

VICTORIA ANNEX

COMMENT RESPONSE MATRIX Prepared By: Georgian Communities; Travis; Tatham; Crozier; Golder, IBI

COMPILED COMMENTS – FEBRUARY 8, 2022

RESPONSE April 21, 2022

For: Town of Collingwood  
File No.s: D14420, D1201220 & D11820  
Contact: Lindsay Ayers

3 <sup>RD</sup> SUBMISSION TOWN COMMENT	ADDRESSED BY	3 <sup>RD</sup> SUBMISSION RESPONSE
<b>PLANNING COMMENTS FEBRUARY 8, 2022</b>		
<b>A. Previous Planning Comments - Outstanding</b>		
6. Planning Services acknowledges that Drawing No. SP-1 has been revised to provide a 4.9 m wide accessible parking space, including a 1.5 m hatched access aisle. However, details pertaining to accessible parking signage (RB-93) required under the Highway Traffic Act and additional 'Van accessible' signage (Rb-93t) required for 'Type A' stalls under the AODA have not been identified and labelled on the applicable drawings.	<b>Tatham</b>	The appropriate signage has now been shown on SP-1.
14. The 3rd Submission Comment Response Matrix, dated October 25, 2021, states 'Deeming By-law will be submitted after third submission per discussions with planning staff.' Planning Services notes that this application remains outstanding.	<b>Travis</b>	Application has been submitted and receipt acknowledged by Town.
15. The 3rd Submission Comment Response Matrix, dated October 25, 2021, states 'The waste removal truck servicing the proposed Molok containers cannot enter and leave the site in a forward motion and will therefore be required to enter the site in a reverse motion thereby exiting the site onto Maple Street in a forward motion.' Engineering Services has acknowledged that, given this is an infill development site and Maple Street is a local road, it does not appear that there is any ability to require a full hammerhead turnaround location internal to the proposed site plan. Planning Services requests that a notation be included on Drawing No. SP-1 identifying that waste removal trucks will enter the site in a reverse motion and will exit the site onto Maple Street in a forward motion. Furthermore, additional details pertaining to waste removal operations associated with the proposed condominium block may be addressed through conditions in the Site Plan Agreement.	<b>Tatham</b>	A note has been added on Drawing No. SP-1 identifying that waste removal trucks will enter the site in a reverse motion and will exit the site onto Maple Street in a forward motion. We recognize additional details pertaining to waste removal operations associated with the proposed condominium block may be addressed through conditions in the Site Plan Agreement.
18. Planning Services acknowledges that the setbacks from the property line have been identified on Drawing No. SP-1. The measurement between the Coach House and the Pavilion appears to be 1.5 m. Per Provision 4.33.3, the minimum separation distance between a detached accessory building and any other building in a residential zone shall be 2.0 m. The Pavilion should either be shifted an additional 0.5 m from the proposed Coach House or this reduced separation distance should be reflected in the Draft Zoning By-law Amendment. Furthermore, the arrows illustrating this measurement should be revised on the SP-1 to better reflect what distance is being measured.	<b>Tatham/ Travis</b>	The pavilion has been relocated so as to be 2.0m from the Coach House rather than the 1.5m.
21. The Town's solicitor has advised that the most appropriate way to address the Conservation Plan is by way of a Heritage Conservation Easement Agreement. This would allow the Town to be a party to the Agreement and would provide a legal mechanism for the Town to enforce the Heritage Conservation Plan going forward. Registration of a Heritage Conservation Easement on title also ensures that potential purchasers and future owners are aware of the heritage designation and associated Conservation Plan.	<b>IBI</b>	Acknowledged
22. The 3rd Submission Comment Response Matrix, dated October 25, 2021, states 'To be further reviewed and coordinated through planning department re: full list of questions and comments received thus far.' The applicant is requested to schedule a meeting with Planning Services to prepare and finalize this document and it shall be included as part of the 4th submission.	<b>Travis</b>	Acknowledged. Reviewed with Planning Staff and to be addressed in updated zoning by-law.

