

Appendices



Appendix A

SPART Memo of Understanding

Appendix B

Public Consultation and Open House Results Questionnaire

A

SPART Memo of Understanding



Pre-
Consultation
Understanding

Planning Services

200 Brady Street, Tom Davies Square
Sudbury, ON P3A 5P3
T: (705) 674-4455 Ext. 4295
F: (705) 673-2200

January 30, 2019

PRE-CONSULTATION UNDERSTANDING

Requirements (Senior Planner to confirm reports/plans required on OPA, ZBL, SUB and CONDO)
 (Subdivision/Site Plan Engineer to confirm reports/plans required on Site Plan)

PRE-CONSULT FILE: PC2019-033					
OWNER: City of Greater Sudbury					
SPART MEETING: May 01, 2019					
PROPERTY DESCRIPTION/ADDRESS: 960 Dominion & 4040, 4100 & 4120 Elmview					
REPORTS AND PLANS	OPA	ZBL	SITE PLAN	SUB	CONDO
REPORTS					
Application Form			X		
Arborist Report					
Archaeological Assessment					
Draft Official Plan Amendment					
Draft Zoning By-law Amendment					
Environmental Impact Study (Full-Site)					
Environmental Impact Study (Scoped)					
Functional Servicing Study					
Geotechnical/Soils Report (for Building Permit)			X		
Heritage Impact Assessment					
Hydrogeologic Study					
Mine Hazard Study					
Noise Study					
Parking Study					
Phase I Environmental Site Assessment					
Planning Justification Report					
Public Consultation Strategy					
Servicing Options Report					
Source Protection Plan Section 59 Application			X		
Stormwater Management Report			X		
Sun/Shadow Study (6 storeys or greater)					
Traffic Impact Study					
Transportation Demand Management Plan					
Vibration Study					
Wind Study (6 storeys or greater)					
PLANS					
Comprehensive Development Plan					
Concept Plan					
Construction Erosion and Sediment Control Plan			X		
Draft Plan of Condominium					
Draft Plan of Subdivision					
Elevation Plans			X		
Grading Plan			X		
Landscape Plan			X		
Legal Survey Plan					
Off-Site Servicing Plan					
Photometric Exterior Lighting Plan			X		
Site Plan			X		
Servicing Plan			X		
Other Reports/ Plans(s) – Specify					
1. Rock Blasting Report required prior to construction					
Agencies to be Contacted by Applicant					
	OPA	ZBL	SITE PLAN	SUB	CONDO
Canada Post					
Canadian National Railway					
Canadian Pacific Railway					
Greater Sudbury Utilities					
Hydro One			X		
Ministry of Municipal Affairs					
Ministry of Natural Resources and Forestry					
Ministry of the Environment and Climate Change					
Ministry of Transportation Ontario					
Conservation Sudbury (old NDCA)			X		
Sudbury District Health Unit (SDHU)					
Sudbury East Planning Board					
Others – Specify					
1.					

