



## **The Corporation of the City of Stratford Planning and Heritage Committee MINUTES**

Date: Tuesday, October 12, 2021  
Time: 4:00 P.M.  
Location: Electronic Meeting

Committee Present in Council Chambers: Mayor Mathieson

Committee Present Electronically: Councillor Ritsma - Chair Presiding, Councillor Beatty, Councillor Bunting, Councillor Burbach, Councillor Clifford, Councillor Gaffney, Councillor Henderson, Councillor Vassilakos

Regrets: Councillor Ingram - Vice-Chair, Councillor Sebben

Staff Present in Council Chambers: Joan Thomson - Chief Administrative Officer, Tatiana Dafoe - City Clerk, Chris Bantock - Deputy Clerk

Staff Present Electronically: Taylor Crinklaw - Director of Infrastructure and Development Services, Karmen Krueger - Acting Director of Corporate Services, David St. Louis - Director of Community Services, John Paradis - Fire Chief, Kim McElroy - Director of Social Services, Alyssa Bridge - Manager of Planning, Jodi Akins - Council Clerk Secretary, Jeff Bannon – Planner

Also Present: Members of the public and media

### **1. Call to Order**

The Chair called the Meeting to Order.

Councillor Ingram and Councillor Sebben provided regrets for this meeting.

## **2. Disclosure of Pecuniary Interest and the General Nature Thereof**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

### Name, Item and General Nature of Pecuniary Interest

No declarations of pecuniary interest were made by a member at the October 12, 2021, Planning and Heritage Committee meeting.

## **3. Sub-committee Minutes**

Sub-committee minutes were provided for background regarding the discussion held at the September 30, 2021 Sub-committee meeting.

## **4. Delegations**

None scheduled.

## **5. Report of the Manager of Planning**

### **5.1 Planning Report, Zoning By-law Amendment Application Z09-21, 379 Ontario Street (PLA21-022)**

**Staff Recommendation:** THAT Application Z09-21 to amend the zoning on 379 Ontario Street located on the south side of Ontario Street from a Mixed Use Residential (MUR) Zone to a site-specific Mixed Use Residential (MUR) Zone to permit a hobby shop BE APPROVED for the following reasons:

- I. Public interest was considered;
- II. The request is consistent with the Provincial Policy Statement and conforms with the Official Plan; and
- III. The request will facilitate development that is appropriate for the lands, is compatible with the surrounding lands and is good planning.

**Committee Discussion:** The Manager of Planning, referring to a PowerPoint presentation, provided an overview of the Zoning By-law Amendment Application. Highlights of the presentation included:

- rezoning to permit a hobby shop as an additional use;

- the subject lands being located at 379 Ontario Street;
- changes proposed being internal to the building and on the ground floor;
- the current Official Plan designation conforming with the request;
- the request being restricted to the ground floor;
- no comments or concerns having been received from agencies or members of the public; and,
- the request being consistent with Provincial Policy Statement, Official Plan, intent of the Zoning By-law, and the City's strategic planning.

**Motion by** Councillor Clifford

**Seconded by** Councillor Burbach

**Committee Decision: THAT Michele Little & Michael Costello be heard.**

**Carried**

Michele Little and Michael Costello advised that they estimate serving about 5-10 customers a day once the shop is open. They do not anticipate an increase in local traffic and have 4 parking spots at the rear of the building which are paved and will have snow removal. It was further advised that there are no plans to make structural changes inside or outside of the building and they have been in touch with other members of the community and everyone was excited about the possibility of this new location.

**Motion by** Councillor Clifford

**Seconded by** Councillor Gaffney

**Committee Recommendation: THAT Application Z09-21 to amend the zoning on 379 Ontario Street located on the south side of Ontario Street from a Mixed Use Residential (MUR) Zone to a site-specific Mixed Use Residential (MUR) Zone to permit a hobby shop BE APPROVED for the following reasons:**

**IV. Public interest was considered;**

**V. The request is consistent with the Provincial Policy Statement and conforms with the Official Plan; and**

**VI. The request will facilitate development that is appropriate for the lands, is compatible with the surrounding lands and is good planning.**

The process to review and approve signage was questioned. The Manager of Planning advised that any sign proposed on the property would go through the sign permit process and be subject to the criteria required in the City's Sign By-law.

