the proposed development.

ANALYSIS: This document incorporates comments from the Building Division of the Community Service Department.

The above noted site plan has been reviewed using the requirements from the Ontario Building Code and related City and County By-laws. The following comments reflect the results of the review:

- All construction to be in accordance with either the Ontario Building Code or successor legislation in place at the time of building permit application.
- The payment of permit fees, City, County and site specific Development Charges will be due upon the issuance of a building permit.

DETAILED REVIEW: Documents reviewed in conjunction with this application are:

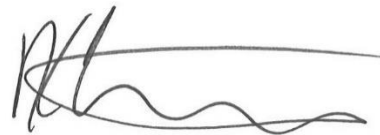
- *Ontario Building Code 2012*
 - *C, D, & E*
- *City of Owen Sound Development Charges By-law*
- *County of Grey Development Charges By-laws*
- Design to meet the requirements of Barrier Free Design as per 3.8 of the Ontario Building Code including minimum number of Barrier Free rooms equally divided between floors and room types
- Sanitary sewers to be protected by a back water valve
- Ensure backflow prevention installed on potable water lines
- Building to be designed by an Architect and Professional Engineer. Permit drawings to include mechanical (plumbing, HVAC), structural, electrical, architectural.
- Provide detailed plans showing fire separations between units, floors, exits and occupancies meeting the requirements of the OBC
- Fire dampers on all south facing windows within 1.2m of the property line or the owners of both properties enter into a Limiting Distance Agreement with the City to be registered on both titles.

- Site grading and drainage plan by qualified Engineer
- Building permit(s) may be revoked if construction not started within 6 months of permit issuance or if construction is substantially halted, suspended or discontinued for a period of over one year
- Fees and charges are to be paid at the rate current at time of building permit issuance. The following estimated rates would apply if permit applied for in **2023**
 - Residential building permit \$14.11 per m² of GFA (min \$120) plus \$50.00 Admin Fee per unit, Commercial building permit \$17.00 per m² of GFA (min \$240) plus \$100 Admin Fee.
 - Sign permit fee as per Fees & charges By-law, as amended
 - City of Owen Sound Development Charges if applicable
 - County of Grey Development Charges if applicable

Submitted by: Niels Jensen



Reviewed by: Kevin Linthorne, CBO



October 20, 2023

GSCA File: P23348

City of Owen Sound
808 2nd Ave E
Owen Sound, ON
N4K 2H4

Sent via email: planning@owensound.ca

Re: Application for Site Plan Approval ST2023-003
Address: 1043 & 1057 3rd Avenue E
Roll No: 425901000109700 & 425901000109400
City of Owen Sound
Applicant: Lutheran Outreach Ministries

Grey Sauble Conservation Authority (GSCA) has reviewed the subject application in accordance with our mandate and policies for Natural Hazards and relative to our policies for the implementation of Ontario Regulation 151/06. We offer the following comments.

Subject Proposal

The proposed development includes a six-storey, 40-unit rental apartment with parking areas, landscaping and stormwater management.

Site Description

The property is located on the east side of 3rd Avenue East, between 10th Street East and 11th Street East, in the City of Owen Sound. The property features an existing impervious parking area with a two-storey duplex residential building. Grades are generally highest in the east, with drainage directed to catch basins within the parking lot and ultimately to the City of Owen Sound storm sewer system.

Documents Reviewed

- Stormwater Management Report, prepared by GM BluePlan Engineering, dated August 2023.
- Engineered Site Plans, Project No. 221130-2, prepared by GM BluePlan Engineering, Engineer's Stamp date August 16, 2023

GSCA Regulations

The subject property is not regulated under Ontario Regulation 151/06: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses.

Provincial Policy Statement 2020

3.1 Natural Hazards

There were no natural hazards identified on the subject property.

Member Municipalities

Municipality of Arran-Elderslie, Town of the Blue Mountains, Township of Chatsworth, Township of Georgian Bluffs, Municipality of Grey Highlands, Municipality of Meaford, City of Owen Sound, Town of South Bruce Peninsula

Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan

The subject property is located within an area that is subject to the Source Protection Plan.

