



**CITY OF KINGSTON  
PLANNING COMMITTEE  
MEETING NO. 01-2013  
AGENDA**

**Thursday, December 6, 2012 at 6:30 p.m.  
In the Council Chamber at City Hall**

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*Please provide regrets to Fred Saunders, Committee Clerk at 613-546-4291, ext. 1317 or  
fsaunders@cityofkingston.ca*

**COMMITTEE COMPOSITION**

Councillor Sandy Berg  
Councillor Kevin George  
Councillor Lisa Osanic  
Councillor Bryan Paterson  
Councillor Liz Schell  
Councillor Jeff Scott

**PUBLIC MEETING  
HELD PURUANT TO THE PLANNING ACT  
6:30 p.m.  
OFFICIAL PLAN ADMINISTRATIVE AMENDMENTS**

The purpose of the public meeting is to provide general information regarding a proposed amendment to the City of Kingston Official Plan.

The City of Kingston is proposing an administrative amendment to the Official Plan to make these minor corrections and provide clarification to specific sections of the text and to specific schedules (maps). The proposed administrative amendment is intended to make corrections to some section references in the text, modify the wording of some of the policies so that the intent is clearer, add wording to establish minimum lot requirements for rural non-farm severances, add additional studies that may be requested by staff for a complete planning application, and make minor changes to eight schedules (maps) in the Official Plan for accuracy and clarification.

**File No. D09-071-2012  
Official Plan Administrative Amendments  
City of Kingston**

**(See Report PC-13-001)  
(Schedule Pages 1 to 21)**

**PUBLIC MEETING  
HELD PURUANT TO THE PLANNING ACT  
6:30 p.m.  
ADMENDMENT TO THE COMMUNITY IMPROVEMENT PLAN  
FOR BROWNFIELDS PROJECT AREAS 1A & 1B**

The purpose of the public meeting is to report to Planning Committee for an amendment to the Community Improvement Plan (CIP) for Brownfields Project Areas 1A & 1B.

The City of Kingston is proposing an amendment to the Community Improvement Plan (CIP) for Brownfields Project Areas 1A & 1B, in accordance with the provisions of Section 28 of the *Planning Act*, to facilitating changes to the City's Brownfields Program and updating the CIP document. The purpose of the proposed amendment is to include additional properties in the Brownfields Community Improvement Project Areas, to update the CIP to reflect current policies, to amend the Initial Study Grant component of the Brownfields Program, to extend the Brownfields Program to 2025, and to make minor administrative changes to the CIP.

**File No. PLA-E05-001-2012  
Admendment To The Community Improvement Plan  
Brownfields Project Areas 1A & 1B  
City of Kingston**

**(See Report PC-13-002)  
(Schedule Pages 22 to 130)**

**PUBLIC MEETING  
HELD PURUANT TO THE PLANNING ACT  
6:30 p.m.  
APPLICATION FOR ZONING BY-LAW AMENDMENT**

The purpose of the public meeting is to provide general information regarding application for a Zoning By-Law Amendment which has been submitted for the property municipally known as 464 Frontenac Street and 572-574 Princess Street.

The applicant is requesting the amendment for the purpose of permitting the development of a 3 storey, 21 residential dwelling unit building integrated into an existing mixed use commercial/residential development. The subject properties are designated 'Residential' and 'Main Street Commercial' in the Official Plan and are zoned One and Two Family Dwelling 'A' Zone, Special Commercial Uses 'C.125' Zone and Commercial Uses 'C' Zone in Zoning By-Law No. 8499.

**File No. D14-264-2012  
Zoning By-Law Amendment  
464 Frontenac Street and 572-574 Princess Street  
Applicant – King's Town Development Corporation  
Agent – FoTenn Consultants Inc.**

**(See Report PC-13-003)  
(Schedule Pages 131 to 176)**

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## **Regular Planning Committee Meeting No. 01-2013**

### **1. ELECTION OF OFFICERS**

Please Note: The Election of Officers will occur prior to the Public Meetings.

