

31 Huron Street Harbour House - Comment Response Matrix			
Site Plan D11320 August 20, 2021			
COMMENT #	COMMENT	RESPONSE	Planning Services 2022-02-16
14.1	Outstanding documents to be received: Construction Management Plan	Refer to Update Construction Management Plan.	Acknowledged
14.2	The proposed mixed-use residential-commercial development is supported by the applicable policies of the Town's Official Plan, including permissions under the Shipyards Special Policy Designation - Mixed Use which allows for commercial-residential uses in buildings of up to six storeys, up to 130 residential units and requires ground floor commercial adjacent to the Huron Street frontage.	Acknowledged	Acknowledged
14.3	It is noted that one of the proposed ground floor retail commercial establishments may exceed the general maximum 465 square metres GFA policies and may need revision or additional information to achieve compliance.	Retail commercial areas updated to be maximum 465 sq.m. Refer to updated Ground Floor Plan.	Acknowledged
14.4	Compliance with "The Shipyards – Special Policy Area Architectural Design Guidelines" will primarily be <u>under the purview of the Urban Design Peer Reviewer</u> . Additional review/justification may be necessary. Currently, the submitted materials do not appear to provide a fulsome justification in terms of placing the development proposal within the context of "The Shipyards – Special Policy Area Architectural Design Guidelines".	Refer to Urban Planning Report by MBTW.	Urban Design Review by MBTW is being reviewed by Town's Urban Design Peer Reviewer – Brook McIlroy Planning Services ultimately defers to Peer Reviewer comments with respect to Urban Design matters.
14.5	Overall Comment: The development proposes a Downtown Core Commercial Exception (C1-X) Zone. Planning Services generally views this proposed zoning as appropriate, but notes that details/provisions will be finalized subsequent to further Site Plan Review and in consideration of high quality urban design for the site and in the context of the surrounding area. Inclusion of additional dimensions on the Site Plan drawings (e.g., length of building segments, setbacks to various lot lines, balconies and entrance alcoves) will assist in future submission review.	Refer to updated Site Plan	Draft Zoning By-law Amendment will need to capture the building envelope being proposed.
14.6	Setbacks: The proposed Zoning By-law Amendment includes provisions addressing exceptions for rear yard setbacks of 0.0 metres and a maximum building height of 26 metres. Planning Services staff are supportive of increased setbacks adjacent to the Town Park site and adjacent to Heritage Drive to provide for better transitions. As discussed at the March 26, 2021 meeting a combination of landscaping and stepping back of the building would assist in creating a gateway aesthetic for Heritage Drive and entry into the Downtown from Huron Street.	Please refer to the submitted update of the Site Plan and Landscape Package. Additional details regarding the interface of the building to the public realm can be found in the submitted Urban Design Review Letter	Draft Zoning By-law Amendment will need to capture building envelope being proposed.

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14.7	Parking: Required parking for the development (material submitted is calculated as 178 spaces - 163 for the proposed apartment dwelling units (130 for the dwelling units and 33 for visitor parking) and 45 for the ground floor commercial areas (based on 3 spaces/100m2). 241 parking spaces appear to have been provided with 4 being indicated as being accessible (2 – type A and B surface and 2 presumably underground). It is noted that other permitted uses in the Downtown Commercial Core (C1) Zone are more parking intensive, such as restaurants which require 8 spaces/100m2. The surplus of parking provided appears to address more parking intensive uses, but it should be noted that surface parking in and of itself will not be sufficient to address commercial use requirements and a management plan may be needed to address parking related challenges. Parking for the disabled will be required as per the Accessibility for Ontarians with Disabilities Act, O-Reg. 191/11, Subsection 80.32. Accessible parking spaces have not been appropriately identified or dimensioned. As noted, accessible parking appears to have been addressed.	Residential Parking 130 parking spaces required, provided on P2 Visitor Parking & Commercial Parking 30 commercial spaces provided at grade. Plus a Paid Public Parking Facility on P1 with combined 62* required commercial parking spaces, 33 required visitor parking spaces and potential 61 surplus parking spaces for shipyards parking relief. *Required commercial Parking Spaces have been calculated as a Shopping centre (4 spaces per 100 m2) to allow for flexibility for the future retail uses.	Acknowledged.
