



PLANNING COMMITTEE

REPORT 18-009

9:30 a.m.

Tuesday, June 5, 2018

Council Chambers

Hamilton City Hall

71 Main Street West

Present: Councillors A. Johnson, (Chair), J. Farr (1st Vice-Chair), D. Conley (2nd Vice Chair), C. Collins, M. Pearson, M. Green, B. Johnson, and R. Pasuta.

Also present: Councillor S. Merulla

Absent with

Regrets: Councillors J. Partridge and D. Skelly, personal

THE PLANNING COMMITTEE PRESENTS REPORT 18-009 AND RESPECTFULLY RECOMMENDS:

- 1. Kirkendall Neighbourhood Strategy (PED18099) (Ward 1) (Item 5.1)**
 - (a) That the Kirkendall Neighbourhood Strategy – Terms of Reference (attached as Appendix “A” to Report 18-009) be approved;
 - (b) That staff from Healthy and Safe Communities, Healthy and Safe Communities Department, be directed to retain a consultant to assist the neighbourhood in the preparation of a Neighbourhood Strategy for the Kirkendall Neighbourhood;
 - (c) That the procurement, budget and payment schedule be overseen and administered by the Children’s Services and Neighbourhood Development Division;
 - (d) That the Children’s Services and Neighbourhood Development Division provide ongoing support through the Neighbourhood Strategy process to the Kirkendall Neighbourhood Strategy Steering Committee.

2. Application to Amend the Town of Ancaster Zoning By-law No. 87-57 for Lands Located at 449 Springbrook Avenue, Ancaster (Ward 12) (PED18091) (Item 6.2)

- (a) That Amended Zoning By-law Amendment Application ZAC-17-086 by WEBB Planning Consultants Inc., on Behalf of Apollo Custom Builders Inc, (Owner), for a change in zoning from the Agricultural “A” Zone to the Residential “R4-692” Zone, Modified in order to permit the development of four lots for single detached dwellings for lands located at 449 Springbrook Avenue (Ancaster), as shown on Appendix “A” to Report PED18091 be APPROVED, on the following basis:
- (i) That the draft By-law, attached as Appendix “B” to Report PED18091, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;
 - (ii) That the proposed change in zoning is consistent with the Provincial Policy Statement (2014), conforms to the Growth Plan for the Greater Golden Horseshoe (Places to Grow) and complies with the Urban Hamilton Official Plan;
- (b) That there were no public submissions received regarding this matter.

3. Applications for an Official Plan Amendment and Zoning By-law Amendment for Lands Located at 15 Picardy Drive (Stoney Creek) (PED18114) (Ward 9) (Item 6.4)

- (a) That Amended Urban Hamilton Official Plan Amendment Application UHOPA-16-013, by Trillium Housing Highbury Non-Profit Corporation (owner), to re-designate the subject lands from “Low Density Residential 2b” to “Low Density Residential 3c” within the West Mountain Area (Heritage Green) Secondary Plan, to permit 28 maisonettes and 43 street townhouse dwelling units for a total of 71 units on a private (condominium) road for lands located at 15 Picardy Drive, as shown on Appendix “A” to Report PED18114 be APPROVED, on the following basis:
- (i) That the draft Official Plan Amendment, attached as Appendix “B” to Report PED18114, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;
 - (ii) That the proposed Amendment is consistent with the Provincial Policy Statement (2014) and conforms to the Growth Plan for the Greater Golden Horseshoe (2017).
- (b) That Amended Zoning By-law Amendment Application ZAC-16-033 by Trillium Housing Highbury Non-Profit Corporation (owner) for a change in zoning from the Neighbourhood Development “ND” Zone to the Multiple Residential (Holding) “RM3-63(H)” Zone, Modified, to permit 28

maisonettes and 43 street townhouse dwelling units for a total of 71 units on a private (condominium) road for lands located at 15 Picardy Drive, as shown on Appendix “A” to Report PED18114, be APPROVED on the following basis:

- (i) That the draft By-law, attached as Appendix “C” to Report PED18114, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;
- (ii) That the proposed change in zoning is consistent with the Provincial Policy Statement (2014), conforms to the Growth Plan for the Greater Golden Horseshoe (2017) and will comply with the Urban Hamilton Official Plan upon finalization of Official Plan Amendment No. XX;
- (iii) That the amending By-law apply the Holding Provision of section 36(1) of the *Planning Act*, R.S.O. 1990 to the subject lands by introducing the Holding symbol ‘H’ as a suffix to the proposed zoning.

The Holding Provision “RM3-63(H)” (Multiple Residential) Zone, Modified, be removed conditional upon:

- (a) The owner demonstrating that the existing sanitary sewer on Lormont Boulevard at Picardy Drive can be adequately upsized to provide sufficient capacity to meet City standards and to share in the upgrade costs for development greater than 40 units, to the satisfaction of the Senior Director, Growth Management.
- (b) City Council may remove the ‘H’ symbol and thereby give effect to the “RM3-63” (Multiple Residential) Zone, as amended by the special requirements of this By-law, by enactment of an amending By-law once the above condition has been fulfilled.
- (c) That the public submissions received regarding this matter did not affect the decision.

