**446 Albert Street, Waterloo, ON** [Comments from April 28th, 2025, to June 20, 2025)

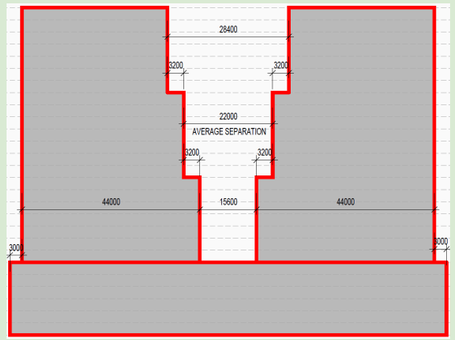
| **City of Waterloo, Post-Circulation Comments (3rd Submission)** Official Plan Amendment No. 49, Zoning By-law Amendment Z-23-13, 446 Albert Street, Waterloo, 446 Albert Inc., **May 26, 2025.** | | | |
|---|---|---|---|
| **#** | **Comments** | **Responder** | **Response** |
| ***1.0 Planning Comments*** | | | |
| **1.1** | **Official Plan Designations**<br><br>The subject lands are designated as Employment on Schedule 'A' (Land Use Plan), and more specifically Business Employment on Schedule 'A2' (Employment Land Uses) of the Official Plan. The lands are also subject to Site Specific Provision 59. As a result of discussions with Staff, the Applicant is proposing to implement the draft Station Area Mixed Use Designation on the subject lands and amend Site Specific Provision 59 to reflect the proposed development. Staff are not opposed to implementing the proposed designation through this Official Plan Amendment in order to address any timing constraints due to the draft Official Plan. | The Planning Partnership (TPP) Planning Team | Acknowledged. As per the previous response provided in the March 2025 *Comment Response Matrix*, the Draft OPA proposes to redesignate the Subject Site to the Station Area Mixed-Use designation, with an update to Site Specific Provision 59. The OPA will be finalized prior to Council consideration, based on the status of OPA 58. |
| **1.2** | **Draft Station Area Mixed Use Designation & Specific Provision Area 59**<br><br>The intent of Specific Provision Area 59 (SPA 59) implements the development vision for the subject lands and expects development to be a high quality, transit oriented, office based employment centre with an ancillary retail and service component. It further recognizes the opportunity to accommodate a portion of the City's projected employment growth while also providing an opportunity for reurbanization/ regeneration of an underutilized site. Staff are recommending the subject lands be designated as Station Area Mixed Use, with the existing site-specific provision amended to reflect the proposed development. The amended site-specific provision would speak to phasing, the implementation of affordable housing, study requirements, permitted uses and other applicable policies. | TPP Planning Team | |
| **1.2** | **Draft Station Area Mixed Use Designation & Specific Provision Area 59**<br><br>Future submissions to demonstrate how the proposed development is achieving the minimum station area density target of 160 residents and jobs per hectare, with the following PPU's from the Region's Land Needs Assessment.<br><br>• Low – 3.297<br>• Medium – 2.288<br>• High – 1.902 | TPP Planning Team | The proposed development exceeds the minimum station area density target of 160 residents and jobs per hectare. Density calculations are provided in the Planning Addendum Report. |
| **1.3** | **Station Area Mixed Use Zone**<br><br>Appended to this comment letter is the Council-approved Station Area Mixed Use zone. It has not been consolidated into the City of Waterloo Zoning By-Law 2018-050 as of yet.<br><br>Future submissions to include a density chart demonstrating how density is calculated for each block and as a whole. | TPP Planning Team | Density calculations are provided in the Planning Addendum Report. As also noted in the Report, the density of Proposed Development as measured in bedrooms per hectare has modestly increased in order to accommodate additional two bedroom units, as requested by City staff and Council. No change is proposed to the residential unit count. |