Stormwater Management

The proposed approach to stormwater management includes utilizing rooftop attenuation and temporary ponding with an emergency overflow. Runoff from the parking lot will be directed to catch basins and ultimately City of Owen Sound storm sewer system.

Stormwater quality is provided via a First Defence FD-4HC treatment unit with the aim of removing 80% of total suspended solids (TSS).

GSCA has no objections with the proposed approach to stormwater management.

Recommendations

GSCA has no objections to the proposed development.

We recommend the City of Owen Sound utilize the following conditions within the site plan agreement:

1. That the owner carry out or cause to be carried out the recommendations and measures contained within the plans and reports listed in the 'Documents Reviewed' section of this letter.
2. That the City of Owen Sound receive in writing, certification from a qualified professional that the works were constructed in accordance with the plans, reports and specifications as approved.

Should you have any questions please contact the undersigned.

Regards,



Mac Plewes
Manager of Environmental Planning

c.c. Scott Greig, GSCA Director, City of Owen Sound
Jon Farmer, GSCA Director, City of Owen Sound
Ron Davidson, Ron Davidson Land Use Planning Consulting Inc.

Staff Report

Engineering Services Division

DATE: 2023 October 30 **ENG. FILE:** 1043, 1057 3rd Avenue East
ROLL NO.: 425901000109700
425901000109400

TO: Jacklyn Iezzi, Planner
Sabine Robart, Manager of Planning & Heritage
Chris Webb, Manager of Engineering Services
Pamela Coulter, Director of Community Services
Lara Widdifield, Director of Public Works & Engineering

FROM: Matthew Pierog, Engineering Technologist

SUBJECT: **SITE PLAN ENGINEERING REVIEW**

**PLANNING FILE: ST2023-003 MUNICIPAL ADDRESS: 1043 3rd Avenue
East & 1057 3rd
Avenue East**

LEGAL DESCRIPTION: (1043) PT LOT 3 BAY E/S; (1057) PT LOT 4 BAY E/S

APPLICANT: Lutheran Outreach Ministries (Sylvia Statham) through Ron Davidson Land Use Planning

RECOMMENDATION: The Public Works & Engineering Department supports approval of this Site Plan Application subject to the following conditions:

SITE PLAN APPROVAL

- 1. Provision of Site Plan drawing to the satisfaction of the Manager of Engineering Services and the Manager of Planning & Heritage incorporating the following:**
 - **Snow storage areas must be shown on the Site Plan.**
 - **The proposed barrier-free parking stalls are to meet the requirements for design and signage as detailed in the City's Standard Drawings E1a, E1b, E4a, E4b, AODA and OBC requirements.**

- 2. The Servicing Plan and Details are to be revised to the satisfaction of the Manager of Engineering Services to include the following:**
 - **A single water meter for the proposed 6-storey apartment building.**
 - **An anchor tee and valve at the single tap location of the municipal watermain or each branch line on site.**
 - **A water shut-off valve at the lot line.**
 - **Water service installation as per City of Owen Sound standard drawings OSS-413, -414 or -415.**
 - **The existing water service be capped at the main and water box removed to the satisfaction of the Manager of Public Works, prior to subgrade construction activities at the property in the vicinity of the underground water infrastructure.**
 - **The existing wastewater sewer laterals are to be capped at the main and decommissioned to the satisfaction of the Manager of Public Works.**
 - **The proposed SWM water quality treatment infrastructure is required to be located 100% on private property.**
 - **Inspection MH's for both the sanitary sewer and storm sewer are required to be located on the property line.**
 - **The existing stormwater sewer lateral is to be capped and/or decommissioned on the City property at the existing CB-1, to the satisfaction of the Manager of Public Works.**
- 3. The Servicing Plan, SWM Plan and the Grading Plan are to match the approved SWM design and Site Plans.**
- 4. An easement is required across the property to the South (320 10th Street East), to provide legal means of access and servicing (water and sanitary sewer) for the development, based on the proposed location of infrastructure on the Site Plan.**
- 5. Completion of a Phase One Environmental Site Assessment (ESA) for the properties (1043 and 1057 3rd Avenue East) in support of a Record of Site Condition (RSC), or confirmation from an O. Reg 153/04 qualified professional that a Phase One**

ESA and RSC are not required at the property based on the proposed development and land use.

