

APPENDIX C

Site Plan Comments Report

Date: February 19, 2020 **# OF PAGES:** 8

To: **Jonathan Sprawson** Agent jon@dqi.ca
cc: **James Knowlton**, Applicant jim@masterhomes.org

From: **Brandon Hassan**, Planner, Planning Services Dept

Contact Info: T: 905-845-6601 ext. 3006
F: 905-338-4414
E: brandon.hassan@oakville.ca

Re: **Site Plan Circulation Comments (2nd Submission)**

Application: Private Residence
Description: Semi-Detached Dwelling
Address: 79 Wilson Street

Site Plan File #: **SP.1715.042/01**

Comments:

The above-noted site plan application has been circulated to various municipal departments and external agencies for review. Comments which have been received with respect to the site plan application are included below. Please be aware that comments from some departments and/or agencies may still be pending.

Please contact the staff member responsible for each set of comments, as listed below, in order to resolve any outstanding site plan approval issues. Kindly request the responsible staff member to send me an email/fax of all correspondence for our records.

Revised and coordinated plans and documents which fully address the attached comments must be submitted to my attention at the Planning Services department at the Town of Oakville at your earliest convenience. You are also required to submit the following items (forming a complete resubmission package):

- a **cover letter** from each consultant describing how each comment within this report has been addressed.
- a **transmittal listing the materials submitted**, with the titles and information presented in the following format: "drawing title, drawing number, revision number and date, name of consultant"
- all reports, documents and drawings submitted must:
 - be in both paper and digital (PDF) format,
 - be presented in metric measure that can be accurately scaled,
 - be folded to 'letter' or 'legal' size format (8.5"x11" or 8.5"x14'), and
 - be prepared, stamped and signed by a qualified professional architect (for site plan and architectural drawings), engineer (for site plan and engineering drawings/reports), or landscape architect (for landscape and tree protection drawings/reports)

Circulation Comments:

PLANNING SERVICES – WEST DISTRICT

1 Current Planning Brandon Hassan ext. 3006

February 5, 2020 – Circulation 2

Note to the Applicant:

- Re-circulation fee will be required after the 3rd submission (i.e. 4th submission) and every resubmission thereafter (15% of the original application fee – Fee By-law 2019-002 Section 10).

Conditions of Final Site Plan Approval (TBD):

- **Cost Estimate** – That the owner provide a detailed written estimate of costs for landscaping, all paving, curbing, stormwater management facilities, installation and maintenance of erosion and siltation control measures, tree protection, boulevard restoration, roof top mechanical screening, garbage enclosures, site works and site restoration listing items, quantities, unit costs, and total costs. This estimate to be reviewed and approved by the Planning Services and Development Services Departments.
- **Securities** – That the owner deposit securities with the Finance Department, in a form meeting the Finance Department's requirements, covering full costs of all items noted above.
 - **As per the Lump-Sum Securities - Residential (LR):** \$20,000 + essential elements
- **Site Plan Agreement** – That the owner enter into a Site Plan Agreement with the Town, to be registered on title, containing clauses suitable to the Director of Planning, Director of Development Engineering and the Town Solicitor.
 - **Preparation of Agreement:** \$805.00
 - **Registration:** \$74.72

2 Urban Design Jana Kelerman ext. 3026

January 27, 2020 – Circulation 2 **CLEARED**

There are no further urban design related comments associated with this application.

3 Development Engineering Dan Bijsterveld ext. 3763

February 19, 2020 – Circulation 2 **(Resubmission Required)**

Stormwater Management – **Pending (see comments)**

Grading, Drainage and Servicing – **Pending (see comments)**

Tree Inventory and Protection Plan – **Deferred to Urban Forestry**

Arborists' Report – *Deferred to Urban Forestry*
Tree Protection Securities – *Deferred to Urban Forestry*
Erosion & Sediment Control - *Pending (see comments)*
Boulevard & Road Restoration Details – *Pending (see comments)*

Grading & Servicing Comments

- Building addresses are to be provided on future submissions **Update Feb.14/20 – CLEARED**
- Proposed and existing grades are required along the property line. **Update Feb.14/20 – Has not been addressed.**
- Additional grades are required on the north side along Parcel 'A' to clearly show drainage pattern. **Update Feb.14/20 – Has not been addressed.**
- There is a proposed retaining wall shown along the side yard for Parcel 'B'. Details of the wall are to be shown on the drawing and top/bottom elevations provided. A portion of the wall also appears to be constructed in the Wilson Street ROW. This will not be permitted. Please review and revise. **Update Feb.14/20 – Partially CLEARED – wall removed however refer to sideyard drainage comments below.**
- Cross sections (to scale showing ex/proposed) are required along the side and rear property lines to demonstrate compatibility with the adjacent properties. **Update Feb.14/20 – The sections were required to clearly show how the proposed grading is compatible with the existing boundary conditions. This level of detail has not been demonstrated.**
- The existing curb on Wilson Street is to be removed and replaced from the north limit as shown to the south limit of the new water service (ie.no partial removals). **Update Feb.14/20 – Does not extend to south limit of the water service trench as required.**
- Show the limits and details for all trench and road restorations within Wilson Street. **Update Feb.14/20 – CLEARED**
- The elevation of the inlet pit at the rear of Parcel 'B' is 86.55 while existing elevation appears to be 86.59. A minimum 0.15m swale (typ.) is required. The inlet at the midpoint has no details provided. **Update Feb.14/20 - Has not been addressed. Minimum 0.15m swales along the sideyards are required to prevent any negative impact to adjacent properties.**
- Details for the inlet pits, CB's, storm sewers etc being used are to be provided on the drawings. **Update Feb.14/20 – CLEARED**
- Show the location of downspouts. **Update Feb.14/20 – CLEARED**
- The sump pumps connect to side yard storm pipe which is quite shallow. The SWM engineer is to provide comment in the report on how this will function based on the depth and potential for water levels in the pits. A detail for the sump pump connection is also to be provided on the drawing. **Update Feb.14/20 – CLEARED**