### **2. MEETING TO ORDER**

### **3. APPROVAL OF THE AGENDA**

### **4. CONFIRMATION OF MINUTES**

**THAT** the minutes of the Planning Committee Meeting No. 16-2012 held October 18, 2012 be approved, and

**THAT** the minutes of the Planning Committee Meeting No. 17-2012 held November 1, 2012 be approved.

### **5. DISCLOSURE OF PECUNIARY INTEREST**

### **6. DELEGATIONS**

### **7. BRIEFINGS**

### **8. BUSINESS**

- a) **Comprehensive Report (File No. D09-069-2012)**  
**1396 Highway 15**  
**Application for Official Plan Amendment**  
**Applicant - City of Kingston**

The Report of the Commissioner of Sustainability and Growth (**PC-13-005**) is attached.

(Schedule Pages 177 to 189)

#### **Recommendation:**

**THAT** it be recommended to Council that the application for Official Plan Amendment (Our File No. D09-069-2012) submitted by the City of Kingston, for a portion of the property located at 1396 Highway 15, **BE APPROVED**.

**THAT** it be recommended to Council that the City of Kingston Official Plan be amended as follows:

1. The City of Kingston Official Plan, as amended, is hereby further amended by the following map change which shall constitute **Amendment No. 17** to the City of Kingston Official Plan:
  - a) **AMEND** Schedule 'RC-1', 'Rideau Community' of the City of Kingston Official Plan, so as to designate the portion of the property located at 1396 Highway 15, as shown on Schedule 'A' to By-Law No. 2012-\_\_\_\_, as 'Low Density Residential'; and

**THAT** the Amending By-Law be presented to City Council for all three readings.

**b) Comprehensive Report (File No. D14-258-2012)  
648, 628 Bagot Street  
Application for Zoning By-Law Amendment  
Applicant - Jeffrey Dalcourt and Katherine Willis**

The Report of the Commissioner of Sustainability and Growth (**PC-13-006**) is attached.

(Schedule Pages 190 to 205)

**Recommendation:**

**THAT** it be recommended to Council that the Application for Zoning By-Law Amendment (Our File No. D14-258-2012) submitted by Jeffrey Dalcourt and Katherine Willis, for the property municipally known as 618-628 Bagot Street, **BE APPROVED**; and

**THAT** it be recommended to Council that the former City of Kingston Zoning By-Law No. 8499, as amended, be further amended as follows:

1. By-Law No. 8499 of The Corporation of the City of Kingston, entitled "Restricted Area (Zoning) By-Law of The Corporation of the City of Kingston", as amended, is hereby further amended as follows:
  - 1.1. Map 17 of Schedule "A", as amended, is hereby further amended by changing the zone symbol of the subject site from 'A' to 'A.418', as shown on Schedule "A" attached to and forming part of By-Law No. 2012-\_\_\_\_.
  - 1.2. By **Adding** a new subsection 418 thereto as follows:

**"(418) A.418, 618-628 Bagot Street**

Notwithstanding the provisions of Sections 5 & 6 hereof to the contrary, the lands designated 'A.418' on Schedule 'A' hereto, the following regulations shall apply:

- i) That the minimum lot area per unit shall be 290 square metres; and
- ii) That structures and buildings legally constructed prior to the passing of the by-law shall be deemed to comply; and

2. **THAT** the Zoning By-Law Amendment be presented to City Council for all three readings.

**c) Comprehensive Report (Files No. D09-070-2012 & D14-256-2012)  
540 Montreal Street  
Application for Official Plan Amendment & Zoning By-Law Amendment  
Applicant – Home Base Housing Inc.  
Agent – Alexander Wilson Architects**

The Report of the Commissioner of Sustainability and Growth (**PC-13-007**) is attached.

