

CITY OF HAMILTON

PLANNING AND ECONOMIC DEVELOPMENT DEPARTMENT
Planning Division

TO: Chair and Members Planning Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: August 13, 2013	
SUBJECT/REPORT NO: The Feasibility and Merit in Establishing a Design Review Panel (PED13137) (City Wide) (Outstanding Business List Item)	
SUBMITTED BY: Tim McCabe General Manager Planning and Economic Development Department	PREPARED BY: David Falletta (905) 546-2424 Ext. 1221
SIGNATURE:	

RECOMMENDATIONS

- (a) That staff be directed to establish a Design Review Panel, for a two year Pilot Program commencing on January 1, 2014, as set out in the Mandate, attached as Appendix "A" to Report PED13137.
- (b) That staff be directed to assess and report back to Planning Committee on the effectiveness of the Design Review Panel Pilot Program at the end of the two years.
- (c) That the matter, respecting "the feasibility and the positive and negative aspects of creating an Urban Design Panel", be considered complete and removed from the Planning Committee's Outstanding Business List.

EXECUTIVE SUMMARY

An Urban Design Panel is more commonly known as a Design Review Panel (DRP). The purpose of DRP is to provide expert impartial design advice and guidance to planning authorities on significant development proposals and other design related matters, based on established Council-approved policies and guidelines. DRPs are used successfully by many Cities in Canada and internationally to promote design excellence, provide a more thorough design review, and improve the design quality of development within design priority areas. DRPs provide professional, objective advice to planning staff on matters of design that affect the public realm, including the design of proposed buildings, streets, parks, and open spaces, in order to help achieve and uphold standards of design excellence. DRPs make an important contribution to the development approvals process, but do not replace the process. Input from the DRP is integrated into the development approvals process to provide objective advice to City staff and Council involved in planning approvals. Panel members are design professionals who review development proposals based on publicly approved criteria, such as Official Plans, Secondary Plans, and Design Guidelines.

City staff was directed by Council, at its January 25, 2012, meeting to report back on the feasibility and positive and negative aspects of creating a DRP. Prior to this direction, the City contemplated the notion of a DRP within *Putting People First - the New Land Use Plan for Downtown Hamilton*, and the *Setting Sail Secondary Plan for West Harbour*. Based on a policy review (see Policy Implications section of this Report), an analysis of the positive and negative aspects of establishing a DRP (see Analysis/Rationale for Recommendation section of this Report), and a review of existing DRPs in Ontario, it is staff's opinion that there is merit in creating a DRP, on a trial basis, to promote design excellence and provide design advice to staff. It is recommended that a two year DRP Pilot Program be established to test the feasibility and merit for incorporating a DRP within the development approvals process. The DRP will be monitored, and staff will report back on the effectiveness of the panel at the conclusion of the Pilot Program. A Terms of Reference, including the mandate, scope, and makeup of the DRP Pilot Program, is attached (see Appendix "A").

Alternatives for Consideration - See Page 26.

FINANCIAL / STAFFING / LEGAL IMPLICATIONS (for Recommendation(s) only)

Financial: An analysis of the potential financial implications is discussed in the Analysis/Rationale for Recommendation section of this Report. It is estimated that the cost of the Pilot Program will be approximately \$9,000 for the two year term. The costs associated with the Pilot Program will be absorbed by the existing operating budget.

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Staffing: There are no staffing implications. The DRP will be administered by existing Planning staff and panel members will be unpaid volunteers (see Appendix “A”).

Legal: There are no legal implications to the recommendations. Legislation applicable to DRP matters generally is provided in the Policy section of this Report, and includes the Planning Act. The recommendations are consistent with the relevant legislation.

HISTORICAL BACKGROUND (Chronology of events)

At the January 17, 2012, Planning Committee Meeting, the following motion was passed:

That staff report back on the feasibility and the positive and negative aspects of creating an Urban Design Panel.

What is a Design Review Panel (DRP)?

The purpose of an Urban Design Panel, more commonly referred to as a Design Review Panel (DRP), is to provide expert impartial design advice and guidance to planning authorities on significant development proposals and other related matters based on established Council-approved policies and guidelines. DRPs provide professional, objective advice on matters of design that affect the public realm, including the design of proposed buildings, landscaping, streets, parks, and open spaces in order to help achieve and uphold standards of design excellence. DRPs can make an important contribution to the development approvals process, but do not replace the process. Input from the DRP is integrated into the planning approval process to provide advice to City staff and Council involved in the review and approval of new development. Panel members are from a variety of design professions who review significant development proposals based on publicly approved criteria contained in Official Plans, Secondary Plans, Urban Design Guidelines, Site Plan Guidelines, etc.

Typically, DRPs are comprised of volunteer design professionals that include architects, landscape architects, urban designers, planners, heritage professionals, and engineers. By providing professional, objective advice on significant development proposals, DRPs can help raise standards of development, provide valuable solutions or design advice, encourage peers to avoid compromising on quality, and help make new development fit and integrate within its surrounding context. As such, successful implementation of a DRP can complement the development approval process.

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In Ontario, DRPs are now used in the Cities of London, Ottawa, Mississauga, Toronto, and Vaughan. The Ontario communities identified above have evaluated, or are in the process of evaluating, their DRPs through Pilot Programs. London, Ottawa, Mississauga, and Toronto have formally established the DRP as the standard process. The City of Vaughan is conducting a Pilot Program, and will report back on its merits.

POLICY IMPLICATIONS/LEGISLATED REQUIREMENTS

The following outlines the applicable provincial legislation and policies related to design and DRPs.

Planning Act:

The Planning Act governs the land use planning system in Ontario, which includes the process and authority in which development is approved. The Planning Act grants authority to the Minister or the delegated Council of a municipality to make decisions on Official Plan Amendment and Zoning By-law Amendment applications, while authority for Site Plan applications is granted to the Minister, delegated Council, or an appointed Officer. Accordingly, in Ontario, DRPs do not have any authority respecting decisions for development applications; instead, they provide valuable technical review information and advice intended to inform staff and decision makers.

Provincial Policy Statement:

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. The PPS sets the policy foundation for regulating the development and use of land. Key objectives include building strong communities, wise use and management of resources, and protecting public health and safety. City Council's planning decisions are required to be consistent with the PPS. The establishment of a DRP can assist in promoting design excellence in Hamilton, and aid the City in achieving its urban design goals and objectives, as established in its Official Plan policies and guidelines, which gain their policy direction from the PPS. Accordingly, a DRP would assist in meeting the goals and objectives of the PPS.

Urban Hamilton Official Plan (UHOP):

The Ministry Approved Urban Hamilton Official Plan (UHOP) contains direction on design matters. Chapter B - Communities of the UHOP indicates that one of the major goals of the Plan is to create strong communities within the City, noting that strong communities are:

Complete Opportunities to live, work, learn, shop, and play are provided and are accessible.

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- Healthy** Healthy and safe lifestyles are supported by quality built and natural environments.
- Diverse** Neighbourhoods are unique in character and enable a variety of lifestyle choices and housing opportunities for all.
- Vibrant** Interesting and creative streetscapes and human scale public places are created through quality design, pedestrian amenities, and attention to land-use mix.

In addition, Policy 3.1.1 c) indicates that the City shall strengthen its economy by “encouraging improved urban design and quality architecture, as well as improving the urban design elements of the public realm.”

Urban design plays a significant role in creating unique character, as well as interesting and creative streetscapes. A DRP could be used to assist staff in promoting design excellence and implementation of these policy objectives.

Section 3.3 of Chapter B - Communities explains that urban design plays a critical role in creating strong communities by upgrading and maintaining the City’s civic image, economic potential, and quality of life. Accordingly, Section 3.3.1 outlines the Urban Design Goals, which are:

- “3.3.1.1 Enhance the sense of community pride and identification by creating and maintaining unique places.
- 3.3.1.2 Provide and create quality spaces in all public and private development.
- 3.3.1.3 Create pedestrian oriented places that are safe, accessible, connected, and easy to navigate for people of all abilities.
- 3.3.1.4 Create communities that are transit-supportive and promote active transportation.
- 3.3.1.5 Ensure that new development is compatible with and enhances the character of the existing environment and locale.
- 3.3.1.6 Create places that are adaptable and flexible to accommodate future demographic and environmental changes.
- 3.3.1.7 Promote development and spaces that respect natural processes and features, and contribute to environmental sustainability.

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- 3.3.1.8 Promote intensification that makes appropriate and innovative use of buildings and sites, and is compatible in form and function to the character of existing communities and neighbourhoods.
- 3.3.1.9 Encourage innovative community design and technologies.
- 3.3.1.10 Create urban places and spaces that improve air quality and are resistant to the impacts of climate change.”

Good design can assist in achieving these goals of creating quality and unique places, which build strong communities. The establishment of a DRP could assist in promoting design excellence, providing additional and diverse design advice, and improving the design quality of programs within the development approvals process.

Section E.2.1 describes the urban structure principles of the UHOP. The plan calls for redevelopment activity, higher densities and mixed-use developments to be focused in the nodes and corridors to support their connections to each other and transit. Urban design is identified as a means to assist in achieving these principles. Development applications within these areas could be reviewed by a DRP in order to assist in achieving the urban design goals of the UHOP.

Putting People First: The New Land Use Plan for Downtown Hamilton (2001):

Respecting Design and Heritage is one of the five theme areas of the Downtown Secondary Plan. The Plan calls for a greater emphasis on urban design and heritage conservation. One of the ways the Plan seeks to achieve this goal is outlined in the following policy:

- “6.2.4.3 d) The City will establish a Design Committee to provide a peer review of all public and private projects in the Downtown in order to ensure that projects reflect appropriate architectural design at a high quality. The Design Committee shall advise staff on the architectural and design issues related to land use changes and development.”

A DRP that is applied to the Hamilton Downtown Secondary Plan area would meet Policy 6.2.4.3 d), and could aid in achieving the overarching urban design goals and objectives of the Secondary Plan by gaining additional expert impartial design advice.

Setting Sail Secondary Plan for West Harbour (Setting Sail):

One of the eight core principles of the Setting Sail Secondary Plan is to “promote excellence in design” in order to respect the pride of residents, attract tourists, and encourage reinvestment in the Secondary Plan Area. Also, excellence in design is to be applied to new development, redevelopment, and public realm projects, such as

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parks, squares, streets, trails, and public buildings. In order to achieve this goal, the Plan indicates the following:

“A.6.3.3.4.2 The City may establish a design review process to review development applications and proposed public initiatives in Areas of Major Change and Corridors of Gradual Change to help ensure proposals support the objective of this Plan to achieve excellence in design.”

Similar to the Downtown Secondary Plan Area, a DRP that is applied to the Areas of Major Change (the Waterfront, Barton-Tiffany, and Ferguson-Wellington Corridor) and Corridors of Gradual Change (portions of York Boulevard and Cannon Street that border the west harbour, and Barton Street East between James Street North and Wellington Street North) within the Setting Sail Secondary Plan Area will meet Policy A.6.3.3.4.2, and could aid in achieving the overarching urban design goals and objectives of the Secondary Plan.

Based on the foregoing, a DRP would support the applicable Provincial policies and the applicable Local Official Plans.

RELEVANT CONSULTATION

The framework for the DRP Pilot Program is based on research and analysis of existing DRPs in Ontario, including the Cities of Toronto, Ottawa, Mississauga, Vaughan, and London. Information was obtained from public reports, as well as discussions with municipal staff involved in their administration.

Planning staff met with the Ontario Association of Architects (OAA) on May 16, 2013, and the Hamilton-Halton Home Builders' Association (HHHBA) / City of Hamilton Liaison Committee on May 21, 2013. The purpose of these meetings was to inform these groups that the City is investigating DRPs, as per Council's direction. The Pilot Program will allow the City to evaluate the DRP, determine its effectiveness, and identify any necessary changes that may be needed to the DRP process and mandate. During this assessment, staff will consult with professional associations, including the OAA, Ontario Association of Landscape Architects (OALA), and Ontario Professional Planning Institute (OPPI), as well as other stakeholders including the HHHBA.

