

Pre-Consultation Meeting Form

Persons intending to make an application for a proposed development are required to consult with planning staff prior to submitting an application. A pre-consultation meeting will identify what is required to be submitted for a complete application and will provide the opportunity to discuss:

- the nature of the application;
- development and planning issues;
- fees;
- the need for information and/or reports to be submitted with the application;
- the planning approval process;
- other matters, as determined.

Individuals who make written submissions with respect to a Planning Act application should be aware that their submission and any personal information in their correspondence will become part of the public record and made available to the Applicant, Committee and Council.

Pre-Consultation Meeting Date: Thursday June 6, 2024

Site Address: Block Plan Area 9 (Stage 3A) Approximate Land Area (metric): 12.502 ha

Site Legal Description: CON 6; LOT 31 Hendler Judy Trustee
CON 6; LOT 31; RP30R3374;PTS 2& 3; PT 1 RP30R7313; PTS 6-10, 12-16
Lockbridge Developments Inc.

Owner Contact Information:

Name of Owner: Lockbridge Development Inc. & Hendler Judy Trustee

Phone Number: 416-414-9411 Email:

Principal Contact: Suzanne Mammel (Stantec Consulting) and Jared Marcus (Arcadis Inc.)

Phone Number: 289-208-7210 905-546-1010 ext. 63107 Email: Suzanne.Mammel@stantec.com jared.marcus@arcadis.com

Application Type:

- ☒ Official Plan Amendment (OPA) (*If no alignment with MCP)
- ☒ Zoning Bylaw Amendment (ZBA)
- ☐ Combined OPA/ZBA
- ☐ Consent – Severance to Create New Lot ☐ Boundary Adjustment ☐ Consent- Easement ☐
- ☐ Minor Variance
- ☐ Development Agreement
- ☐ Site Plan
- ☒ Draft Plan of Subdivision
- ☐ Draft Plan of Condominium | Standard ☐ Vacant Land ☐ Common Element ☐
- ☒ Other (Block Plan Area – Application Approval)

Local Municipal Contact: Susan Smyth Phone: 905-957-3346 x 5133 Email: ssmyth@westlincoln.ca

1. Brief description of proposed development: Proposed Block Plan Area 9 development consisting of 196 units varying from single detached (154 units), semi-detached (12 units) and townhouse dwellings (30 units). SWM pond and open space blocks. Approximately 12.502 ha being proposed for development of the total 63.50 ha block plan area.
2. Check All Applicable: Brownfield ☐ Greenfield ☒ Built-up ☐ Greenbelt ☐ Local CIP Area ☐
3. Development Charges: Regional ☒ Local ☒
4. Existing Regional Policy Plan Designation: Designated Greenfield Area

Conformity with Regional Policy Plan land use designations and policies? : Yes ☒ No ☐

If 'No', what is the nature of the amendment needed?

5. Existing Local Official Plan Designation: Master Community Plan – Greenfield Area
(Block Plan Area 9 - Development Staging Area 3A)

Conformity with Official Plan land use designations and policies? : Yes ☐ No ☒

If ‘No’, what is the nature of the amendment needed? An OPA may be required if the Block Plan is not in alignment with the MCP.

6. Existing Zoning: Development – D

Conformity with existing zoning? : Yes ☐ No ☒

If ‘No’, what is the proposed zoning? R3-xx, RM1-xx, Open Space - OS, Environmental Protection (EP) / Environmental Conservation (EC)

7. Urban Design Guideline Applicable? Yes ☒ No ☐

8. Is Site Plan approval required? Yes ☒ No ☐

9. Open House Required? Yes ☒ No ☐

10. Fees Required at time of Submission of the Application (2024 Fees)

Application	Township Planning Department	Region of Niagara	Niagara Peninsula Conservation Authority	Other Fees
Regional Policy Plan Amendment				
Local Official Plan Amendment	*If the Block Plan is not in alignment with the MCP then \$6,877 is to be combined with the local ZBA			
Local Zoning By-law Amendment	\$10,112 Preliminary Submission \$3,370 Formal Submission \$6,742			
Minor Variance				
Plan of Subdivision	\$26,228 \$22,470 (base fee) Preliminary Submission \$7,490 Formal Submission \$14,980 Application for approval up to 10 ha plus \$1,502 for each additional ha above 10 ha (\$3,758) \$3,780 Final Approval and Clearing Conditions \$13,125 Subdivision Agreement \$1,932 Street Naming for new subdivisions			
Plan of Condominium				
Consent				
Site Plan Approval	\$8,994 Townhouses (Block 156) Preliminary Submission \$2,965 Formal Submission \$5,929			
Development Agreement				
Other –Parkland Dedication				