14.8	Delivery Space: As per section 5.9 Delivery Space Regulations a delivery space is required for the development proposal. A delivery space has been shown within the building (3.5m wide x 7.5m long with 3 m vertical clearance) and will need to be appropriately identified/signed for use by delivery vehicles, etc. in order to prevent conflicts in the adjacent outside surface parking area (i.e., not block access to parking spaces and pedestrian walkways).	Refer to Updated Site Plan and Ground Floor Plan	Acknowledged
14.9	Height: The maximum height requested of 26 metres is consistent with the building peak shown on the submitted building elevations and is comparable to the six storey 27 metre maximum height provisions established for the property to the north of the site (i.e. 'Perfect World' north of Side Launch Way) and is in keeping with the maximum six story provisions of the Official Plan policies. The appropriateness of the maximum height/design for the building is also contingent upon consideration of other review comments, including those of the Urban Design Peer Review Consultant, Town Consulting Landscape Architect and Heritage Peer Review Consultant	Acknowledged	Urban Design Review by MBTW is being reviewed by Town's Urban Design Peer Reviewer – Brook McIlroy Planning Services defers to the Town's Peer Reviewer with respect to any additional comment regarding such matters as height and massing, roof treatment, materials and streetscape matters, but notes there appears to be general compliance with the Urban Design Manual.
14.10	Yards: A minimum rear yard setback (western property boundary) is not viewed as acceptable and needs to be increase to assist with pedestrian circulation around the building and to additional ground floor commercial space (shown on site plan drawings submitted subsequent to the first submission) and establishing an appropriate interface with the Town's adjacent park block. The minimum front yard provision of the Downtown Commercial Core (C1) Zone is 0.0 metres, but given the prominence of the site an increased setback to the Heritage Drive property line is supported. <u>Recent indications from the proponent have suggested a 3 metre setback which will need to be considered as part of a second submission, including review by the Urban Design Peer Review Consultant and possible the Heritage Peer Review Consultant.</u>	Refer to the updated Site Plan for revised setbacks Refer to the submitted Urban Design Review Letter for further description of the interface of the proposed dvelopment with the public realm.	Draft Zoning By-law Amendment will need to capture building envelope being proposed. Proposed building envelope setbacks appear to be appropriate.

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14.11	Site Illumination: Provision 4.17.1 'Site Illumination' states 'Where any lot, building, use or parking area has site illumination, the maximum height of a light fixture providing the site illumination shall be 13.0 m above grade.' Furthermore, Provision 4.17.2 'Site Illumination' of the Zoning By-law requires that all site illumination be directed downward and inside the lot or parking area. 'Lighting shall be designed to have no impact in terms of spillage or glare on adjacent properties by way of location of light sources, directional lighting, shielding and other mitigating measures as required to achieve the desired outcome.' Confirmation is required that the site illumination complies with the Town's Zoning By-law and the site plan drawings require notation indicating that all illumination is not more than 13m above grade and is designed to be directed downward and internal to the site.	Refer to Photometric Site Plan.	The revised Photometric Site Plan shows higher values than the first submission plan - thus indicating light spillage. Revision and/or further explanation of acceptability is required.
14.12	Canopy Encroachments/Weather Protection: Provision 4.28.7 'Special Yard Encroachments' states 'A canopy may project halfway into a required yard or required setback. This provision shall not apply where the required yard or required setback is nil. Notwithstanding that canopies are not shown on first submission drawings for ground floor commercial units and residential entries for the building, challenges around weather protection and the sloped roof may necessitate consideration of these features. Planning Services also acknowledges that canopies can also contribute positively to the overall building design and human-scaling. Issues which would need to be considered if canopies are needed include the above noted encroachment provisions of the Zoning By-law and an encroachment agreement where these features cannot be located within the subject property.	Refer to 1.4 above.	Encroachment Agreement is needed. Consideration needs to be given to inclusion of additional canopies internal to site for weather protection to 'rear' entrances.
14.13	Heritage Impact Assessment and Urban Design Peer Review: ERA Architects HIA Peer Review comments and Brook McIlroy's Urban Design Peer Review comments are included in the compiled comments. Please note that, Planning services staff are still reviewing the Urban Design Peer Review and Heritage Impact Assessment Peer Review Comments and may provide additional comment in the future.	Acknowledged	Additional Heritage Impact Assessment review does not appear to be needed at this time.