(Schedule Pages 206 to 269)

**Recommendation:**

**THAT** it be recommended to Council that the applications for Official Plan Amendment and Zoning By-Law Amendment (Our Files No. D09-070-2012 and D14-256-2012) submitted by Alexander Wilson Architects Inc., on behalf of Home Base Housing Inc., for the property located at 540 Montreal Street, **BE APPROVED**; and

**THAT** it is recommended to Council that the City of Kingston Official Plan be amended as follows:

1. The Official Plan for the City of Kingston is hereby amended by the following map change which shall constitute Amendment No. 9 to the Official Plan for the City of Kingston.
  - (a) **AMEND** Schedule '3-D', 'Site Specific Policies', of the City of Kingston Official Plan, so as to re-designate the property located at 540 Montreal Street, as shown on Schedule 'A' to By-Law No. 2012-, from 'Residential' to 'Site Specific Policy Area No. 48':
2. That the City of Kingston Official Plan, as amended, be further amended by adding the following new Site Specific Policy as Section 3.18.48:

**"540 Montreal Street  
Schedule 3-D,  
SSP No. 48**

**3.18.48.** The property located on the north west corner of Joseph Street and Montreal Street and municipally known as 540 Montreal Street is recognized as a unique mix of affordable housing and administrative centre that combines residential, crisis care, training and mentoring, and outreach services at one location.

In addition to the uses permitted in the 'Residential' land use designation, a clinic, a skills and trades training centre, an office use and a retail use subordinate to and associated with a care facility and/or combination care facility and residential use are permitted."

**AND THAT** it be recommended to Council that the former City of Kingston Zoning By-Law No. 8499, as amended, be further amended as follows:

1. By-Law No. 8499 of The Corporation of the City of Kingston, entitled “Restricted Area (Zoning) By-Law of The Corporation of the City of Kingston”, as amended, is hereby further amended as follows:
  - 1.1. That Zone Map No. 17 of Zoning By-Law No. 8499, as amended, is hereby further amended by changing the zone symbol of the subject site from ‘M7.213’ to ‘B1.419-H’ as shown on Schedule ‘A’ attached hereto and forming part of By-Law No. 2012-\_\_\_\_\_.
  - 1.2. That Section 213 of Part VIII – Exceptions to Various Zone Classifications be repealed in full; and
  - 1.3. “419. Notwithstanding the provisions of any section of this by-law to the contrary on the property known municipally as 540 Montreal Street, and zoned ‘B1.419’ on Zoning Map No. 17 attached to and forming part of amending By-Law No. 2012- , the following provisions shall also apply:

a) **ADDITIONAL PERMITTED USES**

Office;  
Crisis Care Shelter;  
Recovery Home;  
Community Centre; and  
Community Support House.

The above uses shall be subject to the provisions of Section 5 of this By-Law.

- b) The following Accessory Uses to an Additional Permitted Use, listed above, or a Community Home or Residential Care Facility are permitted:

Clinic;  
Education Centre;  
Education Facility; and  
Retail Use; not greater than 80 square metres.

- c) Minimum Parking Spaces - 18
- d) Offsite Parking within 150 metres is permitted
- e) Minimum Bicycle Parking Spaces - 12
- f) Maximum Height - 11 metres
- g) Minimum Front Yard - 1.2 metres
- h) Minimum Side Yard - 1.6 metres
- i) Minimum Rear Yard - 7.0 metres
- j) That there are no minimum separation requirements for the following uses:
  - i. Community Home;
  - ii. Crisis Care Shelter;

- iii. Residential Care Facility;
- iv. Recovery Home; and
- v. Community Support House.
- k) Total minimum amenity area and play space shall be 46 square metres.
- l) No loading space is required.
- m) Notwithstanding Section 5.39(iii) to the contrary the “-H” Holding Symbol shall only be removed once the following requirements have been complied with:
  - a Record of Site Condition has been approved by the Ministry of Environment and a copy received by the City;
  - That, if necessary, any remediate required to make the subject property safe for human habitation has been completed to the satisfaction of the Ministry of Environment and the City.”