| | | | |
|---|---|---|---|
| **1.4** | ***Affordable Housing***<br><br>Staff recognize the Affordable Housing implementation plan has been updated to require 3% of residential density in each block to be affordable. This has been reflected in the revised draft of the Official Plan Amendment. | TPP Planning Team | Acknowledged. As per the previous response provided in the March 2025 *Comment Response Matrix*, the Draft OPA and ZBA have been updated to require a minimum of 3% of the total number of residential bedrooms in each block to be provided as Affordable units. Exact unit mix details will be confirmed as part of future Site Plan applications for each block. |
| **1.5** | **Street Line Setback**<br><br>Staff recognize the Applicant proposed a minimum streetline setback of 3m to allow for articulation and other design features; however, it is Staff's position the minimum streetline setback of 4m shall be satisfied given the size of the subject lands. Furthermore, if an 18m ROW is acceptable to the City (pending further discussion), there is sufficient space to meet the minimum setback requirement. If a 20m ROW is required (pending further discussion), Staff are open to a site-specific provision that allows for pinch points to be reduced, while the majority satisfies the 4m minimum. | TPP Planning Team | The proposed Master Plan and Draft Plan of Subdivision have been updated to incorporate a 18 metre ROW, as previously reviewed with City staff. As a result, all building setbacks to the new street achieve a minimum building setback of 4.0 m and, in some instances, greater than 4.0 m. |
| **1.6** | **Street Ownership**<br><br>Staff can confirm the City is open to discussing the conveyance of the new street through a plan of subdivision. Further discussions are to be had regarding the size of right of way (18m versus 20m) and the agreed upon cross section. Staff are requesting the Applicant prepare an 18m ROW urban cross section that identifies utilities, pedestrian infrastructure, roadways, layby parking, landscape , tabletops etc.. for discussion purposes. Please also provide pictures of real life examples for further discussions. | TPP Planning Team | We appreciate the ongoing collaboration with City Staff to discuss a strategic approach for the conveyance and design of the New Street. We have since prepared several ROW urban cross sections with the noted characteristics.<br><br>The cross-section and real-life examples were provided to Staff, and a meeting was held on July 8th, 2025. As discussed with Staff, the proposed cross-section design for the 18m ROW has been updated to incorporate a more traditional street format, providing the required 7.0 m pavement width to accommodate two lanes of traffic. Two options for this updated cross-section design have been included in this application resubmission. The final cross section design can be reviewed and confirmed with City staff as part of the Subdivision detailed design process. |
| **1.7** | **Parkland Dedication & Landscaped Area** | TPP Planning Team | As requested by City staff, the proposed park size has been increased to 4,677.8 m2 by widening the park's frontage along |

| | | | |
|---|---|---|---|
| | Staff encourage the Applicant to explore opportunities to enlarge the parkland frontage along Hazel Street to further reinforce the public connection and to meet the minimum parkland dedication requirements rather than cash-in-lieu. This direction is enforced by provision 10.5.2.1 and Table 2 in the City's Official Plan. | | the new City street. The proposed park now completely fulfills the parkland dedication obligation of the Proposed Development.<br><br>The new public park represents an Urban Park typology that was recently added to the City of Waterloo's Parkland Strategy. This typology is not recognized in the current City Official Plan, but we expect it will be added in a subsequent phase of the City's ongoing Official Plan Review process.<br><br>The new public park is consistent with the intent of the Official Plan by providing a combined 57 metres of frontage onto public roads (22 metres along Hazel Street and 35 metres along the new City Street). This directly meets the intent of the Official Plan, ensuring that the park will be public accessibility, well-connected and visually inviting.<br><br>Please see the Planning Addendum Report for additional information. |
| **1.7** | **Parkland Dedication & Landscaped Area**<br><br>Staff also note per the City's Parkland Dedication By-Law, net land area means the gross land area minus the land area of any environmental features and associated buffers within the gross land area that are being conveyed to the City at no cost. New streets that are to be conveyed, are included in the net land area calculation. Based on this, a minimum area of 4,677.78 sq.m is to be conveyed to the City of Waterloo, whereas an area of 4,424.5 sq.m is proposed.<br><br>With the proposed inclusion of POPS, future submissions to demonstrate how the minimum 15% landscape open space is being satisfied. | TPP Planning Team | As noted above, the proposed public park has been enlarged to completely fulfill the parkland dedication obligation. As such, POPS are no longer proposed. As per the attached Master Plan, the five development blocks are collectively comprised of 18.5% landscaped area, and each individual block also exceeds the 15% minimum requirement. |
| **1.8** | **POPS**<br><br>In addition to the parkland dedication, the Applicant is proposing large areas of outdoor at-grade areas to function as pops. This includes patio areas and expanded pedestrian realms along Hazel Street and the new street, a meandering path area to the rear of Building 3, other pocket parkettes, and three dog run areas. While Staff recognizes the intent of their inclusion, Staff require additional information and justification as to how they conform to the Council-approved guidelines for Privately Owned Publicly Accessible Spaces (February 2019). Furthermore, it some of the proposed POPS are crossing property lines and question how this would function. | TPP Planning Team | |