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- The dimensions for the soakaway pits shown on the drawing do not match what is shown in the SWM report. Please confirm and coordinate. **Update Feb.14/20 – CLEARED**
 - The location of the pits is quite close to the property line. The engineer shall satisfy themselves that there will be no negative impact to adjoining properties. **Update Feb.14/20 – CLEARED**
 - The soil engineer references the potential need for an emergency overflow for the soakaway pits. The engineer shall provide comment in the SWM report. **Update Feb.14/20 – CLEARED**

Additional comments

- **Update Feb.14/20** – *There were two erosion and sediment control plans provided. Please clarify. Also, the limits of silt fence are to be extended around the perimeter of the site. Adjust along the north limit as required for mutual access. CB and inlet protection is also required including details. For clarity remove the fence from the grading plan and reference the E&SC Plan.*

4 Development Engineering **Tony Molnor ext. 3869**

January 20, 2020 – Circulation 2 (Resubmission Required)

Site Plan circulation #2 dated January 14, 2020 materials reviewed:

- 1) Arborist Report by Maple Hill Tree Services dated November 11, 2019.
- 2) Site Plan by Cunningham McConnell dated June 8, 2020.

Urban Forestry has reviewed the first Site Plan circulation and has provided the following Site Plan conditions:

1. A Preliminary Arborist Report and Tree Preservation Plan was submitted as part of the subject Site Plan application. The report addresses regulated-sized trees that are positioned on 1) the subject site, 2) road allowance, and 3) on abutting private properties within a 6m designated limit. As part of this Site Plan application 2 municipal trees, 1 mulberry and 1 white birch, will be removed and the remaining 2 trees preserved; both trees proposed for removal are in decline and are considered relatively short lived species with limited tree canopy cover contribution. On the subject site there are a total of 5 trees all of which will be removed; trees include 2 mulberry, 1 Siberian elm, 1 white birch, and 1 linden. Five (5) neighbouring trees were inventoried and all 5 are being retained. Development Engineering has no objection to the removal of these trees provided the following comments are addressed to the satisfaction of Development Engineering staff:
2. The Arborist Report date is to be revised as the sequence of work does not follow. The report date is January 4, 2018 while the latest tree inventory date is noted as July 25, 2018. Further on if there are any report revisions that will be submitted for Site Plan purposes all revision dates, including the original date, must be noted on the report's front page.
Cir. #2 – Cleared.
3. For the purposes of tree securities the applicant is to include as part of the overall Site Plan securities a total of \$2,510.00 for the municipal tree #2 fronting Wilson Street.

Cir. #2 – Outstanding.

4. That the applicant submit \$940.00, in the form of a certified cheque to the Town of Oakville for the appraised value of trees 5 and 6 prior to Site Plan approval.

Cir. #2 – Outstanding.

5. For the preservation of trees 10 to 14 there shall be no grade changes, services, or drainage pipes proposed within the minimum tree protection zone (TPZ) of these trees. See sketch below to reference an approximate tree protection fence limit for these trees. Development Engineering staff is requiring that the Site Plan be revised to reflect the tree preservation for trees 10 to 14.

Cir. #2 – Cleared.

6. With respect to the municipal boulevard and trees, the applicant is to plant a nursery grown 60mm caliper red oak tree fronting the site and is to be located north of the proposed permeable walkway to the residences, see plan section below.

*Cir. #2 – Add a note to the plan indicating that the new tree will be a red oak (*Quercus rubra*).*

7. The applicant is to have the tree protection barriers installed and inspected by Development Engineering (DE) prior to obtaining final Site Plan approval. Development Engineering staff is requiring that the Site Plan be revised to reflect the comments made on the below sketch.

Cir. #2 – Inspection outstanding only.

INTERNAL DEPARTMENTS

5 Building Services, Zoning **Peter Kozelj ext. 3174**

February 6, 2020 – Circulation 2 [CLEARED]

- No longer any Zoning concerns

6 Engineering & Construction **Rebecca Medaric ext. 3181**

August 28, 2019 – Circulation 1

- The new address will be 75 (south unit) and 77 (north unit) Wilson Street

7 Fire Prevention **Cameron Aplin ext. 3618**

January 24, 2020 – Circulation 2 [CLEARED]

- OBC Matrix: No FA or SPK.
Part 9 residential.
No further comments to provide.