This Report recommends the establishment of a DRP Pilot Program for a two year term, beginning on January 1, 2014, and expiring on December 31, 2015; and that staff be directed to report back on the Pilot Program's success. The January 1, 2014, start date allows sufficient time to advertise for panel positions, interview candidates, appoint panel members, as well as coordinate its administration, including revising existing/creating new forms and web pages, scheduling meetings, booking facilities, etc. In order to assess the success of the Pilot Program, on-going monitoring and consultation is recommended and captured in the recommended Terms of Reference

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(see Appendix "A"). Accordingly, Planning staff will consult with Panel members, applicants, professional design consultants, and staff to gain feedback in order to assess the Program at the end of the specified timing.

ANALYSIS / RATIONALE FOR RECOMMENDATION

(include Performance Measurement/Benchmarking Data, if applicable)

In response to Council direction, the following is an analysis and assessment of the feasibility and positive and negative aspects of creating a DRP, as well as a discussion on the mandate, scope, process, panel composition, monitoring, and financial implications associated with establishing a DRP.

Positive Aspects:

Five Cities in Ontario have incorporated DRPs into the development approvals process in an effort to improve the design quality of proposed development, promote excellence, and allow a more thorough technical review of building and public space designs. In all five cases, the DRPs were initially established as a pilot project. A DRP can assist with improving the overall design quality within the City through civic leadership, increased awareness, and making design a priority. The DRP may encourage the creation of a higher quality urban environment which, in turn, creates a sense of pride, improves the image of the City (today and into the future), and is integral to developing a vibrant and sustainable community with a high quality of life.

In reviewing existing DRPs in Ontario, municipalities have reported that DRPs have assisted with:

- Promoting quality design and architecture;
- Aiding in shaping built form to fit into the existing and proposed context;
- Improving the pedestrian environment, including the profile of public boulevards and roads, interface with buildings, doorway locations, signage, shadowing impacts, and effects of wind;
- Identifying opportunities for sustainable design;
- Improving mixed-use projects;
- Integrating new development into new or established urban contexts; and,
- Increasing the profile of urban design and its contribution to the public realm and built environment.

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Overall, DRPs help to achieve design excellence by promoting an awareness of design, and providing valuable and objective review by design experts.

Research related to DRPs indicates that the main benefits are the panel's objectivity/independence and knowledge/expertise. According to the research, there is a decreased likelihood of appeals related to design requirements or design standards on a given proposal, since panels are advisory and provide independent advice and augment the municipality's urban design resources. Another benefit is access advice from a variety of design professionals that practice in multiple geographic areas/municipalities which can assist in identifying evolving trends and best practices (e.g. sustainable design). This breadth of advice can improve the overall quality of design.

Negative Aspects:

In reviewing existing DRPs in Ontario, through information obtained from public reports and discussions with municipal staff, the following negative aspects (real and/or perceived) have been identified:

- Prolonging the development approval process - additional time is added to the development approval process to permit the DRP to review the application and provide advice. Most DRPs meet on a regular schedule (e.g. monthly), which may cause delays depending on the number of applications to be reviewed and the timing of application submissions relative to the DRP meeting. This additional step can lead to increased applicant/client dissatisfaction as a result of an extended process and related delays;
- Additional cost to the applicant for additional meetings - the applicant's consultants (architect, landscape architect, urban designer, planner, etc.) will likely be required to attend DRP meetings and provide additional presentation materials;
- Difficulties in assessing large scale projects due to the lack of time dedicated to panel review - it can be difficult to review some large scale projects over one meeting. There is a trade-off between providing enough time for review and minimizing time added to the development approval process;
- Duplication of staff's role - many planning departments have in-house urban designers that comment on development applications. Some perceive that the DRP duplicates their role and is, therefore, not necessary;
- Reduced quality of design - panel members may not be local and, as a result, lack contextual knowledge and local understanding of the project area;

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- Panel influencing policy and land-use decisions - on occasion, panel members may comment on the appropriateness of land use matters rather than scoping their advice to design matters; and,
- Panel may not provide a consensus recommendation - the goal of any Advisory Committee is to provide consensus advice on a project. On occasion, panel members may not be able to come to a common position, which may result in conflicting advice to the applicant and staff.

Based on information and discussions with other municipalities, the negative aspects of a DRP can generally be addressed or mitigated through proper integration of the DRP with the development approval process, and clear articulation of the panel's mandate and scope.

Proper integration of the DRP and associated meetings with the development approval process and streamlining the process can minimize time delays associated with design review and minimize potential increased consulting costs to applicants. In addition, clear articulation of submission requirements and timelines can assist the DRP by ensuring they receive appropriate information and sufficient time to review development proposals.

The mandate of the DRP should clearly outline their role as an advisory panel to staff (i.e. the panel is not a decision making panel or an approval authority). The mandate should scope their role to providing advice on design matters, as opposed to land use matters and permitted uses.

With respect to duplication of staff work and the need for local knowledge, consideration should be given to including a wide variety of design professionals and experts. The breadth of experience and expertise of panel members augment staff's role. When possible, local experts should be represented on the panel. In addition, panel advice is provided to staff, who by virtue of their day-to-day activities, maintain contextual and local understanding. Combining the DRP with design staff expertise can improve overall design quality and address concerns about the process.

DRPs should make every attempt to achieve consensus, however, it is recognized that consensus may not always be possible. The DRP is not an approval authority, but rather an advisory group. The DRP provides advice to staff, and their advice will be considered in the development of staff recommendations. The panel's discussion and advice on a given development should be clearly recorded in the meeting minutes.

Finally, monitoring of the DRP can provide opportunities to review and modify the program, as required, to achieve desired results and address concerns, and the basis for a Pilot Project is to provide an opportunity to assess the role and implications of the DRP and make a determination on whether or not to continue with the DRP.

Factors to Consider in Establishing a DRP:

In order to establish a DRP, details regarding its mandate, scope, process, panel composition, monitoring, and financial implications must be considered. A discussion of these components is provided below.

Mandate:

Defining a DRP’s mandate is important, and must align with the City’s urban design goals and objectives, as well as outline the expectations of the DRP. The mandate establishes the scope of work, the composition and selection of panel members, and the length of term for panel members. Existing DRPs and applicable policies have been reviewed for the development of the proposed mandate for the recommended Pilot Program.

Scope - Areas and Projects Subject to DRP Review:

In the review of existing DRPs, the geographic areas, types and scale of applications determine the scope of the program. Table 1, below, outlines the scope and number of projects reviewed by existing DRPs in Ontario over the last two years.

Table 1 - Scope of Existing DRPs in Ontario

CITY (Established)	SCOPE (Area-Specific or City-Wide)	PROJECTS REVIEWED (2011 - 2012)
Toronto (Pilot in 2006 and Permanent in 2009)	<p><u>Area Specific:</u> New public developments with significant public realm impacts and private developments within the following areas:</p> <p>a) Design Review Districts; b) Avenues and Transit City; and, c) Major Streets.</p>	<p>2011 = 28 projects, where 12 were public projects/studies</p> <p>2012 = 33 projects, where 10 were public projects/studies</p>
Ottawa (Pilot in 2005 and 2007, Permanent in 2010)	<p><u>Area Specific:</u> New Large Scale Projects in the following Design Priority Areas:</p> <p>a) Downtown Precincts; b) Traditional and Arterial Main Streets; c) Mixed-Use Centres; and, d) Other Special Design Areas.</p>	<p>2011 = 16 projects</p> <p>2012 = 14 projects</p>

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CITY (Established)	SCOPE (Area-Specific or City-Wide)	PROJECTS REVIEWED (2011 - 2012)
Mississauga (Pilot in 2007 and Permanent in 2009)	<u>Area Specific:</u> All development (including public projects) in the City Centre, as well as all major development projects in the following Areas: a) Major Transportation Corridors; b) Streetsville; c) Port Credit; d) Clarkson; e) Cooksville; and, f) Entrances into the City.	2011 = 7 projects 2012 = 6 projects
Vaughan - Pilot (2011)	<u>City Wide and Area Specific:</u> a) All new high rise development projects within the entire City; and, b) Any development proposals within the City's heritage districts.	2011 (Oct. to Dec.) = 5 projects 2012 = 15 projects
London (2008)	<u>City-Wide:</u> All development proposals with substantive design issues.	2011 = 38 projects (20 new) 2012 = 34 projects (22 new)

* Information obtained from applicable Council Reports and discussions with municipal staff

The Cities of Toronto, Ottawa, Mississauga, and Vaughan have scoped the areas subject to DRP based on existing municipal planning policies, while the City of London's DRP applies City-Wide, and Planning staff screen all applications to determine if a DRP review is warranted.

Table 2, below, outlines the types and scale of projects reviewed by existing DRPs over the last two years.

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Table 2 - Type of Projects Reviewed by Existing DRPs in Ontario

CITY	SCOPE (Types of Proposals)
Toronto	<p>Rezoning and site plans subject to the following:</p> <ul style="list-style-type: none"> • Design Review Districts - all applications. • Avenues and Transit City - only those with significant public realm impacts. • Major Streets - only large retail developments, large developments of three or more buildings and one or more new streets.
Ottawa	<ul style="list-style-type: none"> • Zoning By-law Applications where there is a request for a change in density or height. • Site Plan Control Applications for proposals with greater than 9 units and/or 20, 000 sq. ft of Gross Floor Area. • Public capital projects for new buildings, major renovations, major infrastructure, or streetscaping.
Mississauga	All major development applications (rezonings and site plans) as determined by the Commissioner of Planning and Building or his/her designate at the pre-consultation stage.
Vaughan (Pilot)	All Official Plan Amendment, Rezoning, and Site Plan applications for new high rise development proposals, and any proposals within the City's Heritage Districts.
London	All Official Plan Amendment, Rezoning, Draft Plan of Subdivision, and Site Plan applications that have substantive design issues, as determined by the General Manager of Planning and Development or his/her designate.

* Information obtained from applicable Council Reports, and discussions with municipal staff

As outlined in Table 2, above, municipalities scope the type of DRP applications and projects differently to reflect their specific needs; however, they share a common objective to capture all applications and projects that have the potential to significantly impact the physical environment functionally and aesthetically.

Considerations for Hamilton:

In considering where and which type of proposals to apply a DRP in Hamilton, staff has analyzed all development applications over the last two years (2011-2012) and reviewed their locations, land uses, building heights, and size. Through this review, staff has analyzed the size (gross floor area) and height of developments, and found

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that the most significant projects, those projects that have the potential to significantly impact the physical environment both functionally and aesthetically, were captured in complex rezonings and major site plan applications. Appendices “C” and “D” summarize all complex rezonings and major site plan applications across the entire City in 2011 and 2012, and provide details regarding land use, size of building (gross floor area), number of residential units, and height.

Locations:

As noted earlier (see Policy Implications Section), the City has contemplated the notion of a DRP within certain Secondary Plans. Both the Downtown Hamilton and Setting Sail Secondary Plans provide policies that direct the City to establish DRPs for these areas in order to ensure the urban design goals and objectives of these Secondary Plans are achieved. As these areas encompass the City’s designated Urban Growth Centre and priority areas, intensive developments are directed to, and are more likely to be proposed, in these areas.

The UHOP directs development and redevelopment to nodes and corridors, and to apply careful attention to urban design in order to achieve the Plan’s urban structure principles and urban design goals. The nodes include: the Downtown Urban Growth Centre; Sub-Regional Services Nodes (Eastgate and Limeridge), Community Nodes (former downtowns, Meadowlands, Elfrida, Upper James/Rymal, Heritage Green, and Centre Mall), and Major Activity Centres (areas surrounding McMaster University and Mohawk College). These areas are intended to provide a broad range and mix of high density and activity uses, and are to be designed and planned to provide a recognized sense of place. The corridors include both primary and secondary corridors, which includes the major streets which link the nodes to one another. The corridors are intended to provide a significant opportunity for creating vibrant pedestrian and transit oriented places through, among other things, careful attention to urban design.