4. Applications for an Amendment to the Urban Hamilton Official Plan and Zoning By-law for Lands Located at 115 and 121 Vansitmart Avenue, Hamilton (PED18124) (Ward 4) (Item 6.5)

- (a) That Urban Hamilton Official Plan Amendment Application UHOPA-17-026, by 1349010 Ontario Inc., Owner, to establish a site specific policy area to permit 40 maisonette dwellings on a private condominium road having a minimum net residential density of 48 units per hectare, for lands

located at 115 and 121 Vansitmart Avenue, as shown on Appendix “A” to Report PED18124, be APPROVED, on the following basis:

- (i) That the draft Official Plan Amendment, attached as Appendix “B” to Report PED18124, which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;
 - (ii) That the proposed Official Plan Amendment is consistent with the Provincial Policy Statement (PPS) and conforms to the Growth Plan for the Greater Golden Horseshoe.
- (b) That Amended Zoning By-law Amendment Application ZAC-16-046, by 1349010 Ontario Inc., Owner, for a change in zoning from the “C” (Urban Protected Residential, etc.) District to the “RT-20/S-1762-‘H’” (Townhouse – Maisonette) District, Holding, Modified (Block 1), and “C/S-1762-‘H’” (Urban Protected Residential, etc.) District, Holding, Modified (Blocks 2 and 3) in order to permit a maximum of 40 maisonette dwellings, and two single detached dwellings, for lands located at 115 and 121 Vansitmart Avenue, as shown on Appendix “A” to Report PED18124 be APPROVED, on the following basis:
- (i) That the draft By-law, attached as Appendix “C” to Report PED18124 which has been prepared in a form satisfactory to the City Solicitor, be enacted by City Council;
 - (ii) That the amending By-law be added to Section 19B of Zoning By-law No. 6593 as “RT-20/S-1762-‘H’” and “C/S-1762-‘H’”;
 - (iii) That this By-law is in conformity with the Urban Hamilton Official Plan, upon approval of Urban Hamilton Official Plan Amendment No. ; and,
 - (iv) That the amending By-law apply the Holding Provision of section 36(1) of the *Planning Act*, R.S.O. 1990 applicable to the subject lands by introducing the Holding symbol ‘H’ as a suffix to the proposed zoning:

The Holding Provision “C/S-1762-‘H’” (Urban Protected Residential, etc.) District, Holding, Modified, and “RT-20/S-1762-‘H’” (Townhouse – Maisonette) District, Holding, Modified, be removed conditional upon:

- (a) The Owner submitting a signed Record of Site Condition (RSC) to the City of Hamilton and the Ministry of the Environment and Climate Change (MOECC). This RSC must be to the satisfaction of the Director of Planning and Chief Planner, including a notice of acknowledgement of the RSC by the MOECC, and submission of the City of Hamilton’s current RSC administration fee.

- (c) That upon finalization of the amending By-law, that Block 1, as shown on Appendix "C" to Report PED18124, be re-designated from "Single and Double" to "Low Density Apartment" in the Homeside Neighbourhood Plan;
- (d) That the public submissions received regarding this matter did not affect the decision.

5. Hamilton Municipal Heritage Committee Report 18-005 (Item 8.1)

(a) Policy and Design Working Group Meeting Notes - March 19, 2018 (Item 8.2)

That the Policy and Design Working Group Meeting Notes of March 19, 2018, be received, and no action taken.

(b) Inventory & Research Working Group Meeting Notes - March 26, 2018 (Item 8.3)

(i) 170 Longwood Road North, Hamilton

- (1) That property at 170 Longwood Road North, Hamilton, be designated under Part IV of the Ontario Heritage Act; and
- (2) That the designation include glass structures at the rear of the building and on the second floor as well as make specific reference to the interior features of the property outlined in the Cultural Heritage Assessment.

(ii) 1401 King Street East, Hamilton (Grace Anglican Church)

That the property known as Grace Anglican Church, located at 1401 King Street East, Hamilton, be designated under Part IV of the Ontario Heritage Act.

(iii) 224 Robina Road, Ancaster

That the property located at 224 Robina Road, Ancaster, be added to the City's Register of Properties of Cultural Heritage Value or Interest as it represents an excellent example of a mid-century modern residence designed and owned by Stanley Roscoe who was architect for the Hamilton City Hall.

(iv) 2235 Upper James Street, Glanbrook

That the property located at 2235 Upper James Street, Glanbrook, be added to the City's Register of Properties of Cultural Heritage

Value or Interest as it represents a scarce example of a pre-Confederation masonry Regency cottage.

(v) 3600 Guyatt Road, Glanbrook

That the property located at 3600 Guyatt Road, Glanbrook be excluded from the City's Register of Properties of Cultural Heritage Value or Interest.

(vi) 6 Webster Falls Road, Dundas

That the property known as Springdale and located at 6 Webster Falls Road, Dundas be added to the City's Register of Properties of Cultural Heritage Value or Interest as well as the staff work plan for designation.

(c) Policy & Design Working Group Meeting Notes - April 16, 2018 (Added Item 8.5)

That the Policy & Design Working Group Meeting Notes of April 16, 2018, be received.

(d) Hamilton Municipal Heritage Committee's involvement in a Places of Faith Resource Event (Item 9.1)

WHEREAS, Hamilton has witnessed the closure and demolition of numerous places of faith (many historic structures) across the city in the past decade;

WHEREAS, places of faith are found to be vulnerable properties as the City of Hamilton witnesses record-setting levels of growth in recent years; and,

WHEREAS, the mandate of the Committee is to advise and assist Council on all matters related to programs and activities to increase public awareness and knowledge of heritage conservation issues and other cultural heritage conservation measures;

THEREFORE, BE IT RESOLVED:

That the Hamilton Municipal Heritage Committee's collaboration on Places of Faith Resource Events in Hamilton, in partnership with the National Trust for Canada, and Faith and the Common Good, be approved.