6. Payment of the Engineering Review fee.

CONSTRUCTION REQUIREMENTS

- 7. That the Owner's contractor obtains a Street Occupation Permit prior to commencement of any work on City owned property. The permit is available from the Engineering Services Division for a fee of \$68.00. A Servicing Agreement together with a security deposit for any works constructed on City lands may also be required prior to any work commencing on City owned property.**
- 8. A Servicing Agreement is required to:**
 - a) Live tap the watermain by City forces. The tapping fee deposit is \$2,000.00 with the actual cost in time and materials applied to the deposit and invoiced to the developer.**
 - b) Provide for municipal service connections (water, sanitary sewer and storm sewer), decommissioning of existing infrastructure (water, sanitary sewer, storm sewer), and restoration of City impacted infrastructure.**
 - c) Collect a security deposit equal to 100% of the estimated cost of any off-site works required to construct the development.**
- 9. The Developer shall construct the water, wastewater collection and stormwater collection systems in accordance with the City approval of infrastructure under its authority granted by the Ministry of Environment, Conservation and Parks.**
- 10. All materials used for this work are to be selected from the City's Approved Manufacturers' Product list for Water Distribution Systems.**
- 11. The Developer shall construct water mains, service laterals and appurtenances in accordance with the Owen Sound Specifications for Water Main Construction document and the approved construction plan drawings and standards.**

BACKGROUND: The applicant, Lutheran Outreach Ministries (Sylvia Statham) through Ron Davidson Land Use Planning, has submitted an application for Site Plan Approval to permit a mixed-use development consisting of a six-storey, 40-unit rental apartment building together with a 74.8 sq. m. commercial unit on the ground floor.

The proposal also includes:

- The construction of a surface parking area containing 23 spaces, including six (6) covered stalls and one (1) accessible stall.
- An internal drive aisle.
- A garbage and recycling collection area within the northeast corner of the site.
- Landscaping and,
- Site servicing and stormwater management.

The development is proposed to be accessed via two entrances from 3rd Avenue East, one of which is an existing entrance for St. Francis' Place.

Modifications to a row of parking stalls including two (2) accessible stalls, concrete barrier curbing, pedestrian connections (concrete sidewalk), landscaping, and stormwater management (catch basins) are also proposed on the abutting property to the south (320 10th Street East) to serve the proposed development.

The lands were previously subject to a Zoning By-law Amendment application (ZBA 46) which had the effect of amending the site-specific zoning provisions (C1 14.90) to permit a reduced side yard setback of 0 m and an increased maximum building height of 24.6 m in addition to the existing special provisions which permit a reduced parking ratio of 0.5 space per dwelling unit and provide for an amended definition of Landscape Open Space (LOS) to permit common balconies to count towards required LOS. ZBA 46 is in full force and effect.

ANALYSIS:

This document incorporates comments from all divisions of the Public Works & Engineering Department.

The submitted documents have been reviewed for stormwater management, grading, drainage, site services, site access, traffic circulation and parking configuration. The following comments reflect the results of the review:

DETAILED REVIEW:

Documents reviewed in conjunction with this application are:

- *City of Owen Sound Site Development Engineering Standards, 1st Edition* https://www.owensound.ca/en/city-hall/resources/Documents/Planning/Site-Plan-Eng-Standards_Full--2021-03-24-Rev.pdf
- *City of Owen Sound Specifications for Watermain Construction*
- *City of Owen Sound Official Plan, as amended* <https://www.owensound.ca/en/city-hall/official-plan-update.aspx>
Stormwater Management Planning and Design Manual, March 2003; Province of Ontario Ministry of the Environment – published by: Queen’s Printer for Ontario
<https://www.ontario.ca/document/stormwater-management-planning-and-design-manual-0>
- *Accessibility for Ontarians with Disabilities Act (AODA), 2005, S.O. 2005 c.11* <https://www.ontario.ca/laws/statute/05a11>
- *Reference drawings: GM BluePlan Engineering Project No. 221130-2, drawing No. SP1 "Existing Conditions And Removals Plan", dated 2022.01.10; drawing No. SP2 "Servicing Plan", dated 2022.01.10; drawing No. SP3 "Drainage and Grading Plan", dated 2022.01.10; drawing No. SP4 "Details and Notes", dated 2022.01.10. G.M. Diemert Architect Inc. Project No. 2013, drawing No. A-000 "Site Plan & Index" Rev. 7 dated 2023.08.15; drawing No. A-100 "Site Plan" Rev. 8 dated 2023.08.15; drawing No. A-101 "Landscape Plan" Rev. 7 dated 2023.08.15; and drawing No. A-200 "Elevations" Rev. 7 dated 2023.09.15;*
- *Report prepared by GM BluePlan Engineering, Project No. 221130-3, titled '1043-1057 3rd Ave East – Owen Sound, ON, Stormwater Management Report, Lutheran Social Services' dated 2023.08;*
- *Report prepared by GM BluePlan Engineering, Project No. 221130-3, titled 'Servicing Feasibility Study, 1043-1057 3rd Ave East – Owen Sound, ON, Lutheran Social Services' dated 2023.04;*

STORMWATER MANAGEMENT (SWM):

The submitted Stormwater Management Report demonstrates the following:

- The post development peak flow rates during 5, 25 and 100-year design storms to be drained from the proposed development are

expected to be less than the release rate during an existing 5-year design storm.

- Enhanced water quality treatment (80% TSS Removal) is expected to be provided for runoff draining from the subject property prior to discharging to the 3rd Avenue East storm sewer system.

Proposed servicing design includes one (1) storm sewer connection for the property, connecting to the existing 450 mm storm sewer system along 3rd Avenue East. Stormwater quality treatment from the runoff discharging from the proposed development is proposed to be provided by a 'First Defence FD-4HC Treatment Unit' designed to help prevent oil, debris and trash from draining to the 3rd Avenue East storm sewer.

It is noted that the stormwater from the building roof has been combined with the stormwater from the property catch basins and directed to the TSS treatment unit. Stormwater run-off from building roofs is generally 'clean', and therefore, additional quality control measures are not required.

The applicant is encouraged to review the potential for a private drainage easement from the property to the North (1063 3rd Avenue East), as an existing catch basin may be draining on-site into the storm water sewers.

The City will not provide any maintenance or repair operations on any portion of the SWM system located on private property. As such, the proposed location of the water quality treatment unit will need to be located entirely on private property. The preliminary service plan will need to be updated to reflect this change, and include a provision of an inspection MH to be provided at the property line in accordance with the City's Sewer Use Bylaw.

The SWM Report is acceptable.

GRADING & DRAINAGE:

The site grading supports the SWM design and conforms to Section 2.2.2 of the City's Property Standards By-law 1999-030.

However, stormwater runoff for adjacent properties should be maintained on the adjacent property, and re-grading for the property to the south near CB-5 may be warranted to ensure run-off is maintained on each respective property, unless a drainage easement is obtained for the adjacent property.

SITE SERVICING:

The provided servicing plan for the property includes a new 300mm storm sewer, 150mm sanitary sewer, and 150mm water service for the apartment building. Both properties (1043 and 1057 3rd Avenue East) currently have storm sewer, sanitary sewer, and water servicing infrastructure, however, as they are not considered for reuse, the existing servicing infrastructure for properties (storm sewer, sanitary laterals and water service) are to be capped and/or decommissioned on the City property to the satisfaction of the Manager of Public Works.

Based on the approved side yard setback (ZBA 46) and location of proposed sewer and water servicing for the building, an easement is required on the adjacent property to the South (310 10th Street East) for servicing and maintenance on the adjacent property.

Please note: The City of Owen Sound requires:

- i) back flow prevention for the water supply lateral to prevent contamination of the municipal water supply as detailed in City Policy O47
- ii) a potable water meter be provided as detailed in City Policy FS18 at the property Owner's expense
- iii) adherence to Sewer Use Bylaw 2006-034 (as amended)
- iv) availability of adequate fire protection as required under the Ontario Building Code.