| | | | |
|---|---|---|---|
| **1.8** | **POPS**<br><br>It is Staff's understanding that small and fragmented spaces are generally not accepted as parkland dedication, thus likely would not be accepted by our colleagues in Community Services as POPS. Explore identifying these areas as common outdoor area required by the SAMU zone. | TPP Planning Team | |
| **1.9** | **Pedestrian Pathways**<br><br>It is Planning Staff's understanding that the pedestrian pathway between buildings 1 and 2 is to be a minimum width of 4m, and be conveyed to the City unencumbered. Through future site plan applications, Staff will be exploring the potential of an easement in favour of the City to allow for pedestrian connections from Hazel Street to the new street between buildings 5 and 6. | TPP Planning Team | The Draft Plan of Subdivision has been revised to widen the pedestrian walkway block between blocks 1 and 2 to 4 metres in width. The Conceptual Landscape Plan still identifies some landscaping within this 4 metre block, which we believe is beneficial from a design perspective, but the exact treatment of the pedestrian walkway block will be determined in the future through the subdivision detailed design and/or Site Plan application processes.<br><br>We appreciate Planning Staff's flexibility and intention to adequately provide interconnectivity throughout the Proposed Development; however, we do not believe an additional pedestrian connection between blocks 5 and 6 is required. While such a connection was previously proposed, it was removed in the last submission in order to widen the park's Hazel Street frontage by 4 metres.<br><br>We believe that this represents the optimal use of the Subject Site's Hazel Street frontage and obviates the need for an additional pedestrian walkway between Blocks 5 and 6. In this regard, we note that Blocks 5 and 6 combined measure only 107 metres in width, and are bookended by the public park (which provides through access from Hazel Street to the new City street) and Albert Street (which likewise provides direct access to the new City street). As such, anyone walking along the Hazel Street frontage will only be at most 53.5 metres from a direct pedestrian connection to the new City street. |

| | | | |
|---|---|---|---|
| **1.10** | **Non-Residential Gross Floor Area**<br><br>Future submissions to demonstrate how the minimum 1,000 sq.m of non-residential gross floor area is provided within Live/Work units. Based on Staff's preliminary measurement an area of approximately 1,150 sq.m is provided. This is with the assumption 40% of the 1-storey live/work units are commercial, and the entire 1st level of the 2-storey units is commercial. This is to ensure the 1,000 sq.m identified in SSPA 59 is appropriate. | TPP Planning Team | The Proposed Development provides a total of 1,250 sq m of non-residential gross floor area within the Live/Work units, as indicated in the updated Master Plan. This accounts for 40% of the total floor area within the Live/Work units. This allows the majority of the first floor to be used for non-residential use, and the entire second floor (as well as corridor/stair on the first floor) to be used for residential use. |
| **1.11** | **Additional Permitted Uses**<br><br>Future submissions to clarify why "Light Employment" which includes "industrial manufacturing" or "industrial assembly" is proposed as an additional permitted use, when the approved SAMU zone permits "Light Industrial Assembly", "Light Industrial Manufacturing" and "Light Industrial Process" as permitted uses.<br><br>Future submissions to clarify why "Live/work" units is included as an additional permitted use, when the approved SAMU zone permits live/work unit as a primary use, and includes a definition. It is Staff's understanding this was initially included as previous draft zones did not include this as a primary use. | TPP Planning Team | The proposed "Light Employment" and Live/Work uses were added to the Draft ZBA prior to the introduction of the new SAMU Zone. We agree that they are no longer required as additional site-specific uses. The Draft ZBA has been revised accordingly. |
| **1.12** | **Building Massing Provisions**<br><br>Future submissions to clarify why a minimum tower separation distance of 16m is proposed, as the architectural drawings indicate a minimum setback of 18m is being achieved.<br><br>Confirm the proposed first-storey height of 3.5 metres is limited to building 3.<br><br>Clarify why no minimum tower separation from an interior lot line is proposed. Minimum distances will be required to be identified. A minimum of 11m is to be provided or 6m provided a total of 22m is provided.<br><br>Ensure compliance with provision 3.A.4. | TPP Planning Team | Please refer to drawing SP09 from the Master Plan package for proposed tower separation measurements. In considering conventional tower separation, this comment is correct that the minimum tower separation is 18 metres, between towers 5.1 and 6.1. This is reflected by provision d) vii. in the Draft ZBA. This reduced separation was provided in the previous submission, in order to increase the size and frontage of the public park.<br><br>In addition, as previously reviewed with City staff, between Towers 1.1 and 1.2 an average separation of 22 metres is proposed, but in a staggered format that includes an actual separation of 15.6 metres for the lower tower levels, 22 metres for the middle tower levels, and 28.4 metres at the upper tower levels (i.e. an average of 22 metres). See image below for an illustration of this staggered tower separation relationship. As previously noted, we believe that this is a unique and beneficial design approach, as |

| | | | |
|---|---|---|---|
| | | | it provides increased separation at the upper levels, resulting in reduced shadowing and increased sky view, and also achieves the 22 metre minimum tower separation on an average basis. Provisions d) iii. and d) iv. of the Draft ZBA account for this unique requirement, requiring a minimum tower separation of 15.5 metres, but an average minimum tower separation of 22 metres (except in the one specific case noted above).<br><br><br>We confirm that the 3.5 metre first floor height would just apply to Building 3. The Draft ZBA specifies that this exception only applies to a “Multi-Unit Residential Building”, whereas all of the other buildings (outside of Building 3) are proposed as Mixed-Use Buildings and would be subject to the standard minimum first floor height requirement.<br><br>The Draft ZBA has been updated to specify the following minimum tower separation requirements:<br><br>● Minimum average separation of 22 metres between any two towers on the site, except for a minimum 18 metre separation between towers 5.1 and 6.1, as noted above.<br>● Minimum 11 metre tower setback from the southerly and easterly lot lines (i.e. the lot lines of the |