**THAT** both By-Laws are presented to City Council for all three readings.

**d) Harmonization of Parkland Dedication By-Laws**

The Recommend Report of the Commissioner of Community Services (**PC-13-009**) is attached.

(Schedule Pages 270 to 404)

**Recommendation:**

**THAT** Council repeal the former City of Kingston By-Law 8820 “A By-Law to Provide for Land for Park Purposes Pursuant to Section 35(b) of The Planning Act; former Township of Pittsburgh By-Law 14-88 “A By-Law to Provide for the Conveyance of Parkland or Cash-In-Lieu Thereof Upon the Development or Redevelopment of Lands Within the Township of Pittsburgh” and the former Township of Kingston By-Law 83-2 “ A By-Law to Require the Conveyance to the Municipality of Land for Park Purpose as a Condition of Development or Redevelopment of Lands for Residential Purposes Pursuant to Section 41 of The Planning Act, R.S.O. 1980, and Amendments Thereto; and

**THAT** Council approve the harmonized City of Kingston By-Law No. 2012-XX “A By-Law to Provide for the Conveyance of Land for Park Purposes, or Cash-In-Lieu of Parkland Conveyance” attached as Exhibit A of Report PC-13-009.

**9. MOTIONS**

**10. NOTICES OF MOTION**

**11. OTHER BUSINESS**

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## 12. CORRESPONDENCE

## 13. DATE OF NEXT MEETING

The following schedule of meetings has been established for 2012 with meetings to be held in the Council Chamber to begin at 6:30 p.m. Meetings are scheduled to be held on the first and third Thursdays of each month, with the exceptions of the July, August and December meetings when one meeting is scheduled to be held on the first Thursday of the month.

January 17, 2013	June 20, 2013
February 7, 2013	July 4, 2013
February 21, 2013	August 1, 2013
March 7, 2013	September 5, 2013
March 21, 2013	September 19, 2013
April 4, 2013	October 3, 2013
April 18, 2013	October 17, 2013
May 2, 2013	November 7, 2013
May 16, 2013	November 21, 2013
June 6, 2013	December 5, 2013

Any updates regarding the location, date and time will be noted on each meeting agenda and on the City meeting calendar at:

<http://www.cityofkingston.ca/calendar/meetings/all/>.

## 14. ADJOURNMENT





**1. ABEYANCE ITEMS**

	<b>Date placed in Abeyance</b>	<b>Description of Item</b>	<b>Deadline for Response</b>	<b>Status</b>	<b>Priority Matrix</b>
i.	Oct. 16, 2012	Staff directed to research and identify zoning setback best practices in gaming industry developments.	Dec. 31, 2012		

**2. APPLICATIONS RECEIVED / IN PROCESS**

	<b>Application Type</b>	<b>Applicant</b>	<b>Civic Address</b>	<b>File No(s).</b>	<b>Proposal</b>	<b>Status</b>
i.	ZBA	Elevator Bay Development Ltd	1102,1106 & 1110 King St. West	D14-164-2009	To increase the amount of units from 343 dwelling units to 363	Public Meeting held Dec 3/09
ii.	ZBA	1126497 Ontario Inc.	346 University Ave.	D14-172-2009	increase the number of dwelling units from 8 to 10	Public Meeting held Mar 4/10
iii.	ZBA	Jay Patry Enterprises Inc.	630 Princess Street	D09-053-2010 & D14-188-2010	21 residential dwelling units and 2 commercial units	Appealed to OMB
iv.	ZBA	1 Mack Street Ltd.	1-15 Mack St. & 318-320 Alfred St.	D14-211-2011	To construct a 15 unit dwelling	Awaiting decision from the OMB
v.	ZBA	Metrus (Terra) Properties Inc.	2666 Princess St. & 1027 Midland Ave.	D14-215-2011	To permit the establishment of additional commercial uses	Public meeting on August 4/11
vi.	ZBA/ Draft Plan of Subdivision	Homestead Land Holdings Ltd.	999 Purdy's Mill Road	D14-219-2011 D12-064-2011	1575 dwelling units 6 high-rise residential buildings and 172 dwelling units are proposed	Public Meeting held on Nov 3/11