Staff has reviewed and mapped all complex rezoning and major site plan applications for the last two years within the areas identified above. Appendix “B” illustrates all complex rezoning and site plan applications within the Downtown Hamilton Secondary Plan, Setting Sail Secondary Plan, and nodes and corridors of the UHOP. In 2011, there was a total of 7 complex development applications within the Downtown Hamilton and Setting Sail Secondary Plan Areas, whereas the nodes and corridors of the UHOP represented 29. In 2012, there was a total of 7 complex development applications within the Downtown Hamilton and Setting Sail Secondary Plan areas, and 20 in the nodes and corridors of the UHOP. The average number of projects reviewed by DRPs in Ontario in 2011 was 18.8, and 20.4 in 2012.

Land Use:

In 2011, there were 102 complex rezoning and major site plan applications, which were comprised of the following land uses: 41 residential, 30 commercial, 14 institutional, 12 employment, 4 mixed-use, and 1 utility. Three of the 5 high density residential applications were located in the Downtown and Setting Sail Secondary Plan Areas. In 2012, there were 100 complex development applications in the City with the following land uses: 41 residential, 21 commercial, 11 institutional, 11 employment, 15 mixed-use, and 1 utility. Two of the 6 high density residential applications were located in the Downtown and Setting Sail Secondary Plan Areas.

Building Heights and Gross Floor Area:

Table 3, below, compares building heights versus number of applications in 2011, complex rezonings and major site plan applications City-Wide and within the Downtown and Setting Sail Secondary Plan Areas.

Table 3 - Building Heights for all Complex Rezonings and Major Site Plan Applications City-Wide and Within Downtown Hamilton and Setting Sail in 2011

HEIGHT (in Storeys)	CITY WIDE AMOUNT	CITY WIDE % of TOTAL	DOWNTOWN and SETTING SAIL
0	18	17%	1
1	26	26%	0
2	33	32%	0
3	13	13%	3
4	3	3%	0
5	3	3%	0
6	2	2%	2
7	0	0%	0
8	0	0%	0
9	2	2%	1
10+	2	2%	0
Total	102	100%	7

It is important to clarify that those projects identified as zero storeys were projects where new buildings were not proposed. For example, complex rezonings which sought to change a zoning category or add a use would be captured in this category. In 2011, complex development applications within the Downtown and Setting Sail Secondary Plan Areas included taller developments than the rest of the City. Of the 7 applications in Downtown and Setting Sail Secondary Plan Areas, 6 were for buildings of 3-storeys or greater. Table 4, below, summarizes the building heights proposed in the 2012 complex rezonings and major site plan applications City-Wide and within Downtown and Setting Sail Secondary Plan Areas.

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Table 4 - Building Heights for all Complex Rezoning and Major Site Plan Applications City-Wide and Within Downtown Hamilton and Setting Sail in 2012

HEIGHT (in Storeys)	CITY WIDE AMOUNT	CITY WIDE % of TOTAL	DOWNTOWN and SETTING SAIL
0	8	8%	1
1	22	22%	1
2	45	45%	1
3	9	9%	2
4	3	3%	0
5	1	1%	0
6	5	5%	1
7	3	3%	0
8	1	1%	0
9	0	0%	0
10+	3	3%	1
Total	100	100%	7

Similarly, complex development applications within the Downtown and Setting Sail Secondary Plan Areas in 2012 were for taller developments than the rest of the City. Of the 7 applications in Downtown and Setting Sail Secondary Plan Areas, 4 were for buildings of 3-storeys or greater.

As noted earlier (see Table 2), most existing DRPs in Ontario exempt small scale commercial developments from DRP review. Appendices “C” and “D” summarize the development details of all complex rezonings and major site plan applications across the entire City in 2011 and 2012. In 2011 (see Appendix “C”), there was a total of 32 non-residential applications, which ranged in size (gross floor area) from 54 sq. m. to 72,868 sq. m., and having an average of 6,708 sq. m. In 2012 (see Appendix “D”), there was a total of 39 non-residential applications, which ranged in size (gross floor area) from 50 sq. m. to 17,651 sq. m., and having an average of 3,505 sq. m. Staff conducted a detailed review of size, height, and complexity of all non-residential development proposals from 2011 to 2012 in order to determine an appropriate benchmark that captures all applications that have the potential to significantly impact the physical environment.

As outlined above, and within the tables contained in Appendices “C” and “D”, the taller and larger developments, as determined by height and gross floor area, are located within the Downtown and Setting Sail Secondary Plan Areas, which is consistent with the City’s policy direction discussed earlier. These projects have the potential to significantly impact the physical environment functionally and aesthetically, since they propose larger and taller building masses.

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Recommendations for Hamilton - Where to Apply a DRP:

A DRP for Hamilton should be scoped to only apply to the Downtown Hamilton Secondary Plan and the Areas of Major Change and Corridors of Gradual Change within the Setting Sail Secondary Plan, since there is a policy basis to apply this requirement, as well as functional need due to the intensity of proposals. These areas are illustrated in the Terms of Reference in Appendix "A".

Extending the scope to include the nodes and corridors of the UHOP would significantly increase the number of projects reviewed by the DRP during the Pilot Program. Also, staff has found that the applications within these areas tended to include a range of intensity with the majority being low rise (three storeys and under) development.

Based on the foregoing, in determining the areas that could be subject to DRP in Hamilton, it is recommended that only development projects within the following areas be subject to DRP:

1. Downtown Hamilton Secondary Plan Area; and,
2. Areas of Major Change and Corridors of Gradual Change within the Setting Sail Secondary Plan Area.

Recommendations for Hamilton - Projects Subject to DRP:

Regarding residential projects, only those complex rezonings that are seeking increased density or height should be subject to DRP. These are the proposals that could potentially significantly impact the physical environment and would benefit from DRP advice. Any other residential zoning modification or change would not have the potential to significantly impact the physical environment and, as such, should not be subject to DRP review. Also, this is consistent with the City of Ottawa's DRP scope.

Based on staff's analysis, an appropriate benchmark for the type of non-residential applications should include all non-residential projects above two storeys in height and 1,858 sq. m. (20,000 square feet). This is consistent with existing DRPs in Ontario.

Additionally, it is recommended that the Director of Planning, or his or her designate, have the authority to require any project that has the potential to significantly impact the physical environment functionally and aesthetically to be subject to the DRP Pilot Program process. This authority provides the ability to capture major projects within the City that are outside of the scope of the DRP that can benefit from the DRP advice. Also, this provides flexibility in the Pilot Program, which can determine potential areas for expansion of the program at the end of the Pilot term. These recommendations are consistent with the best practices of most other municipalities.

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Based on the foregoing, in determining the type of projects that could be subject to DRP in Hamilton, it is recommended that all routine Rezoning, Minor Site Plans, and Site Plan Amendments would not be subject to DRP. Complex Rezoning and Major Site Plan applications within the areas identified would be subject to the DRP process, and would be scoped to include the following:

1. Residential (complex zoning) - applications for increased density or increased height.
2. Non-Residential (complex zoning and site plan) - developments greater than two storeys and 1,858 sq. m. of gross floor area.
3. Any project that has the potential to significantly impact the physical environment functionally and aesthetically, according to the Director of Planning, or his or her designate.

Recommendations for Hamilton - Exemptions:

Exempting all ground related residential development proposals, including single detached, semi-detached, and townhouses from DRP review is consistent with all existing Ontario DRPs. Additionally, ground related residential proposals for single detached, semi-detached, and street townhouses are generally not subject to the City's Site Plan Control process, where details such as site design, building design, and landscape design are reviewed. Accordingly, any DRP advice regarding these details could not be applied to an approval, and could not be utilized. Similarly, the exemption of all residential development proposals below three storeys would capture all ground related uses, as well as those residential proposals that don't have the potential to significantly impact the physical environment. This is consistent with all existing Ontario DRPs.

Based on the foregoing, staff has determined that the following classes of projects should be exempt from DRP:

1. All ground related residential development proposals.
2. All residential development proposals below three storeys.
3. All non-residential development proposals below three storeys in height, and less than 1,858 sq. m of gross floor area.

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Administration:

Similar to other City Advisory Committees, such as ESAIEG, the DRP would be administered by Planning staff, who would be responsible for scheduling and attending meetings, preparing agendas and meeting notes, and forwarding the required information to the panel members. The DRP meetings would be held once a month, as required.

Panel Composition:

Table 5, below, is a summary of the panel composition, quorum requirements, and panel term for the existing Ontario DRPs and Pilot Programs.

Table 5 - Review of Panel Makeup of Existing DRPs in Ontario

CITY	Panel Make-Up	QUORUM	PANEL TERM
Toronto	Architects - 7 Landscape Architects - 3 Planner/Urban Designer - 1 Engineers - 2 Heritage Professionals - 1 Total - 14	Any 7 Panel members.	2 years
Ottawa	Architects - 5 Landscape Architects - 2 Urban Planner - 1 Green Technologies Specialist - 1 Heritage Conservation Specialist - 1 Total - 10 members	Any 6 Panel members.	2 years
Mississauga	Architects - 6 Landscape Architects - 3 Planner/Urban Designer - 1 Transportation Engineers - 1 Total - 11 members	5 Panels members, where at least 3 architects, 1 landscape architect, and 1 from any other discipline.	2 years
Vaughan (Pilot)	Architects - 9 Planners/Urban Designers - 4 Landscape Architects - 1 Total - 14 members	Any 8 Panel members.	2 years

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CITY	Panel Make-Up	QUORUM	PANEL TERM
London	Architects - 3 Landscape Architect - 1 LEED Accredited Professional - 1 Planner/Urban Designer - 1 Total - 6 members	Any 3 Panel members.	2 years

* Information obtained from applicable Council Reports, and discussions with municipal staff

The existing panels range from 6 to 14 members, and quorum tends to be either fifty percent of the total number of members, or fifty percent, plus one. Panel terms are consistently two years. All panels include a variety of professions related to urban design.

Staff also reviewed the panel composition, quorum requirements, and term of two existing City Advisory Committees, which are summarized in Table 6 below.

Table 6 - Review of Panel Makeup for existing City Advisory Committees

Advisory Committee	No. of Members	Quorum	Term
Environmentally Significant Areas Impact Evaluation Group (ESAIEG)	9	5 members	4 years
Heritage Permit Review Sub-committee	7	4 members	2 years

Based on the information on the composition of existing DRPs in Ontario, and existing City Advisory Committees, Sub-Committees and Groups, it is recommended that the DRP be comprised of a maximum of 9 members. Nine members is slightly below the average of existing Ontario DRPs (11 members); however, more consistent with the composition of City Advisory Committees. When possible, the panel should draw from disciplines including architecture, landscape architecture, urban design, planning, built heritage and green technologies. In addition, a two year term is recommended, consistent with all of the existing Ontario DRPs and the proposed duration of the Pilot project.

The process to select panel members could be similar to the selection process used to determine members of existing City working groups and Advisory Committees. This process includes advertising of positions with preset criteria in the local newspapers and on the City’s website. Preset criteria will determine which applicants are selected for interviews. Applicants that score the highest in the interviews will be invited to serve as panel members. Proposed criteria for membership are outlined in Appendix “A” (Section 4.2).

Process and Administration:

Development applications are currently reviewed through the regular development approvals process, as regulated by the Planning Act. Table 7, below, summarizes the process for existing DRPs in Ontario.

Table 7 - Process of Existing DRPs in Ontario

CITY (Established)	PROCESS
Toronto (Pilot in 2006 and Permanent in 2009)	<ol style="list-style-type: none"> 1) First / Schematic Review Meeting - Scheduled during the initial functional design/policy development stage. 2) Second / Final Review Meeting - Detailed design finessing. 3) Minutes of meetings finalized, including panel recommendations to staff.
Ottawa (2010)	<ol style="list-style-type: none"> 1) Formal application(s) submitted. 2) Pre-consult with Panel. 3) Panel meeting. 4) Recommendation Report from Panel to Committee and Council.
Mississauga (Pilot in 2007 and permanent in 2009)	<ol style="list-style-type: none"> 1) Formal application(s) submitted. 2) Planning and Building staff identify key urban design concerns to be reviewed by Panel. 3) Panel meeting. 4) Recommendation Report from Panel to the Planning and Building Department.
Vaughan - Pilot (2011)	<ol style="list-style-type: none"> 1) First Phase - Schematic and context analysis review. 2) Second Phase - Final Site Plan Review Meeting. 3) Panel recommendations sent to Commissioner of Planning. 4) Staff to advise the panel on actions taken on recommendations.