| | | | |
|---|---|---|---|
| | | | neighbouring properties to the east and south).<br>● Minimum 6 metre tower setback from any other interior lot line. |
| **1.13** | **Common Outdoor Area**<br><br>While the Applicant is proposing POPS, Staff encourage the Applicant to revaluate the potential of these areas (i.e. dog runs, outdoor seating and meandering pathway) to be identified as common outdoor areas as required by the SAMU zone. Staff are open to a site-specific provision to implement the common outdoor area recognizing physical parkland is being conveyed. | TPP Planning Team | Now that the proposed park will completely satisfy the parkland dedication requirement for the entire Subject Site, the former POPs have been re-classified as *common outdoor areas*, as required by the SAMU zone. |
| **1.13** | **Plan of Subdivision**<br><br>It is Staff's position the OPA, ZBA and Plan of Subdivision should be heard by Council at the same public meeting, now that the City is the Planning Authority. While the Planning Act does not require a public meeting for Subdivision, Staff do not have delegated authority and require a Council decision. Furthermore, since the ZBA application was voluntarily withdrawn due to Bill 109, a new notice of complete application will need to be sent to residents. Staff are strongly recommending that the OPA, ZBA and POS be heard by Council at the same public meeting, and one notice of complete application be mailed to the public. | TPP Planning Team | As discussed with City staff, we respectfully request that all three applications be advanced to a City Council meeting for consideration in Fall 2025. |
| **1.14** | **Urban Design**<br><br>Since the initial application, the pedestrian environment has been a key feature and the focal point of the Proposed Development, punctuated by a proposed "Woonerf" street. This European inspired "shared street" approach aims to improve pedestrian safety by reinforcing a more urban, shared environment rather than automobile-exclusive environment that dominates suburban areas and often lead to higher speeds and more frequent pedestrian/vehicular conflicts.<br><br>Through consultation with City staff, the traditional Woonerf design has been revised to be more in keeping with a typical street cross section, however, aims to continue to employ design features that preserve the predominantly pedestrian nature of the street, and keep traffic speeds reduced.<br><br>Planning staff would like to see an alternative street design used in this very dense cluster of high-density residential buildings. | TPP Planning Team | Notwithstanding the change to a more conventional street design as described above, we seek to continue working towards improving pedestrian safety by reinforcing a more urban, shared environment. In this regard, we note that the proposed cross-section design provides for wide sidewalks and/or for a multi-use path. In addition, through the detailed design process, opportunities will be explored to incorporate additional traffic calming and pedestrian safety measures, such as raised sidewalks across driveways, formalized pedestrian crossings, unique pavement patterns in high-traffic areas, etc. This is a specifically noted requirement of the future Urban Design Guidelines, as noted in the Draft OPA. |
| **1.15** | **Environmental Planning**<br><br>As with the previous submission, Environmental Planning staff defer to Parks, Forestry and Cemetery Services staff on the recommendations provided in the Sugarbush Park Memo and what mitigation they feel is appropriate. | TPP Planning Team | Acknowledged. |
| ***2.0 Engineering Comments*** | | | |

| | | | |
|---|---|---|---|
| **1.** | Engineering services supports this application for OPA/ZBA. | All | Acknowledged. |
| **2.** | As previously stated, and acknowledged, the Civil Engineering Servicing drawings as illustrated are only acceptable if the property remained as one parcel of land. Should a future Draft Plan of Subdivision or Draft Plan of Condominium be considered, the water, sanitary and storm servicing design will need to be updated to ensure compliance with the City's Servicing By -law 2020-058 that permits only one water, sanitary, and storm sewer service per property. | K. Smart | Acknowledged. Detailed engineering plans to be prepared and updated as part of the subdivision detailed design process. The updated Engineering Drawing Set illustrates the conceptual alignment of new City services within the new City street. |
| **3.** | Our continued understanding conversations between the applicant and the city are on-going with respect to the proposed internal road network, design of the road, and the decision on the ownership of the road. Development Engineering requests to be part of the conversations to ensure that the service design is considered. | All | Acknowledged. The preliminary design of the City street has been advanced based on consultation and coordination with City staff. Specific design details will be established as part of the future subdivision detailed design process. |
| **4.** | The following comments are based on information received to date and are subject to change upon new or updated documents being provided. The following comments, while not exhaustive, are to be addressed prior to the next stage of development:<br><br>● Revise Existing Conditions and Removals Plan dated March 17, 2025, to accurately capture current existing conditions, accounting for removals already completed. | K. Smart | Please refer to the updated Existing Conditions and Removals Plan. |
| **5.** | ● Revise the Functional Servicing Report in accordance with the most up to date development and servicing strategy as part of the next submission.<br>a. Include pre- and post-development stormwater catchment plans.<br>b. Include sanitary catchment plan. | K. Smart | Please refer to the updated Civil Engineering Drawings. Additional stormwater and servicing details to be established as part of the subdivision detailed design process, and the Site Plan application process for each block. |
| **6.** | ● If the applicant proceeds with a draft plan of subdivision under the intention that the City assumes a new municipal right of way, the road cross section must be redesigned to conform with City Standard Drawing CW-201 or an agreed upon deviation of CW-201 in consultation with the City of Waterloo. | All | The road cross-section has been updated based on discussions and meetings with City staff, as noted above. |
| **7.** | ● Please revise the Engineering Plans title block to accurately describe the purpose and intent of the drawing set as well as submission number. | K. Smart | Please refer to the updated Civil Engineering Drawings. |
| **8.** | ● While it is noted that the applicant acknowledges the following comment from the second submission and defers further monitoring until the site plan stage, it is noted that delaying further monitoring could have impacts on the timing and conditions of site plan approval. Until monitoring is completed, the following comment will remain outstanding:<br><br>a. Based on the preliminary geotechnical report it appears there is a shallow perched groundwater in the area approximately 2 – 6 m below the surface. The report recommends the finished floor elevations should be 0.6 m above groundwater elevation and that additional monitoring work should be completed to establish the | All | Acknowledged. To be addressed as part of future Site Plan applications for each block. |