June 17th, 2019



PRE-CONSULTATION UNDERSTANDING

Planning Services Notes

1.	A site plan is registered on 4120 Elmview (Magic Nook Daycare), which is currently not owned by the City. This property will need to be merged with the remainder of the property, and the registered site plan discharged.
2.	A site plan control application and review will be required for this proposal; however, since this is on city owned lands a site plan control agreement will not be created or registered.
3.	On-site enhanced storm water quality control is required for all existing and proposed impervious areas. The use of low impact development measures, such as Bioswales within the parking areas, are encouraged over end of pipe controls. Snow storage areas must be indicated and must be directed to the quality control facility.
4.	The east side of the property is within a Source water protection area and infiltration of parking lot run off should not be implemented in this area.
5.	The drainage department has advised that storm water quantity control from the site is being addressed through a proposed downstream storm water management pond and existing improvements to the municipal drains to the north of the property. On-site storm water quantity controls are not required except to control the post to pre development flows for the 2 year design storm where directed to the existing storm sewer on Elmview. An overland flow route must be built to convey storm events in excess of the 2 year design storm to the existing municipal drain north of the property.
6.	Where storm service connections to Elmview are reused, the existing CB's will need to be replaced with CBMH's.
7.	A sanitary test manhole is required.
8.	If the existing water and sanitary services are not being reused, they must be abandoned at the main.
9.	If a private fire hydrant is required the domestic water service should tee off the fire service close to the FH to reduce the amount of stagnant water in the system.
10.	A fire flow capacity review of the municipal main will be provided as part of the site plan application; the applicant must provide the required fire flow for the building based on Fire Underwriters Survey requirements and must assess the available fire flow within the site.
11.	It is recommended that a Capacity review be requested ahead of a formal site plan submission, to determine if any water main or sanitary sewer upgrades are required for this development.
12.	All parking, drive aisles, and loading areas must be paved; all other areas of the site must be landscaped.
13.	The existing gravel parking lot along Dominion should be paved. Where temporary overflow parking is required consider the use of a turf reinforcing grids.
14.	Curbing or equivalent must be provided throughout the site to protect landscape areas and define parking areas.
15.	Parking calculations must be provided for the entire site, including the library, community centre and fields to confirm parking needs are being achieved for all uses.
16.	If parking exceeds 75 parking spaces, landscaping is required within the parking area as per the zoning bylaw. Curbing must be provided within the parking areas to protect landscape areas.
17.	Parking aisles should be limited to maximum 35m lengths to reduce speeds, and pedestrian paths/crossings should be provided at 36m intervals.
18.	A municipal sidewalk is required to be constructed along Elmview Drive from Dominion to the bus stop at the north end of the site. In addition, a concrete pad must be built for the north bus stop.
19.	Pedestrian connections to Elmview and Dominion and throughout the site are required and must meet AODA requirements.
20.	Where possible the number of entrances onto Dominion and Elmview should be reduced. It is recommended that one of the entrances onto dominion be eliminated and the entrance north of the Library be eliminated. The applicant should ensure fire access requirements are maintained.
21.	Consider one-way vehicle circulation around the bus parking area, and throughout the site.
22.	Bicycle parking must be provided within 15m of the main entrance.
23.	A 3.0m wide landscape strip is required along the entire length of Elmview and Dominion, including at minimum street trees planted 6m o/c.
24.	All requirements (landscaping buffers/strips, bicycle parking, loading, garbage enclosures, fire routes, etc) of the zoning Bylaw, Building Code, and Site Plan Control Guide should be accommodated on the site plan.
25.	Kelly VanEmbden may be contacted at 705-674-4455 ext 4542 for further information related to City As-builts.
26.	Dave Brouse may be contacted at 705-674-4455 ext 3651 for further information related with Source Water Protection Risk Management Plans.
27.	
Name: JONATHAN CLARK	
Date: May 8, 2019	

PRE- CONSULTATION UNDERSTANDING

1. Official Plan Designation: TOWN CENTRE

Conformity with Official Plan designation YES NO

If "No" what is the nature of the amendment needed?

2. Existing Zoning: INSTITUTIONAL

Compliance with the City's Zoning By-law? YES NO

If "No" what is the proposed zoning or amendment required?


3. Related File No.(s): _____

4. Additional Information: _____

Acknowledgement by Owner/Agent

The owner acknowledges that this form in no way confirms support or non-support by the City of the presented proposal, is based on the agreed processing and submission requirements discussed.

By signing below, I acknowledge that, subject to any appeals, the drawings, report(s) and other information requirements indicated on the above chart, must be submitted along with a completed application form, any information or materials prescribed by statute, the required application fees and this executed Pre-consultation Application Form to be considered complete. All comments and direction offered by City staff and outside agencies is preliminary and based solely on the information available at the time of the meeting, and is only applicable for up to one year from the date of the Pre-consultation meeting. Once an application has been submitted, deemed complete and circulated for comments additional information or consultation meetings may be required during the processing of the application. In addition, I have read, understood, and agreed to all of the notes listed on this form.