SERVICING FEASIBILITY STUDY (SFS): A Servicing Feasibility Study was prepared for this development to demonstrate adequate service capacity with existing City infrastructure.

WATER: A 150mm Ø cast iron watermain in the spring pressure zone exists on the east side of 3rd Avenue East road allowance, west of the site. Water supply for the property will be provided by connection via a tapping sleeve and valve to this spring pressure zone watermain.

The internal water distribution system will connect to a water meter in line with a service lateral connected to the existing 150 mm Ø watermain located on 3rd Avenue East. The City will require a single water meter for the proposed apartment building for billing purposes to tabulate all domestic

water use by the development. The standpipe for the fire flow water supply is not required to be metered.

The water meter required by the City must be located above grade in a mechanical room or heated meter hut. Below grade meter pits will not be accepted.

Overall, the water demand (maximum day demand plus fire flow) for the Site is approximately 5,188 L/min.

The Servicing Plan and Details drawing are to be to the satisfaction of the Manager of Engineering Services and include the following:

- A single water meter for the proposed 6-storey apartment building.
- An anchor tee and valve at the single tap location of the municipal watermain or branch line on site.
- A water shut-off valve at the lot line.
- The existing water service be capped at the main and water box removed to the satisfaction of the Manager of Public Works, prior to subgrade construction activities at the property.
- Water service installation as per City of Owen Sound standard drawings OSS-413, -414 or -415

The water distribution system is to be constructed as per the Owen Sound Specifications for Watermain Construction.

Any condominium or single ownership portions of the site will require single water meters for each portion to monitor all flow into the units. Individual metering for each unit will not be monitored by the City.

The City will not provide any maintenance or repair operations on any portion of the water distribution systems located within any condominium or single ownership portions of the development.

WASTEWATER: The proposed internal wastewater collection system will be connected to a wastewater lateral to be connected to the 300mm Ø CP collector on 3rd Avenue East.

An inspection MH is to be provided at the property line as per the City's Sewer Use By-law 2006-034.

The City will not provide any maintenance or repair operations on any portion of the private collection system.

There are three (3) existing sanitary laterals indicated on City drawings between 1043 and 1057 3rd Avenue East properties. All of the existing sanitary laterals, one (1) at 1043 3rd Avenue East, and two (2) at 1057 3rd Avenue East, will need to be decommissioned at the main and the existing sanitary laterals to be either completely removed or filled with grout, to the satisfaction of the Manager of Public Works.

STORM: The proposed internal stormwater collection system will be connected to a stormwater lateral to be connected to the 400mm Ø CP collector on 3rd Avenue East.

An inspection MH is to be provided at the property line as per the City's Sewer Use By-law 2006-034.

The City will not provide any maintenance or repair operations on any portion of the system located on private property.

The proposed location of the water quality treatment unit is on the property line. A relocation of the proposed water quality treatment infrastructure is required to ensure it is 100% on private property.

The existing HDPE storm pipe will need to be capped at the existing CB on the City property and decommissioned to the satisfaction of the Manager of Public Works. Furthermore, based on City correspondence with the neighbouring property to the north, a private storm sewer connection may be present, and should be resolved with the neighbour prior to any works.

PARKING, SITE ACCESS & TRAFFIC CIRCULATION:

TRANSPORTATION PLAN (TP)/TRAFFIC IMPACT STUDY (TIS):

A Transportation Plan is not required.

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 based on the proposed use.

PEDESTRIAN ACCESS: Pedestrian walkways, sidewalks and connections to City streets are provided within the site. The TWSI plates must be AODA compliant, coloured red and constructed of cast iron.

COMMUNITY MAIL BOXES (CMB): Community mail box locations, when required, must be shown on the Site Plan. The locations must be approved by Canada Post Corporation (CPC) and the CMBs' installed with respect to

the guidelines and specifications of CPC. In addition, the City requires the following:

1. CMBs' must be located on a designated pedestrian path of travel.
2. CMBs' must not be located within the sight triangle of any intersection, near SWM facilities or in areas designated for snow storage.
3. CMBs' must be properly illuminated.