| | | | |
|---|---|---|---|
| | elevation of the seasonal groundwater table. Development Engineering is in support of these recommendations and requests the additional monitoring is completed, and that additional recommendations on how the building will be constructed is provided to ensure groundwater will not be affected. | | |
| **3.0** | ***Landscaping Comments*** | | |
| **1.** | Staff appreciate the revisions to the proposed City park block dedication/layout. There are still some concerns related to size, municipal street frontage and activation to ensure the successful implementation of meaningful and functional parkland. Refer to Parks comments for further feedback. | TPP Planning Team | Please see response to comment 1.7 above. Please also refer to the enclosed Planning Addendum Report. |
| **2.** | POPS spaces that are proposed for the balance of the site shall comply with POPS minimum requirements. There are segmented portions of open space/planting areas that appear to be considered as POPS. Additionally, as noted previously, acceptance of POPS within the context of this development is subject to Planning and Parks Staff feedback. Refer to City of Waterloo Guidelines for Privately Owned Public Spaces (POPS) (2019) for additional information: (https://www.waterloo.ca/en/government/resources/Documents/Development - applications/Guidelines-for-Privately-Owned-Accessible-Spaces.pdf) | TPP Planning Team | As noted in the response to comments 1.7-1.9 above, POPS are no longer proposed. |
| **3.** | As previously noted, the site concept shows an organic design layout with walkway widths that vary. At the detailed design stage, please ensure that a consistent minimum width is established (1.8m recommended) for the main walkways, as some areas appear to narrow down to ~1.2m and would not be conducive to 2-way pedestrian movement. | TPP LA Team | Acknowledged. Exact walkway layout and minimum 1.8m width to be confirmed at the detailed design stage. |
| **4.** | As noted, urban design guidelines will be required to further refine the streetscape design (both external and internal). Staff note that some architectural plans continue to identify the proposed internal street as a Woonerf (however, the response matrix and sections suggest otherwise, so the assumption is that a more traditional approach is still intended). Primary landscape architectural considerations/concerns related to the internal street remain as follows (these shall be refined/addressed through the urban design guidelines/site plan control stage and prior to Staff approval):<br><br>a. Sufficient layby/drop off areas that reflect the density of the development<br>b. Soil volume provisions and appropriate spacing for street trees<br>c. Snow storage allocation (or plan for removal off-site)<br>d. Streetscape amenities planned in conjunction with ground-level building fabric/programming | TPP Planning Team | As noted above, a more conventional street cross-section is now proposed. Design details for the new street will be established as part of the future detailed design stage. The requirements referenced in this comments are acknowledged and will also be addressed in the site-specific Urban Design Guidelines. |
| **5** | Minor comment: Sections for the internal street (sheet LL102) appear to be the same (Option 1). As noted above, the proposed internal street is subject to future review as part of the urban design guidelines and site plan control process (refer to Planning and Engineering Staff comments for further feedback). | TPP Planning Team | Please refer to the updated cross-sections, as described above and within the Planning Addendum Report. |
| **6.** | Staff note the proposed outdoor play area associated with the daycare in Tower 1.3. Pending final location and ground floor layout, programming should consider the updated shadow studies based on the location between towers and potential for shade impacts. Further, mitigation should be implemented per the recommendations provided in the refined pedestrian wind assessment. | TPP Planning Team | Acknowledged. More detailed assessments of potential shadow and wind impacts will be undertaken as part of the future Site Plan applications for each block. |
| **7.** | Further to previous comments, During the detailed design stage, layout of planting buffer along the southeast portion of the site should ensure that there is ample room for shade trees and/or substantial plant material. | TPP LA Team | Acknowledged. |