14.14	Urban Design: Notwithstanding the preceding, Planning Services make the following design comments at this time:	Acknowledged	Urban Design Review by MBTW is being reviewed by Town's Urban Design Peer Reviewer – Brook McIlroy – Defer to Brook McIlroy
14.14.a	The building could include stronger base elements and a stronger differentiation between ground floor commercial areas and the upper storey residential units;	Consideraiton for these elements have been descibed in more detail in the submitted Urban Design Review Letter.	Defer to Brook McIlroy
14.14.b	Inclusion of 'Shipyards' elements may be of assistance in ensuring contextual fit with the broader area (e.g., lighting, public art, signage, fencing, bollards, landscaping features, etc.);	Consideraiton for these elements have been descibed in more detail in the submitted Urban Design Review Letter.	Defer to Brook McIlroy
14.14.c	Introduction of canopies (potentially glass) for ground floor commercial units and residential entrances would assist in this regard and contribute to a more human-scaled streetscape. Blade signs perpendicular to the storefronts might also help;	Refer to 1.4 above.	See previous comments above regarding additional canopies/weather protection for interior of site.
14.14.d	Extension of commercial space along the western ground floor area and enhancing the interface with the future Town Park is viewed as necessary;	Retail commercial areas updated to be maximum 465 sq.m. Refer to updated Ground Floor Plan.	Modifications are supported.
14.14.e	Modification to the southwest corner of the building is supported (i.e., as per proposed revisions angling the residential entrance and creating a more prominent entrance);	Acknowledged	No additional Planning Services comment.
14.14.f	Changes to façade materials, greater use of brick and wood, are viewed favorably;	Acknowledged	No additional Planning Services comment.
14.14.g	The eastern/southeastern corner of the building requires additional work to enhance the 'gateway' function of this important location. A combination of enhanced setbacks, landscaping and stepping back of the building may be of assistance in this regard. It is anticipated that this area of concern will be the subject of significant additional review as part of a second submission.	Consideraiton for these elements have been descibed in more detail in the submitted Urban Design Review Letter. The Landscape submission package also incluces a visual demonstraiton of these pedestrian spaces.	Urban Design Review by MBTW is being reviewed by Town's Urban Design Peer Reviewer – Brook McIlroy Defer to Brook McIlroy
14.14.h	Additional opportunities should be explored for creating pedestrian connections between parking areas and commercial unit frontages.	Surface Parking layout revised to suit. Direct access to Retail units from surface parking provided. Refer to revised Site Plan.	Acknowledged.

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14.15	Collingwood Downtown Heritage Conservation District Plan Planning Services staff note that the boundaries of the Collingwood Downtown Heritage Conservation District Plan (CDHCDP) include a portion of the property that was previously under the ownership of the Town of Collingwood as part of the previous right of way for Heritage Drive. With a realignment of Heritage Drive to the east these lands were redundant from the Town's perspective and transferred to the owner of the rest of lands that now constitute 31 Huron Street but it does not appear that boundaries of the CDHCDP were adjusted. Thus it appears that the CDHCDP will need to be amended to reflect the land transfer.	Acknowledged, Refer to HIA Addendum	Amendment may not be need given recognition of circumstances in evaluation of HIA.
14.17	Elevations and Renderings: Planning Services acknowledges that elevations and renderings of the proposed Collingwood Harbour House 31 Huron Street building from Huron Street have been submitted. Additional colour elevations (fully dimensioned with indications of materials, etc.) and renderings, showing view corridors toward the downtown, toward the terminals and along Side Launch Way (looking from the East) will be needed in support of the 2nd submission. Incorporation of anticipated building footprints/heights for adjacent vacant lands is appropriate to show the anticipated context of the area.	Refer to Updated and Additional Renderings and Colour Elevations.	Acknowledged
14.18	Underground Parking: It appears that there is no functional connectivity between Parking Levels 1 and 2 with storage on Parking Level 1 appearing to preclude a ramp connection to Parking Level 2. Please provide additional information or revisions to demonstrate the functionality of the parking garage.	Refer to updated P1 and P2 parking level plans.	Acknowledged
14.19	Garbage: Per Section 6(P) of the Urban Design Manual titled 'Trash & Recycling', Planning Services requires additional details regarding the functionality of interior garbage and recycling (e.g., How is waste proposed to be removed from the garbage room to the outside? Has a waste management plan been prepared to confirm the waste system/areas are appropriately sized to accommodate garbage and recycling? How often is waste proposed to be hauled offsite?)	Refer to 3.21 above	Acknowledged – approach appears functional/feasible.
14.20	Noise Study: Notwithstanding the findings of the submitted Noise Study – are there noise impacts from traffic along Huron Street and/or Heritage Drive which would necessitate HVAC requirements for residential units and purchase and sale warning clauses in the eventual site plan agreement? Confirmation is needed.	Refer to Transportation Noise Study, by HCG.	Acknowledged – Site Plan Agreement may need to contain appropriate implementing provisions and warning clauses for Purchase and Sale Agreements
14.21	Shadow Study The submitted Shadow Study drawings need to be revised to reflect conditions on June 21st and December 21st and should be include associated interpretive comment and analysis regarding the impact and/or relative impact on residential and recreational uses in the area, including the future Town Park.	Refer to updated Shadow Study.	Acknowledged – shadows appear to fall mostly on adjacent road rights of way and appear to have limited impacts on surrounding uses.