SITE ACCESS & TRAFFIC CIRCULATION:

NOTE: Please be aware that any new or modified access to either a County Road or a Provincial Highway requires approval from the appropriate governing body, either the Grey County Transportation Services Department or the MTO.

Vehicular access to the site is from 3rd Avenue East (Grey Road 15) and through the development to the south from 320 10th Street East. An access easement may be required from the adjacent property to the south (320 10th Street East) to maintain private access across the adjacent property.

PARKING & SNOW STORAGE: The number of parking stalls shown on the Site Plan and Servicing Plan between the Civil drawings and the Architectural drawing are not consistent, and coordination is required. The standard parking stalls aisle widths meet the requirements of Zoning By-law 2010-078, as amended and the City's Site Development Engineering Standards. The proposed barrier-free parking stalls must meet the requirements for design and signage as detailed in the City's Standard Drawings E1a, E1b, E4a, E4b, AODA and OBC requirements.

Owen Sound receives significant snowfall (approx. 3.3 m each season).

Snow storage areas:

- are to be shown on the Site Plan;
- must drain to the internal SWM system;
- cannot occupy parking areas required for zoning compliance; and
- cannot be located on City-owned property.

Snow storage is included in three (3) locations at the site, however, based on the annual snowfall in Owen Sound (approx. 3.3 m), the proposed provision of snow storage may be inadequate for the site.

No parking stalls, signage, snow storage areas or building envelopes are to be located within the 5.0 metres by 5.0 metres sight triangles required at the access points or street intersections.

TRANSIT ACCESS: There are City transit stops along 3rd Avenue East and this development is close to the Transit Terminal.

Transit access is not required for this site.

ROAD ALLOWANCE WIDENING: The City's Official Plan classifies this portion of 3rd Avenue East as a Minor Arterial / County Road (Grey Road 15). As this property is within the River District Commercial Area, a road widening is not required.

LANDSCAPING:

No landscaping features 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 as per Section 5.12.3 of Zoning By-law 2010-078, as amended.

ENVIRONMENTAL:

There are no known environmental issues associated with this property, however, the City will require the completion of a Phase One ESA in support of a RSC, or confirmation from an O. Reg 153/04 qualified professional that a Phase One ESA and RSC are not required at the property based on the proposed development and land use. Further environmental work may be required based on the results of a Phase One ESA as a condition of Site Plan Approval.

These properties are within 500 metres of former landfill sites. There are no known issues with the proximity of this property to the existing, closed landfill sites. The County may require a D-4 Study.

SOURCE WATER PROTECTION PLAN (SWPP): 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), an Events Based Threat area concerned with fuel storage exceeding 50,000 litres.

A SWPP is not required as fuel storage is not proposed for this development.

GARBAGE AND RECYCLING COLLECTION SERVICES: As this residential development includes a total number of dwelling units that exceeds 6 units, the City will not collect garbage and blue box materials from individual units in this development. The Developer must make arrangements with a private

waste management contractor for the on-site deposition, collection, and disposal of these materials.

Please be advised that the City has transitioned to a producer responsibility funded residential **blue box** collection program to be fully implemented by January 1, 2026. Who is eligible under this program may change after the program is fully implemented. Further information can be found at [Blue Box Regulation - RPRA](#).

Waste management contracts should be negotiated accordingly.

FEES AND CHARGES:

The Engineering Review Fee will be \$594.00 plus 4.3% of the first \$100,000.00 of Total Development Cost plus 2.2% of the amount of TDC exceeding \$100,000.00. Total Development Cost includes estimated construction value of on-site and off-site works (excluding buildings), plus 5% contingency costs, plus 7% for Engineering design, administration and inspection costs plus HST.

A Street Occupation Permit will be required prior to undertaking any work on City owned property. The permit is available at the Engineering Services Division counter for a fee of \$68.00.

A Servicing Agreement together with a security deposit equal to 100% of the value of any works to be constructed on City lands is required for the off-site work.

Prepared By: Matthew Pierog, P.Eng.

Reviewed By: Chris Webb, P.Eng.

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