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CITY (Established)	PROCESS
London (2008)	1) Formal application(s) submitted. 2) The General Manager of Planning and Development determines if the proposal is subject to review by panel. 3) Panel meeting. 4) Comments from the Panel are forwarded to the Planning and Development Department, and incorporated into any future staff Reports.

* Information obtained from applicable Council Reports, and discussions with municipal staff

For the Cities of Toronto, Mississauga, Vaughan, and London, the DRP review and provide advice to staff during the review of the application. The City of Ottawa’s DRP reviews proposals during the review of the application, and provides a recommendation to Council at the end of the process.

The following outlines the general process for all new development Planning Act applications at the City of Hamilton, which include Official Plan Amendments, Zoning By-law Amendments, Draft Plan of Subdivision, and Site Plans:

Existing Process:

Prior to the submission of a formal development Planning Act application, applicants must first formally consult with Planning staff to determine the submission requirements. With respect to urban design, these requirements can include urban design guidelines, urban design brief, sun/shadow analysis, wind analysis, view impact analysis, three-dimensional renderings, colour building elevation plans, and material samples.

Once a formal Planning Act application is received, and it is determined that all of the required information has been submitted, the application is deemed completed and circulated to all applicable City Departments and Agencies. Also, if mandated, the public is notified of the application and provided opportunities to express their concern. Regarding urban design, Planning staff will review the application against the applicable policies and guidelines. In some circumstances, an urban design peer review of an entire development proposal, or one of its components, may be required due to its complexity.

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During this step, additional information or amendments to the proposal may be required to address issues identified by Planning staff, one of the commenting Departments, Agencies, or general public. If an application is amended, it is again reviewed and re-circulated for comment.

Planning staff is responsible for compiling all of the comments and recommendations received from all applicable City Departments and Agencies, and the general public, as well as reviewing the proposal against the applicable Provincial and Council-approved Policies and Guidelines. Urban design considerations are incorporated into any recommendations and approvals.

DRP and the Process:

The existing process would be modified to include a DRP meeting within the application process. Appendix “E” illustrates the development approvals process map for site plan and rezoning applications. For rezonings, the Formal Consultation Stage will determine which applications are subject to DRP review, in accordance with the DRP mandate (Appendix “A”). Once the formal application is submitted, Planning staff would be required to circulate the applicable ones to the DRP. This process would be similar to the City’s existing Environmentally Significant Areas Impact Evaluation Group (ESAIEG) process, where staff identify applications subject to ESAIEG review, and circulate those to the group for comment. Like ESAIEG, the DRP would be administered by staff, and comments and recommendations from the DRP would be forwarded to staff to be considered prior to any recommendations and/or development approvals. Also, if additional information or amendments to the proposal are required, the application may need to be re-circulated to the DRP for comment. As noted earlier, regarding the existing approvals process, in some circumstances, an urban design peer review is applied. The DRP may eliminate the need for a peer review. The advice from DRP is compiled with all of the comments and recommendations received from applicable City Departments and Agencies, and the general public, and incorporated into any recommendations and approvals.

Like the rezoning application process, the need for DRP review for site plans would be determined at the Formal Consultation Stage. However, the DRP review for site plans would take place prior to the formal application submission in order to ensure that any design concerns are identified as early in the process as possible. Once the DRP review is complete, the site plan would proceed to a formal application submission in the standard process and on to the Development Review Committee meeting and approvals. Appendix “E” also illustrates that where a site plan has already gone through a rezoning application process, it will not be subject to another DRP review unless the proposal has been revised and is not in substantial conformity with what was previously reviewed by the DRP. This will help to maintain the development approvals process efficiency, and aim to address any negative aspects associated with prolonging it.

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Table 1 summarizes the number of projects that were reviewed by the Ontario municipalities with DRPs over the last two years. It should be noted that most projects subject to DRP were reviewed more than once. However, only a small amount of projects were subject to DRP. As a result, most of these DRPs meet monthly and review one to two new projects each month. Based on the recommended scope, as discussed earlier, and a review of existing application data, it is estimated that the recommended DRP Pilot Program for Hamilton would expect a low volume of new projects and could meet on a monthly basis. As noted earlier, in the past two years, a total of 17 complex rezoning and major site plan applications in the Downtown Hamilton and Setting Sail Secondary Plans areas were submitted to the City of Hamilton.

Financial Implications:

Table 8, below, outlines the available annual operating budgets for the existing DRPs.

Table 8 - Review of Financial Impacts of Existing DRPs in Ontario

CITY	COMPENSATION	PANEL TERM	MEETING FREQUENCY	ESTIMATED ANNUAL BUDGET
Toronto	Panel Members are Unpaid Volunteers	2 years	Monthly	Not Specified
Ottawa	Panel Members are Unpaid Volunteers	2 years	As Required	\$17,000
Mississauga	Panel Members are Unpaid Volunteers	2 years	Monthly	\$5,000
Vaughan (Pilot)	Panel Members are Unpaid Volunteers	2 years	Monthly	\$10,000
London	Panel Members are Unpaid Volunteers	2 years	Monthly	Not Specified

* Information obtained from applicable Council Reports, and discussions with municipal staff

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The funds are used for meeting room bookings, administrative items (supplies, prints, etc.), mailings and courier services, food and beverages at the meeting, mileage and parking for panel members, and other incidentals. In Ontario, all existing DRP panel members are unpaid volunteers that dedicate their time to participate in the process. Based on discussions with the former municipalities, no new staff positions have been required to administer the DRP; instead, existing staff is utilized. Based on this information, as well as a review of existing operating budgets for similar groups at the City, a budget of \$2,000 to operate annually and \$5,000 to advertise for Panel members is estimated, and existing staff would facilitate the DRP process.

Monitoring:

A significant aspect of a new DRP is the refinement of the Panel's process and evaluation of its function during the initial stages. Each of the existing DRPs were initiated as a Pilot Program. Staff monitored the DRPs function by collecting feedback from Panel members, applicants, and professional design consultants whose projects had been reviewed, and considered changes to the procedures, panel make up, areas, and proposals subject to the DRP, and the mandate.

DRP Recommendations:

As outlined in the Policy Implications section of this Report, urban design plays a significant role in Hamilton to achieve unique character, build strong communities, maintain and improve the civic image, enhance the economic potential, improve the residents' quality of life, and achieve the goal of creating quality and unique places. Based on the foregoing, an analysis of the positive and negative aspects associated with a DRP, a review of DRPs in Ontario, as well as a review of applicable policy, has indicated many potential benefits to establishing a DRP for Hamilton, as well as opportunities to address any negative aspects associated with it. Therefore, as an initial step, it is recommended that a DRP Pilot Program be created for Hamilton to test the feasibility and merit for incorporating a DRP within the development approvals process. To assist in ensuring that the proposed DRP will serve to achieve these urban design goals and objectives by reviewing each project against these policies to ensure conformity, a Terms of Reference, outlining its mandate, scope, process, administration, panel makeup, monitoring, and financial implications, has been created, based on best practices (see Appendix "A"). The Terms of Reference includes the following details, based on best practices and the analysis contained in this Report:

- A mandate that aligns with the City's urban design goals and objectives;
- Scoped application limited to all complex rezonings and major site plan applications in the Downtown Hamilton Secondary Plan Area and Areas of Major Change and Corridors of Gradual Change within Setting Sail;

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- Provides an opportunity for the Director of Planning, or his or her designate, to require or waive any project that may/may not have the potential to significantly impact the physical environment functionally and aesthetically;
- Be administered by Planning staff;
- Require a maximum of 9 panel members for a two year term;
- Incorporate a DRP meeting into the development approvals process, and require that the DRPs advice be considered by staff and decision makers;
- Allow for a two year pilot duration; and,
- Require on-going monitoring.

The Pilot Program provides an opportunity to test the program, adjust its terms of reference, consult with key stakeholders, report back on its merit, scope, and application, and determine if Council wishes to formally adopt the DRP as part of the development approvals process. The DRP Pilot Program would commence on January 1, 2014, in order to allow staff sufficient time to advertise for panel positions, interview candidates, appoint panel members, as well as coordinate its administration, including revising existing/creating new forms and web pages, scheduling meetings, booking facilities, etc. Planning staff would monitor the DRP Pilot Program's function by collecting feedback from Panel members, applicants, and professional design consultants whose projects have been reviewed, tracking applications subject to DRP and reviewing costs. Staff will report back to Planning Committee on the Pilot Program (see Recommendation (b)).

ALTERNATIVES FOR CONSIDERATION

(include Financial, Staffing, Legal and Policy Implications and pros and cons for each alternative)

In considering alternatives to the recommended action, Council could consider the following:

1. Not Proceed with a Design Review Panel or Pilot Program.

As discussed in this Report, implementation of a DRP could aid in achieving major policy goals and objectives by promoting design excellence, allowing for a more thorough design review, and improving the design quality of projects. Furthermore, the recommended Pilot Program will allow a review of the merit and feasibility of a permanent DRP.

2. **Implement a Design Review Panel or Pilot Program, which applies to the Downtown Hamilton Secondary Plan Area, within Areas of Major Change and Corridors of Gradual Change within the Setting Sail Secondary Plan Area, and within the Nodes and Corridors of the UHOP.**

As discussed in this Report, there is a policy basis to include the nodes and corridors of the UHOP; however, this would significantly increase the number of projects reviewed by the DRP to be above the average number of projects reviewed by other Ontario DRPs. A Pilot Program that applies to those areas captured in Appendix “A” will allow staff and Council to review and monitor the program’s effectiveness. Expansion of the program to other areas of the City could be considered through the review of the Pilot Program.

3. **Implement a Design Review Panel or Pilot Program, which applies to the entire City.**

As discussed in this Report, it is recommended that a Pilot Program be applied to the entire Downtown Hamilton Secondary Plan Area, and within areas of major change and corridors of gradual change within the Setting Sail Secondary Plan Area. A Pilot Program will allow staff and Council to review and monitor the program’s effectiveness. The areas identified to apply the Pilot Program have been recommended, since there are Council-approved policies that contemplate a DRP for these locations. Any expansion of the DRP application outside of those areas already contemplated should be considered in the context of a review of the Pilot Program.

ALIGNMENT TO THE 2012 – 2015 STRATEGIC PLAN:

Strategic Priority #1:

A Prosperous & Healthy Community

WE enhance our image, economy and well-being by demonstrating that Hamilton is a great place to live, work, play and learn.

Strategic Objective:

- 1.1 Support the development and implementation of neighbourhood and City-Wide strategies that will improve the health and well-being of residents.
- 1.2 A culture of excellence is promoted.

Strategic Priority #2:

Valued & Sustainable Services

WE deliver high quality services that meet citizen needs and expectations, in a cost effective and responsible manner.

Strategic Objective:

- 2.1 Implement processes to improve services, leverage technology and validate cost effectiveness and efficiencies across the Corporation.
- 2.2 Improve the City's approach to engaging and informing citizens and stakeholders.
- 2.3 Aspiring to the highest environmental standards through the promotion of sustainability and design excellence by the DRP.

Strategic Priority #3:

Leadership & Governance

WE work together to ensure we are a government that is respectful towards each other and that the community has confidence and trust in.

Strategic Objective:

- 3.1 Engage in a range of inter-governmental relations (IGR) work that will advance partnerships and projects that benefit the City of Hamilton.
- 3.2 Applying innovative tools to improve services by promoting design excellence.

