



## DEVELOPMENT INDUSTRY LIAISON GROUP

Monday, April 12, 2021  
9:00 a.m.  
Webex

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### Present:

Alvin Chan, City of Hamilton  
Anita Fabac, City of Hamilton  
Binu Korah, City of Hamilton  
Brian Hollingworth, City of Hamilton  
Dio Ortiz, City of Hamilton  
Ed Fothergill, Fothergill Planning & Development  
Ed VanderWindt, City of Hamilton  
Jason Thorne, City of Hamilton  
Joey Coleman, The Public Record  
Joanne Hickey-Evans, City of Hamilton  
Gavin Norman, City of Hamilton  
Kevin Hollingworth, Metropolitan Consulting  
Kirk Weaver, City of Hamilton  
Lyndsay Gillies, City of Hamilton

Matt Johnson, Urban Solutions  
Mike Collins-Williams, WE HBA  
Michelle Diplock, WE HBA  
Paul Szachlewicz, Hamilton Chamber of Commerce  
Rick Lintack, HBSA  
Richard Schumacher, Branthaven Homes  
Steve Robichaud, City of Hamilton  
Steve Spicer, Multi-Area Developments  
Steven Frankovich, S. Llewellyn & Assoc.  
Terri Johns, T Johns Consulting  
Tony Sergi, City of Hamilton

**Guests:** Juhee Oh, Kimiko Marinacci,  
Nicole Montgomery, Jacqueline Da Rocha,  
Greg Bender and Rob Rappolt from WSP  
Consulting

### 1. **Welcome – Mike Collins-Williams**

### 2. **New Business**

#### (a) **Removing Holding Provisions (HP) – Steve Robichaud**

Future Holding Provision will be composed to be more specific and clearer.  
The implementation will be attached to the site plan process.

#### (b) **Cash In Lieu of Parking Policy – Steve Robichaud**

At the April 6, 2021 Planning Committee meeting, Committee approved to modify the City's existing Cash-In-Lieu of Parking Policy to provide for a temporary, reduced cash-in-lieu of parking fee within the Downtown Secondary Plan Area for an 18th month period. Approval was given for a reduced rate from 50% to 25% of the cost of a parking space for new development. Staff will review the usage of the policy at the end of this temporary period.

3. **Minutes from March 8, 2021 – Approved**
4. **Draft Green Development Standards Checklist for Low Density Development Planning Act Applications - Presentation - Juhee Oh / Rob Rappolt - WSP Consulting**

A presentation was given identifying criteria for a Green Development Standards Checklist for low density development applications. WSP is projecting the draft document be ready in a month's time, once received it will be shared with the DILG members.

5. **Cable Providers Wanting to Service Developments – Binu Korah**  
- Residential Subdivisions and Townhouse Condo Blocks

Municipal Act states all utility companies shall have access to ROW to install cables.

**Action: Binu is attending a meeting with Public Works to discuss this issue at 11:30 today. He will forward the invitation to all DILG members to have the opportunity to join this meeting.**

6. **Digital Building Permit Submissions (ePlans) Update – Dio Ortiz**

Members were given an advance notice of the Building Division expanding the role of the ePlan Building System making it mandatory to submit all industrial, commercial and institutional (ICI) and high-density residential developments digitally with this system. Low density submissions can still be submitted by paper or the ePlan system.

7. **GRIDS/MCR Update – Steve Robichaud**

Report deferred to October GIC, staff directed to undertake a survey on growth options. Survey to be developed and mailed out. Staff will continue to update.

8. **Modern Pay-on-Demand Surety Bonds – Lindsay Gillies**

This document has been circulated to different groups and municipalities. Legal Services is in the process of reviewing the comments received and the bonding language. Staff is projecting the report be available on the May 19 GIC meeting.

9. **Zoning By-Law 05-200 – Steve Robichaud**

- (a) **Secondary Dwelling Units (post April 6 Planning Committee meeting update)**

Committee ran out of time and report was deferred to April 20 meeting. Clerks will still accept delegations.

- (b) **Low Density Residential Building Height & Grade Requirement**

This has been moved into the Zoning By-law Projects for public consultation later this year.

**Action: Add to the next DILG agenda for an update.**

**12. Future Agenda Items**

- (a) Tree Protection Process – 1-year Monitoring Update - Anita Fabac
- (b) Section 37 – Supportive Documents (how to enforce and studies that have no terms of reference, i.e. Salt Management Studies)
- (c) Renovation with Building Scoping Group
- (d) External Works - Offsite and Onsite Legislative Controls
- (e) Architectural Control Condition of Development
- (f) Backlog of Planning Applications (Capacity vs. Timelines Assessment)
  - Transportation Comments – Brian Hollingworth

**13. Next DILG meeting is scheduled for May 11, 2021**

Sherree Donald, Minute Taker (meeting ended 10:01 am)  
Administrative Assistant, Growth Management Division