vii.	Draft Plan of Subdivision	Tamarack (Cataragui North) Corp.	1380 Crossfield Ave.	D12-030-2007	vacant land initially held by the Limestone District Public School Board, but has recently been released by the Board	Comprehensive Report held on Oct 18/12
viii.	OPA/ZBA	Tamarack (Rideau) Corporation	1156 Hwy 15	D09-062-2011 & D14-226-2011	To permit the commercial use, add a bank or financial institution and a clinic as permitted uses, and reduce the required parking area	Public Meeting held January 19/12
ix.	OPA/ZBA/Draft Plan of Subdivision	2292922 Ontario Inc.	2130 Isle of Man Lane	D09-063-2012 D14-232-2012 D12-066-2012	To permit a 12 lot rural estate residential subdivision serviced by individual private well and septic systems.	Public Meeting on Mar 1/12
x.	OPA/ZBA/Draft Plan of Subdivision	0862506 B.C. Ltd.	2611 Isle of Man Rd.	D09-064-2012 D14-235-2012 D12-067-2012	To develop a 31 estate residential lot subdivision including of 2 roads and 1 open space block.	Public Meeting on April 19/12
xi.	ZBA	Jay Patry	203 Colborne St.	D14-195-2010	permit the establishment of 5 dwelling units with a reduction in parking, a reduction in amenity space and a reduction in play space and an increase in maximum lot occupancy.	Public Meeting on Mar 1/12
xii.	ZBA/Draft Plan of Subdivision	Greene Homes	2803 Creekford Rd.	D14-202-2011 & D12-058-2011	102 single family residential lots and future residential blocks.	Appealed to the OMB

xiii.	ZBA	Queen Mary Inc.	358 Queen Mary Rd.	D14-233-2012	Permit the establishment of 6 additional dwelling units in the cellar of an existing residential apartment building for a total of 87 dwelling units	Public Meeting on April 19/12
xiv.	ZBA	Highpoint Development	363,365 & 367 Johnson St.	D14-238-2012		Public Meeting on April 19/12
xv.	ZBA/Draft Plan/	Conacher Kingston Holdings Inc.	311 Conacher Dr.	D14-245-2012 & D12-070-2012	To construct 258 freehold townhouses accessed by private condominium roads	Public Meeting on June 21/12
xvi.	ZBA	Chin Ho-Golden Dragon Ho 7 Inc.	637-655 Johnson St.	D14-246-2012		Went to Public Meeting on June 21/12
xvii.	OPA & ZBA	Homestead Land Holdings	50 Newcourt Pl.	D09-067-2012 & D14-248-2012	13 Storey apartment building with 99 dwelling units	Public Meeting on August 2/12
xviii.	ZBA	1809727 Ontario Inc.	1660-1674 Sydenham Rd.	D14-247-2012	To permit landscape contractor's yard, mobile carpet cleaning, truck maintenance depot, a material processing facility for wood and other construction and demolition material, and an accessory dwelling unit	Public Meeting on Aug 2/12
xix.	OPA/ZBA	City of Kingston	Second Residential Units	D09-068-2012 & D14-254-2012		Public Meeting held on Sept 6/12

