

APPLICATION BRIEFING

Prepared For:	Planning Advisory Committee
Submitted by:	Yanan Gou, Planner
Date:	March 25, 2019
Subject:	Development Agreement Application by Caldwell Roach Agencies Limited to permit the development of a parking lot at 9 Louise Street for the existing Caldwell Roach Insurance at 643 Prince Street.

Background

On December 12th, 2018, the Caldwell Roach Agencies Limited applied for a development agreement to permit the development of a parking lot at 9 Louise Street, which is adjacent to the existing Caldwell Roach Insurance at 643 Prince Street.

Subject Lands

The subject property is situated at 9 Louise Street, immediately north of the existing Caldwell Roach Insurance at 643 Prince Street. It is located in the mid-block of Louise Street and identified as PID no. 20182663. An air photograph showing the location of the subject property is shown to the right. The 650 m² (7,000 ft²) property has 16.8 metres (55 feet) of frontage on Louise Street and it is approximately 37.8 metres (124 feet) in depth.

The subject property was purchased by the applicant in 2005 and is currently vacant. It contains a single family home and the rear of the property is developed as a garage. A small green space is situated in front of the dwelling and a few mature trees are located around the garage. It also features two mature trees and a fence along the south property line. Although there are a few single family homes to the north side of the subject property, the land use



Air Photo Showing the subject land and the surrounding area

around this area of Louise street is mostly a mixture of restaurants, offices and retail. To the south of the property is a Town owned parking lot and the insurance office of the applicant, Caldwell Roach Agencies Limited. Other nearby uses includes the Marigold Cultural center, Nook and Cranny restaurant, Downtown Truro Partnership, FYidoctors and Truro Daily News. The applicant and current owner of this property is planning on demolishing the existing single unit dwelling and the garage to make way for the proposed parking lot.

This area of Louise Street is zoned Mixed Use Residential Zone (R6) and its future land use designation is Downtown Residential. It is situated on the divide between the Mixed Used Residential Zone (R6) and Downtown Commercial

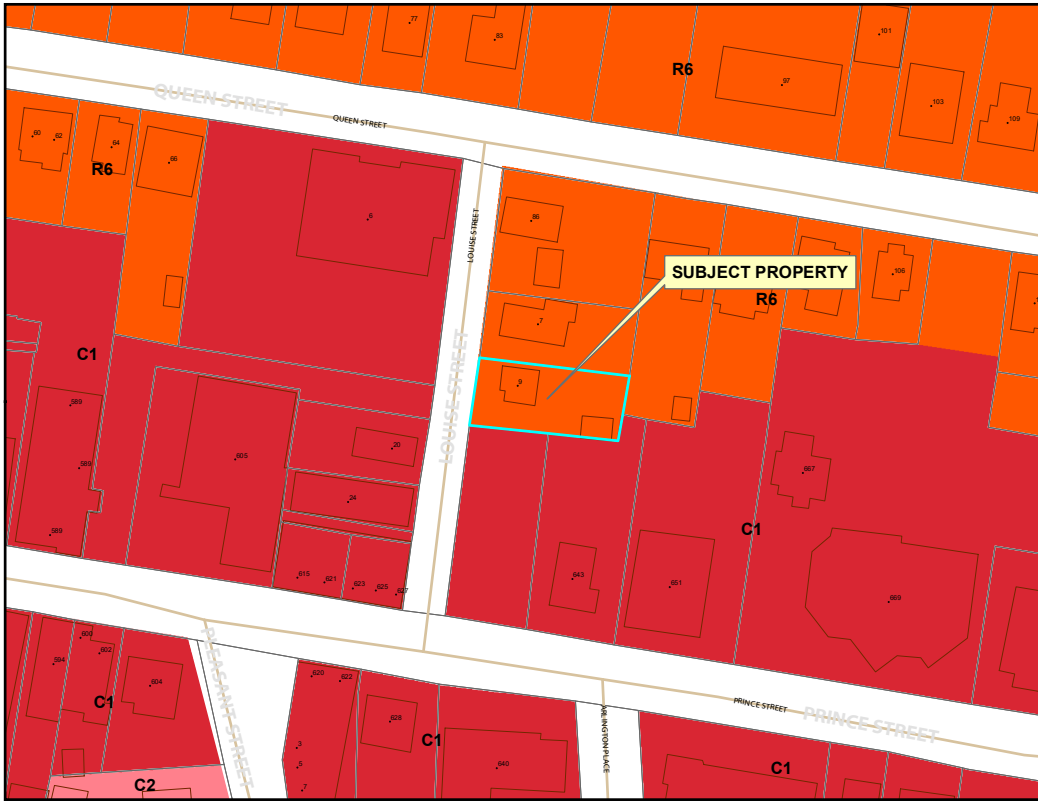
Zone (C1) to the south side. Two photos of the subject property and an excerpt from the Town's zoning map are showing below.