The Chair called the question on the motion.

**Carried**

**5.2 Modification to Draft Approved Plan of Subdivision 31T18-001A, 40, 48, 50, 60, 66 and 72 Daly Avenue Revised Conditions of Draft Approval (PLA21-021)**

\*this item was also listed on the October 12, 2021, reconvene Council agenda for consideration.

**Staff Recommendation:** THAT Plan of Subdivision application 31T18-001A, submitted by Baker Planning Group, on behalf of Larson Properties Partnership Corp., prepared by NA Geomatics Inc., certified by David J. Raithby O.L.S., Drawing No. 18-6002-CH3\_DRAFT PLAN Ba dated MAY 14/21,

known municipally as 40, 48, 50, 60, 66 and 72 Daly Avenue, legally described as Lots 7, 8, 9, 10, 11 and 12, Registered Plan 74, be approved by the City of Stratford pursuant to Section 51(31) of the Planning Act subject to the revised conditions listed below for the following reasons:

- the proposed plan of subdivision is consistent with the Provincial Policy Statement;
- The proposed plan of subdivision conforms with the City of Stratford Official Plan;
- The application was circulated to the public and regard for their response was had in the recommended plan and conditions of approval;
- The proposed plan of subdivision will result in sound land use planning and is considered appropriate for the development of the land.

### Conditions of Draft Approval

That the City of Stratford pursuant to Section 51(31) of the Planning Act grant draft approval to Plan of Subdivision 31T18-001A subject to the following conditions:

1. This draft approval applies to the draft plan submitted by Baker Planning Group, on behalf of Larson Properties Partnership Corp., prepared by NA Geomatics Inc., certified by David J. Raithby O.L.S., Drawing No. 18-6002-CH3\_DRAFT PLAN\_Ba dated MAY 14/21, which shows a total of 2 single detached dwelling lots, 7 semi-detached dwelling lots and 2 duplex dwelling lots.
2. This approval of the draft plan applies for five years, and if final approval is not given by that date, the draft approval shall lapse, except in the case where an extension has been granted by the Approval Authority.
3. The municipal addresses shall be assigned to the satisfaction of the Manager of Planning.
4. Prior to final approval, the Owner shall submit to the Approval Authority a digital file of the plan to be registered in a format compiled to the satisfaction of the City of Stratford and referenced to NAD83UTM Zone 17 horizon control network for the City of Stratford mapping program.
5. Prior to final approval, appropriate zoning shall be in effect for this proposed subdivision.
6. The Owner shall satisfy all the requirements, financial and otherwise, of the City of Stratford in order to implement the conditions of this draft approval.
7. The subdivision agreement between the Owner and the City of Stratford shall be registered against the lands to which it applies.
8. That prior to the City executing the Subdivision Agreement, the Owner shall conduct a pre-construction vibration assessment to establish a baseline for vibration levels. The Owner shall implement recommendations of the vibration assessment and complete and implement any reports or controls arising from the assessment.