| | | | |
|---|---|---|---|
| **8.** | Staff acknowledge the supplemented Memo prepared by The Planning Partnership with respect to the adjacent Sugarbush Park, including the identification of some potential improvement opportunities. Parks and Environmental Planning Staff to conduct further review of the overall impact implications and mitigation measures that may be most appropriate within the context of this development. Landscape Staff to offer further feedback on this aspect of the proposal throughout the applicable detailed design phase(s) of the development. | TPP LA Team | Noted. |
| **4.0** | ***Transporation and Active Transporation*** | | |
| **1.** | <u>Cross section:</u><br><br>The road must be designed to City standards. For technical guidance refer to the Comprehensive Engineering and Landscape Manual; | TPP Planning Team | As noted above, a more conventional street cross-section is now proposed, based on meetings and discussions with City staff. Please refer to the conceptual cross-sections enclosed within this submission package.<br><br>Design details for the new street will be established as part of the future subdivision detailed design stage |
| **2.** | <u>Cross section:</u><br><br>The proposed cross-section shows a 6 metre pavement width. The minimum road pavement width acceptable to the City is 7m (3.5m lanes). The City's practice is 7m pavement width on local roads. Please revise this in the next submission; | | |
| **3.** | <u>Cross section:</u><br><br>A 3 m wide multi-use path shall be provided on the west/south side of the new internal street – to be discussed with the Applicant following cross section submission. | | |
| **4.** | <u>Cross section:</u><br><br>An additional cross-section shall be provided in the next submission showing the details of the layby parking spaces. | | |
| **5.** | <u>Cross section:</u><br><br>The proposed cross-section should indicate utilities including but not limited to watermain, storm sewer, sanitary sewer, hydro, street lighting, telecommunications, etc. The cross -section should indicate the 2m gas easement as per the Comprehensive Engineering and Landscape Manual. | | |
| **6.** | <u>Cross section:</u><br><br>Confirm with telecommunications/hydro infrastructure, etc. regarding an 18m ROW. If there is sufficient space for these services in the 18m right of way with an MUP, two travel lanes and onstreet layby parking then Staff are open to discussing an 18m ROW. However, this is on the basis of minimum building setbacks being satisfied. | TPP Planning Team | The enclosed conceptual cross-sections illustrate how telecommunications/hydro infrastructure can be accommodated in their standard locations, within an 18m ROW. |
| **7.** | <u>Architectural Drawings:</u><br><br>The architectural drawings show meandering sidewalks along the street. The walkways should continue straight without curving. | TPP Planning Team | The Conceptual Master Plan just illustrates a preliminary design vision for the site. The detailed design of the new City street will be established during the subdivision detailed design phase, to the CIty's satisfaction. |

| | | | |
|---|---|---|---|
| **8.** | Architectural Drawings:<br><br>Staff do not support the location of the layby parking as shown on the architectural drawings. The location of layby parking should be setback from the vehicular driveways as to not interfere with sightlines or impact winter maintenance operations. | TPP Planning Team | Conceptual locations of proposed layby parking have been revised. Notwithstanding this, detailed design of the new City street will be established during the detailed design phase. |
| **9.** | Architectural Drawings:<br><br>The Block 7 walkway that will be conveyed to the City must be a minimum of 4 metres to allow for maintenance activities. The City recognizes the space between buildings is approximately 10.7m to 16.8m, but the block that will be conveyed must be a minimum of 4 metres. | TPP Planning Team | Block 7 has been widened to 4 metres in the updated Draft Plan of Subdivision. The Master Plan continues to conceptually identify landscaping partially within this area. Exact details to be determined as part of the future subdivision detailed design process. |
| **10.** | Architectural Drawings:<br><br>Block 5 and Block 6 appear to share a driveway from Hazel Street. Staff have concerns with this. How wide will the curb cut for the driveway be? | TPP Planning Team | Driveway access details to be determined as part of future Site Plan application for each block. Opportunities for consolidated driveway access between blocks will also be explored. |
| **11.** | Architectural Drawings:<br><br>Ensure coordination of all drawings/drawings set. As it relates to loading areas on Hazel Street. | All | All drawings have been updated. As noted above, please note that the Master Plan is just a preliminary demonstration plan, with design details to be established through future planning applications and the detailed design process. |
| **12.** | General Comments:<br><br>An easement shall be provided along the west edge of Block 3 and south edge of Phase 4 to allow for pedestrian connectivity around the site and to provide future access to the adjacent subdivision. | Prica Global Enterprise Inc. | Acknowledged. Easement details to be established as part of future Site Plan applications and/or detailed design process. |
| **5.0** ***Community Services*** | | | |
| **1.** | The parkland dedication shall be in accordance with the Planning Act and the City of Waterloo Parkland Dedication bylaw (2022-073). PFCS requests that 100% parkland dedication be satisfied through the provision of land and does not support the provision of cash-in-lieu for this development. The land dedication shall be in one piece, not multiple smaller pieces. Our understanding is that the current proposal shows a proposed parkland conveyance that is smaller than the 100% requirement by approximately 250 sq.m. We request that the proposed land dedication be enlarged to show 100% land conveyance. | TPP Planning Team | The proposed public park has been enlarged to meet the parkland dedication requirement. Please see the above comment responses and enclosed Planning Addendum Report for additional information. |
| **2.** | PFCS does not support the creation of “micro-POPS”. If/when POPS are created, they should follow the same guidelines as non-POPS parks. The only difference should be ownership, not park size or the type of provided amenities. Since we don’t accept small spaces and fragmented park amenities as public parks, we do not support accepting them as POPS either. Some of these spaces are only really landscaped open spaces labelled as POPS, not park spaces. | TPP Planning Team | As noted in the response to comments 1.7-1.9 above, POPS are no longer proposed. |