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14.22	Plan and Study Congruity It is the applicants responsibility to ensure that all drawings contain all necessary information/dimensions, that there are no discrepancies between drawings with the initial submission or resulting from subsequent revisions, and that the need to cross reference plans is kept to a minimum for ease of review. Should the proposed site layout and/or building design be revised as a result of the first submission comments, the applicable reports (i.e. Heritage Impact Assessment, Urban Design Report, etc.) should be updated as deemed appropriate (typically via addenda to original reports).	Acknowledged	Plan Congruity is an iissue and key design features and functionality will need to be confirmed. Important design features, including, but not limited to the overhead doors (along the eastern and western ground floor commercial portions of the building, landscape transitions, doors (on the northern ground floor Side Launch Way interface) need to be accounted for on all drawings, plans, elevations, floor plans, renderings etc. In the case of additional doors located on the northern building interface with Side Launch Way, encroachment considerations, protective measures and or design alternatives will need to be discussed.
14.23	Signage Any proposed Signage/Entry Features will need to be identified on the drawings. Signage is required to conform to the Town's Sign By-law.	Refer to 1.2 above	Acknowledged- additional comments pending from Peer Reviewer
14.24	Nottawasaga Valley Conservation Authority (NVCA) Comments have received with regard to the proposed Zoning By-law Amendment. Site Plan comments are still outstanding, but as per discussion with the NVCA on May 18th, 2021 Planning Services understands that they are in progress.	Acknowledged	NVCA has provided site plan comments which have now been forwarded. NVCA has been advised of proponent concerns regarding potential limitations of NVCA review.
14.25	Site Plan Control Agreement – Standard Comments:	Acknowledged	
	1. The development will be required to proceed through the Town's Site Plan Control Agreement process.	Acknowledged	
	2. Parking for the disabled will be required as per the Accessibility for Ontarians with Disabilities Act, O-Reg. 191/11, Subsection 80.32.	Acknowledged	
	3. All final drawings and plans (including colour copies of building elevations) to be submitted digitally along with 5 sets of the paper hard copies. Planning Services requires building elevations, including coloured renderings, in digital format for review and to prepare the Town staff PowerPoint presentation. All final plans are required one week prior to the Staff Report being presented to the Development & Operations Services standing committee.	Acknowledged	
	4. A rectangular space for the "APPROVED" stamp is to be added to the bottom right hand corner of each drawing (dimension 3.5 in x 2 in.)	Acknowledged	
	5. Applicant is to provide the name(s) of who(m) has the Authority to bind the Corporation (or the Owner) as well as their title (if any) for preparation of the Agreement.	Acknowledged	
	6. If there is, or will be, a mortgage on the property the applicant will provide the necessary information including the signing official name and title, any mortgagee, the mortgage amount and the registration numbers for preparation of the Agreement. Mortgagee will need to sign the Agreement and agree to postpone their registered mortgage in priority to the Town's Agreement being first on title. We will also need any mortgagee contact information for the Agreement.	Acknowledged	
	7. Applicant will provide a Letter of Credit or cash for 100% of site works and landscaping once the updated cost estimates have been approved by the Town. The submission of securities is required prior to Agreement being forwarded to Council for authorization.	Acknowledged	
	8. The applicant will provide proof of an insurance policy in the amount of \$5,000,000.00 naming the Corporation of the Town of Collingwood as insured so as to indemnify the Town. Submission of insurance is required prior to Agreement being forwarded to Council for authorization.	Acknowledged	

	9. Applicant shall pay a \$5,000.00 deposit fee to be applied to the legal and administrative costs for the preparation of the Agreement. This deposit is required prior to Agreement being forwarded to Council for authorization. The unspent balance of this deposit is returned once the file is closed.	Acknowledged	
	10. The applicant shall pay a Public Works & Engineering Department administration fee (non-refundable) that will be 3% of the total for the site works (site works & landscaping combined) cost estimates.	Acknowledged	
	11. The Applicant is responsible to provide written clearance from external agencies that all concerns and issues have been cleared.	Acknowledged	
	12. The applicant is responsible to pay any additional costs and expenses regarding this application that shall be determined by staff of Town.	Acknowledged	