



PLANNING, DEVELOPMENT
AND LEGISLATIVE SERVICES

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August 21, 2024

Deanne Freiss
Development Services Department
Township of Woolwich
24 Church Street West, P.O. Box 158
Elmira, ON N3B 2Z6
E-mail: sdykstra@woolwich.ca

Dear Mr. Freiss,

**Re: Final Regional Comments
Official Plan Amendment Application OPA-03/2024
Zone Change Application ZCA-03/2024
Trinity United Church
21 Arthur Street North and 4 Cross Street, Elmira
TOWNSHIP OF WOOLWICH**

The subject properties at 21 Arthur Street North and 4 Cross Street in Elmira, within the Township of Woolwich, were previously subject to By-Law No. 08-2023 (OPA No. 1) adopted on January 30, 2024. The purpose of this amendment was to permit a density increase on the subject properties of 127 units per net residential hectare. In addition, By-Law No. 09-2023 was adopted to amending the Township of Woolwich's Zoning By-Law 55-86 from Residential High Density and Core Commercial to Core Commercial with site specific provisions. This included a Holding Provision for the completion of a Record of Site Condition and Ministry Acknowledgement Letter to the satisfaction of the Region of Waterloo. This was to facilitate the development of the subject lands with a 5-storey building containing a place of worship, 40 residential units, parking spaces and amenity space.

The owner/applicant is now proposing further amendments to the Township's Official Plan through Official Plan Amendment Application 03-2024 and Zoning By-Law Amendment application 03-2024. OPA-03-2024 proposes to amend the maximum net residential density from 127 to 168 residential units per hectare. ZCA-03-2024 proposes to amend the site-specific provisions to reduce the required parking spaces from 65 to 57 parking spaces and to change the permitted height from 18.1 to 30 metres.

The revised proposal will continue to include a place of worship, associated uses and a studio residential unit on the ground floor. Additionally, the following 4 storeys propose 52 residential units while the fifth storey and rooftop will include indoor and outdoor amenity areas.

Regional Comments

Archaeological:

The subject lands continue to possess the potential for the recovery of archaeological resources. Given the proposed footprint of the building is to be constructed on lands already developed/deeply disturbed, an archaeological assessment is **not required**. However, the owner/applicant should be made aware that:

- If archaeological resources are discovered during development or site alteration of the subject property, the owner/applicant will need to immediately cease alteration/development and contact the Ministry of Tourism, Culture and Sport. If it is determined that additional investigation and reporting of the archaeological resources is needed, a licensed archaeologist will be required to conduct this field work in compliance with S. 48(a) of the Ontario Heritage Act; and/or,
- If human remains/or a grave site is discovered during development or site alteration of the subject property, the owner/applicant will need to immediately cease alteration and must contact the proper authorities (police or coroner) and the Registrar at the Bereavement Authority of Ontario in Compliance with the Funeral, Burial and Cremation Services Act, 2002 S. 96 and associated Regulations.

Geothermal Systems:

Regional Staff note that a prohibition on all geothermal systems (closed and open-loop and shallow horizontal) must be included in the site specific zoning by-law for the subject development.

Salt Management Plan:

As per previous comments, Regional Staff advised that a Salt Management Plan will be required as part of a future Site Plan application for the proposed development.

Record of Site Condition:

Regional Staff acknowledge receipt of the Phase I and Phase II Environmental Site Assessment authored by Rubicon Environmental (2008) Inc dated July 30, 2018. However, the requirement for a Record of Site Condition and Ministry Acknowledgement Letter for the subject lands (not required for the road widening) is still outstanding.

Regional Staff require that the Record of Site Condition and Ministry Acknowledgement Letter requirement continue to be secured through a Holding Provision on the rezoning application.

Staff advised that enhanced infiltration measures where soil or groundwater contamination is present are not supported.

Water Services:

Regional Staff have reviewed the Functional Servicing Report authored by Witzel Dyce Engineering Inc. (May 2024) and the revised version dated August 2024. Staff confirm that the owner/applicant has demonstrated that the existing infrastructure can provide adequate servicing for the proposed development.

- 1) The Appendix F Water System Analysis has been updated to include the fire flow test results. However, a key value is missing from the data: the flow hydrant static pressure circled in red below. This data is important when calculating the available fire flow under 20 psi conditions.