APPENDICES / SCHEDULES

- Appendix "A": DRP Mandate
- Appendix "B": Complex Development Applications Map (2011 - 2012)
- Appendix "C": Table of Details for all Complex Rezoning and Major Site Plans in 2011
- Appendix "D": Table of Details for all Complex Rezoning and Major Site Plans in 2012
- Appendix "E": Development Approvals Process Mapping

:DF - Attachs. (5)

The Planning and Economic Development Department Design Review Panel – Pilot Project

Mandate - July 2013

1.0 Mandate:

The Planning and Economic Development Department Design Review Panel (DRP) is a voluntary technical panel established to advise Planning Division staff on urban design matters of development within Design Priority Areas for a pilot period of two years to expire on December 31, 2015.

The DRP is strictly an advisory body, and makes recommendations to Planning Division staff. It does not have the authority to approve or refuse projects, or make policy decisions, or recommendations on land use.

2.0 Purpose:

- 2.1** To give advice and make recommendations to staff on the potential physical and aesthetic impact of proposed buildings, structures, landscapes, streetscapes, parks, and infrastructure projects in the Design Priority Areas.
- 2.2** To give professional advice to staff regarding any proposed policy or guidelines affecting the Design Priority Areas' physical environment.
- 2.3** To ensure that the efforts to improve the quality of design through the reviews of the DRP are achieved in the context of an effective and timely process.
- 2.4** Support creative design responses in new development.
- 2.5** Foster an effective working relationship with the development industry.
- 2.6** Broaden public awareness about design in Hamilton.

3.0 Scope of Work:

- 3.1** The DRP shall provide urban design advice to Planning Division staff on Planning applications with respect to complex Zoning and Site Plan applications in the following Design Priority Areas:
 - (a)** Downtown Hamilton Secondary Plan Area (See Map No. 1); and,

- (b) Areas of Major Change and Corridors of Gradual Change within Setting Sail Secondary Plan Area (See Map No. 2).
 - (c) Notwithstanding (a), and (b) above, the Director of Planning or his or her designate may refer any other large scale project that has the potential to significantly impact the physical environment functionally and aesthetically.
- 3.2** Notwithstanding Section 3.1 above, applications subject to review by the DRP shall include all complex Zoning and Major Site Plan applications subject to the following:
- (a) Residential (complex zoning) - only applications for increased density or increased height.
 - (b) Residential (complex zoning and site plan) - all ground related residential development including: singles, semis, all townhouses will be exempt from DRP review.
 - (c) Residential (complex zoning and site plan) - development below 3 storeys will be exempt from DRP review.
 - (d) Non-Residential (complex zoning and site plan) - development below 3 storeys and 1,858 square metres of gross floor area will be exempt from DRP review.
- 3.3** Notwithstanding Sections 3.1 and 3.2, the Director of Planning or his or her designate has the discretionary powers to waive projects from the review of the DRP, if the project is not deemed to have the potential to significantly impact the physical environment functionally and/or aesthetically. At the Formal Consultation Stage, projects subject to DRP will be identified.

4.0 DRP Composition, Selection, Term & Remuneration:

4.1 Composition:

The DRP will be comprised of a maximum of nine (9) members. The panel must include at least two (2) architects, one (1) landscape architect, and two (2) other individuals from a different discipline related to Urban Design (i.e. urban designer, planner, heritage professional, or green technologies specialist). Quorum will be 50% of the membership, plus one.

4.2 Selection:

- (a)** The DRP members will be selected from a qualified pool of candidates by the General Manager of the Planning and Economic Development Department and Director of Planning, based on the following:
- (i) City of Hamilton employees are not eligible to participate on the DRP.
 - (ii) Potential members must meet specific criteria regarding qualifications, experience, and availability. People who work as consultants or with public agencies may be appointed to the Panel. Members will not be selected to represent an organizational perspective, but rather for their ability to provide objective, expert judgement. A high level of technical expertise shall be required among members.
- (b)** The Planning and Economic Development Department will advertise for expressions of interest from community professionals who would be willing to volunteer for appointment to the DRP. Using the following criteria, the General Manager of the Planning and Economic Development Department and the Director of Planning will select individuals suitable for appointment as members.
- (i) Because of the technical nature of the Panel, academic qualifications are important.
 - (ii) Individuals with a diversity of training will be viewed favourably.
 - (iii) As a group, the DRP should include a balance of expertise and, thus, appointments may favour disciplines where representation is weak. Members should be drawn from the following disciplines or subject areas:
 - Architecture;
 - Landscape Architecture;
 - Urban Design;
 - Urban Planning;
 - Built Heritage; and,
 - Green Technologies.

4.3 Term:

DRP members will be required to serve for the two (2) year Pilot Project term. Non-attendance at more than three consecutive meetings may be sufficient grounds for replacement.

4.4 Remuneration:

The DRP members are to be non-paid volunteer positions. Refreshments and travel expenses during the Pilot Project Term will be covered by the Planning and Economic Development Department.

5.0 Administration of the DRP:

5.1 The Manager of Development Planning, Heritage and Design, or his/her designate, will attend and be responsible for the administration of the DRP.

5.2 The DRP will meet monthly, as required.

5.3 The DRP will appoint, from their membership, a Chair and Vice Chair. The role of the Chair is to preside over the discussions to ensure that the matters brought forward before the DRP are fairly considered.

5.4 The DRP meetings will be accurately documented in the meeting minutes by Planning and Economic Development staff.

5.5 Individual DRP members should not be identified in the minutes; specific comments can be recorded without attribution.

5.6 The draft meeting minutes will be prepared by Planning and Economic Development staff, and then sent to the DRP for approval. The approved minutes will be sent to the proponents and Planning and Economic Development staff. Proponents will not have the opportunity or ability to request any changes to the minutes. The approved minutes reflect the recommendations and comments of the DRP, and provide advice to City staff and the proponent.

6.0 DRP Process:

6.1 Referral of Applications and Projects:

The DRP will have applications and projects referred to the group by the Planning and Economic Development Department at initial project circulation, as determined through the Formal Consultation process.

6.2 DRP Submission Requirements:

Once the application has been referred, Planning staff will contact the applicant and provide the DRP submission requirements, which may include:

- (a) Key Plan;
- (b) Coloured copies of the site plan, building elevation plans, and landscape plans;
- (c) Photographs of the surrounding streetscape and adjacent lands;
- (d) Coloured renderings, digital perspectives, or a physical massing model showing the proposed development and its relationship to adjacent lands;
- (e) Floor plans for all ground related floors and, as required, to explain the scheme;
- (f) Building elevations and materials;
- (g) A brief project description;
- (h) A letter from the design consultants addressing the merits of the proposed design, recognizing the design policies contained in the Official Plan and any applicable planning policies and urban design guideline documents and the surrounding building context; and,
- (i) If required, a sun/shadow and/or wind study, visual impact analysis, urban design brief, and/or any other urban design related study/report/analysis identified through the Formal Consultation Process.

Notes:

- (i) All presentation material should be mounted on panels of no more than 0.9m x 1.2m (3' x 4') in size;
- (ii) The preferred method for submissions to the DRP will be electronically; and,
- (iii) The applicant may choose to prepare a PowerPoint Presentation with the above information to further explain the proposed application at the DRP meeting.

6.3 Meeting Protocol:

- (a) DRP meetings shall be attended by the applicant and/or representative/agent, panel, City Planning staff, and where needed, other relevant City staff.
- (b) DRP meetings will be open to the public for observation only. However, there shall be no written or verbal submissions by any individuals other than staff and the proponent. Others will have an opportunity to make written and verbal submissions during the standard application process for rezonings.
- (c) The DRP meetings will begin with a brief presentation by the proponent and their design consultant, who will explain the project's objectives and how it responds to the City's policies and guidelines.
- (d) Following the proponent's presentation, the DRP will have the opportunity to ask questions for clarification before beginning their deliberations and developing its advice with respect to the project.
- (e) The DRP comments will be based on Council approved policies and guidelines. The DRP comments will range from an acknowledgement of the positive qualities of the proposal to suggestions that encourage a design, which better complies with relevant policies and guidelines.
- (f) Within 10 business days of the relevant DRP meeting, a copy of the approved meeting minutes, including the DRP's advice, will be finalized.

6.4 Monitoring:

- (a) Information will be obtained from the proponent and his/her consultant(s) from a brief survey, which will be provided at the meeting. The survey will provide question(s) regarding opinions of the process and any required improvements. This information will be compiled at the end of the Pilot Project term.
- (b) Information obtained from panel members and staff will also be obtained in order to identify positive and negative issues with the process and any required improvements. This information will be compiled at the end of the Pilot Project term.

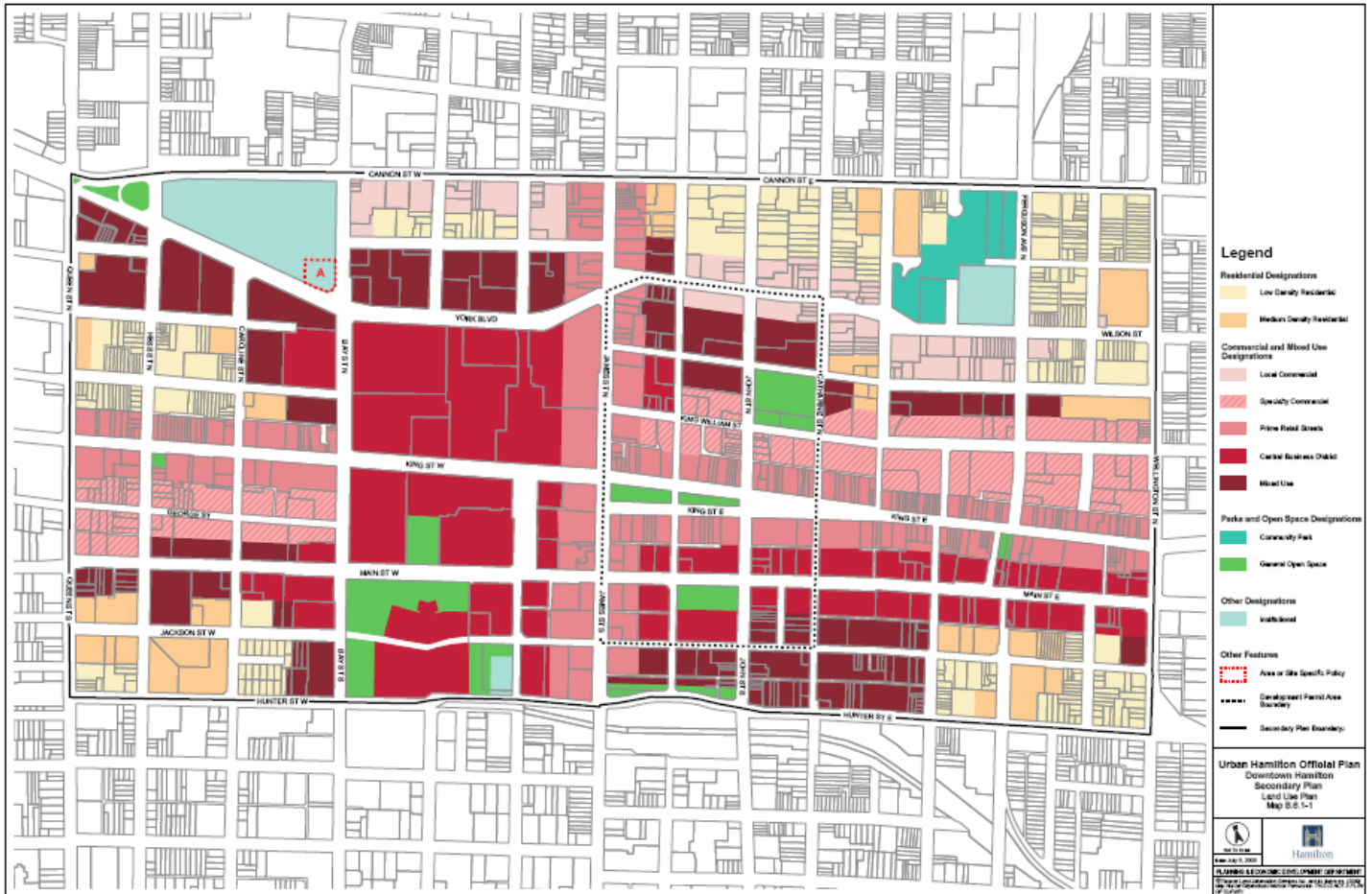
7.0 Conflict of Interest/Code of Conduct

Conflict of interest rules will apply to all Design Review Panel members, pursuant to the Municipal Conflict of Interest Act, R.S.O., 1190, Chapter M.50., a copy of which will be provided to members upon their appointment.