Passed. CA

**8 Legal Department
Jim Knighton ext. 3022**

August 15, 2019 – Circulation 1

- Cash in lieu of parkland will be due as a condition of severance - consent for creation of new lot pursuant to S53 of the Planning Act.

EXTERNAL AGENCIES

**9 Region of Halton, Planning & Public Works Dept
Anne Gariscak tel. 905.825.6000 ext. 7554**

February 6, 2020 – Circulation 2 (Resubmission Required)

Halton Region staff have viewed the revised circulation and note our previous comments and conditions remain applicable.

Regional Planning staff has reviewed the Site Plan dated August 15, 2019 to facilitate the construction of two semi-detached residential units. Regional staff has **no objection** to the above referenced applications, subject to the conditions outlined in Schedule “A”. Staff offer the following comments.

Regional Official Plan

The Provincial Policy Statement provides clear direction on land use planning in Ontario to promote strong communities, a strong economy, and a clean and healthy environment. Regional staff are of the opinion the proposed application is consistent with the PPS.

The Growth Plan is a growth management tool for the Greater Golden Horseshoe, which provides policy direction on issues relating to transportation, infrastructure planning, land use planning, natural heritage, urban form and housing. Regional staff are of the opinion the proposed consent generally complies with the Growth Plan.

The subject lands are designated as Urban Area in the 2009 Regional Official Plan (ROP). The Urban Area policies of the ROP are in effect and provide that the range of permitted uses and the creation of new lots within the Urban Area will be in accordance with Local Official Plans and Zoning By-laws. All development, however, shall be subject to all other relevant the policies of the Regional Plan.

Regional staff has also reviewed this application within the context of the Halton Region’s “Protocol for Reviewing Development Applications with Respect to Contaminated Sites”. Regional staff note that the current zoning of the site has a holding provision (Z.1715.23) related to acquisition of an RSC.

Development Project Manager

There are existing services adjacent to the site that consists of the following:

Watermain:

A 300mm dia. watermain is located on Wilson Street adjacent to the property. Please note that the applicant should undertake their own fire flow testing in the area in order to confirm the design requirements for domestic water supply and fire protection.

Sanitary Sewer:

A 300mm dia. sanitary sewer is located on Wilson Street adjacent to the property.

Regional Road:

The property does not abut a Regional Road.

Finance

The Owner will be required to pay all applicable Regional development charges in accordance with the Region of Halton Development Charges By-law(s), as amended. If a subdivision (or other form of development) agreement is required, the water, wastewater and road portions of the Regional development charges for residential units are payable upon execution of the agreement or in accordance with the terms and conditions set out in the agreement. In addition, commencing January 1, 2017 every owner of land located in Halton Region intended for residential development will be subject to the Front-ending Recovery payment. Residential developments on lands located in Halton Region that prior to January 1, 2017 are part of a Regional allocation program, or have an executed Regional/Local Subdivision or consent agreement, or have an executed site plan agreement with the Local Municipality, or received a notice in writing from the Local Municipality that all requirements under the Planning Act have been met, or obtained a building permit are not subject to the Front-ending Recovery Payment.

The above note is for information purpose only. All residential development applicants and every owner of land located in Halton Region assume all of the responsibilities and risks related to the use of the information provided herein.

Please visit our website to obtain the most current information on Development Charges (DCs) and Front-ending Recovery Payment (FERP), which is subject to change.

CONCLUSION/CONDITIONS:

The Region has no objection to this application, subject to the following conditions:

1. The Owner shall contact the Regional Services Permit Section for review and approval of the proposed water and sanitary servicing, to obtain water and sanitary sewer Services Permits, and pay all necessary fees.
2. Any existing water service, sanitary service lateral, watermains and/or sanitary sewers to be disconnected from the system and abandoned must be decommissioned per the standards and specifications of the Region of Halton. The applicant is advised to contact Halton's Permits and Development Inspection Section for details on abandoning water and sanitary services.

**10 Oakville Hydro, Engineering Dept
Dan Steele tel. 905.825.9400**

January 14, 2020 – Circulation 2

- A new underground secondary electrical service (120/240V to a maximum of 400 Amps) is required for each unit from: Lakeshore Road East. Please contact Oakville Hydro Engineering with service size and anticipated demand load as soon as available. At that time, a servicing cost will be prepared, which is to be borne by the applicant. Oakville Hydro will supply required transformation. Any resulting conflicts with existing hydro facilities due to construction are to be rectified at the owner's expense.

**11 Union Gas
Tammy Salonga (289) 649-2067**

August 22, 2019 – Circulation 1

- We have an existing service to this address which will need to be abandoned prior to demolition. With respect to servicing the future Semi there should be no issue feeding the dwellings off of the existing 2" Main in front of the site.