9 Louise Street looking northeast from Louise Street

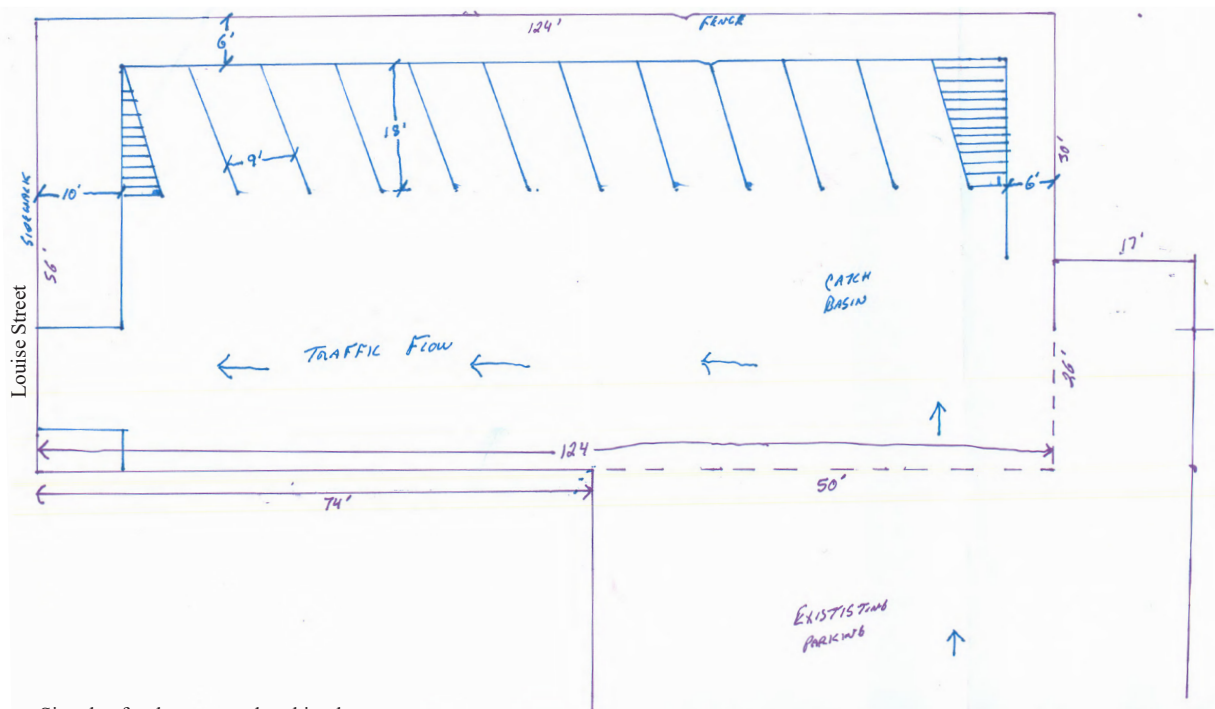


9 Louise Street looking east from Louise Street



Development Proposal

The applicant has indicated that they plan on developing the property as a parking lot. There is no new structure or expansion of the Caldwell Roach Insurance proposed as part of this application. In response to the PAC's concern about the design of the parking lot, they have submitted a site plan showing at the bottom of this page.



Site plan for the proposed parking lot

According to the plan, this parking lot will have 11 spaces for vehicles. Each parking space will be 2.75 meters (9 feet) wide and 5.5 meters (18 feet) long. The parking lot will be accessed via the existing Caldwell Roach Insurance drive way at 643 Prince Street. The parking area is 1.8 meters (6 feet) from neighbouring residential properties and 3 meters (10 feet) from the sidewalk abutting Louise Street. The applicant has confirmed that the landscaped buffer is 1.8 meters (3 feet) wide along the property lines where the development abuts neighbouring residential uses at 7 Louise Street and 96 Queen Street. Also, a 3.0 meters (10 feet) wide landscaped area will be provided and maintained between the parking area and the sidewalk abutting Louise Street. There will also be 1.5 meters (5 feet) tall fences between all the residential properties and the parking lot.

There are, however, 7 more design standards needed to be addressed in the future site plan, according to Town of Truro's Land Use Bylaw (4.2.5 Design standards for Parking Areas or Lots). Those 7 design standards are listed as below:

- a) the parking area shall be maintained with a stable surface that is treated to prevent the raising of dust or loose particles;
- e) the parking area shall be graded to prevent surface water from ponding or draining onto an adjacent property or public right-of way;
- h) all lighting shall comply with the illumination requirements set out in Subsection 4.1.19;
- n) snow storage is not permitted to occupy any area required for parking or loading;
- o) curb cuts shall be provided near accessible stalls and barrier free entrances to accommodate wheelchair access;
- p) landscaped areas shall feature at least one deciduous shade tree along with at least four durable shrubs; and
- q) a landscape area shall consist of:
 - i) an island or bump-out protected by a raised curb; or
 - ii) a swale where it forms part of a stormwater drainage system.