**Draft Zoning By-law Amendment**

26. Section 3.v. of the Draft Zoning By-law Amendment re: minimum and maximum front yard setbacks requires further consideration and refinement. Planning Services notes that the front yard setbacks of the single detached dwellings are measured to the unenclosed porches and not the dwelling units themselves. It appears that Units 3 and 7 are setback ±7 m from the front property line. Furthermore, Provision 4.28.4 of the Zoning By-law re: unenclosed porches should also be considered.	<b>Travis</b>	Acknowledged. Reviewed with Planning Staff and to be addressed in updated zoning by-law.
30. Similar to Comment #26, Section 3.xi. of the Draft Zoning By-law Amendment will need to be further refined re: minimum and maximum front yard setbacks in consideration of the unenclosed porches.	<b>Travis</b>	Acknowledged. Reviewed with Planning Staff and to be addressed in updated zoning by-law.
34. The 3rd Submission Comment Response Matrix dated October 25, 2021, states ' <i>Retained further to discussion with Staff. Staff reviewing in light of existing Section 4.21 o By-law 2010-040.</i> ' Section 4.xvi. of the Draft Zoning By-law Amendment will require some further discussion with Planning Services.	<b>Travis</b>	Acknowledged. Reviewed with Planning Staff and to be addressed in updated zoning by-law.
35. The 3rd Submission Comment Response Matrix dated October 25, 2021, states 'Acknowledged. See revised ZBLA submitted.' It appears that Section 4.xiv. 'The maximum interior depth for a detached garage shall be 6.1 m' was added to the Draft Zoning By-law to address this 2nd submission comment. However, it is unclear what the 6.1 m measurement represents (it is not identified on Drawing No. SP-1) or how it ensures the Victoria Annex garage does not shift further south into the viewshed of the Victoria Annex building.	<b>Travis</b>	Acknowledged. Reviewed with Planning Staff and to be addressed in updated zoning by-law.
36. Further revisions to the Draft Zoning By-law Amendment may be necessary as the development review process progresses.	<b>Travis</b>	Acknowledged. Reviewed with Planning Staff and to be addressed in updated zoning by-law.
<b>B. Additional Comments</b>		
37. The 'Site Statistics' table on Drawing No. SP-1 identifies a maximum height of 15 m in the 'R3 Required' column. However, the maximum height for group or cluster semi-detached and townhouse dwellings is 12.0 m. This should be revised accordingly in the Site Statistics table.	<b>Tatham</b>	The Site Statistics table on SP-01 has been revised to identify the maximum height of 12m rather than 15m.
38. The required 2 parking spaces per townhouse unit are proposed to be provided in the garage associated with each individual unit. Planning Services acknowledges that the garage dimensions for each townhouse unit have been identified on Drawing No. SP-1. However, each garage has a small indent (southeast corner of Units D & E and southwest corner of Unit C). Confirmation that two 2.8 m x 6 m parking spaces can be accommodated in the garage despite these 'jogs' in the building is required.	<b>IBI</b>	The indents will be eliminated in the subject garages and the parking spaces will comply with the 2.8m x 6m requirement.
39. Per 2nd submission Comment #17, Planning Services acknowledges that building elevations and a colour rendering in the 'Victoria Annex - Exterior Material and Colour Detail Sept 22 2021' have been provided for the detached garage. The east building elevation contains a door that will be visible within the Victoria Annex viewshed from Maple Street. Details re: the proposed material and colour of this door are required. Furthermore, Planning Services would encourage a wood inspired door similar to what is being used for the Victoria Annex.	<b>IBI</b>	The subject door material and colour will be as per the " Exterior Material and Colour detail sept 22, 2021 " submission and will be "wood inspired " as per that being proposed for the Victoria Annex.
40. It appears that the gable end timbering/cladding of the Victoria Annex is proposed to be entirely black per 'Victoria Annex - Exterior Material and Colour Detail Sept 22 2021". Planning Services would encourage a heritage appropriate colour combination that provides some level of contrast to highlight these architectural details.	<b>IBI</b>	The subject gable end timbering /cladding is to remain the proposed colour and material which is a heritage application that has been utilized on many heritage restorations in the Town
41. Further to MBTW's email dated January 20, 2022 re: Crozier's email inquiry re: TMP-1 Tree Management Plan Comment #1 (included in these compiled comments), Planning Services confirms there is no specific Town policy that requires financial compensation for the proposed tree removals. Council and members of the public have expressed concerns re: removal of the mature street trees associated with this development, particularly as 7 of the trees are identified as being in Excellent to Fair condition. Compensation was suggested as a mitigating measure to help alleviate these concerns as the funds would be utilized for additional tree planting elsewhere in the municipality, thereby providing a broader community benefit.	<b>Crozier</b>	The Town of Collingwood does not have a tree compensation policy. Therefore, the Developer is not obligated to provide the requested compensation for the six (6) trees identified as being in excellent to fair condition.  To bolster the streetscape and the development's interface with the community, fifteen (15) deciduous trees are proposed within the right-of-way. The proposed streetscape tree plantings have been placed where possible within the boulevard.