FOR INFORMATION:

(a) APPROVAL OF THE AGENDA (Item 1)

The Committee Clerk advised of the following changes:

1. ADDED DELEGATION REQUEST

4.2 Neil Smiley, Fasken Martineau Dumoulin LLP, on behalf of The Roman Catholic Diocese of Hamilton to speak to Item 8.1, Item 1, the recommendation of the Hamilton Municipal Heritage Committee to designate 378 Main Street East, Hamilton, the former Cathedral Boys' High School under Part IV of the *Ontario Heritage Act*. (For today's meeting.)

2. REPLACEMENT OF APPENDIX "B" TO ITEM 6.3

6.3 The attached Appendix "B" to Item 6.3 respecting Applications for an Amendment to the Rural Hamilton Official Plan and the City of Hamilton Zoning By-law No. 05-200 for Lands Located at 1915, 1995, and 1997 Jerseyville Road West, Ancaster (PED18118) (Ward 14) replaces the one printed in the agenda.

3 ADDED WRITTEN COMMENTS

6.4(a) Jose A. Medeiros, 80 Highland Road West, Stoney Creek respecting Item 6.4 Applications for an Official Plan Amendment and Zoning By-law Amendment for Lands Located at 15 Picardy Drive (Stoney Creek) (PED18114) (Ward 9) (Copy attached.)

4. ADDED NOTICE OF MOTION

10.1 To Waive Road Widening Requirement for 71 Rebecca Street

The agenda for the June 5, 2018 meeting was approved, as amended.

(b) DECLARATIONS OF INTEREST (Item 2)

There were none declared.

(c) APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING (Item 3)

(i) May 15, 2018 (Item 3.1)

The Minutes of the May 15, 2018 meeting were approved.

(d) DELEGATION REQUESTS (Item 4)

- (a) The following delegation request was approved to address Committee at a future meeting:
 - (i) Glenn Wise, Macassa Bay Year-Round Liveaboard Association, to discuss year-round liveaboard boat residency (Item 4.1)
- (b) The following delegation request was approved to address Committee at today's meeting:
 - (i) Neil Smiley, Fasken Martineau Dumoulin LLP, on behalf of The Roman Catholic Diocese of Hamilton to speak to Item 8.1, Item 1, the recommendation of the Hamilton Municipal Heritage Committee to designate 378 Main Street East, Hamilton, the former Cathedral Boys' High School under Part IV of the *Ontario Heritage Act*. (Added Item 4.2)

(e) DELEGATIONS/PUBLIC HEARING (Item 6)

(i) Application for a Condominium Conversion for lands known as 115 Main Street East, Hamilton (PED18080) (Ward 2) (Item 6.1)

In accordance with the provisions of the *Planning Act*, Chair A. Johnson advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council makes a decision regarding the Condominium Conversion, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Local Planning Appeal Tribunal and the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Daniel Barnett, Planning Technician, addressed Committee with the aid of a PowerPoint presentation and provided an overview of the staff report. A copy of his presentation is available for viewing on the City's website.

The staff presentation was received.

Matt Johnston of UrbanSolutions Planning and Land Development Consultants Inc., representing the owner, addressed Committee with the aid of a PowerPoint presentation. A copy is available for viewing on the City's website. He requested that the report be deferred to afford staff the opportunity to evaluate the additional information that they provided as they now have 75% of the current tenants in support of the condominium conversion. David Horwood of Effort Trust, the property manager, was also in attendance and responded to questions from Committee.

The agents' presentation was received.

Registered Speaker

1. Sam Mason, Hamilton Community Legal Clinic

Sam Mason addressed Committee and indicated that he is a lawyer at the Hamilton Community Legal Clinic. All his clients are tenants and he is advocating on their behalf. There is a shortage of rental opportunities in the City. He submitted a copy of a report outlining the acute rental housing crisis in Hamilton which was distributed and a copy is available for viewing on the City's website. He indicated that he supports the staff recommendation to deny the application.

The delegation was received.

The public meeting was closed.

WHEREAS, Housing staff have advised that they have not had the opportunity to conduct a thorough evaluation;

WHEREAS, the proponent has expressed a willingness to contemplate building in conditions that may include, but not be limited, to assurances that financial incentives to encourage tenants to vacate will not be offered; WHEREAS, in consideration of the new information provided by the applicant (specific to meeting the 75% threshold post staff report submission), Planning staff have advised that the City would lose if an appeal is submitted to the Local Planning Appeal Tribunal (LPAT);

THEREFORE, BE IT RESOLVED:

That the staff Report PED18080, respecting Application for a Condominium Conversion for lands known as 115 Main Street East, Hamilton, be deferred in order to allow staff to review the new information.

The Motion to Defer CARRIED on the following standing recorded vote:

Yeas:	Conley, Pearson, B. Johnson, Pasuta, A. Johnson, Collins, Farr
Total:	7
Nays:	Green
Total:	1
Absent:	Partridge, Skelly
Total:	2

Staff were directed to review the policies of the Official Plan that allow for condominium conversions in situations where the minimum number of existing residents are supportive of the conversion and report back with

recommendations for amendments to strengthen the three general criteria in order to protect the existing rental housing stock.

(ii) Application to Amend the Town of Ancaster Zoning By-law No. 87-57 for Lands Located at 449 Springbrook Avenue, Ancaster (Ward 12) (PED18091) (Item 6.2)

In accordance with the provisions of the *Planning Act*, Chair A. Johnson advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council makes a decision regarding the Zoning By-law Amendment, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Local Planning Appeal Tribunal and the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

No members of the public came forward.