| | | | |
|---|---|---|---|
| **3.** | There should be no overland flow over the park block. Some of the drawings seemingly suggest that, but the drawings are not very clear (we are referring to the "major storm route" labels shown on some drawings). If indeed this is what the drawings show, then this has to be corrected. | K. Smart | Comment acknowledged. Detailed stormwater management design for the park block and new street to be undertaken as part of the future subdivision detailed design process, to the City's satisfaction. |
| **4.** | There should also be no stormwater runoff directed on the park block from the remainder of the site at all and this includes water from the roofs. | | |
| **5.** | Frontage of the proposed park block on Hazel Street should meet the City's minimum 40m requirement. | TPP Planning Team | The new public park is consistent with the intent of the Official Plan by providing a combined 57 metres of frontage onto public roads (22 metres along Hazel Street and 35 metres along the new City Street). This directly meets the intent of the Official Plan, ensuring that the park will be public accessibility, well-connected and visually inviting. Please refer to the Planning Addendum Report for additional information. |
| **6.** | All proposed drawings should clearly show the proposed property line for the park block. Without the property line shown it is hard to comment on the appropriateness of the proposal, as the design shows features that are potentially partially on the proposed park block and partially on private property. Please correct. We will provide further comments once this is complete. | TPP Planning Team | Acknowledged. See updated Master Plan. |
| **7.** | Remove the pond feature currently shown in the park block. | TPP LA Team | Acknowledged. The pond feature has been removed. See the updated Landscape Master Plan, which simply illustrates a conceptual park design. |
| **6.0** | ***Agency Comments*** | | |
| **6.1** | <u>Region of Waterloo</u><br><br>The Region of Waterloo has provided comments in a letter dated April 17, 2025. If you require further clarification, please contact Susanna Reid at sreid@regionofwaterloo.ca. | TPP Planning Team | Noted. |
| **6.2** | <u>Waterloo Catholic District School Board</u><br><br>The Waterloo Catholic District School Board (WCDSB) has reviewed the subject application. Based on their development circulation criteria, the following comment(s)/condition(s) have been provided:<br><br>● That any Education Development Charges shall be collected prior to the issuance of a building permit(s).<br>● That the developer and the Waterloo Catholic District School Board reach an agreement regarding the supply and erection of a sign (at the developer's expense and according to the<br>● Board's specifications) affixed to the development sign advising prospective residents about schools in the area. | TPP Planning Team | Noted. |

| | | | |
|---|---|---|---|
| | ● That the developer shall include the following wording in the site plan agreement / condominium declaration to advise all purchasers of residential units and/or renters of same:<br>○ "In order to limit risks, public school buses contracted by Student Transportation Services of Waterloo Region (STSWR), or its assigns or successors, will not travel on privately owned or maintained right-of-ways to pick up and drop off students, and so bussed students will be required to meet the bus at a congregated bus pick-up point."<br>● That the developer co-ordinate and reach an agreement with the Waterloo Catholic District School Board and Student Transportation Services of Waterloo Region regarding the provision and maintenance of infrastructure for school bus pick-up and drop-off locations. | | |
| **6.3** | <u>Waterloo Region District School Board</u><br><br>Student Accommodation<br><br>● At this time, the subject lands are within the boundaries of the following WRDSB schools:<br>a) Winston Churchill Public School (Junior Kindergarten to Grade 6);<br>b) MacGregor Public School (Grade 7 to Grade 8); and<br>c) Waterloo CI (Grade 9 to Grade 12).<br><br>● The WRDSB's 2020-2030 Long-Term Accommodation Plan projects long-term over-utilization at all of the above schools. Interim student accommodation measures, including portable classrooms, are on-site and may be required until an alternative accommodation solution is in place. The WRDSB may conduct a boundary study or designate this property as a "Development Area" and assign it to Holding Schools before occupancy or sales. | TPP Planning Team | Noted. |
| **6.3** | <u>Student Transportation</u><br><br>● The WRDSB supports active transportation, and we ask that pedestrians be considered in the review of all development applications to ensure the enhancement of safety and connectivity. WRDSB staff are interested in engaging in a conversation with the City and applicant to review the optimization of pedestrian access to municipal sidewalks and public transit so students may access school bus pick-up points.<br>● Student Transportation Services of Waterloo Region (STSWR)'s school buses will not travel privately owned or maintained right-of-ways to pick up/drop off students. Transported students will be required to meet the bus at a congregated bus pick-up point. STSWR may have additional comments about student pick-up point(s) placement on municipal right-of-ways. | TPP Planning Team | Noted. |
| **6.3** | <u>WRDSB Draft Conditions</u><br><br>● Concerning any future declaration or agreement, the WRDSB requests the following inclusions in the conditions of Draft Approval:<br><br>1. That the Owner/Developer shall include the following wording in the condominium declaration to advise all purchasers of residential units and/or renters of same:<br>a. "Despite the best efforts of the Waterloo Region District School Board (WRDSB), accommodation in nearby facilities may not be available for all anticipated students. You are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside the area, and further, that students may, in future, be transferred to another school." | TPP Planning Team | Noted. |