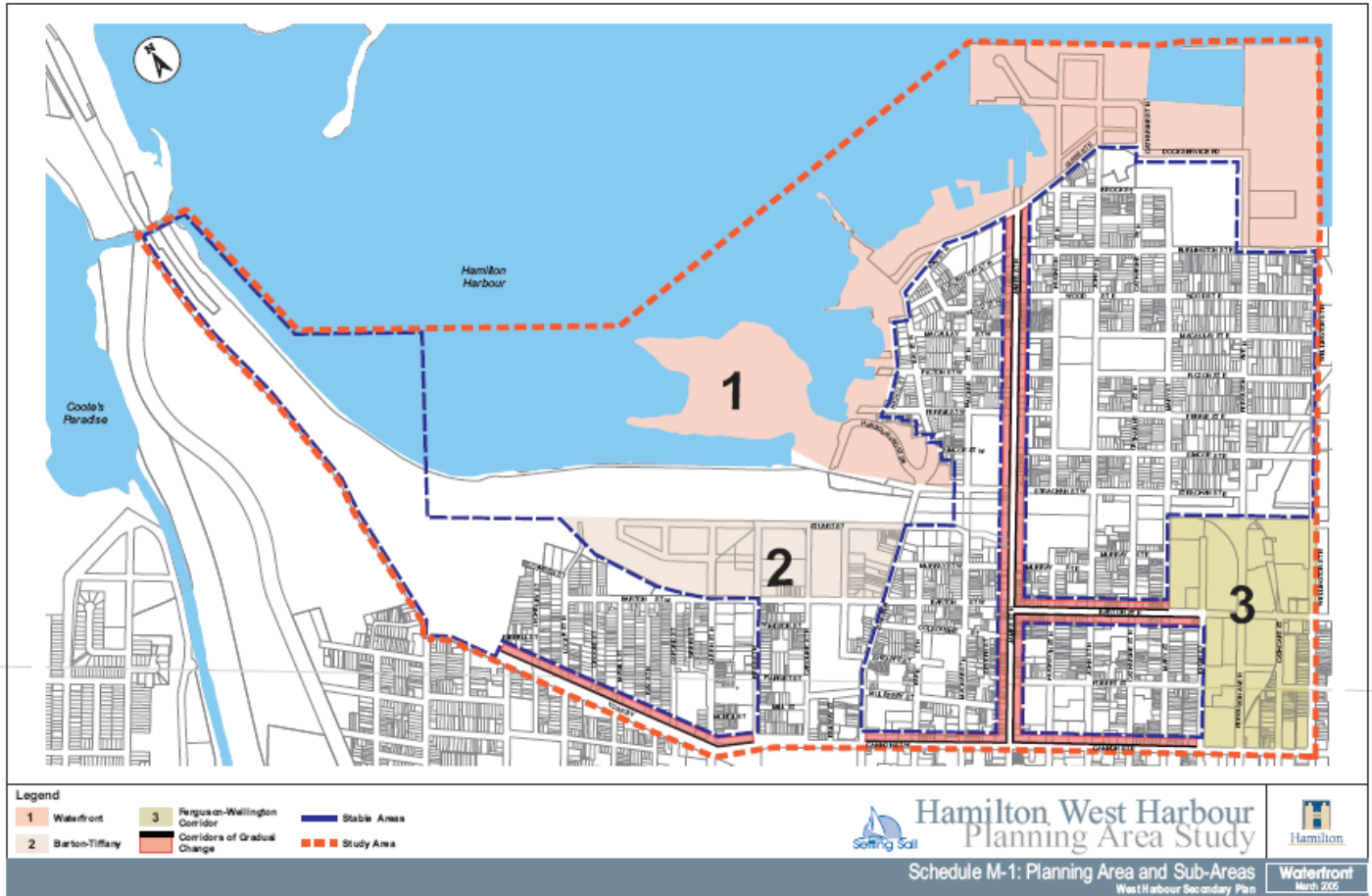
8.0 Confidentiality

DRP members may be required to sign a Confidentiality Agreement pertaining to any material of a proprietary nature which is forwarded to them in carrying out the DRP's mandate.

Design Priority Area Map No. 1 - Downtown Hamilton Secondary Plan



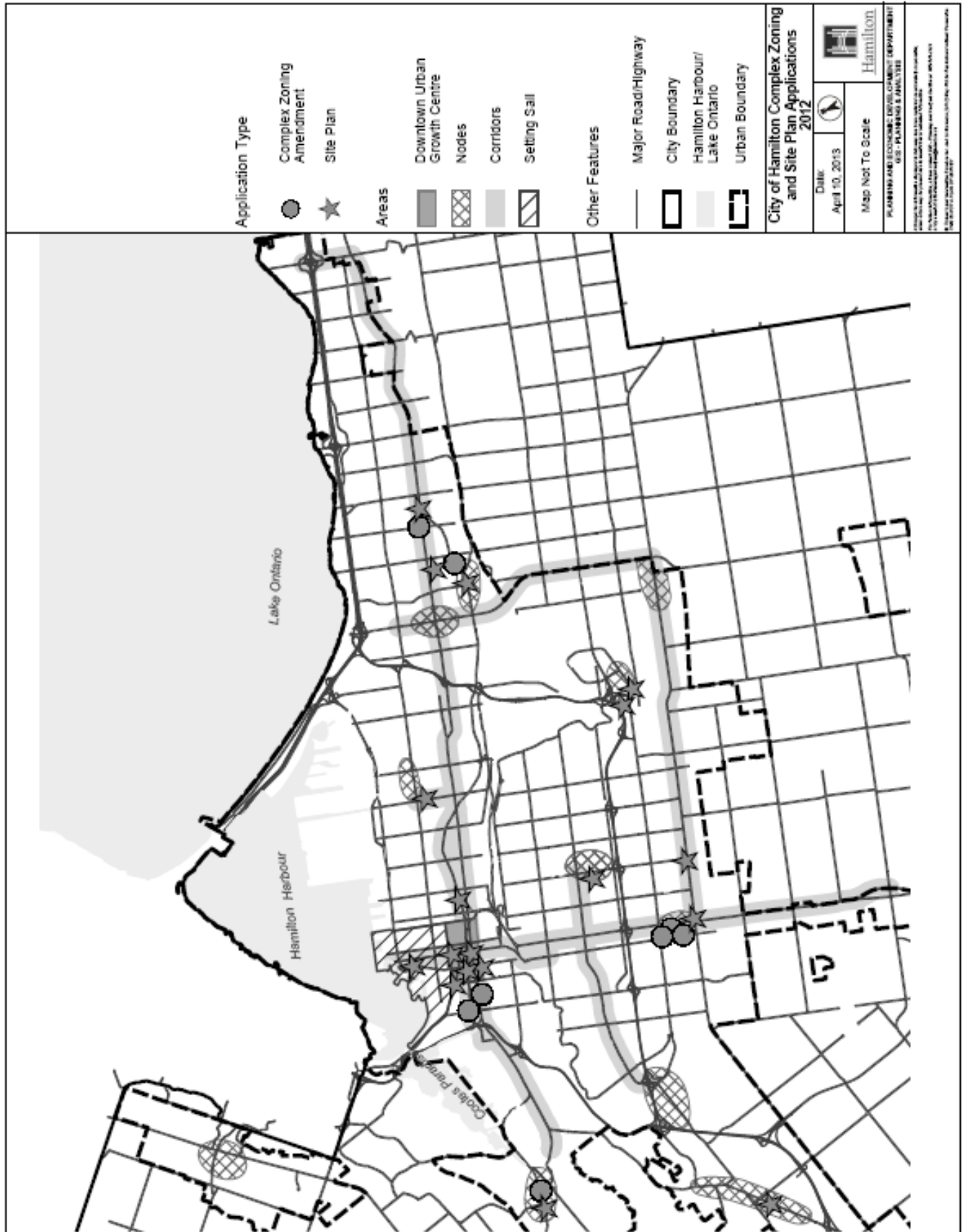
Design Priority Area Map No. 2 - Setting Sail Secondary Plan



Total Complex Zoning and Site Plan Applications Reviewed by the City of Hamilton in 2011



Total Complex Zoning and Site Plan Applications Reviewed by the City of Hamilton in 2012



Major Site Plan and Complex Rezoning Applications in 2011 (City Wide)

<u>Municipality</u>	<u>Application #</u>	<u>Street Address</u>	<u>Land Use</u>	<u>Gross Floor Area (m2)</u>	<u>Total Units</u>	<u>Height (No. of Storeys)</u>
Ancaster	DA-11-168	41 BITTERN STREET	EMPLOYMENT	18045.00	0.00	1.00
Ancaster	DA-11-064	1621 CLAYBAR RD	EMPLOYMENT	0.00	0.00	0.00
Ancaster	DA-11-121	623 SHAVER ROAD	RURAL - EMPLOYMENT	910.00	0.00	1.00
Ancaster	DA-11-136	143 and 153 WILSON STREET WEST	RESIDENTIAL (LOW)	0.00	8.00	2.00
Ancaster	DA-11-172	306 WOODWORTH DRIVE	RESIDENTIAL (LOW)	0.00	9.00	2.00
Ancaster	DA-11-174	71 WILSON STREET EAST	COMMERCIAL	100.00	0.00	1.00
Ancaster	ZAC-11-011	587 GARNER ROAD E	COMMERCIAL	0.00	0.00	0.00
Ancaster	ZAC-11-019	121 FIDDLER'S GREEN ROAD	RESIDENTIAL (MEDIUM)	0.00	24.00	3.00
Ancaster	ZAC-11-028	460-480 SPRINGBROOK AVENUE	INSTITUTIONAL	0.00	0.00	0.00
Ancaster	ZAC-11-048	435 GARNER ROAD E	RESIDENTIAL (LOW)	0.00	0.00	0.00
Ancaster	ZAC-11-056	411 KITTY MURRAY LANE	INSTITUTIONAL	0.00	0.00	0.00
Ancaster	ZAC-11-057	1193 OLD MOHAWK ROAD	RESIDENTIAL (LOW)	0.00	11.00	2.00
Ancaster	ZAC-11-059	114 WILSON STREET W	COMMERCIAL	0.00	0.00	0.00
Ancaster	ZAC-11-060	452 SPRINGBROOK AVENUE	INSTITUTIONAL	0.00	0.00	0.00
Dundas	ZAC-11-054	133 PARK STREET W	COMMERCIAL	0.00	0.00	0.00
Dundas	ZAC-11-066	231 YORK ROAD	RESIDENTIAL (MEDIUM)	0.00	18.00	2.00
Flamborough	DA-11-008	64 DUNDAS STREET EAST	COMMERCIAL	150.00	0.00	1.00
Flamborough	DA-11-022	249 PARKSIDE DRIVE	RESIDENTIAL (MEDIUM)	0.00	12.00	2.00
Flamborough	DA-11-039	374 5th CONCESSION RD E	RURAL - EMPLOYMENT	42345.00	0.00	1.00
Flamborough	DA-11-048	25 & 31 MAIN STREET SOUTH	MIXED-USE	810.13	3.00	2.00
Flamborough	DA-11-072	1218 4th CONCESSION RD W	RURAL - EMPLOYMENT	79898.00	0.00	1.00
Flamborough	DA-11-095	1006 HIGHWAY 6	RURAL - EMPLOYMENT	4234.50	0.00	1.00
Flamborough	DA-11-115	197 5th CONCESSION RD W and 11 HESS	RURAL - EMPLOYMENT	910.00	0.00	1.00
Flamborough	DA-11-148	361 OLD BROCK ROAD	INSTITUTIONAL	0.00	60.00	3.00
Flamborough	DA-11-171	44 FLAMBORO STREET	RESIDENTIAL (MEDIUM)	0.00	19.00	2.00
Flamborough	DA-11-189	261 HWY 5 WEST	HIGHWAY COMMERCIAL	172.00	0.00	1.00
Flamborough	ZAC-11-021	4/10/24/30/36/ 50 HORSESHOE DRIVE	COMMERCIAL	0.00	0.00	0.00
Flamborough	ZAC-11-044	592 WESTOVER ROAD	RESIDENTIAL (LOW)	0.00	1.00	2.00
Glanbrook	DA-11-075	1824 RYMAL RD E	INSTITUTIONAL	72868.00	0.00	2.00
Glanbrook	DA-11-166	440 GLOVER ROAD	EMPLOYMENT	46289.00	0.00	1.00