The public meeting was closed.

The staff presentation was waived.

Ward Councillor Ferguson was in attendance and asked questions and staff responded.

James Webb of WEBB Planning Consultants Inc., representing the owner, was in attendance. James Webb advised that the owner is in agreement with the staff report.

The recommendations were amended by adding the following subsection (b):

- (b) That there were no public submissions received regarding this matter.

For disposition of this matter refer to Item 2.

(iii) Applications for an Amendment to the Rural Hamilton Official Plan and the City of Hamilton Zoning By-law No. 05-200 for Lands Located at 1915, 1995, and 1997 Jerseyville Road West, Ancaster (PED18118) (Ward 14) (Item 6.3)

In accordance with the provisions of the *Planning Act*, Chair A. Johnson advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the

Council of the City of Hamilton before Council makes a decision regarding the Official Plan and Zoning By-law Amendments, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Local Planning Appeal Tribunal and the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Brynn Nheiley, Senior Planner, addressed Committee with the aid of a PowerPoint presentation and provided an overview of the report. A copy of the presentation is available for viewing on the City's website.

The staff presentation was received.

John Ariens of IBI Group, representing the owner, addressed Committee with the aid of a PowerPoint presentation. A copy is available for viewing on the City's website.

The agent's presentation was received.

Speakers

1. Scott Herring, 1911 Jerseyville Road

Scott Herring addressed Committee and indicated that as a neighbour of the operation he has concerns regarding the affect it will have on the value of his property and his family's quality of life. They were never consulted regarding the proposal.

The delegation was received.

That the public meeting was closed.

Ward Councillor Ferguson was in attendance and expressed concerns with the proposal and the timing of the staff report.

- (a) Report PED18118, respecting Applications for an Amendment to the Rural Hamilton Official Plan and the City of Hamilton Zoning By-law No. 05-200 for Lands Located at 1915, 1995, and 1997 Jerseyville Road West, Ancaster, was DEFERRED until after the Statutory Public Meeting regarding the upcoming staff report on marihuana growing facilities is held;
- (b) The Statutory Public Meeting is to be re-opened when Report PED18118 is included on a future Planning Committee agenda.

Councillors Pasuta, Pearson and Conley indicated that they wished to be recorded as OPPOSED to the deferral of this matter.

(iv) Applications for an Official Plan Amendment and Zoning By-law Amendment for Lands Located at 15 Picardy Drive (Stoney Creek) (PED18114) (Ward 9) (Item 6.4)

In accordance with the provisions of the *Planning Act*, Chair A. Johnson advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council makes a decision regarding the Official Plan and Zoning By-law Amendments, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Local Planning Appeal Tribunal and the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Written Comments

6.4(a) Jose A. Medeiros, 80 Highland Road West, Stoney Creek

The added written comments, Item 6.4(a) were received.

No members of the public came forward.

The public meeting was closed.

The staff presentation was waived.

John Ariens of IBI Group, representing the owner, addressed Committee with the aid of a PowerPoint presentation. A copy is available for viewing on the City's website.

The recommendations were amended by adding the following subsection (c):

- (c) That the public submissions received regarding this matter did not affect the decision.

For disposition of this matter refer to Item 3.

(v) **Applications for an Amendment to the Urban Hamilton Official Plan and Zoning By-law for Lands Located at 115 and 121 Vansitmart Avenue, Hamilton (PED18124) (Ward 4) (Item 6.5)**

In accordance with the provisions of the *Planning Act*, Chair A. Johnson advised those in attendance that if a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the City of Hamilton before Council makes a decision regarding the Official Plan and Zoning By-law Amendments, the person or public body is not entitled to appeal the decision of the Council of the City of Hamilton to the Local Planning Appeal Tribunal and the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

No members of the public came forward.

The public meeting was closed.

The staff presentation was waived.

Ward Councillor Merulla was in attendance and indicated that he is in support of the proposal.

Sergio Manchia of UrbanSolutions Planning and Land Development Consultants Inc., representing the owner, was in attendance. He indicated that the owner is in support of the staff report.

The recommendations were amended by adding the following subsection (d):

- (d) That the public submissions received regarding this matter did not affect the decision.

For disposition of this matter refer to Item 4.

(f) **DISCUSSION ITEMS (Item 8)**

(i) **Hamilton Municipal Heritage Committee Report 18-005 (Item 8.1)**

Chelsey Tyers addressed Committee with the aid of a PowerPoint presentation and provided an overview of the recommendation to designate the former Cathedral Boys High School under Part IV of the *Ontario Heritage Act*. A copy of the presentation is available for viewing on the City's website.

The staff presentation was received.

Delegation

1. Neil Smiley, Fasken Martineau Dumoulin LLP, on behalf of The Roman Catholic Diocese of Hamilton (Added 4.2)

Neil Smiley addressed Committee and requested, on behalf of his client, that the proposal to designate the property be TABLED for one year. Jim Long, from the Roman Catholic Diocese of Hamilton was also in attendance.

The delegation was received.

Item 1 of the Hamilton Municipal Heritage Committee Report 18-005 respecting Recommendation to Designate 378 Main Street East, Hamilton under Part IV of the *Ontario Heritage Act* (Ward 3) (PED18089) was TABLED for one year to allow for consultation with the Ward Councillor and the Stinson Neighbourhood Association to consider viable adaptive reuses for the building.

For disposition of the balance of this matter refer to Item 5.