Due to multiple constraints, minimum clearances from development infrastructure (i.e. underground services & driveways) and traffic safety (daylighting triangle), the maximum tree plantings have been proposed.

As an act of good faith and a desire to enhance the community, the Developer will provide an additional 13 deciduous trees (50mm cal.) to be planted on Town-owned lands. The Developer's Landscape Architect will coordinate with the Manager of Parks to identify key locations within the Town limits best suited for the tree enhancement plantings.

42. Planning Services confirms that Draft Plan Conditions are currently being prepared and will be provided in due course.

**Acknowledged**

#### ENGINEERING SERVICES COMMENTS JANUARY 19, 2022

##### Additional Engineering Services Comments

1. A mark-up of the site plan securities will be provided under separate cover. The subdivision securities will be reviewed again when a subdivision agreement application is received.

**Tatham**

The Engineer's Cost Estimate for Securities has been revised as per the Town's mark-up.

2. Drainage from the freehold lots must be accepted and maintained in perpetuity by the Owners of the condominium corporation. We suggest wording to this effect within the site plan agreement and easements.

**Tatham**

Acknowledged

3. The R-Plan and storm sewer easement has been extended across the rear yards of Units 5A and 5B. The storm sewer and OGS on this property is the responsibility of the developer and future condominium corporation. There will be provisions within the subdivision agreement and/or the draft plan conditions that the storm easement will be privately maintained by the condominium corporation, with easements on title for the freehold lots fronting municipal streets.

**Tatham**

Acknowledged

4. The following draft plan conditions are recommended:

**Tatham**

Acknowledged

a. External improvements required as part of the draft plan of subdivision include:

i. Watermain, curb and gutter, full width asphalt replacement and sidewalk, boulevard restoration, and streetscaping on Maple Street, fronting the development;

ii. Sidewalk, boulevard restoration and streetscaping on Fifth Street fronting the development, and full width asphalt replacement for services;

iii. Sidewalk, boulevard restoration and streetscaping on Sixth Street fronting the development, and full width asphalt replacement for services;

b. Easement extents are to be shown on the servicing and site plans. This is required as part of a private easement for the condominium corporation. The Town will not have a maintenance responsibility for the storm sewers within the rear yards.

c. Block 11 & 12 on the draft plan are to be conveyed to the municipality as sight triangle (road widening) blocks at no cost.

#### ENVIRONMENTAL SERVICES JANUARY 28, 2022

##### New Comments

2. The developer may proceed with replacing the 100mm dia watermain on Sixth Street from Maple Street up to and including the proposed fire hydrant in front of Unit 9 on Sixth Street (see comment 4) once the design of this water main replacement has been completed by the Town.

**Tatham/  
Georgian/  
Travis**

Tatham responded on April 13, 2022 to an email from the Town's Environmental Services Department dated April 4, 2022 advising the storm sewer example text provided is acceptable for the water main replacement fronting the property along Sixth Street.

3. Please see Planning comments regarding the Town's Interim Control By-Law.

**Tatham**

Acknowledged

4. The Town acknowledges that a hydrant has been added to the plan SS-1. The Town Acknowledges that the hydrant on Sixth Street will not be installed until future watermain improvements are made along Sixth Street. Unit 9, can not be built until this hydrant is installed. The proposed 150 mm diameter water service feeding, units A through E shall be separated at the property line for Fire and Domestic including isolation valves at the property line.

**Tatham/  
Georgian**

Tatham responded on April 13, 2022 to an email from the Town's Environmental Services Department dated April 4, 2022 advising the dry model home permit approach would be acceptable to Georgian with respect to the dwellings fronting the property along Sixth Street.