xx.	ZBA/Draft Plan	RGH Development Inc.	1396 Highway 15	D14-251-2012 & D12-073-2012	39 lot residential subdivision with blocks for future residential lots, public park and private open space	Public Meeting held on Sept 6/12
xxi.	ZBA	Ari Weisberg	60 Nelson St.	D14-252-2012	To maintain the existing five dwelling units on the site	Public Meeting held on Sept 6/12
xxii.	ZBA	Jeremiah Blake & Megan Williams	204 Alfred St.	D14-253-2012	expand the existing dwelling to permit a triplex	Public Meeting held on Sept 20/12
xxiii.	OPA/ZBA	Home Base Housing	540 Montreal St.	D09-070-2012 & D14-256-2012		Public Meeting held on Oct 4,/12 Going to Comprehensive Meeting on Dec 6/12
xxiv.	ZBA	Roberto & Janza Giangrosso	3031 Lakehead Rd.	D14-262-2012	reduction in lot frontage and minimum lot area to facilitate an application for Consent to sever in order to create a new rural residential lot and a request to permit a home occupation in an accessory building	
xxv.	ZBA	JSM Corporation	993 Princess St.	D14-260-2012		Public Meeting & Comprehensive Meeting on Nov 1/12
xxvi.	ZBA	David Minaker & Deborah Smith-Minaker	3695 Accommodation Rd.	D14-259-2012		Public Meeting held on Oct 18/12
xxvii.	ZBA	Katherine Willis & Jeffrey Dalcourt	618,622 & 628 Bagot St.	D14-258-2012		Going Comprehensive Meeting on Dec 6/12

xxviii.	ZBA	2246955 Ontario Inc.	653-663 Princess St. & 582-604 Victoria St.	D14-263-2012	Going to Public Meeting on Nov 1/12
xxix.	ZBA	Tamarack (Cataraqi West ) Corp.	1201 Woodhaven Dr.	D14-261-2012	Going to Public Meeting on Nov 1/12

**3. Applications Requested To Be Bumped Up To Planning Committee For Site Plan Control / or Final Subdivision Approval:**

	<b>Applicant</b>	<b>Civic Address</b>	<b>Related File No(s).</b>	<b>Proposal</b>	<b>Bump Up Request</b>	<b>Details</b>
i.	Admiral Walk Residences Inc	1102, 1106 & 110 King Street	D14-092-2007	Senior Citizen Apartment	Planning Committee	Application not submitted
ii.	7116381 Canada Ltd.	630 Princess Street	D09-053-2010 D14-188-2010	21 residential dwelling units and 2 commercial units	Public Meeting held on Sept 2/10	Bumped at planning committee – application for Site Plan Control not submitted, to date
iii.	Jay Patry	203 Colborne Street	D14-195-2010	5 dwelling units with a reduction in parking, a reduction in amenity space and a reduction in play space and an increase in maximum lot occupancy	Jim Neill	Bumped up
iv.	Golden Dragon Ho 7 Inc.	637-655 Johnson Street	D11-384-2012 & D14-246- 2012	3 multiple family dwellings consisting of a total of 27 units	Jim Neill	Bumped up

**4. Approved Site Plan Items:**

D11-394-2012M – 760 Front Rd. – Crystal Springs Manor–Parking Lot Addition.  
D11-396-2012 – 2312 Princess St.–976653 Ontario Inc.  
D11-404-2012 – 3040 Babcock Rd.–Xplornet Communications Inc.–Communications Tower

**5. Applications Appealed To Ontario Municipal Board:**

D09-035-2008 – 495 – 513 Frontenac Street – Phase 2 of hearing, date pending  
D11-322-2010 – 495-513 Frontenac Street & 563-567 Princess Street – Hearing date pending  
D14-188-2010 – 630 Princess Street – Hearing date pending  
D09-059-2011 – Agricultural Land Review – Hearing date pending  
D14-211-2011 & D11-346-2011 – 1-15 Mack St. & 318-320 Alfred St. – Hearing held on September 5  
D14-202-2011 & D12-058-2011 – 2803 Creekford Rd. – Hearing date pending

**Links to Land Use Planning Documents:**

**Planning Act:** [http://www.e-laws.gov.on.ca/html/statutes/english/elaws\\_statutes\\_90p13\\_e.htm](http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90p13_e.htm)  
**Provincial Policy Statement:** <http://www.mah.gov.on.ca/Page1485.aspx>  
**City of Kingston Official Plan:** <http://www.cityofkingston.ca/business/development/officialplan/index.asp>  
**City of Kingston Zoning By-Laws:** <http://www.cityofkingston.ca/business/development/zoning/index.asp>