_____ Owner/Agent (Print)	_____ Owner/Agent (Signature)	_____ Date
JONATHAN CLARK Greater Sudbury Planning Services Staff (Print)	 Greater Sudbury Planning Staff (Signature)	May 9/19 Date

June 17th, 2019

A

GLOSSARY**Application Form**

A development planning application form in accordance with the Ontario Planning Act and includes applications for official plan amendment, zoning by-law amendment, draft plan of subdivision, draft plan of condominium and site plan approval.

Arborist Report

A report by a certified arborist identifying the species, size of a tree(s) and evaluating their health and condition, and setting out the nature of the work to be undertaken on the tree(s), tree replacement, replanting information and the arborist's recommendation for treatment of the tree(s), i.e., recommend removal and replacement, recommend preservation, etc.

Archaeological Assessment

An assessment in accordance with Provincial and municipal requirements in or near areas of archeological potential.

Comprehensive Development Plan

A plan that illustrates the subject lands in context with abutting properties and the land uses in the surrounding area.

Concept Plan

A plan drawn to scale showing the proposed development including all existing natural and human elements, including existing buildings and proposed buildings, driveways, parking areas, walkways, landscaped areas, amenities, property limits, natural features including streams, forested areas, wetlands along with descriptions.

Construction Erosion and Sediment Control Plan

A plan that details the measures to control sediment and erosion. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Draft Official Plan Amendment

A draft official plan amendment includes all text, maps and appendices required by the City.

Draft Plan of Condominium

The information required on plans to be in accordance with the Planning Act and its regulations. The information required to be shown on the draft plan are:

- a) proposed exclusive use areas of the common element, such as outdoor yards and parking;
- b) driveways and pedestrian access to the proposed private units

Draft Plan of Subdivision

The information required on plans is to be in accordance with the Planning Act and its regulations. The information required to be shown on the draft plan are:

- a) the boundaries of the land to be subdivided as certified by an Ontario Land Surveyor
- b) the locations, widths and names of the proposed highways within the proposed subdivision and of the existing highways on which the proposed subdivision abuts
- c) on a small key plan, at a scale not less than one centimeter to 100 metres, all of the land adjacent to the proposed subdivision that is owned by the applicant or in which the applicant has an interest, every subdivision adjacent to the proposed subdivision, and the relationship of the boundaries of the land to be subdivided to the boundaries of the township lot or other original grant of which such land forms the whole or part
- d) the purpose for which the lots or blocks are to be used
- e) the existing uses of all adjoining lands
- f) the approximate dimensions and layouts of the proposed lots
- g) natural and artificial features such as buildings or other structures or installations, railways, highways, watercourses, drainage ditches, swamps, and wooded areas within or adjacent to the land proposed to be subdivided
- h) the availability and nature of domestic water supplies
- i) the nature and porosity of the soil
- j) existing contours or elevations as may be required to determine the grade of the highways and the drainage of the land
- k) the municipal services available or to be available to the land proposed to be subdivided
- l) the nature and extent of any restrictive covenants or easements affecting the land proposed to be subdivided

Draft Zoning By-law Amendment

A draft zoning by-law amendment includes all text, maps and appendices required by the City.

Elevation Plans

Architectural drawings presenting the external design of all proposed structures within the development, including buildings, retaining walls, fences, loading and garbage collection doors. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Environmental Impact Study (Full-Site)

A study prepared by a qualified professional that contains a description of the proposal, the natural environment and an assessment of the environmental impacts of the proposal and a description of mitigating measures and recommendations. A full-site EIS requires a greater level of detail than that included in a scoped-site EIS that is appropriate to the scale of the proposed development and potential environmental impacts.

Environmental Impact Study (Scoped)

A study prepared by the development proponent or an environmental professional which addresses the requirements of an EIS in an abbreviated report or checklist and is usually applied to minor developments, single lot consents, or where negative impacts are known to be minor. The exact requirements of the scoped-site EIS will be established through consultation with municipal staff.

Functional Servicing Study

A report which addresses and ensures that the proposed development may be serviced in accordance with the City of Greater Sudbury Design Standards and Criteria. The report should include the proposed servicing scheme (Water supply and distribution, sanitary and storm drainage), the proposed grading for the site and road/access and right-of-way widths, etc.