9. The Owner shall grant to the appropriate authorities such easements and/or land dedications as may be required for utility, road, drainage or other municipal purposes.
10. This subdivision shall be registered in one (1) phase.
11. In conjunction with the submission of Engineering drawings, the Owner shall submit an erosion/sediment control plan that will identify all erosion and sediment control measures for the subject lands in accordance with City of Stratford and Ministry of Environment standards and requirements, all to the satisfaction of the City. This plan is to include measures to be used during all phases of construction. Prior to any work on the site, the Owner shall implement these measures satisfactory to the Director of Infrastructure and Development Services.
12. The Owner's professional engineer shall provide inspection services for all work required for the development of the plan, and have its professional engineer supply the City with a certificate of compliance upon completion in accordance with the plans approved by the Director of Infrastructure and Development Services. The Owner's professional engineer shall provide full time inspection for all underground works.
13. The Owner shall comply with all City of Stratford standards, guidelines and requirements in the design of this draft plan including required engineering drawings. Any deviation to the City's standards, guidelines, or requirements shall be completed to the satisfaction of the Director of Infrastructure and Development Services.
14. The Owner shall pay in full all Engineering Administration fees, as determined by the Director of Infrastructure and Development Services, prior to any construction activity on the site.
15. That prior to final approval the Owner shall pay in full all financial obligations/encumbrances owing to the City on the said lands, including property taxes and local improvement charges.
16. Should temporary measures be required for this subdivision, construction costs for these temporary measures shall be borne by the Owner and any cost to remove the temporary measure shall be borne by the Owner.

17. Should municipal services be required, the Owner shall construct all municipal services for the subject lands at the sole expense of the Owner.

#### PARKLAND

18. Prior to the City executing the Subdivision Agreement, the Owner shall make a cash payment in lieu of the 5% parkland dedication pursuant to City of Stratford. In order to determine the value of the land, the Owner shall submit an appraisal completed by a qualified individual to the satisfaction of the City.

#### SANITARY SERVICING

19. The Owner shall construct and connect to the existing sanitary sewer on Worsley Street to the satisfaction of the Director of Infrastructure and Development Services.
20. The Owner shall obtain the necessary private access agreements for services and is to provide the City copy of said private access agreement for their file.
21. The Owner shall have its consulting professional engineer design and supervise the construction of the sanitary servicing works, including any temporary works, to the satisfaction of the Director of Infrastructure and Development Services.
22. The Owner shall operate, monitor and maintain the works. The Owner shall ensure that any removal and disposal of sediment is to an approved site satisfactory to the Director of Infrastructure and Development Services.
23. The Owner shall not connect any weeping tile connections into the sanitary sewers within this plan.

#### STORMWATER SERVICING

24. In conjunction with the submission of the engineering drawings, the Owner shall have their consulting engineer submit a stormwater servicing report/plan satisfactory to the Director of Infrastructure and Development Services. This report shall propose either the Daly Avenue lots should have a storm service installed to the property line

for future connection to a future new storm sewer or that the lots be serviced to Worsley Street; include identification of the major and minor stormwater overland flow routes; easement widths; and stormwater quality control all to the satisfaction of the Director of Infrastructure and Development Services.

25. The Owner shall obtain the necessary private access agreements for drainage and services and is to provide the City copy of said private access agreement for their file.
26. Prior to the Manager of Engineering providing confirmation to the Chief Building Official that municipal services are in place, the Owner shall construct and have operational stormwater servicing works including major and minor overland flow routes and stormwater quality control measures satisfactory to the Director of Infrastructure and Development Services.
27. The Owner shall have its consulting professional engineer design and supervise the construction of the stormwater servicing works, including any temporary works, to the satisfaction of the Director of Infrastructure and Development Services.
28. The Owner shall address forthwith any deficiencies of the stormwater works and/or monitoring program.
29. Prior to assumption, the Owner shall operate, monitor and maintain the works. The Owner shall ensure that any removal and disposal of sediment is to an approved site satisfactory to the Director of Infrastructure and Development Services.

#### TRANSPORTATION/ROADS

30. The Owner shall construct a 1.5 metre (5') sidewalk on the outside of the frontage of the following streets within a time-frame as directed by the Director of Infrastructure and Development:
  - i. Daly Avenue
  - ii. Worsley Street
31. The Owner shall provide a 3.35 m working easement along the Worsley Street frontage to the City of Stratford.