Major Site Plan and Complex Rezoning Applications in 2011 (City Wide)

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Glanbrook	ZAC-11-004	000 BINBROOK ROAD	RESIDENTIAL (LOW)	0.00	51.00	2.00
Glanbrook	ZAC-11-020	3250 HOMESTEAD DRIVE	MIXED USE	600.00	6.00	3.00
Glanbrook	ZAC-11-065	139 FALL FAIR WAY	RESIDENTIAL (LOW)	0.00	146.00	2.00
Glanbrook	ZAC-11-067	TANGLEWOOD DR	RESIDENTIAL (LOW)	0.00	33.00	2.00
Hamilton	DA-11-012	13 HESS STREET SOUTH	COMMERCIAL	0.00	0.00	0.00
Hamilton	DA-11-017	90 CHARLTON AVE W	RESIDENTIAL (HIGH)	0.00	65.00	9.00
Hamilton	DA-11-038	1341 MAIN ST W & 15 EMERSON ST	COMMERCIAL	949.00	0.00	1.00
Hamilton	DA-11-043	1115 BARTON STREET E	COMMERCIAL	8206.00	0.00	1.00
Hamilton	DA-11-046	1796 and 1800 KING ST E	INSTITUTIONAL	0.00	60.00	5.00
Hamilton	DA-11-047	103 MACNAB ST N & 54 VINE STREET	INSTITUTIONAL	1054.00	0.00	2.00
Hamilton	DA-11-050	1188 RYMAL ROAD EAST	COMMERCIAL	3817.00	0.00	1.00
Hamilton	DA-11-054	50 MURRAY STREET	RESIDENTIAL (HIGH)	0.00	36.00	3.00
Hamilton	DA-11-057	68 GEORGE STREET	COMMERCIAL	95.00	127.00	6.00
Hamilton	DA-11-062	685 QUEENSTON ROAD	COMMERCIAL	3278.00	0.00	1.00
Hamilton	DA-11-065	35 PARKDALE AVE N	HIGHWAY COMMERCIAL	54.00	0.00	1.00
Hamilton	DA-11-067	75 CENTENNIAL PKWY NORTH	COMMERCIAL	0.00	0.00	1.00
Hamilton	DA-11-081	780 UPPER PARADISE RD	RESIDENTIAL (MEDIUM)	0.00	12.00	2.00
Hamilton	DA-11-083	247 PRITCHARD ROAD	EMPLOYMENT	1806.00	0.00	1.00
Hamilton	DA-11-085	235 MAIN STREET W	COMMERCIAL	2369.00	0.00	3.00
Hamilton	DA-11-089	160 BEECHWOOD AVE and 75 BALSAM AVE	COMMERCIAL	10772.00	0.00	4.00
Hamilton	DA-11-094	206, 208 and 212-216 BOLD STREET	RESIDENTIAL (MEDIUM)	0.00	14.00	3.00
Hamilton	DA-11-100	270 LONGWOOD ST S	EMPLOYMENT	0.00	0.00	1.00
Hamilton	DA-11-101	162 FERGUSON AVE N	EMPLOYMENT	0.00	0.00	1.00
Hamilton	DA-11-114	272, 276 WELLINGTON ST N & 240 BARTON ST E	COMMERCIAL	0.00	0.00	0.00
Hamilton	DA-11-123	121 St. JOSEPH'S DRIVE	RESIDENTIAL (HIGH)	69.00	0.00	11.00
Hamilton	DA-11-128	85 ROBINSON STREET	RESIDENTIAL (HIGH)	79.00	0.00	9.00
Hamilton	DA-11-130	1045 UPPER PARADISE RD	RESIDENTIAL (MEDIUM)	0.00	3.00	3.00
Hamilton	DA-11-131	152 CATHERINE STREET S	RESIDENTIAL (MEDIUM)	0.00	14.00	3.00
Hamilton	DA-11-152	115 FERRIE ST E	UTILITY	250.00	0.00	2.00

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Hamilton	DA-11-159	12 AMBROSE AVENUE	RESIDENTIAL (LOW)	0.00	14.00	2.00
Hamilton	DA-11-179	FENNELL AVENUE EAST (@WEST 5th)	INSTITUTIONAL	4105.00	0.00	3.00
Hamilton	DA-11-182	17,19,21 CROSTWAITE AVE	RESIDENTIAL (MEDIUM)	0.00	0.00	0.00
Hamilton	ZAC-11-001	2 CALEDON AVENUE	MIXED USE	0.00	1.00	2.00
Hamilton	ZAC-11-002	438-450 CONCESSION STREET	COMMERCIAL	0.00	0.00	0.00
Hamilton	ZAC-11-009	401 RYMAL ROAD E	INSTITUTIONAL	0.00	273.00	10.00
Hamilton	ZAC-11-010	480 STONE CHURCH ROAD E	COMMERCIAL	0.00	0.00	0.00
Hamilton	ZAC-11-016	15 EMERSON STREET	RESIDENTIAL (MEDIUM)	0.00	20.00	2.00
Hamilton	ZAC-11-027	12 AMBROSE AVENUE	RESIDENTIAL (LOW)	0.00	17.00	2.00
Hamilton	ZAC-11-029	713 RYMAL ROAD E	COMMERCIAL	1920.00	0.00	1.00
Hamilton	ZAC-11-031	1531 UPPER SHERMAN AVENUE	RESIDENTIAL (LOW)	0.00	112.00	2.00
Hamilton	ZAC-11-032	1285 UPPER OTTAWA STREET	COMMERCIAL	2787.09	0.00	1.00
Hamilton	ZAC-11-037	431 & 435 EAST 42ND STREET	RESIDENTIAL (MEDIUM)	0.00	20.00	3.00
Hamilton	ZAC-11-043	15 EMERSON STREET	COMMERCIAL	0.00	0.00	0.00
Hamilton	ZAC-11-046	135 FENNELL AVENUE E	INSTITUTIONAL	6121.00	0.00	5.00
Hamilton	ZAC-11-050	1354 UPPER SHERMAN AVENUE	RESIDENTIAL (MEDIUM)	0.00	16.00	2.00
Hamilton	ZAC-11-052	848 UPPER WENTWORTH STREET	COMMERCIAL	0.00	0.00	0.00
Hamilton	ZAC-11-053	360 BEACH ROAD	COMMERCIAL	0.00	0.00	0.00
Hamilton	ZAC-11-055	198 WELLINGTON STREET S	RESIDENTIAL (HIGH)	0.00	29.00	6.00
Hamilton	ZAC-11-068	235 MAIN STREET W	COMMERCIAL	2845.00	0.00	3.00
Hamilton	ZAC-11-070	1375 UPPER JAMES STREET	COMMERCIAL	7300.00	0.00	1.00
Hamilton	ZAC-11-078	17,19 & 21 CROSTHWAITE AVENUE N	COMMERCIAL	0.00	0.00	0.00
Stoney Creek	DA-11-020	823 HIGHWAY NO. 8	COMMERCIAL	172.00	0.00	1.00
Stoney Creek	DA-11-034	620 SOUTH SERVICE ROAD	HIGHWAY COMMERCIAL	210.00	0.00	1.00
Stoney Creek	DA-11-035	21 UPPER CENTENNIAL PARKWAY	COMMERCIAL	7710.90	0.00	4.00
Stoney Creek	DA-11-069	74 FELKER AVENUE	RESIDENTIAL (LOW)	0.00	3.00	3.00
Stoney Creek	DA-11-077	70 HIGHGATE DRIVE	RESIDENTIAL (MEDIUM)	0.00	46.00	2.00
Stoney Creek	DA-11-120	420 GLOVER ROAD and 918 SOUTH SERVICE ROAD	EMPLOYMENT	4881.00	0.00	1.00

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Stoney Creek	DA-11-160	130 & 170 PALACEBEACH TRAIL	RESIDENTIAL (MEDIUM)	0.00	41.00	2.00
Stoney Creek	DA-11-162	GALILEO DRIVE	RESIDENTIAL (LOW)	0.00	6.00	2.00
Stoney Creek	DA-11-180	202 BARTON STREET	INSTITUTIONAL	760.00	0.00	1.00
Stoney Creek	ZAC-11-007	202 BARTON STREET	INSTITUTIONAL	716.56	0.00	2.00
Stoney Creek	ZAC-11-008	130 PALACEBEACH TRAIL	RESIDENTIAL (MEDIUM)	0.00	54.00	2.00
Stoney Creek	ZAC-11-022	455 JONES ROAD	RESIDENTIAL (LOW)	0.00	8.00	2.00
Stoney Creek	ZAC-11-024	120 KING STREET W	MIXED USE	929.00	79.00	4.00
Stoney Creek	ZAC-11-025	845 & 857 NORTH SERVICE ROAD	RESIDENTIAL (MEDIUM)	0.00	74.00	2.00
Stoney Creek	ZAC-11-042	1329 BARTON STREET	RESIDENTIAL (LOW)	0.00	131.00	2.00
Stoney Creek	ZAC-11-051	220 MUD STREET W	RESIDENTIAL (LOW)	0.00	364.00	2.00
Stoney Creek	ZAC-11-064	165 & 169 HIGHWAY NO. 8	COMMERCIAL	2787.00	0.00	3.00
Stoney Creek	ZAC-11-069	42 PASSMORE STREET	INSTITUTIONAL	0.00	200.00	5.00
Stoney Creek	ZAC-11-073	601 UPPER CENTENNIAL PARKWAY	RESIDENTIAL (MEDIUM)	0.00	42.00	2.00
Stoney Creek	ZAC-11-080	528 JONES ROAD	RESIDENTIAL (LOW)	0.00	20.00	2.00
Stoney Creek	ZAC-11-081	47 MUD STREET W	RESIDENTIAL (MEDIUM)	0.00	23.00	2.00