Geotechnical/Soils Report

A report that analyses soil composition to determine its structural stability and its ability to accommodate development.

Grading Plan

A plan that details the grading required to facilitate the development of a specific site. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Heritage Impact Assessment

A report prepared by a qualified consultant for development on lands located within a designated Heritage Conservation District or where development is proposed on or adjacent to a property or building designated under the *Ontario Heritage Act*. The report shall demonstrate that any development is in conformance with the Heritage Conservation District Plan where one exists, or demonstrates that the proposed development maintains the heritage aspects for which the property was designated and is compatible with the building and its heritage attributes. Compatibility may include building materials, colour, height, scale and design.

Hydrogeologic Study

A study reviewing and summarizing information for the site and surrounding areas including soil and groundwater information from available mapping, well records, monitoring wells and site specific geotechnical studies. The study shall identify the existing groundwater quality and local hydrogeological setting including the site-specific aquifer vulnerability index (ISI) and the rate and direction of groundwater flow, water quality and water budget. The report shall also identify and classify the nature of any predicted adverse impacts and measures that will be taken. Risk management/reduction measures are to be described, including engineering controls, management (emergency response plans) and monitoring programs, if applicable.

Landscape Plan

A plan including details on the location, type and number of planting materials to be located on a development site. The City of Greater Sudbury Site Plan Control Guide provides additional details on the requirements for a landscape plan. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Legal Survey Plan

A plan prepared by a licenced member of Ontario Land Surveyors Association that includes the location and nature of any easement affecting the subject lands.

Mine Hazard Study

A study addressing a development proposal on, abutting or adjacent to lands affected by mine hazards or abandoned pits and quarries. The study shall identify potential safety hazards, demonstrate that the site can be rehabilitated to mitigate the known or suspected hazard, establish procedures for site rehabilitation and mitigation of the safety hazard or provides evidence that the potential hazards do not exist.

A

Noise Study

A noise study determines the impact on adjacent developments resulting from the proposed development or determines the impact on the development site from an existing noise source and recommends mitigation measures. Noise Studies are to be completed in accordance with the most recent guidelines issued by the Ministry of the Environment and Climate Change.

Off-Site Servicing Plan - A plan showing, road improvements, and/or sewer and water main upgrades required within the municipal right of way. Refer to The City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Parking Study

A study prepared when a development proposal does not meet the minimum parking standard requirements in the City's zoning by-law. The study shall be prepared by a qualified professional and provide a basis in support of the reduced parking standard.

Phase I Environmental Site Assessment

The first phase of the systematic identification and evaluation of the potential impacts of proposed developments relative to the physical, chemical and biological components of the environment. A Phase II or III Environmental Report may be required depending upon the recommendations of the Phase 1 Report.

Photometric Exterior Lighting Plan

A plan which shows the location of each current and/or proposed outdoor lighting fixture with the projected hours of use measured in lux and the area of the lighting dispersed by each lighting fixture. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Planning Justification Report

A report prepared and provided by a Registered Professional Planner or other related qualified professional. A planning justification report must address the development proposal's compliance with Provincial documents (Provincial Policy Statement, Growth Plan for Northern Ontario) and City of Greater Sudbury planning documents.

Public Consultation Strategy

A statement setting out the applicant's plans for consulting with the public on official plan amendment, rezoning, or plan of subdivision applications.

Servicing Options Report

A report which evaluates options for water and sanitary services applicable to the proposed development and includes a review of existing water service infrastructure; estimation of water demands, (domestic and fire flow); confirmation of the capacity of existing infrastructure to supply the required flows; review of options for sewage servicing; estimation of daily sewage flows; estimation of area requirements for the sewage system; and recommendation with respect to preferred water and sewer servicing and preliminary infrastructure sizing.

Site Plan

A site plan shall be prepared in accordance with the City of Greater Sudbury's Site Plan Guidelines. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Servicing Plan

A plan that details the water and sanitary servicing, hydro, lighting and other infrastructure, to facilitate the development of a specific site. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Source Protection Plan Section 59 Application

A completed application form for Section 59 Notice, Restricted Land Use Review, for applicants proceeding with a building permit or application under the *Planning Act*, in a "Vulnerable Area" as identified in the Greater Sudbury Source Protection Plan. Copies of the application form are available on the City's web site at: <http://www.greatersudbury.ca/living/sewer-and-water/source-water-protection/>.