| | | | |
|---|---|---|---|
| | b. For information on which schools are currently serving this area, contact the WRDSB Planning Department at 519-570-0003 ext. 4419, or email planning@wrdsb.ca. Information provided by any other source cannot be guaranteed to reflect current school assignment information."<br>c. "To limit liability, public school buses operated by the Student Transportation Services of Waterloo Region (STSWR), or its assigns or successors, will not travel on privately owned or maintained right-of-ways to pick up students, and potential | | |
| **6.3** | WRDSB Draft Conditions<br><br>2. That the Owner/Developer enters into an agreement with the City to be registered on the title to the Property that provides:<br>a. "All agreements of purchase and sale or leases for the sale or lease of a completed home or a home to be completed on the Property must contain the wording set out below to advise all purchasers of residential units and/or renters of same."<br>i. "Despite the best efforts of the Waterloo Region District School Board (WRDSB), accommodation in nearby facilities may not be available for all anticipated students. You are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside the area, and further, that students may, in future, be transferred to another school."<br>ii. "For information on which schools are currently serving this area, contact the WRDSB Planning Department at 519-570-0003 ext. 4419, or email planning@wrdsb.ca. Information provided by any other source cannot be guaranteed to reflect current school assignment information."<br>iii. "In order to limit risks, public school buses contracted by Student Transportation Services of Waterloo Region (STSWR), or its assigns or successors, will not travel on privately owned or maintained right-of-ways to pick up and drop off students, and so bussed students will be required to meet the bus at a congregated bus pick up point." | TPP Planning Team | Noted. |
| **6.3** | WRDSB Draft Conditions<br><br>3. That in cases where Agreements of Purchase and Sale have already been executed, the Owner/Developer sends a letter to all purchasers which includes the above statements [conditions 2 a. i., ii., and iii.]. | TPP Planning Team | Noted. |
| **6.3** | WRDSB Draft Conditions<br><br>4. That the Owner/Developer supply, erect and maintain a sign (at the Owner/Developer's expense and according to the WRDSB's specifications), near or affixed to the development sign, advising prospective residents about schools in the area and that prior to final approval, the Owner/Developer shall submit a photo of the sign for review and approval of the WRDSB. | TPP Planning Team | Noted. |
| **6.3** | WRDSB Draft Conditions<br><br>5. Prior to final approval, the WRDSB advises in writing to the Approval Authority how the above conditions have been satisfied. | TPP Planning Team | Noted. |

| | | | |
|---|---|---|---|
| **6.3** | Education Development Charges<br><br>● Development on the subject lands is subject to the WRDSB's Education Development Charges Bylaw, 2021, as amended or any successor thereof and may require the payment of Education Development Charges for these developments before issuance of a building permit.<br>● The WRDSB requests to be circulated on any subsequent submissions on the subject lands and reserves the right to comment further on this application. | TPP Planning Team | Noted. |
| **7.0** | ***Next Steps*** | | |
| **1.** | Staff recommend that the applicant consider the above-noted comments and provide a written response, together with any additional plans or studies required. City staff reserves the right to provide additional comments or modify the above-noted comments subject to further review and/or additional information as may be provided. | TPP Planning Team | Noted. |
| **2.** | Staff are strongly recommending the OPA, ZBA and POS be heard by Council at the same public meeting, and encourage the Applicant to submit the Plan of Subdivision application following discussions relating to the right of way. Staff commend the Applicant and Agent for their co-operative working relationship. | TPP Planning Team | Noted. |
| **3.** | We trust the aforementioned is satisfactory, however should you require additional clarification or have questions please do not hesitate to contact the undersigned. | TPP Planning Team | Noted. |