Application	Township Planning Department	Region of Niagara	Niagara Peninsula Conservation Authority	Other Fees
Other (Block Plan Application Approval)	\$101,152 \$32,445 (base fee) plus \$1,082 per ha (63.50 ha – entire block plan) \$68,707			
Final Certification				
Pre-con fee deposit	\$500 *February 1/24 \$500 * June 6/24			
TOTAL	Steps for Processing Applications: 1. Block Plan Application Approval 2. Zoning By-law Amendment & Draft Plan of Subdivision Approval 3. Final Approval of Subdivision + Street Naming + Subdivision Agreement 4. Site Plan Approval \$1,000 pre-con fees to be deducted Staff allocation to be monitored Consulting Peer Review Fees are Extra	Refer to Regional comments	Refer to NPCA comments	

- Notes on Fees:
- Notwithstanding the fees noted above, all fees are payable based upon the rate in the fee schedule by-law in effect on the date the application is received.
 - Further fees may be required at a later date as per the fee schedule by-law.
 - Separate cheques shall be made payable to the appropriate agency.
 - In addition to all application fees set out above, the Applicant shall pay to the Township prior to final approval, all peer review fees, engineering review costs and legal fees incurred by the Township in reviewing the application.
 - *Pre-Consultation fee (\$1,000) to be taken off of one application fee if applied for within one year of the date of the pre-consultation meeting.

11. Additional Agencies to be contacted:

Hydro

Pipelines

Railway

12. Additional Comments:

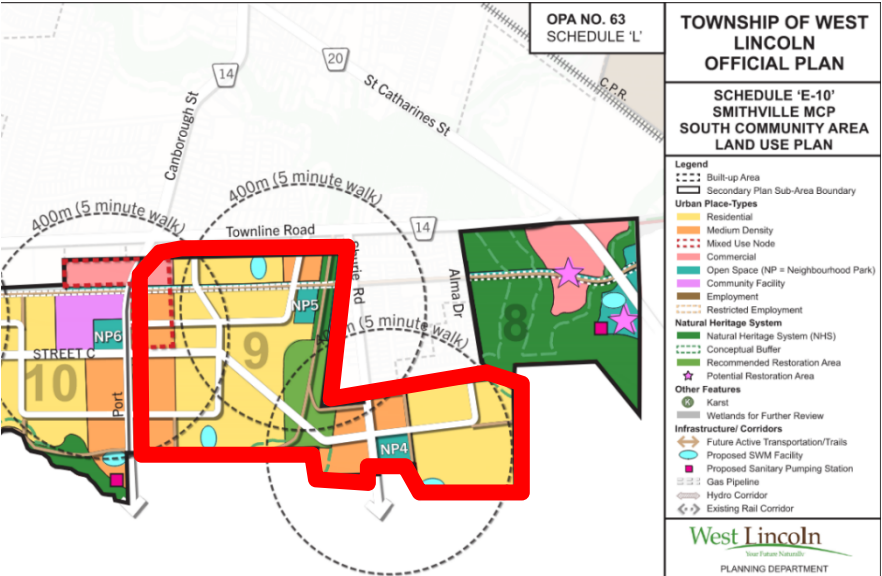
TOWNSHIP PLANNING

Subject lands are located in the Smithville Master Community Plan (MCP) and identified as Block Plan Area 9, Stage 3A Development Staging Plan for the urban expansion of Smithville. The MCP is intended to plan the community for population and employment growth to 2051.

The following comments provide the Applicant the information including the applications, fees and technical studies that are required for each of the necessary approvals of this development.

MCP BLOCK PLAN AREA 9 – STAGE 3A

Planning Staff has confirmed that Block Plan Area 9 (Stage 3A) needs to be considered as a whole and Planning Staff requires confirmation of consultation/meetings with the adjacent owners who form part of the entire block plan areas and acknowledgement and acceptance of the proposed block plan which has been modified from the MCP recommended plan area. The Township requests to be informed of any communication with Block Plan land owners and be able to participate in Block Plan landowner meetings. Block Plans cannot be made smaller excluding lands. The applicant should make every effort possible to get all landowners to participate in the block planning process.