Stormwater Management Report

A report that presents the data, methods, procedures and predicted results associated with the design of drainage works and erosion protection measures related to a development. The report shall be prepared by a qualified engineer and provide details on the techniques used to control storm runoff to allowable runoff rates, the method and volume of stormwater storage and the techniques used to address water quality requirements.

Sun/Shadow Study (6 Storeys or Greater)

A study showing the effects of a development on sunlight reaching surrounding properties, buildings and adjacent public realm areas by calculating the shadow that will be cast by the development at different times of day in different seasons. Sun/Shadow Studies maybe required for official plan amendments, zoning by-law amendments and site plan applications for developments usually 20 metres or 6 storeys and greater in height.

Sun/Shadow tests should be done for March 21 and September 21 between the hours of 9 AM and 6 PM. The Sun/Shadow diagram should identify permanently shaded areas between the start of December to the end of February.

Traffic Impact Study

A study which assesses the traffic impacts of a proposed development on the surrounding road system and identifies any improvements to the road system or mitigating measures to accommodate the development.

Transportation Demand Management Report

A report which establishes strategies to reduce travel demand from single occupancy private vehicles or to redistribute this demand in space or in time on the surrounding road system.

Vibration Study

A vibration study determines the impact on adjacent developments resulting from the proposed development or determines the impact on the development site from an existing vibration source and recommends mitigation measures.

Wind Study (6 Storeys or Greater)

A pedestrian wind model analysis is required for all six storey or taller buildings. For official plan and zoning by-law amendment applications a preliminary "Wind Impact Statement" by a qualified, registered Professional Engineer to professional standards is required. For site plan applications a detailed wind tunnel impact study shall be prepared by a qualified, registered professional engineer, and shall be based on a scale model simulation analysis, prepared to professional standards.

B

Public Consultation and Open House Results Questionnaire

1. Do you currently make regular use of municipal arenas for sports or recreation?
Check all that apply.
2. If you chose other, can you tell us how you make regular use of municipal areas?
3. Do existing municipal arenas adequately meet your needs?
4. If your answer is no can you tell us why?
5. Do you currently make use of parkland surrounding the Howard Armstrong Recreation Centre?
6. If you chose other, can you tell us how you make use of surrounding parkland?
7. If you could enhance surrounding parkland at the Howard Armstrong Recreation Centre what would you like to see or do?
8. Have you seen or visited other sports complexes and/or twin pad arenas that you admire? What did you like the best?
9. Would two NHL-sized ice rinks be appropriate for a Valley East Sports Complex?
10. If your answer is No can you tell us why?
11. Would a small goalie practice rink be appropriate for a Valley East Sports Complex?
12. If your answer is No can you tell us why?
13. Are there other types of facilities that you would like to see at a Twin Pad Multipurpose Sports Complex in Valley East?
14. How do you see a Twin Pad Multipurpose Sports Complex being used over the next 10 to 20 years?
15. Are you currently a Member or do you make occasional use of facilities at the Howard Armstrong Recreation Centre?
16. How could a Twin Pad Multipurpose Sports Complex and the Howard Armstrong Recreation Centre come together to create a major recreational and sports hub in our community?
17. Do you face barriers that prevent you from taking part in regular physical activity?
18. If you chose other, can you tell us what barriers you face?
19. What is your age? Programming and facilities for active living may be influenced by age.
20. Where do you reside in the City of Greater Sudbury?
21. Please specify:
22. Programming and facilities for active living may be influenced by the gender of individuals making use of a facility. What is your gender identity? Disclosure is voluntary.
23. Do you have additional ideas or comments about a proposed Twin Pad Multipurpose Sports Complex in Valley East?
24. Do you have files you would like to upload to share your ideas? You can do so here.

Prepared By:



Prepared For:



June 17th, 2019