(g) NOTICES OF MOTION (Item 10)

Councillor Farr introduced the following Notice of Motion:

(i) To Waive Road Widening Requirement for 71 Rebecca Street (Added Item 10.1)

WHEREAS, the Planning Act and the Urban Hamilton Official Plan state that the City shall reserve or obtain road widenings for rights-of-way as described in Schedule C-2 – Future Road Widenings;

WHEREAS, Official Plan Amendment and Zoning By-law Amendment applications (UHOPA-17-023 and ZAC-17-053) have been submitted for 71 Rebecca Street, Hamilton, for the development of a 30 storey, mixed use building; and

WHEREAS, road widenings for Rebecca Street and John Street North have been identified;

THEREFORE, BE IT RESOLVED:

That staff be directed to waive the requirement for road widenings for 71 Rebecca Street, Hamilton (UHOPA-17-023 and ZAC-17-053).

(h) GENERAL INFORMATION/OTHER BUSINESS (Item 11)

(i) Outstanding Business List (Item 11.1)

(a) The following new due dates were approved:

Item “B” - C.I. to Amend Hamilton Zoning By-law No. 6593 for 118 to 338 Mountain Brow Boulevard (Hamilton) (PED13101).

Due date: June 5, 2018

New due date: January, 2019

Item “P” - That staff report back with legislative options and alternatives to the regulation of driving schools in Hamilton that seeks to address the practice areas utilized by driving schools and individual driving instructors, and that the information contained in the report include, but not be limited to, legislation adopted by neighbouring municipalities who have adopted driving school rules and regulations.

Due date: June 5, 2018

New due date: August 14, 2018

Item “Q” - That Planning staff be directed to report to the Planning Committee about the City’s policies respecting Boulevard Standards and that the report outline the options & alternatives that are available for future designs.

Due date: June 5, 2018

New due date: September 18, 2018

Item “S” - Family Friendly Housing – staff to conduct feasibility study with appropriate public consultation and report back re: rental units, condos and affordable housing.

Due date: June 5, 2018

New due date: January, 2019

(b) The following Item was identified as completed and removed:

Item “J” – That staff report to the Planning Committee on a proposed scope and terms of reference for a consultant assignment to undertake the Kirkendall Neighbourhood Strategy in collaboration with the Kirkendall Neighbourhood Association. (Item 5.1 on this agenda.)

(i) ADJOURNMENT (Item 12)

There being no further business, the Planning Committee adjourned at 1:11 p.m.

Respectfully submitted,

Councillor A. Johnson
Chair, Planning Committee

Ida Bedioui
Legislative Co-ordinator
Office of the City Clerk

Kirkendall Neighbourhood Strategy

Terms of Reference

The Kirkendall Neighbourhood Association (KNA) is seeing professional services to assist with the development of a Neighbourhood Strategy. The professional consultant shall have proven expertise in the areas of community development, neighbourhood development, facilitation and community engagement.

1. Introduction

The Kirkendall Neighbourhood Association is pursuing a Neighbourhood Strategy to establish goals, objectives and actions that build on existing assets and that makes the Kirkendall neighbourhood a better and healthier place for all residents. The City of Hamilton is assisting the KNA in the development of the Terms of Reference and procurement of the project.

2. What is a Neighbourhood Strategy

Residents in all of the City of Hamilton neighbourhoods deserve to be healthy and deserve to live in vibrant places. One important way to make this happen is to engage people within neighbourhoods to identify, plan, and lead the changes that they want to see. All neighbourhoods have both strengths and problems. A Neighbourhood Strategy will help residents identify and address problems and enhance strengths by establishing and prioritizing implementable actions.

3. Project Objectives

The purpose of this project is to create an action-based plan for the residents of the Kirkendall neighbourhood by engaging with the neighbourhood, identifying assets, priorities, goals and objectives for maintaining and improving the neighbourhood. The Kirkendall Neighbourhood has identified the following objectives:

- To develop a Vision Statement for the neighbourhood based on resident values;
- To identify the key assets of the Kirkendall neighbourhood;
- To reach out to all residents, using a variety of methods, to identify strengths and issues;
- To inform residents about best practices related to urban issues;
- To develop recommendations and actions based on resident input;
- To prioritize actions and assign responsibilities to the relevant participants;
- To develop a final report that summarizes data and recommendations using clear language; and,
- To communicate the findings to the broader community using a variety of methods.

4. Context and Background

The Kirkendall Neighbourhood is bounded by Highway 403 to the west, Main Street West to the north, Queen Street South the east and Highland Gardens Park to the south. Aberdeen Avenue intersects the Kirkendall neighbourhood as a major arterial road and divides the neighbourhood into Kirkendall North and Kirkendall South. Kirkendall is a stable residential neighbourhood primarily comprised of single detached dwellings in a compact urban fabric. Recent development applications have revealed interest in a variety housing forms including condominium development and the conversion of single detached dwellings. Commercial streets such as Dundurn Street, Locke Street and Main Street help to contribute to the vibrancy of the neighbourhood by supporting the daily and weekly needs of the surrounding community as well as providing regional tourism opportunities. The West Hamilton Innovation District forms part of the western edge of the Kirkendall neighbourhood. The diversity of uses in the area helps to define the Kirkendall neighbourhood as a vibrant community where residents can to live, work, learn and play.

Historical Overview of Development in Kirkendall

The Kirkendall Neighbourhood began as a rural and natural area in Barton Township on the southwestern edge of the Town of Hamilton, framed by the Chedoke Creek to the west and the Niagara Escarpment to the south. Kirkendall North witnessed some of the earliest development in the neighbourhood, specifically in the area north of the Chedoke Creek tributary that ran east-west along what is now known as Bold Street. By the mid-1800s this area was subdivided by the Richard Beasley Survey to the west and the James Mills Survey to the east.