From the previous pre-consultation meeting held on February 1, 2024, the Applicant is required to demonstrate through the PJR how the proposed development is aligned and/or consistent with OPA 63 Block Plan Implementation policies (Section 6.11.7.6.1) and Development Staging Plan policies (Section 6.11.7.6.3) (d) (i – xi).

A complete block plan application must be submitted to the Township along with or prior to any draft plan of subdivision applications.

As the Block Plan is located in Stage 3A, justification addressing the policy found in OPA 63 needs to be provided.

No technical studies were provided to allow Planning Staff an opportunity to determine the appropriateness of the road pattern, stormwater management pond location, restoration areas, pedestrian path along the gas easement, lot fabric. Nonetheless, the Planning Staff comments on the Block Plan Area 9 as presented are:

- The restoration area is significantly less if not completely eliminated than demonstrated in the MCP. This does not appear consistent with the Secondary Plan and Planning Staff require increasing the restoration area as shown on the secondary plan and provide policy and environmental justification for any deviation.
- The location of the neighbourhood park (NP5) is removed from the subject lands and put outside of the first phase of development. An important part of a complete community is providing parkland. Planning staff would like to see the park located as per the secondary plan.
- Multi-use trail along the gas easement is required to increase opportunities for connectivity amongst the other developments although Planning Staff confirms this will not be considered contribution towards parkland dedication to the Township as the lands are encumbered. Westover Express confirms a trail is permitted provided it meets their design specifications and is reviewed by their engineer.
- Cost sharing agreement will need to be established with the landowners group in the Block Plan Area.
- Any deviations from the Secondary Plan will need to be corrected or justified through the Block Plan application. Any significant deviations from the Secondary Plan will result in the Township obtaining a peer review at the applicants cost.

DRAFT PLAN OF SUBDIVISION

Upon review of the proposed conceptual draft plan that is intending to implement the Block Plan for the subject lands under the Lockbridge Development and Hendler Judy Trustee, the following comments and concerns are as follows:

- Block Plan concerns noted above.
- SWM pond is generally located and consistent with the MCP, details on the outlet and capacity are required.
- Access points and alignment of the road system differs from the Transportation Master Plan (TMP) and will need to justify why and how the proposed modifications meet the intent of the TMP.
- Collector road is in a different alignment and will need to understand how this may affect the entire Block Plan Area for 10 and 11.
- PJR to address the greenfield density requirements.
- PJR to confirm the percentage towards the Natural Heritage System and separately the restoration area.
- PJR to provide draft zoning provisions for the proposed lots including singles, semis and townhouse. Planning Staff recommend the front yard setbacks for lots 1-67 be reduced to bring the houses closer to the street as an incentive for reduced speed limits.
- Lots on the very west side of the development should not front onto the collector road. They should front in a similar pattern as the remainder of the development on the local internal streets. If that is not possible, they should be excluded from this phase of development until such time that the remainder of the local E-W streets are constructed.
- Although a draft plan of subdivision can be submitted together with a complete block plan application, if the Block Plan Application deviates from the approved secondary plan, a peer review will be required delaying the draft plan of subdivision review.
- Future condo block will require additional pre-consultation to discuss details for condominium submission and site plan application.
- Servicing allocation is not secured until such time that the draft plan is fully registered and the agreement is signed and security deposits provided.

REGION OF NIAGARA

Refer to Region comments provided separately.

NPCA

Refer to NPCA comments provided separately.

TOWNSHIP PUBLIC WORKS

Refer to comments provided separately.

TOWNSHIP BUILDING

No issues at this time.

13. Site Visit:
- June 10/24 @ 9:00 AM was conducted to determine the EIS requirements and confirm wetland and woodland limits.
14. Incentive Programs:
- Not applicable.

15. Required Information and Studies to be submitted with the Application(s). Studies identified with an asterisk* will likely require a peer review at the cost of the developer.