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Ancaster	DA-12-036	1574 WILSON STREET WEST	EMPLOYMENT	4348.00	0.00	2.00
Ancaster	DA-12-041	587 & 591 GARNER ROAD EAST	COMMERCIAL	609.00	0.00	1.00
Ancaster	DA-12-050	95 WILSON STREET WEST	RESIDENTIAL (LOW)	50.00	0.00	1.00
Ancaster	DA-12-091	411 & 421 KITTY MURRAY LANE	RESIDENTIAL (MEDIUM)	0.00	28.00	2.00
Ancaster	DA-12-213	81 WILSON STREET WEST	COMMERCIAL	1088.00	0.00	3.00
Ancaster	ZAC-12-021	307 & 325 FIDDLER'S GREEN ROAD	INSTITUTIONAL	0.00	100.00	3.00
Ancaster	ZAC-12-026	1061 GARNER ROAD E	RESIDENTIAL (LOW)	0.00	40.00	2.00
Ancaster	ZAC-12-035	611 GARNER ROAD W	RESIDENTIAL (HIGH)	0.00	60.00	4.50
Ancaster	ZAC-12-036	1117 GARNER ROAD E	MIXED USE	3600.00	36.00	3.00
Ancaster	ZAC-12-062	871-875 GARNER ROAD E	RESIDENTIAL (LOW)	0.00	90.00	2.00
Ancaster	ZAC-12-068	435 GARNER ROAD E	RESIDENTIAL (LOW)	0.00	0.00	0.00
Ancaster	ZAC-12-072	1185 WILSON STREET W	COMMERCIAL	2227.00	0.00	1.00
Dundas	DA-12-178	20 RENATA COURT	RESIDENTIAL (LOW)	0.00	0.00	2.00
Dundas	DA-12-199	112 KING STREET WEST	MIXED-USE	1120.00	1.00	2.00
Dundas	DA-12-243	55 HEAD STREET	EMPLOYMENT	5284.49	0.00	4.00
Dundas	ZAC-12-017	16 KING STREET E	MIXED USE	200.00	60.00	7.00
Dundas	ZAC-12-043	336 KING STREET W	MIXED USE	150.00	27.00	6.00
Flamborough	DA-12-068	273 PARKSIDE DRIVE & HAMILTON STREET NORTH	INSTITUTIONAL	1066.00	0.00	2.00
Flamborough	DA-12-075	59 DUNDAS STREET EAST	COMMERCIAL	790.00	0.00	1.00
Flamborough	DA-12-076	170 ROCKHAVEN LANE	MIXED-USE	2210.00	60.00	4.00
Flamborough	DA-12-131	567 HIGHWAY 5 WEST	COMMERCIAL	50.00	0.00	1.00
Flamborough	DA-12-157	163 DUNDAS STREET EAST	INSTITUTIONAL	2184.00	0.00	1.00
Flamborough	DA-12-170	414 5th CONCESSION EAST	EMPLOYMENT	9096.00	0.00	1.00
Flamborough	ZAC-12-013	530 DUNDAS STREET E	RESIDENTIAL (LOW)	0.00	0.00	0.00
Flamborough	ZAC-12-015	257 - 267 PARKSIDE DRIVE	RESIDENTIAL (LOW)	0.00	47.00	2.00
Flamborough	ZAC-12-041	111 PARKSIDE DRIVE	RESIDENTIAL (LOW)	0.00	30.00	2.00
Flamborough	ZAC-12-049	249-255 PARKSIDE DRIVE	RESIDENTIAL (LOW)	0.00	3.00	2.00
Flamborough	ZAC-12-064	215 DUNDAS STREET E	RESIDENTIAL (MEDIUM)	0.00	66.00	2.00
Glanbrook	DA-12-024	45 MAGGIE JOHNSON DRIVE	COMMERCIAL	3161.00	0.00	1.00
Glanbrook	DA-12-033	345 GLANCASTER ROAD	RESIDENTIAL (MEDIUM)	0.00	13.00	2.00
Glanbrook	DA-12-060	399 GLOVER ROAD	EMPLOYMENT	23448.00	0.00	1.00

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Glanbrook	DA-12-174	45 ROYAL WINTER DRIVE	RESIDENTIAL (MEDIUM)	0.00	43.00	2.00
Glanbrook	DA-12-182	5 & 9 HAMPTON BROOK WAY	RESIDENTIAL (MEDIUM)	0.00	65.00	2.00
Glanbrook	DA-12-193	622 TOWNLINE ROAD	MIXED-USE	150.00	1.00	2.00
Glanbrook	DA-12-244	4 & 10 FALL FAIR WAY & 2506 & 2520 HIGHWAY 56	MIXED-USE	1429.00	12.00	3.00
Glanbrook	DA-12-245	2666, 3020, 3028 BINBROOK ROAD WEST	COMMERCIAL	429.00	0.00	0.00
Glanbrook	ZAC-12-024	365 GLANCASTER ROAD	INSTITUTIONAL	0.00	260.00	8.00
Glanbrook	ZAC-12-069	RYMAL ROAD E	RESIDENTIAL (LOW)	0.00	42.00	2.00
Hamilton	DA-12-044	150 MAIN STREET WEST	RESIDENTIAL (HIGH)	0.00	277.00	16.00
Hamilton	DA-12-003	1381 and 1395 UPPER OTTAWA STREET	COMMERCIAL	2095.40	0.00	1.00
Hamilton	DA-12-010	50 GREENHILL AVENUE	INSTITUTIONAL	0.00	0.00	0.00
Hamilton	DA-12-019	480-510 CENTENNIAL PARKWAY NORTH	COMMERCIAL	14821.47	0.00	1.00
Hamilton	DA-12-029	530 UPPER PARADISE ROAD	RESIDENTIAL (HIGH)	0.00	52.00	6.00
Hamilton	DA-12-038	15 ST. ANN STREET	INSTITUTIONAL	0.00	0.00	2.00
Hamilton	DA-12-048	55 QUEEN STREET NORTH	COMMERCIAL	0.00	0.00	0.00
Hamilton	DA-12-052	366 BAY STREET NORTH	RESIDENTIAL (HIGH)	0.00	6.00	3.00
Hamilton	DA-12-059	62-82 SHADYSIDE AVE, 85-113 HALAM AVE, 320-422 EAST 27th	RESIDENTIAL (LOW)	0.00	8.00	2.00
Hamilton	DA-12-061	100 MAIN STREET WEST	INSTITUTIONAL	17651.60	0.00	6.00
Hamilton	DA-12-064	547 KING STREET EAST	MIXED-USE	558.00	6.00	2.00
Hamilton	DA-12-118	121 & 123 JAMES STREET NORTH	COMMERCIAL	3380.00	0.00	3.00
Hamilton	DA-12-136	1641 BRAMPTON STREET	EMPLOYMENT	2520.00	0.00	1.00
Hamilton	DA-12-138	137 - 149 MAIN STREET WEST	COMMERCIAL	11148.00	100.00	1.00
Hamilton	DA-12-148	50 MILLWOOD PLACE	EMPLOYMENT	3577.00	0.00	2.00
Hamilton	DA-12-155	555 SANATORIUM ROAD	RESIDENTIAL	66.94	0.00	1.00
Hamilton	DA-12-156	139 WINDEMERE ROAD	EMPLOYMENT	0.00	0.00	0.00
Hamilton	DA-12-181	47 DITTON DRIVE (Lot 13 & 14)	EMPLOYMENT	1829.10	0.00	1.00
Hamilton	DA-12-189	STONE CHURCH ROAD	HIGHWAY COMMERCIAL	376.53	0.00	1.00
Hamilton	DA-12-200	134 MUD STREET	EMPLOYMENT	3316.00	0.00	1.00
Hamilton	DA-12-212	1620 UPPER WENTWORTH ST and 401 RYMAL RD E	INSTITUTIONAL	0.00	258.00	12.00

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Hamilton	DA-12-215	536 BEACH BOULEVARD	MIXED-USE	95.00	1.00	2.00
Hamilton	DA-12-225	256 OTTAWA STREET NORTH	COMMERCIAL	217.86	0.00	1.00
Hamilton	DA-12-227	502-540 CENTENNIAL PARKWAY N	COMMERCIAL	9534.00	0.00	6.00
Hamilton	DA-12-237	1280 MAIN STREET W	INSTITUTIONAL	16463.00	0.00	5.00
Hamilton	DA-12-246	1591 & 1599 UPPER JAMES ST and 19 RYMAL ROAD EAST	COMMERCIAL	4470.80	0.00	2.00
Hamilton	DA-12-250	555 SANATORIUM ROAD	RESIDENTIAL (MEDIUM)	0.00	45.00	2.00
Hamilton	ZAC-12-005	1155 MAIN STREET E	RESIDENTIAL (MEDIUM)	0.00	139.00	2.00
Hamilton	ZAC-12-007	101 NASH ROAD N	RESIDENTIAL (LOW)	0.00	20.00	2.00
Hamilton	ZAC-12-011	788 UPPER OTTAWA STREET	MIXED USE	200.00	10.00	3.00
Hamilton	ZAC-12-020	99 - 103 LOCKE STREET S	MIXED USE	600.00	104.00	7.00
Hamilton	ZAC-12-028	620 - 624 KING STREET W	MIXED USE	1600.00	27.00	2.00
Hamilton	ZAC-12-029	1400 UPPER JAMES STREET	SWM POND	0.00	0.00	0.00
Hamilton	ZAC-12-037	726 UPPER GAGE AVENUE	COMMERCIAL	0.00	0.00	0.00
Hamilton	ZAC-12-044	224 JOHN STREET N	RESIDENTIAL (LOW)	0.00	3.00	2.00
Hamilton	ZAC-12-045	149 YOUNG STREET	RESIDENTIAL (MEDIUM)	0.00	7.00	2.00
Hamilton	ZAC-12-059	467 CHARLTON AVENUE E	RESIDENTIAL (HIGH)	0.00	153.00	6.00
Hamilton	ZAC-12-063	1670 GARTH STREET	MIXED USE	312.00	192.00	14.00
Hamilton	ZAC-12-067	1125 WEST 5TH STREET	RESIDENTIAL (MEDIUM)	0.00	130.00	2.00
Hamilton	ZAC-12-070	1041 WEST 5TH STREET	INSTITUTIONAL	0.00	23.00	3.00
Stoney Creek	DA-12-001	5 & 7 KING STREET E	MIXED-USE	218.32	2.00	2.00
Stoney Creek	DA-12-011	610 SOUTH SERVICE RD	COMMERCIAL	9254.00	0.00	1.00
Stoney Creek	DA-12-018	455 ARVIN AVE	EMPLOYMENT	146.00	0.00	1.00
Stoney Creek	DA-12-027	198 BARTON STREET	COMMERCIAL	1500.00	0.00	2.00
Stoney Creek	DA-12-028	102 HIGHWAY NO. 8	COMMERCIAL	14248.00	0.00	1.00
Stoney Creek	DA-12-053	350 LEWS ROAD	EMPLOYMENT	1900.00	0.00	1.00
Stoney Creek	DA-12-062	315-319 HIGHWAY NO. 8	RESIDENTIAL (HIGH)	0.00	54.00	7.00
Stoney Creek	DA-12-150	WATERBRIDGE STREET - PENNY LANE ESTATES	RESIDENTIAL (MEDIUM)	0.00	92.00	2.00
Stoney Creek	DA-12-154	220 MUD STREET W	RESIDENTIAL (MEDIUM)	0.00	74.00	2.00
Stoney Creek	DA-12-169	845 & 857 NORTH SERVICE RD	RESIDENTIAL (MEDIUM)	0.00	48.00	2.00
Stoney Creek	DA-12-232	220 MUD STREET W	RESIDENTIAL (MEDIUM)	0.00	47.00	2.00
Stoney Creek	ZAC-12-001	257 MILLEN ROAD	RESIDENTIAL (MEDIUM)	0.00	40.00	3.00
Stoney Creek	ZAC-12-004	259 DEWITT ROAD	RESIDENTIAL (LOW)	0.00	43.00	2.00
Stoney Creek	ZAC-12-010	2 OCEANIC DRIVE	RESIDENTIAL (MEDIUM)	0.00	10.00	2.00
Stoney Creek	ZAC-12-014	121 KING STREET E	MIXED USE	300.00	3.00	2.00
Stoney Creek	ZAC-12-019	546 & 548 FIFTY ROAD	RESIDENTIAL (LOW)	0.00	4.00	2.00

Major Site Plan and Complex Rezoning Applications in 2012 (City Wide)

<u>Municipality</u>	<u>Application #</u>	<u>Street Address</u>	<u>Land Use</u>	<u>Gross Floor Area (m2)</u>	<u>Total Units</u>	<u>Height (storeys)</u>
Stoney Creek	ZAC-12-027	560 GRAY ROAD	RESIDENTIAL (MEDIUM)	0.00	35.00	2.00
Stoney Creek	ZAC-12-040	72 SECOND ROAD W	RESIDENTIAL (LOW)	0.00	13.00	2.00
Stoney Creek	ZAC-12-042	360 FRANCES AVENUE	RESIDENTIAL (MEDIUM)	0.00	72.00	2.00
Stoney Creek	ZAC-12-047	303 HIGHWAY NO. 8	COMMERCIAL	1735.00	0.00	2.00
Stoney Creek	ZAC-12-048	1297 BASELINE ROAD	RESIDENTIAL (LOW)	0.00	4.00	2.00
Stoney Creek	ZAC-12-050	1361 BARTON STREET	INSTITUTIONAL	5450.00	0.00	2.00

Development Approvals Process Mapping