#### FIRE



32. The Owner shall not burn any materials on site.

#### UTRCA

33. Prior to undertaking any works or site alteration including filling, grading, or construction in a Conservation Regulated Area, the Owner shall obtain a permit or receive clearance from Upper Thames River Conservation Authority.

#### OTHER UTILITIES

34. Prior to the entering into a subdivision agreement, the Owner shall obtain approval from the City and Festival Hydro. Any new addition and/or relocation of existing electrical infrastructure will be at the Owner's expense.

35. In conjunction with the submission of Engineering drawings, the Owner may be required to submit a street lighting plan for approval by both the City and either Festival Hydro or Hydro One.

36. The subdivision agreement shall make provision for the planting of trees in the boulevard to the satisfaction of the Director of Community Services.

37. The subdivision agreement shall make provision for the physical location of Community Mail Boxes which satisfies the requirements of Canada Post.

#### OTHER

38. That the subdivision agreement includes a clause requiring the Owner to prepare an information package outlining the use and purpose of all easements and overland flow routes on the property, to the satisfaction of the Manager of Engineering Services and include a copy of the information package in all agreements of purchase and sale.

39. That the subdivision agreement includes a clause requiring that all future dwelling units on the subject lands be constructed with a front porch, a pitched roof and masonry building products and that the subdivision agreement include a clause requiring that all offers or purchase and sale include a clause advising the future purchaser of these requirements to the satisfaction of the Manager of Planning.

40. That the subdivision agreement includes a clause requiring that all offers of purchase and sale and lease agreements for the lots with frontage on Worsley Street include a clause advising that on street parking along Worsley Street is not permitted and that limited parking is available on each on Worsley Street.
41. Prior to final approval, for the purposes of satisfying any of the conditions of draft approval herein contained, the Owner shall file with the Approval Authority a complete submission consisting of all required clearances, fees, and final plans, and to advise the Approval Authority in writing how each of the conditions of draft approval has been, or will be, satisfied. The Owner acknowledges that, in the event that the final approval package does not include the complete information required by the Approval Authority, such submission will be returned to the Owner without detailed review by the City.

#### Clearance Conditions

1. That prior to the signing of the final plan by the Mayor and Clerk, the City is to be advised by the Upper Thames River Conservation Authority that condition 33 has been carried out to their satisfaction.
2. That prior to the signing of the final plan by the Mayor and Clerk, the City is to be advised by Festival Hydro that conditions 34 and 35 have been carried out to their satisfaction.
3. That prior to the signing of the final plan by the Mayor and Clerk, the City is to be advised by Canada Post that condition 37 has been carried out to their satisfaction.

#### NOTES TO DRAFT APPROVAL

1. The applicant is directed to Section 51(39) and 51(43) of the Planning Act, R.S.O. 1990 as amended, regarding referral of any imposed conditions to the Local Planning Appeals Tribunal. Requests for referrals are to be directed to the Subdivision Approval Authority of the City of Stratford.
2. It is the applicant's responsibility to fulfill the conditions for draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the City of Stratford, to the attention of the Manager of Planning, Infrastructure and Development

Services Department, City of Stratford, quoting the above-noted file number.

3. All plans are to be prepared using total station survey and compatible with the latest version of AutoCAD. The final plan submitted for final approval, engineered design drawings and construction record drawings are to be provided in print and digital format referenced to a control network compiled to the satisfaction of the City of Stratford Engineering Department in accordance with Ontario Basic Mapping (U.T.M. Grid 1:2000), for future use within the City's geographical information system.
4. The Owner/developer is advised that the provisions of the Development Charge By-law apply to this draft approval.
5. Required agreements with the municipality will be prepared by the City of Stratford upon written request being received by the Manager of Engineering of the City of Stratford Infrastructure and Development Services Department from the applicant.
6. The applicant should consult with an Ontario Land Surveyor for this proposed plan concerning final approval requirements relative to the Certification of Titles Act.
7. The final plan approved by Corporation of the City of Stratford must be registered within thirty (30) days or the Corporation may withdraw its approval under Section 51(59) of the Planning Act, R.S.O. 1990 as amended.
8. All plans of subdivision are to be prepared and presented in metric units.
9. Easements required for utility or drainage purposes should be granted to the appropriate authority. Contact Infrastructure and Development Services Department prior to any transfer of easements to the City of Stratford.
10. Some of the conditions of draft approval will be cleared through the inclusion of appropriate requirements in the subdivision agreement, where acceptable to the City of Stratford.
11. An electrical distribution line operating at below 50,000 volts might be located within the area affected by this development or abutting this