Local	Region	NPCA	Reports, Studies, Plans (See Notes for additional details)	No. of Copies		Notes 2 hard copies of all documents
				Digital	Paper	
X	X	X	Planning Justification Report	X	X	
X	X	X	Conceptual Site Plan showing building envelope	X	X	
X			Survey			
			Draft Regional Policy Plan Amendment			
X			Draft Local Official Plan Amendment	X	X	If required if plan does not conform to MCP
X	X		Draft Zoning By-law Amendment	X	X	
			Land Use/Market Needs*			
X	X		Urban Design / Landscape Plans	X	X	
X	X		Archaeology Assessment	X	X	
			Cultural Heritage Impact Assessment*			
X	X	X	Environmental Impact Study	X	X	
	X	X	Environmental Planning Study/ Sub-Watershed Study	X	X	Baseline characterization and further study of subject lands
X			Tree Inventory Preservation Plan	X	X	
			Floodplain and Hazard Lands Boundary Plan			
X	X	X	Geotechnical	X	X	Karst Study
X			Environmental Site Assessment	X	X	If required for former rail lands
			Air Quality/Noise & Vibration Study*			
			Agricultural Impact Assessment			
			Farm Operation and Ownership			
			Minimum Distance Separation I & II			
			Mineral Aggregate Resources			
X	X		Municipal Servicing Study	X	X	
X	X		Phasing Plan	X	X	
			Sensitive Land Use Report			
			Slope Stability Report			
X	X	X	Stormwater Management Plan	X	X	Provide justification for deviations from the MCP and Servicing Master Plans
X	X		Transportation Impact Study/Parking Impact Analysis	X	X	
			Hydrogeological Study and Private Servicing Plans*			
			Soil report			
			Financial Impact Assessment*			
			Shadow Analysis			
			Risk Management Study			
			Gas Well Study/Gas Migration Study			
			Wind Study*			
			Cistern for Fire Purposes under OBC			
			Other*			


Notes:

1. The purpose of this document is to identify the information required to commence processing and evaluating an application as set out in the Planning Act. This pre-consultation process is designed to proceed based on the mutual agreement of the parties as shown by the signatures below.
2. Pre-consultation does not imply or suggest any decision whatsoever on behalf of staff or the municipality to either support or refuse the application.
3. The applicant should be aware that the information provided is accurate as of the date of the pre-consultation meeting. Should an application not be submitted in the near future, and should other policies, by-laws or procedures be approved by the Province, Municipality, Region or other agencies prior to the submission of a formal application, the applicant will be subject to any new policies, by-laws or procedures that are in effect at the time of the submission of a formal

application. If an application is not submitted within 1 year, it is advisable that the applicant confirm with the municipality the directives of the original pre-consultation meeting.

- 4. Any application submitted without the information identified in this Pre-consultation Document will be deemed incomplete and not processed. Alternately, staff may recommend refusal of the application based upon insufficient information to properly evaluate the application.
- 5. The applicant acknowledges that the Municipality and Region considers the application forms and all supporting materials including studies and drawings, filed with any application to be public information and to form part of the public record. With the filing of an application, the applicant consents and hereby confirms that the consent of the authors of all supporting reports have been obtained, to permit the Municipality and Region to release the application and any supporting materials either for its own use in processing the application, or at the request of a third party, without further notification to, or permission from, the applicant.
- 6. It is hereby understood that during the review of the application additional studies or information may be required as a result of issues arising during the processing of the application or the review of the submitted studies.
- 7. If the Municipality or Region does not have sufficient expertise to review and determine that a study is acceptable, the Municipality may require a peer review. The cost of the peer review shall be paid for by the applicant. The Terms of Reference for a peer review is determined by the Municipality or Region.
- 8. Some studies may require NPCA review and clearance/approval. In this instance, the NPCA review fee shall be paid by the applicant.
- 9. All plans and statistics must be submitted in metric.
- 10. It is hereby understood that during the review of the application additional applications, studies or information may be required as a result of issues arising during the processing of the application.
- 11. There may also be financial requirements arising from the application, including, but not limited to, parkland dedication, development charges, payment of outstanding property taxes, deferred local improvement charges, cost for lifting 0.3 metres reserves, and reimbursement for road widening acquisition or road improvements.
- 12. Engineering review done in association with an application will be billed to the applicant.

Signatures: Signatures: (To be filled out following the pre-con meeting – who was in attendance)

<u>Susan Smyth</u> Township Planning Staff	 Township Planning Staff (signature)	<u>June 6, 2024</u> Date
<u>Township Public Works Staff</u>	<u>Township Public Works (signature)</u>	<u>Date</u>
<u>Township Building Staff</u>	<u>Township CBO (signature)</u>	<u>Date</u>
<u>Regional Staff</u>	<u>Regional Staff (signature)</u>	<u>Date</u>
<u>NPCA Staff</u>	<u>Conservation Staff (signature)</u>	<u>Date</u>
<u>Agent</u>	<u>Agent (signature)</u>	<u>Date</u>
<u>Owner</u>	<u>Owner (signature)</u>	<u>Date</u>
<u>Other</u>	<u>Other (signature)</u>	<u>Date</u>