South of the creek, Kirkendall North was a destination for early recreation in Hamilton with the Race Course to the southwest and the Cricket Grounds to the east, which later became the Hamilton Amateur Athletics Association (HAAA) Grounds in 1910. Much of the established character of the neighbourhood resulted from the subdivision of the sizable Race Course lands in 1873 into over 350 developable lots.

Although primarily residential in character, Kirkendall North was also home to early industry including the Commercial Oil Company, the Zimmerman Knitting Factory and the Canadian Westinghouse Company’s West Plant. The Toronto, Hamilton & Buffalo Railway defined the border between the main industrial area west of Chedoke Creek, which included the TH&B Roundhouse, and the residential area to the east. The section of the TH&B Railway that travelled east from Dundurn Street to the station at James Street was constructed in 1895, divided the neighbourhood south of Hunter Street and resulted in the construction of bridges over each of the north-south streets.

Kirkendall South, tucked under the edge of the Escarpment, remained largely rural in character until the late-1800s. The section east of Locke Street was the first to

be subdivided for development in the 1870s, including the Alexander Miller property to the south and later the Mills and Nash estates to the north. On the west side of Locke Street were the Thomas Bush’s estate to the east of Dundurn and W.H. Nicholl’s property to the west. In 1881, the Beulah Plan subdivided the Bush estate and laid out a plan for the first prescribed park, known as Beulah Park. The Pioneer Homestead constructed circa 1847, located on South Street in the Beulah subdivision, is a vestige of the former Thomas Bush Estate.

By the early-1900s Kirkendall was well served by the Hamilton and Dundas Electric Railway and the final western portion of the neighbourhood was annexed into the City of Hamilton. The remaining undeveloped lands in Kirkendall North and South were subdivided by the likes of developer W.D. Flatt and others, offering housing on streets with scenic names like Hillcrest, Hyde Park, Glenside, Spruceside and Mapleside in the West Mount, Aberdeen and Westland Subdivisions. These developments offered close proximity to the Escarpment and the newly incorporated Hamilton Golf and Country Club to the west on the former Paradise Farm property. Kirkendall is considered to be an established historical neighbourhood. Approximately 90% of Kirkendall properties were developed prior to 1950 and the neighbourhood as a whole exhibits a unique character, illustrates historic development patterns and contains a concentration of cultural heritage resources.

The neighbourhood benefits from the following parks and open spaces, institutional and commercial uses:

Open Space and Parks:

- Beulah Park;
- Chedoke Golf Course;
- Chedoke Radial Trail;
- Chedoke Tot lot;
- Jackson Playground;
- Highland Gardens Park;
- Hill Street Park;
- Hill Street Community Garden;
- Hamilton Amateur Athletic Association;
- Mapleside Park; and,
- Radial Park;

Institutional Uses:

- Beth Jacob Synagogue;
- Ryerson Middle School;
- Earl Kitchener Jr. Public School;
- St. Joseph’s Catholic Elementary School;
- St. John Evangelist Church;
- St. Joseph’s Roman Catholic Church;

- Stanley Avenue Baptist Church;
- Melrose United Church;
- Aberdeen Gardens Retirement Residence; and,
- Ryerson Recreation Centre.

Commercial Areas:

Kirkendall is home to some of the City of Hamilton’s vibrant commercial areas. Main Street West, Dundurn Street South and Locke Street Business Improvement Area feature home-grown restaurants and local shops which attract residents, employees and tourists into the Kirkendall Neighbourhood. The unique streetscape and interesting built form create an enjoyable and interesting commercial experience and acts as an incentive for new businesses operate along these streets.

Employment Areas:

The West Hamilton Innovation District (WHID) also falls within the Kirkendall neighbourhood boundaries. As a prominent Business Park, WHID offers employment opportunities to the area as well as brings people in from outside the neighbourhood on a daily basis.

5. Scope of the Neighbourhood Strategy

The purpose of the Neighbourhood Strategy Study is to prepare a resident led action-based plan to ensure that the Kirkendall Neighbourhood is a healthy and vibrant place to live. The Neighbourhood Strategy process will engage the Kirkendall Neighbourhood to create a plan that lays out a clear vision for what the neighbourhood wants to achieve, acknowledge existing assets, identify attainable goals and objectives, as well as, meaningful, measurable action items that can reasonably be implemented by the residents and neighbourhood stakeholders.

Using the Neighbourhood Action Planning Tool Kit as a resource, the successful proponent will assist the neighbourhood to develop a plan that builds on the findings of each stage of the engagement process to establish a framework for implementation of identified actions. It is recognized that the plan may not encompass every situation or address every issue faced throughout the Kirkendall neighbourhood. There could be multiple approaches, including a more scoped issue-based process.

Once the Neighbourhood Strategy is drafted, engage the neighbourhood again to review, provide feedback, and the visions, goals, objectives, actions and quick win(s). Use these opportunities to gather information and test the ideas being discussed to ensure priorities are confirmed and actions are implementable.

Following the Engagement process, all of the information that has been generated should be documented using City of Hamilton’s Neighbourhood Action Plan templates or other templates developed for this project. Documentation should include asset mapping activities and results, neighbourhood profile, vision, goals,

objectives and action plan, terms of reference for a Neighbourhood Action Planning team and a general implementation plan for the action plan. The documentation of these elements together form the Neighbourhood Strategy and Action Plan. The final document should be approved by the Steering Committee and endorsed by the neighbourhood.