The applicant has not yet completed any detailed design work for the proposed development. Detailed drawings regarding stormwater management, landscaping, and servicing may be required as this development application proceeds.

Application Status

This application is currently at the second step of the development agreement application review process. The applicant has submitted a proposed site plan at this time. At this stage of the application process, plans are expected to be conceptual as they are still subject to change based on feedback from Planning Advisory Committee (PAC), staff and the public. The plan submitted by Caldwell Roach Agencies Limited was sufficient for the second meeting with PAC. More detailed plans may be required as this application progresses through the application process.

Planning staff have not completed a full analysis of the development application at this time. This report is preliminary and intended to provide the Planning Advisory Committee and members of the public with the necessary background to conduct an initial review of the proposed concept and provide feedback to the developer. The Committee is expected to review the proposal based on the applicable policies found in the Town's planning documents and provide direction to the developer on how their development could better conform to the Town's planning policies and objectives. A list of relevant policies is attached to this Application Briefing as Appendix A.

This proposal is currently at Step 2 of the Town's development application review process. A preliminary review of this application was conducted by the Planning Advisory Committee on January 28, 2019. Initial feedback from PAC members focussed on the need for more information relating to the design of the proposed parking lot and the applicant was asked to provide a site plan of the proposed development. In response the applicant has completed a site plan of the development. The proposal will now proceed to a second meeting of the Committee which will be advertised and intended to engage the public in the review process (Step 2). Further revisions to the development

proposal may be considered at that time based on public feedback at that meeting. Staff will then prepare a Staff Report and recommendation and Staff will conduct an online community survey. The results of this survey, along with the Staff Report, will be presented at a third meeting of the committee (step 3). At the third meeting, the Committee will make its recommendation to Council and the application will proceed to a public hearing (step 4). Staff will present a Final Report and recommendation at that time.

Respectfully Submitted

Yanan Gou, Planner

Appendix A

RELEVANT POLICY

Policy G-29

It shall be a policy of Council to permit reasonable uses of outdoor lighting for nighttime safety, utility, security, and enjoyment while preserving the ambiance of the night.

Policy G-30

It shall be a policy of Council to prohibit outdoor lighting that is misdirected, excessive, or unnecessary.

Policy G-31

It shall be a policy of Council to require that all outdoor lighting fixtures in or abutting a residential zone or designation be full cut-off fixtures approved by the International Dark Sky Association.

Policy G-35

It shall be a policy of Council to require that all development proposals or other proposals that may impact upon vehicle access to a public street be subject to the approval of the Town's Traffic Authority.

Policy R-51

It shall be a policy of Council to require that all conversions and new construction within the Downtown Residential Designation maintain the integrity of the surrounding residential neighbourhoods and that any new structures complement the architectural style of nearby heritage properties and contribute to the development, preservation, and enhancement of downtown heritage streetscapes.

Policy R-52

It shall be a policy of Council to forward development agreement proposals within the Downtown Residential Designation to the Heritage Advisory Committee for review and recommendation.

Policy R-53

It shall be a policy of Council to take into consideration advice from the Heritage Advisory Committee on the following matters when evaluating a development agreement proposal in the Downtown Residential Designation that involves any exterior structural alterations, new signage, new parking, lighting, or landscaping:

- a) the proposal's architectural design and its compatibility with heritage architectural styles found in the neighbourhood;
- b) the compatibility of the proposal with any abutting heritage properties in terms of its height, bulk, and scale;
- c) the impact of the proposal on any heritage streetscape;
- d) the location of any proposed parking area and how well they are screened from neighbouring properties and from the street; and
- e) the suitability of any signage, lighting, fencing, or landscaping elements in terms of their impact on any abutting heritage properties or any heritage streetscape.

RELEVANT POLICY

Policy E-10

It shall be a policy of Council to encourage development that either maintains or enhances the pre-development hydrologic regime through site design and engineering techniques aimed at infiltrating, filtering, evaporating, harvesting and retaining runoff, as well as preventing pollution.

Policy E-11

It shall be a policy of Council to adopt performance standards for each land use zone that specifies a maximum percentage for impervious surface. Development that exceeds the maximum percentage of impervious surface will be permitted, up to a specified limit, where development implements on-site stormwater retention and maximizes infiltration by incorporating design elements such as:

- a) permeable pavement;
- b) infiltration trenches/chambers and bio-retention;
- c) rainwater harvesting systems in building design;
- d) green roofs;
- e) roof drains directed to permeable areas with stormwater infiltration measures in place; and
- f) utilizing open drainage such as swales.