**CITY OF KINGSTON**  
**REPORT TO PLANNING COMMITTEE**

**Report No.: PC-13-007**

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**TO:** Chair and Members of Planning Committee

**FROM:** Cynthia Beach  
Commissioner, Sustainability and Growth

**RESOURCE STAFF:** Grant C. Bain  
Director, Planning and Development Department

**DATE OF MEETING:** December 6, 2012

**SUBJECT:** **COMPREHENSIVE REPORT (Files No. D09-070-2012 & D14-256-2012)**  
**540 Montreal Street**  
**Applications for Official Plan Amendment & Zoning By-Law Amendment**  
**Applicant: Home Base Housing Inc.**  
**Agent: Alexander Wilson Architects**

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**EXECUTIVE SUMMARY:**

The following is a comprehensive report to Planning Committee for the property municipally known as 540 Montreal Street. The report describes the purpose and effect of the requested Official Plan Amendment, Zoning By-Law Amendment and application for Site Plan Control, and includes a recommendation from the Planning and Development Department for approval of the requested Official Plan Amendment and Zoning By-Law Amendment.

The subject property is being developed by Home Base Housing Inc. and is an existing industrial and office building. The applicant is requesting permission to convert a portion of the existing building to create 7 dwelling units and an emergency care centre consisting of 24 beds. The applicant proposes to also include offices and a help centre associated with the crisis care service. The proposed development will be accessed from Joseph Street, a local road and Montreal Street, an arterial road.

The property is designated 'Residential' in the City of Kingston Official Plan. The 'Residential' land use designation permits the development of a wide range of residential uses. The property is zoned Special Industrial 'M7.213' Zone in Zoning By-Law No. 8499.

A public meeting was held October 4, 2012.

**RECOMMENDATION:**

**THAT** it be recommended to Council that the applications for Official Plan Amendment and Zoning By-Law Amendment (Our Files No. D09-070-2012 and D14-256-2012) submitted by Alexander Wilson Architects Inc., on behalf of Home Base Housing Inc., for the property located at 540 Montreal Street, **BE APPROVED**; and

**THAT** it is recommended to Council that the City of Kingston Official Plan be amended as follows:

1. The Official Plan for the City of Kingston is hereby amended by the following map change which shall constitute Amendment No. 9 to the Official Plan for the City of Kingston.
  - (a) **AMEND** Schedule '3-D', 'Site Specific Policies', of the City of Kingston Official Plan, so as to re-designate the property located at 540 Montreal Street, as shown on Schedule 'A' to By-Law No. 2012-, from 'Residential' to 'Site Specific Policy Area No. 48':
2. That the City of Kingston Official Plan, as amended, be further amended by adding the following new Site Specific Policy as Section 3.18.48:

**"540 Montreal Street Schedule 3-D, SSP No. 48**

**3.18.48.** The property located on the north west corner of Joseph Street and Montreal Street and municipally known as 540 Montreal Street is recognized as a unique mix of affordable housing and administrative centre that combines residential, crisis care, training and mentoring, and outreach services at one location.

In addition to the uses permitted in the 'Residential' land use designation, a clinic, a skills and trades training centre, an office use and a retail use subordinate to and associated with a care facility and/or combination care facility and residential use are permitted."

**AND THAT** it be recommended to Council that the former City of Kingston Zoning By-Law No. 8499, as amended, be further amended as follows:

1. By-Law No. 8499 of The Corporation of the City of Kingston, entitled "Restricted Area (Zoning) By-Law of The Corporation of the City of Kingston", as amended, is hereby further amended as follows:
  - 1.1. That Zone Map No. 17 of Zoning By-Law No. 8499, as amended, is hereby further amended by changing the zone symbol of the subject site from 'M7.213' to 'B1.419-H' as shown on Schedule 'A' attached hereto and forming part of By-Law No. 2012-\_\_\_.