The Neighbourhood Strategy Steering Committee should establish a process to monitor and adjust the workplan regularly (e.g every 5 years). This should include a clearly documented transition of responsibility from the Neighbourhood Strategy Steering Committee back to the existing neighbourhood group.

6. Key Tasks, Deliverables, Reporting

The Successful Proponent shall undertake the following:

(a) Development of a Work Plan

Prepare a detailed Work Plan that identifies tasks, timing and deliverables throughout the study.

Deliverable: draft and final Work Plan documents

(b) Context Review

The Successful Proponent is required to familiarize themselves with relevant information pertaining to the study area and planning context. Information sources will include the KNA, and various City of Hamilton staff.

The KNA Context Review will include the following resources and processes:

- April 2018 Annual General Meeting – Minutes;
- April 6, 2017 Annual General Meeting – Minutes;
- Know and Grow your Neighbourhood (2010) Initiative findings; and,
- What We heard (2010) Initiative findings.

In addition, the Context Review will include the following resources and processes from the City of Hamilton:

- Our Future Hamilton Vision (2017);
- Urban Hamilton Official Plan (2013);
- Zoning By-law No. 6593 (relevant zones);
- Zoning By-law 05-200 (relevant zones);
- 2016 Census data for the Kirkendall Neighbourhood;
- GIS Mapping and relevant data sets;
- Kirkendall Neighbourhood Plans (North and South) (1974);
- City of Hamilton Neighbourhood Action Planning Toolkit;
- City of Hamilton Photovoice Toolkit;
- Locke Street BIA Commercial Market Assessment;

- Transportation Master Plan (2017);
- Cycling Master Plan (2009);
- Age Friendly Hamilton Plan (2016);
- Pedestrian Master Plan (2016); and,
- Other relevant documents and initiatives.

(c) Start up Meeting with KNA Executive

The Successful Proponent will be required to meet with the KNA Executive or members of the Executive to discuss work plan, deliverables and the consultation strategy. The KNA will review deliverables and consult with City Staff to determine fulfillment of tasks and deliverables established in the work plan.

(d) Establish a Terms of Reference for a Steering Committee and assist in the formation of the Committee

As a resident-led, asset-based plan, the Neighbourhood Strategy should be led by a group of people that can effectively reach out to the community, talk about the work being done, gather feedback, and help to develop and implement the Neighbourhood Strategy. The successful proponent should assist in the formation of the Steering Committee. The Steering Committee should be made up of residents, members of existing neighbourhood-based groups, service providers, and business owners. Additional resources could include City Staff, educators, and people who have knowledge of the community or a history of involvement.

The Terms of Reference for the Steering Committee should be created outlining the team leadership, practical details, including when the group will meet and where, and how the group will make decisions.

Deliverable: Steering Committee Formation and Terms of Reference

(e) Neighbourhood Engagement and Communication Plan

With input from the KNA, develop a Public Engagement and Communication Plan. The Plan will include innovative and creative ways to consult with the neighbourhood residents, Locke Street Business Improvement Area, commercial business owners, and local institutions. At a minimum, Neighbourhood engagement sessions will be required to undertake the following tasks:

- Develop a draft Vision for the Neighbourhood Strategy;
- Review of Neighbourhood Assets (that is anything that makes a neighbourhood a healthy, vibrant place to live), and Asset mapping;
- Develop Goals, Objectives, Actions /Strategies;
- Prioritize and identify ownership of Actions/Strategies;
- Establish an Implementation Plan for achieving identified actions; and,
- Present final Neighbourhood Strategy to the Neighbourhood and the appropriate committee of Hamilton City Council.

The KNA will play an active role in determining the appropriate method for communication and engagement. The Successful Proponent should prepare a summary of methods and decide with the KNA which will have the broadest reach within the Kirkendall Neighbourhood.

Deliverable: draft and final Engagement and Communications Plan

(f) Carry out Neighbourhood Strategy and Action Planning Process

Carry out the work program and Engagement and Communication Plan. Assist in planning of neighbourhood engagement activities and participate in the neighbourhood engagement activities for the tasks identified in (e) above.

Deliverables include:

- Draft and Final Vision;
- Draft and Final Asset mapping and Asset Report;
- Draft and Final Goals, Objectives, Actions/Strategies;
- Prioritization of Actions/Strategies;
- Draft and Final Implementation Plan; and,
- Draft and Final Neighbourhood Strategy and Action Plan Document.

(g) Conclusions and Presentations

The Successful Proponent will assist the Neighbourhood Strategy Steering Committee in crafting the final document, and prepare the Steering Committee for making presentations. The final Neighbourhood Strategy will be presented to the Kirkendall Neighbourhood Association, and to the City of Hamilton Healthy and safe Communities Committee. The successful proponent will be expected to attend presentations and support the Steering Committee in its presentations and budget for two to three presentations.