development. Section 186 - Proximity - of the Regulations for construction Projects in the Occupational Health and Safety Act, requires that no object be brought closer than 3 metres (10 feet) to the energized conductor. It is the proponent's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the Act. They should also be aware that the electrical conductors can raise or lower without warning, depending on the electrical demand placed on the line. Warning signs should be posted on wooden poles supporting the conductors stating "DANGER - Overhead Electrical Wires" in all locations where personnel and construction vehicles might come in close proximity to the conductors.

12. Privacy fences shall be placed on private properties. Fencing designs will be consistent with City standards and shall be the responsibility of the individual property Owners.

**Committee Discussion:** The Manager of Planning provided an overview of the report regarding the revised conditions of draft approval.

**Motion by** Councillor Burbach

**Seconded by** Councillor Henderson

**Committee Decision: THAT Caroline Baker of Baker Planning Group, agent for the applicant, be heard.**

**Carried**

Caroline Baker stated that the owners of the property are in agreement with the recommended draft plan condition and proposed design characteristics required for any buildings in the subdivision. She stated that parking in the lots on Worsley Street would be restricted to two parking spaces and that a part of the reason that semi-detached developments are being proposed here is due to comments received on parking. She advised that this new design can now accommodate a two car garage and two spaces in the driveway. Ms. Baker stated that a sketch has been submitted to staff on how the development can be achieved while meeting all requirements and that the owner is also in agreement with providing a warning clause regarding no on-street parking being available on Worsley Street.

**Motion by** Councillor Gaffney

**Seconded by** Councillor Bunting

**Committee Recommendation: THAT Plan of Subdivision application 31T18-001A, submitted by Baker Planning Group, on behalf of Larson Properties Partnership Corp., prepared by NA Geomatics Inc., certified by David J. Raithby O.L.S., Drawing No. 18-6002-CH3\_DRAFT PLAN Ba dated MAY 14/21,**

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- **The proposed plan of subdivision conforms with the City of Stratford Official Plan;**
- **The application was circulated to the public and regard for their response was had in the recommended plan and conditions of approval;**
- **The proposed plan of subdivision will result in sound land use planning and is considered appropriate for the development of the land.**

#### **Conditions of Draft Approval**

**That the City of Stratford pursuant to Section 51(31) of the Planning Act grant draft approval to Plan of Subdivision 31T18-001A subject to the following conditions:**

- 1. This draft approval applies to the draft plan submitted by Baker Planning Group, on behalf of Larson Properties Partnership Corp., prepared by NA Geomatics Inc., certified by David J. Raithby O.L.S., Drawing No. 18-6002-CH3\_DRAFT PLAN\_Ba dated MAY 14/21, which shows a total of 2 single detached dwelling lots, 7 semi-detached dwelling lots and 2 duplex dwelling lots.**
- 2. This approval of the draft plan applies for five years, and if final approval is not given by that date, the draft approval**

**shall lapse, except in the case where an extension has been granted by the Approval Authority.**

- 3. The municipal addresses shall be assigned to the satisfaction of the Manager of Planning.**
- 4. Prior to final approval, the Owner shall submit to the Approval Authority a digital file of the plan to be registered in a format compiled to the satisfaction of the City of Stratford and referenced to NAD83UTM Zone 17 horizon control network for the City of Stratford mapping program.**
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**Prior to any work on the site, the Owner shall implement these measures satisfactory to the Director of Infrastructure and Development Services.**