GM BluePlan Hydrant Testing Field Sheet										
Test Information										
Test No:	1			Tested For:	Township of Woolwich					
Name of System:	Elmira			Field Crew:	GMBP					
Date of Test:	July 18, 2024			Test Location:	21 Arthur Street North					
Time of Test:	9:00 AM			Weather:						
Hydrant Information										
	Flow Hydrant (H-F)		Pressure Hydrant 1 (H-1)		Pressure Hydrant 2 (H-2)					
Hydrant ID:	130489		130589		130490					
Model Reference:										
Closest Model Node:										
Hydrant Details:										
	H-F		H-1		H-2					
Hydrant Elevation (m):			360.00		360.00					
Logger to Ground (m):			0.60		0.45					
Logger ID:										
Static Pressure (psi):			82.5		82.0					
Test Results										
	Nozzle Size (in)	Residual Pressure FH		Residual Pressure 1		Residual Pressure 2		Flow		
		psi	kpa	psi	kpa	psi	kpa	L/s	US.GPM	
One Port	2.5	20.0	138	81.0	558	80.0	552	47	751	
Two Port	2.5	17.0	117	78.0	538	78.0	538	87	1384	
Hydrant Fire Flow Calculation										
	H-F	H-1	H-2							
Static Pressure (psi)	0.0	82.5	82.0							
Flow Pressure (psi)	20.0	81.0	80.0							
Flow (L/s)	47	47	47							
Available Flow @ 20 PSI	47	355	303							

- 2) Despite the missing data, Regional Staff note that it is reasonable to estimate what the static pressure is at the flow hydrant based on the static pressure available at the residual hydrants. Assuming that the flow hydrant static pressure is 80 psi, the test results indicate that the available fire flow at 20 psi is approximately 182 L/s based on my own calculations, and not the 47 L/s calculated in the above sheet in yellow.

- 3) Appendix F does not refer to the required fire flow outlined in the FSR under Appendix D, where the calculation show that the required fire flow is 156 L/s.
- 4) Ultimately, the available fire flow is 182 L/s and the required is 156 L/s so the submission is acceptable and we have no further comments.

Noise:

Regional Staff confirm receipt of the revised study entitled, “Noise Feasibility Study Proposed Mixed Use Development 21 Arthur St N, Elmira, ON” authored by HGC Engineering (March 27, 2024) and provide the following comments:

This study is an update to the previous study entitled Noise Feasibility Study, Proposed Mixed Use Development 21 Arthur St N, Elmira ON dated January 28, 2021 and also prepared by HGC Engineering. The revised study includes the latest site plan and increased storeys to the proposed building.

The report indicates that the primary source of noise impacting the site is road traffic on is Regional Road #21 (Arthur Street North). Negligible impact from road traffic was also observed on William Street, Riverside Drive East, and Cross Street.

The report indicates that the acoustical impacts are above acceptable levels and mitigation, including central air conditioning, upgraded glazing, and noise warning clauses are required to ensure indoor noise levels do not exceed acceptable levels noted in NPC-300. The report indicates that all units in the proposed development will be supplied with central air conditioning. The location, installation and sound ratings of the air conditioning devices should comply with NPC-300.

The report indicates that upgraded glazing construction is required for the west facing units with the livingroom/diningroom windows to have a minimum STC-32 and the bedroom windows a minimum of STC-30. It also indicates that upgraded glazing construction is required for the south facing units with the livingroom/diningroom windows to have a minimum STC-30.

The report notes that for all remaining dwelling units construction meeting the Ontario Building Code (OBC) will provide sufficient sound insulation for the indoor spaces. Since a noise source, Regional Road #21 (Arthur Street North), is a roadway under the jurisdiction of the Region of Waterloo, an agreement with the Region of Waterloo to implement the recommendations of the noise study will be required.

The report recommends the following noise warning clauses be registered on title for all dwelling units. The owner would be required to enter into an agreement with the Region of Waterloo and that the following clauses be included in agreements of Offers of Purchase and Sale, lease/rental agreements and condominium declarations. This will be required to be secured as part of a future development application submitted under the Planning Act (i.e. Plan of Condominium and/or Site Plan):

All Dwelling Units

Type B:

“Purchasers/tenants are advised that despite the inclusion of noise control features in the development and within the building units, sound levels due to increasing road traffic may occasionally interfere with some activities of the dwelling occupants as the sound levels exceed the Municipality’s and the Ministry of the Environment, Conservation and Parks noise criteria.”

Type D:

“This dwelling unit has been supplied with a central air conditioning system which will allow windows and exterior doors to remain closed, thereby ensuring that the indoor sound levels are within the sound level limits of the Municipality and the Ministry of the Environment, Conservation and Parks.”

Prior to the issuance of any building permits, the Township of Woolwich’s Building Inspector will certify that the noise attenuation measures, including central air conditioning, are incorporated in the building plans and upon completion of construction, the Township of Woolwich’s Building Inspector will certify that the dwelling units have been constructed accordingly.

Stormwater Management

Regional Staff have undertaken review of the Preliminary Stormwater Management Report authored by WitzelDyce Engineering Inc. (May 2024). Regional Staff issued a letter dated July 15, 2024 to WitzelDyce Engineering Inc. indicating the plan and report to be satisfactory in association with the proposed development applications. The letter (attached to these comments) details the requirements for the future Site Plan process.

Condition of Approval for the Future Application:

Regional Road Dedication

The Regional Official Plan identifies Regional Road 21 (Arthur Street North) with a designated road width of 20.117 metres. Regional Staff estimate that an approximate road widening of 1.1 metres will be required along the Arthur Street North frontage of the subject properties. The owner/applicant must engage an Ontario Land Surveyor (OLS) to prepare a draft reference plan, which illustrates the road widening prior to registering the reference plan, the OLS should submit a draft copy of the plan to the Transportation Planner for review.