7. Roles and Responsibilities

The Successful Proponent will work together with the KNA and Neighbourhood Strategy Steering Committee to create the Neighbourhood Strategy. The following are suggested roles and responsibilities for the Successful Proponent, the KNA, the Neighbourhood Strategy Steering Committee, and the City of Hamilton:

Successful Proponents

The successful proponent may be an individual or a team that can provide the services and roles of a facilitator and a community developer in carrying out the scope of work:

- Facilitator

- Establish a workplan, schedule and consultation plan;
 - Plan and coordinate all scheduled consultations;
 - Summarize and report back on all consultations;
 - Track and summarize draft documentation of the draft Vision, Asset Mapping, Goals, Objectives, Actions/Strategies, and Prioritization Plan;
 - Create a report of the implementation plan based on the findings of the Vision, Asset Mapping, Goals, Objectives, Actions/Strategies, and Prioritization Plan;
 - Draft and Circulate the Neighbourhood Strategy to the Neighbourhood Strategy Steering Committee and Kirkendall Neighbourhood Association;
 - Present Draft Neighbourhood Strategy to the Kirkendall Neighbourhood;
 - Review Comments on the Draft Neighbourhood Strategy;
 - Prepare Final Neighbourhood Strategy; and,
 - Assist Neighbourhood Strategy Steering Committee in the preparation for presentations of the final Neighbourhood Strategy to the Kirkendall Neighbourhood, the KNA, and the City of Hamilton’s Planning Committee.
- **Community Developer**
 - Support local resident-led Neighbourhood Strategy Steering Committee using an Asset-Based Community Development framework;
 - Provide administrative support to increase the effectiveness and impact of the Neighbourhood Strategy Steering Committee;
 - Ensure that within the community all voices are heard, conflict is dealt with respectfully, and that the Neighbourhood Strategy reflects the residents’ common goals and projected outcomes;
 - Facilitate access to resources such as funding, learning opportunities, municipal departments, and city wide initiatives that encourage neighbourhood development; and,
 - Monitor implementation of the Neighbourhood Strategy and Action Plan for after finalizing the Plan for a defined period (1 year after is suggested).

The KNA

- Approval of the workplan, schedule, and consultation plan;
- Mobilize neighbourhood participation;
- Conduct less structured engagement (festivals/community get-to-gethers);
- Update the KNA website with information on the engagement stages, draft documentation and development of the Neighbourhood Strategy; and,
- Maintenance of ArcGIS mapping acquired by KNA.

The City of Hamilton

- Resource for census data, mapping, and relevant City of Hamilton reports;
- Contract management; and,

The Neighbourhood Strategy Steering Committee

- Develop Vision for the Neighbourhood Strategy;
- Work with the successful proponent(s) to plan and organize community meetings;
- Work with the community to create a neighbourhood profile, vision, asset mapping; work plan, goals, objectives, actions and strategies, and a priority plan; and,
- On-going implementation and monitoring of the Neighbourhood Strategy.

8. Project Deliverables Summary

- Engagement and Communication Plan;
- Terms of Reference for the Neighbourhood Strategy Steering Committee;
- Draft and Final Vision;
- Draft and Final Asset mapping and Asset Report;
- Draft and Final Goals, Objectives, Actions/Strategies;
- Prioritization of Actions/Strategies;
- Draft and Final Implementation Plan; and,
- Draft and Final Neighbourhood Strategy and Action Plan.

9. Deliverable Details

The Consultant shall provide the following, in addition to the deliverables listed above:

- (a) All electronic information shall be supplied to the Kirkendall Neighbourhood Association on a USB stick or CD-ROM or shared on a mutually agreed upon site, prepared in formats readable on a PC with Windows OP operating system.
 - i) All public communications;
 - ii) Mailing lists;
 - iii) All mapping;
 - iv) All draft documents and reports;
 - v) Neighbourhood Strategy document in a fully editable format
- (b) Detailed Work Plan and Gantt Chart. This shall be a living document that includes timing for each section (please include staff person, rate and hours for each component). It is expected that this Work Plan and Gantt Chart will be continuously updated and provided to the Kirkendall Neighbourhood Association on a monthly basis or upon completion of each phase.
- (c) All information and materials required to complete the deliverables outlined in Section 7.0 of this document.
- (d) All information will be provided to the Kirkendall Neighbourhood Association, for review and comment and will be subject to revisions as necessary.

- (e) All images shall be in JPG format and at a minimum 200dpi.
- (f) All Word Documents shall be provided in Microsoft Word format.
- (g) Cost estimates shall be provided in Microsoft Excel format. This budget shall be updated and when a bill is submitted, an updated Budget shall accompany it, in order to ensure budget forecasts are current and accurate.

10. Budget and Fee Proposal

The fee proposal shall include a detailed breakdown of the fees and disbursements coinciding with the tasks noted above.

11. Schedule

The Successful Proponent is required to begin immediately. A Work Plan and Gantt Chart shall be submitted prior to the commencement of work outlining a 12-15 month schedule of events and deliverables. The Work Plan shall clearly identify the project participants, the project manager from the consultant team, and a timeline including milestones. The following processes should be incorporated into the Work Plan and Gantt Chart and any modifications can be addressed during the process to accommodate any unforeseen circumstances and to adequately achieve the deliverables.

<p>Study Initiation</p> <ul style="list-style-type: none"> • Background Review • Engagement Strategy • Engagement with Existing Groups • Establish a Neighbourhood Strategy Steering Committee
<p>Engagement</p> <ul style="list-style-type: none"> • Visioning, Neighbourhood Profile, Goals and Objectives • Neighbourhood Strategy Workplan • Asset Mapping
<p>Engagement</p> <ul style="list-style-type: none"> • Review of Asset Mapping • Development of Actions
<p>Engagement</p> <ul style="list-style-type: none"> • Prioritization of Actions • Responsibility of Actions
<p>Develop a Draft Neighbourhood Strategy</p>
<p>Engagement</p> <ul style="list-style-type: none"> • Presentation of Draft Neighbourhood Strategy
<p>Conclusions and Presentations</p>