- 12. The Owner's professional engineer shall provide inspection services for all work required for the development of the plan, and have its professional engineer supply the City with a certificate of compliance upon completion in accordance with the plans approved by the Director of Infrastructure and Development Services. The Owner's professional engineer shall provide full time inspection for all underground works.**
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#### **PARKLAND**

- 18. Prior to the City executing the Subdivision Agreement, the Owner shall make a cash payment in lieu of the 5% parkland dedication pursuant to City of Stratford. In order to determine**

**the value of the land, the Owner shall submit an appraisal completed by a qualified individual to the satisfaction of the City.**

#### **SANITARY SERVICING**

- 19. The Owner shall construct and connect to the existing sanitary sewer on Worsley Street to the satisfaction of the Director of Infrastructure and Development Services.**
- 20. The Owner shall obtain the necessary private access agreements for services and is to provide the City copy of said private access agreement for their file.**
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- 22. The Owner shall operate, monitor and maintain the works. The Owner shall ensure that any removal and disposal of sediment is to an approved site satisfactory to the Director of Infrastructure and Development Services.**
- 23. The Owner shall not connect any weeping tile connections into the sanitary sewers within this plan.**

#### **STORMWATER SERVICING**

- 24. In conjunction with the submission of the engineering drawings, the Owner shall have their consulting engineer submit a stormwater servicing report/plan satisfactory to the Director of Infrastructure and Development Services. This report shall propose either the Daly Avenue lots should have a storm service installed to the property line for future connection to a future new storm sewer or that the lots be serviced to Worsley Street; include identification of the major and minor stormwater overland flow routes; easement widths; and stormwater quality control all to the satisfaction of the Director of Infrastructure and Development Services.**



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#### **TRANSPORTATION/ROADS**

- 30. The Owner shall construct a 1.5 metre (5') sidewalk on the outside of the frontage of the following streets within a time-frame as directed by the Director of Infrastructure and Development:**
  - a. Daly Avenue**
  - b. Worsley Street**
- 31. The Owner shall provide a 3.35 m working easement along the Worsley Street frontage to the City of Stratford.**

#### **FIRE**

- 32. The Owner shall not burn any materials on site.**

### **UTRCA**

- 33. Prior to undertaking any works or site alteration including filling, grading, or construction in a Conservation Regulated Area, the Owner shall obtain a permit or receive clearance from Upper Thames River Conservation Authority.**

### **OTHER UTILITIES**

- 34. Prior to the entering into a subdivision agreement, the Owner shall obtain approval from the City and Festival Hydro. Any new addition and/or relocation of existing electrical infrastructure will be at the Owner's expense.**
- 35. In conjunction with the submission of Engineering drawings, the Owner may be required to submit a street lighting plan for approval by both the City and either Festival Hydro or Hydro One.**
- 36. The subdivision agreement shall make provision for the planting of trees in the boulevard to the satisfaction of the Director of Community Services.**
- 37. The subdivision agreement shall make provision for the physical location of Community Mail Boxes which satisfies the requirements of Canada Post.**

### **OTHER**

- 38. That the subdivision agreement includes a clause requiring the Owner to prepare an information package outlining the use and purpose of all easements and overland flow routes on the property, to the satisfaction of the Manager of Engineering Services and include a copy of the information package in all agreements of purchase and sale.**
- 39. That the subdivision agreement includes a clause requiring that all future dwelling units on the subject lands be constructed with a front porch, a pitched roof and masonry building products and that the subdivision agreement include a clause requiring that all offers or purchase and sale include a clause advising the future purchaser of these requirements to the satisfaction of the Manager of Planning.**