Policy E-13

It shall be a policy of Council to encourage the use of existing natural drainage systems where possible.

Policy E-14

It shall be a policy of Council to, where requested by the Town Engineer, require that a grading and stormwater drainage plan be submitted as part of any new multiple lot subdivision or large development.

Policy In-34

It shall be a policy of Council to require all new construction that is subject to a development agreement, to submit a Stormwater Management plan for the development, either as a condition of approval or for council's consideration as part of a development agreement application.

Policy IM-11

It shall be a policy of Council to consider applications to amend the Land Use By-law Zoning Map and rezone lands abutting a given designation on the Future Land Use Map to a zone supported by that designation, without requiring a Municipal Planning Strategy amendment, provided such an application is consistent with other policies in this Strategy.

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Policy IM-12

It shall be a policy of Council to consider development proposals that would qualify for rezoning under Policy IM-11 by development agreement where the proposed development is for a Downtown Commercial (C1), Limited Commercial (C2), General Commercial (C4) Zone use in a Limited Residential or Downtown Residential Future Land Use Designation. When considering such proposals Council shall have regard for land use transition issues and the integrity of established neighbourhoods in addition to the development agreement evaluative criteria in this Part.

Policy IM-19

It shall be a policy of council to require the submission of a detailed proposal as part of any development agreement application. The proposal shall include any information or materials required by Council in order to effectively evaluate the submission. The submission shall be accompanied by professionally prepared plans that effectively illustrate the proposal and include details such as, but not necessarily limited to, the following:

- a) the location, area, and dimensions of the subject property based on a survey or location certificate prepared by a licensed surveyor;
- b) elevation drawings of the proposed structure or structures;
- c) the proposed location, dimensions, height, and proposed use of all buildings;
- d) the means by which the site is to be serviced by sanitary and storm sewers, water, electrical service and other utilities;
- e) the proposed location and nature of any outdoor storage or display;
- f) the proposed location, design, and content of any signage;
- g) the proposed location and dimensions of any parking stalls, driveways, and walkways;
- h) the proposed location of any fencing, refuse containers, and snow storage;
- i) the proposed location and type of any exterior lighting;
- j) the proposed location of any outdoor amenity space;
- k) landscaping elements including the type and location of any existing and proposed trees or other vegetation;
- l) architectural features including type of materials;
- m) the location of any watercourses on or near the site;
- n) existing and proposed drainage patterns including any stormwater management measures;

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o) the delineation of any 1:20 and 1:100 flood elevations and a description of any proposed flood proofing measures; and

p) any proposed phasing of the development.

Policy IM-20

It shall be a policy of Council to require the submission of additional information to address issues such as traffic impact, stormwater management, landscaping, servicing, heritage preservation, and impact on the streetscape where Council considers this information to be pertinent to the development process. This information may be required prior to Council's approval or as a condition of approval and required prior to issuance of any development permit.

Policy IM-22

When considering a development agreement application it shall be a policy of Council to have regard for the following matters:

- a) compatibility of the proposed land use with adjacent land uses;
- b) compatibility of the development with adjacent properties in terms of height, scale, lot coverage, density, and bulk;
- c) compatibility of the development with adjacent properties in terms of lighting, signage, outdoor display, outdoor storage, traffic, vehicle headlights, and noise;
- d) the adequacy of sewer services, water services, waste management services and stormwater management services;
- e) that the proposal contributes to an orderly and compact development pattern that makes efficient use of existing and new municipal infrastructure and services;
- f) the adequacy and proximity of schools;
- g) the adequacy and proximity of recreation and community facilities;
- h) the adequacy of the road network in, and adjacent to, or leading to the development;
- i) the potential for the contamination or sedimentation of watercourses or for erosion;
- j) environmental impacts such as air and water pollution and soil contamination;
- k) previous uses of the site which may have caused soil or groundwater contamination;

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- l) suitability of the site in terms of grades, soil and bedrock conditions, location of watercourses, marshes, swamps or bogs;

- m) the application of sustainable and energy efficient design principles;

- n) the ability of emergency services to respond to an emergency at the location of the proposed development;

- o) that the proposal is in conformance with the intent of this strategy and with the requirements of Town By-laws and regulations other than the Land Use By-law; and

- p) the financial ability of the Town to absorb any costs relating to the amendment.

Policy IM-34

It shall be a policy of Council hold an advertised public information meeting to discuss a development proposal or amendment application where there is a great deal of public opposition or concern. The cost of advertising this meeting shall be the responsibility of the applicant.