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5. FSR and plans as submitted will be forwarded for modeling.	Tatham	Acknowledged
13. A plan and profile drawing for the watermain along Maple Street has been submitted.	Tatham	Acknowledged
14. A plan and profile drawing is required to be submitted for the new water service.	Tatham	A plan and profile for the new water service has been provided on
15. A completed Form 1 appendix signed and stamped by a professional Engineer will need to be submitted to the Water Department for approval all at the developer's cost.	Tatham	A Form 1 has been completed, signed and stamped by a P.Eng and will be provided to the Water Department for approval.
<b>LANDSCAPING COMMENTS JANUARY 20, 2022</b>		
<b>Email from Paul Hung at MBTW</b>		
<p>Good morning Lindsay,</p> <p>I have reviewed the latest landscape drawing and have no further comments unless the Town sees anything that you want us to address. There was one item related to tree compensation tree value that I mention to you last year October that Katie of Crozier wanted to clarify the require cam from . Not sure you have already dealt with the owner? I re-attached the email from Crozier here fore your review.</p> <p>If you still have any questions, please let me know.</p> <p>Regards, Paul</p> <p><i>"Refer to the last 11st submission comments. The development/applicant will need to re-plant the 21 trees on-lot and within the development site. There are a total of 7 trees on the current drawings plus 1 that refer to comments below LP-1 will be added, total of 8 trees are going to be planted within the site plan. Therefore, the Town suggested to include s contingency value of \$6,500.00 (21-8=13, 13x\$500) tree compensation to be added to the security cost estimate. The Town will decide are the time of construction to review the site condition to add more trees, or the developer pay the compensation value."</i></p>	Crozier	Please see Planning Comment Response 41.
<b>EPCOR STANDING COMMENTS NOVEMBER 28, 2018</b>		
Electrically engineered and stamped site servicing drawings using the most recent USF standards and non-linear analysis need to be supplied to EPCOR for approval prior to any construction.	Tatham	Acknowledged
Electrical engineered drawings must include required transformation based on developer's estimate of building loads.	Tatham	Acknowledged
Where possible all electrical distribution within the proposed site will be of an "Underground" design / construction.	Tatham	Acknowledged
Developer needs to coordinate with EPCOR ASAP the scope works that EPCOR will be providing and any associated fees required.	Tatham	Acknowledged
All electrical site servicing must comply with the most recent and approved version of EPCOR Conditions of Service and Electrical Safety Authority (ESA) regulations before system is energized.	Tatham	Acknowledged

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All electrical site servicing must comply with the minimum clearances as specified in the most recent USF standards. The USF standards can be obtained from EPCOR through a non-disclosure agreement.	<b>Tatham</b>	Acknowledged
Developer is required to provide an access agreement for operation and maintenance of the electrical distribution infrastructure to the satisfaction of EPCOR prior to the system being energized.	<b>Tatham</b>	Acknowledged
Early consultation with EPCOR metering department is a must to avoid delays and installation issues. i.e. Provide phone line & access key for metering room	<b>Tatham</b>	Acknowledged
Note that currently there is a minimum lead time of 18 to 24 weeks for transformers from suppliers.	<b>Tatham</b>	Acknowledged
Once the facilities are energized and all payments for such have been completed by the Developer EPCOR will assume full ownership and responsibility for the electrical distribution system up to: The secondary load side of any residential meter base (Max 200amp) The secondary connection on the distribution transformer (Above 200amp) The primary disconnect ahead of any "Customer" owned 44kV substation Note: As background, the Economic Expansion calculation is made to determine the amount of investment in any expansion project that may be applicable to EPCOR	<b>Tatham</b>	Acknowledged
In most cases there will be a requirement to complete an Economic Evaluation of the Electrical portion of the project to insure compliance with the Ontario Energy Board Expansion Guidelines. In order to meet this requirement a developer must provide during the coordination process the following: The estimated cost of the required electrical site servicing work to expand the current primary electrical system to service the proposed development for any expansion over (5) five years after electrical service has been energized. The estimated number of connections to the expanded system in each of the (5) five years after electrical service has been energized. The type of connection (residential, commercial or Industrial) and the expected amount electrical load use on an annual basis if applicable.	<b>Tatham</b>	Acknowledged