- 40. That the subdivision agreement includes a clause requiring that all offers of purchase and sale and lease agreements for the lots with frontage on Worsley Street include a clause advising that on street parking along Worsley Street is not permitted and that limited parking is available on each on Worsley Street.**
- 41. Prior to final approval, for the purposes of satisfying any of the conditions of draft approval herein contained, the Owner shall file with the Approval Authority a complete submission consisting of all required clearances, fees, and final plans, and to advise the Approval Authority in writing how each of the conditions of draft approval has been, or will be, satisfied. The Owner acknowledges that, in the event that the final approval package does not include the complete information required by the Approval Authority, such submission will be returned to the Owner without detailed review by the City.**

#### **Clearance Conditions**

- 1. That prior to the signing of the final plan by the Mayor and Clerk, the City is to be advised by the Upper Thames River Conservation Authority that condition 33 has been carried out to their satisfaction.**
- 2. That prior to the signing of the final plan by the Mayor and Clerk, the City is to be advised by Festival Hydro that conditions 34 and 35 have been carried out to their satisfaction.**
- 3. That prior to the signing of the final plan by the Mayor and Clerk, the City is to be advised by Canada Post that condition 37 has been carried out to their satisfaction.**

#### **NOTES TO DRAFT APPROVAL**

- 1. The applicant is directed to Section 51(39) and 51(43) of the Planning Act, R.S.O. 1990 as amended, regarding referral of any imposed conditions to the Local Planning Appeals Tribunal. Requests for referrals are to be directed to the Subdivision Approval Authority of the City of Stratford.**

- 2. It is the applicant's responsibility to fulfill the conditions for draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the City of Stratford, to the attention of the Manager of Planning, Infrastructure and Development Services Department, City of Stratford, quoting the above-noted file number.**
- 3. All plans are to be prepared using total station survey and compatible with the latest version of AutoCAD. The final plan submitted for final approval, engineered design drawings and construction record drawings are to be provided in print and digital format referenced to a control network compiled to the satisfaction of the City of Stratford Engineering Department in accordance with Ontario Basic Mapping (U.T.M. Grid 1:2000), for future use within the City's geographical information system.**
- 4. The Owner/developer is advised that the provisions of the Development Charge By-law apply to this draft approval.**
- 5. Required agreements with the municipality will be prepared by the City of Stratford upon written request being received by the Manager of Engineering of the City of Stratford Infrastructure and Development Services Department from the applicant.**
- 6. The applicant should consult with an Ontario Land Surveyor for this proposed plan concerning final approval requirements relative to the Certification of Titles Act.**
- 7. The final plan approved by Corporation of the City of Stratford must be registered within thirty (30) days or the Corporation may withdraw its approval under Section 51(59) of the Planning Act, R.S.O. 1990 as amended.**
- 8. All plans of subdivision are to be prepared and presented in metric units.**
- 9. Easements required for utility or drainage purposes should be granted to the appropriate authority. Contact Infrastructure and Development Services Department prior to any transfer of easements to the City of Stratford.**

- 10. Some of the conditions of draft approval will be cleared through the inclusion of appropriate requirements in the subdivision agreement, where acceptable to the City of Stratford.**
- 11. An electrical distribution line operating at below 50,000 volts might be located within the area affected by this development or abutting this development. Section 186 - Proximity - of the Regulations for construction Projects in the Occupational Health and Safety Act, requires that no object be brought closer than 3 metres (10 feet) to the energized conductor. It is the proponent's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the Act. They should also be aware that the electrical conductors can raise or lower without warning, depending on the electrical demand placed on the line. Warning signs should be posted on wooden poles supporting the conductors stating "DANGER - Overhead Electrical Wires" in all locations where personnel and construction vehicles might come in close proximity to the conductors.**
- 12. Privacy fences shall be placed on private properties. Fencing designs will be consistent with City standards and shall be the responsibility of the individual property Owners.**

**Carried**

**6. Report of the Director of Infrastructure and Development Services**

**6.1 Sign Permit – Ground Sign to be Erected in Place of Existing Ground Sign, 166-194 Ontario Street (PLA21-016)**

**Staff Recommendation:** THAT the variance request by the owner of 166-194 Ontario Street to erect a new ground/pylon sign be denied as the proposed sign does not meet the requirements of the Sign By-law 159-2004.