This may be deferred to Site Plan; however, we recommend that the owner/applicant start the road dedication process now.

The property under development at 21 Arthur Street North is identified in the Region’s Threats Inventory Database as potentially contaminated. A Phase 1 and 2 Environmental Site Assessment have been submitted for this development. Please

exclude road widening dedication land from the Record of Site Condition. This will be deferred to Site Plan.

Access Permit:

A Regional Access Permit will be required for the proposed access to Regional Road 21 (Arthur Street North). The proposed access must comply with the Regional Access Policy. The owner/applicant will be responsible for all costs associated with the proposed access and the fee for issuance of this permit is \$230.00.

The application can be found at the following link

<https://www.regionofwaterloo.ca/en/doing-business-applications-licences-and-permits.aspx>

A Regional Access Permit (no fee) will be required for the closure of one of the existing access(es) to Arthur Street North. An Access Location Review Study will also be required. This will be deferred to Site Plan.

Application Fees

A \$300 Preliminary Site Plan consultation fee and a \$805 Site Plan review fee will be required for a Site Plan Application. This fee shall be provided to the Region of Waterloo directly.

Regional Staff have no objection to Official Plan Amendment Application OPA-03-2024.

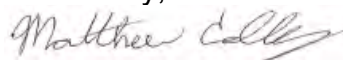
Regional Staff have no objection to proposed Zoning By-Law Amendment Application ZCA-03-2024, subject to the following Holding Provision:

- 1) The inclusion of a Holding Provision in the Zoning By-Law requiring the submission of a Record of Site Condition and Ministry Acknowledgement Letter for the entirety of the subject lands, to the satisfaction of the Region of Waterloo.

General Comments

Any issuance of a building permit for future development on this property will be subject to provisions of Regional Development Charge By-law 19-037 or any successor thereof. Please accept this letter as our request for a copy of the staff report, decision and minutes pertaining the above-noted application. Should you require Regional Staff to be in attendance at the meeting or have any questions, please do not hesitate to contact the undersigned.

Yours truly,



Matthew Colley
Senior Planner, MCIP, RPP



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July 15, 2024

John Vleeming
WitzelDyce Engineering Inc
826 King St N, Unit 20,
Waterloo, ON N2J 4G8

File No.: C14-60/21 WOOL

Dear Mr. Vleeming:

Re: Regional FSR/ Preliminary SWM Clearance, Official Plan and Zoning By-law Amendment 03 2024, 21 Arthur Street North & 4 Cross Street, Trinity United Church, Township of Woolwich

Staff have reviewed the Grading Plan/ Servicing Plan (C2.0) as part of the report entitled Arthur Street, Elmira 6 Storey Mixed Use Development - Functional Servicing and Preliminary Stormwater Management Report dated May 2024, prepared by WitzelDyce Engineering Inc. and have found the plans and report satisfactory. For the purposes of the planning approvals associated with this development application, Corridor Planning deems this matter concluded.

Staff provide the following comments which should be reflected in the detailed servicing plans submitted with the future Site Plan application. This will not affect the Official Plan and Zoning By-law Amendment application but will be required with the future Site Plan application.

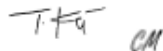
- *Please provide landscape, removals and composite utility plan drawings;*
- *Any abandoned, decommissioned or existing unused municipal services shall be fully removed from the Region's road allowance;*
- *Check/confirm/verify all locations, sizes and materials of existing infrastructure within Regional road allowance;*
- *Maintenance holes are not permitted to be installed or left within an access;*
- *Shallow utilities that need to cross a Regional Road shall be placed within or immediately adjacent to the restoration limits of the deep service road impacts, and the restoration works are ultimately the responsibility of the Developer/Owner; and*
- *If there is more than one road cut including curb removals the extent of the hard surface restoration will be at the discretion of Regional Corridor Management.*

This may result in the extent of the asphalt restoration to be the full limits of the hard surface impacts.

Any new servicing connection(s), modifications to existing servicing, modifications to previously approved servicing plans or removal of existing services would require Regional approval through a separate process of Municipal Consent. Municipal Consent must be provided prior to any works commencing within the Regional right-of-way. For Servicing approval the applicant will be required to submit through the Region of Waterloo website (<https://rmow.permitcentral.ca/>).

Prior approval must be obtained from the Region of Waterloo by anyone planning to work on or adjacent to a Regional road. A work permit is required for anyone wanting to occupy a Regional road, shoulder, sidewalk or right-of-way, even if the work is not expected to damage the road. The permit must be obtained in advance of the work being done via the Region of Waterloo website (<https://rmow.permitcentral.ca/>).

Yours Truly,

Handwritten signature of Tanikia Kinear, consisting of the initials 'TK' followed by a stylized 'C.M.'.

Tanikia Kinear C.E.T
Transportation Planner
519-897-5691