**Sub-committee Recommendation:** THAT the variance request by the owner of 166-194 Ontario Street to erect a new ground/pylon sign in the current location be approved.

**Motion by** Councillor Vassilakos

**Seconded by** Councillor Clifford

**Committee Recommendation:** THAT the variance request by the owner of 166-194 Ontario Street to erect a new ground/pylon sign in the current location be approved.

**Carried**

**6.2 Proposed Exemption from Sign By-law 159-2004 Section 13.0, 925 Ontario Street (PLA21-020)**

**Staff Recommendation:** THAT the request by Florence Signs, on behalf of City Pizza, for a Sign By-law exemption to erect a fascia sign at 925 Ontario Street exceeding the 20% coverage, be DECLINED as the proposed sign does not meet the requirements of the Sign By-law 159-2004.

**Sub-committee Recommendation:** THAT the request by Florence Signs, on behalf of City Pizza, for a Sign By-law exemption to erect a fascia sign at 925 Ontario Street exceeding the 20% coverage, be DECLINED as the proposed sign does not meet the requirements of the Sign By-law 159-2004.

**Motion by** Councillor Bunting

**Seconded by** Councillor Henderson

**Committee Recommendation:** THAT the request by Florence Signs, on behalf of City Pizza, for a Sign By-law exemption to erect a fascia sign at 925 Ontario Street exceeding the 20% coverage, be approved.

**Carried**

**7. Report of the Chief Building Official**

**7.1 Annual Building Permit Fee Report 2020 (PLA21-019)**

**Staff Recommendation:** THAT a one-time transfer from the Special Projects Reserve of \$90,998.85 to the Building Reserve be authorized;

AND THAT funding of the remaining 2020 Building Inspection Admin G-251-2400 deficit of \$156,456.73 with the Building Permit Reserve G-07-BSUR-0000 be approved.

**Sub-committee Recommendation:** THAT a one-time transfer from the Special Projects Reserve of \$90,998.85 to the Building Reserve be

authorized;

AND THAT funding of the remaining 2020 Building Inspection Admin G-251-2400 deficit of \$156,456.73 with the Building Permit Reserve G-07-BSUR-0000 be approved.

**Motion by** Councillor Clifford

**Seconded by** Councillor Burbach

**Committee Recommendation: THAT a one-time transfer from the Special Projects Reserve of \$90,998.85 to the Building Reserve be authorized;**

**AND THAT funding of the remaining 2020 Building Inspection Admin G-251-2400 deficit of \$156,456.73 with the Building Permit Reserve G-07-BSUR-0000 be approved.**

**Carried**

## **8. For the Information of Committee**

### **8.1 Project Update**

**Sub-committee Discussion:** The Manager of Planning provided a high-level overview of activities as follows:

- The department is in receipt of a high volume of applications.
- A public meeting to be held on September 30<sup>th</sup> to consider two applications, the first for the construction of 64 townhouses at 3202 Vivian Line 37 and a multiple level residential building at 30 Queensland Rd.
- There is quite a bit of site plan application activity in the Wright Business Park.
- Staff have given site plan approval for 50 street fronting townhouses on Bradshaw Drive and a 46 unit, 3-story apartment building on Orr Street.
- Staff have released the final draft of the comprehensive zoning by-law. It is scheduled to be considered by the Planning and Heritage Committee on October 21, 2021.
- They have had 41 formal consultations to date this year.

**9. Adjournment**

**Motion by** Councillor Beatty

**Seconded by** Councillor Burbach

**Committee Decision: THAT the Planning and Heritage Committee meeting adjourn.**

**Carried**

Meeting Start Time: 4:00 P.M.

Meeting End Time: 4:18 P.M.