- 1.2. That Section 213 of Part VIII – Exceptions to Various Zone Classifications be repealed in full; and
- 1.3 “419. Notwithstanding the provisions of any section of this by-law to the contrary on the property known municipally as 540 Montreal Street, and zoned ‘B1.419’ on Zoning Map No. 17 attached to and forming part of amending By-Law No. 2012- , the following provisions shall also apply:

a) ADDITIONAL PERMITTED USES

Office;  
 Crisis Care Shelter;  
 Recovery Home;  
 Community Centre; and  
 Community Support House.

The above uses shall be subject to the provisions of Section 5 of this By-Law.

- b) The following Accessory Uses to an Additional Permitted Use, listed above, or a Community Home or Residential Care Facility are permitted:

Clinic;  
 Education Centre;  
 Education Facility; and  
 Retail Use; not greater than 80 square metres.

- c) Minimum Parking Spaces - 18  
 d) Offsite Parking within 150 metres is permitted  
 e) Minimum Bicycle Parking Spaces - 12  
 f) Maximum Height - 11 metres  
 g) Minimum Front Yard - 1.2 metres  
 h) Minimum Side Yard - 1.6 metres  
 i) Minimum Rear Yard - 7.0 metres  
 j) That there are no minimum separation requirements for the following uses:  
     i. Community Home;  
     ii. Crisis Care Shelter;  
     iii. Residential Care Facility;  
     iv. Recovery Home; and  
     v. Community Support House.  
 k) Total minimum amenity area and play space shall be 46 square metres.  
 l) No loading space is required.  
 m) Notwithstanding Section 5.39(iii) to the contrary the “-H” Holding Symbol shall only be removed once the following requirements have been complied with:  
     • a Record of Site Condition has been approved by the Ministry of Environment and a copy received by the City;

- That, if necessary, any remediate required to make the subject property safe for human habitation has been completed to the satisfaction of the Ministry of Environment and the City.”

**THAT** both By-Laws are presented to City Council for all three readings.

**AUTHORIZING SIGNATURES:**

ORIGINAL SIGNED BY COMMISSIONER _____ Cynthia Beach, P.Eng., MCIP, RPP, Commissioner, Sustainability and Growth
ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER _____ Gerard Hunt, Chief Administrative Officer

**CONSULTATION WITH THE FOLLOWING COMMISSIONERS:**

Lanie Hurdle, <i>Community Services</i>	N/R
Denis Leger, <i>Transportation, Properties &amp; Emergency Services</i>	N/R
Jim Keech, <i>President and CEO, Utilities Kingston</i>	N/R

***(N/R indicates consultation not required)***

**OPTIONS/DISCUSSION:****Introduction:**

On August 3, 2012, Alexander Wilson Architects Inc. submitted the subject applications for the purpose of permitting the creation of 7 dwelling units, a 24 bed emergency shelter, a help centre and an office use associated with the operation of the help centre and emergency care shelter. The subject property is designated 'Residential' in the Official Plan and is zoned Special Industrial 'M7.213' in Zoning By-Law No. 8499. The existing development was subject to Site Plan Control Approval in the former City of Kingston in 1989.

A public meeting was held on October 4, 2012.

**Site Characteristics:**

The subject site is approximately 0.16 hectare in size and is known municipally as 540 Montreal Street (Refer to attached Key Map). The subject property is presently occupied by a red brick; single storey industrial/office building that has been used for the operation of a medical oxygen distribution company. The property has approximately 37 metres frontage on Montreal Street, an arterial road and approximately 46 metres of frontage on Joseph Street, a local road. The subject property can be accessed from Montreal Street and also from Joseph Street. The Joseph Street entrance encroaches onto lands not owned by the applicant.

The following land uses surround the subject site:

- North – abandoned building fronting onto Montreal Street;
- East – Keeler Truck Equipment and Drive Line Hydraulics;
- South – Cosme Auto Service; and
- West – vacant lot and Home Base Housing project consisting of affordable dwelling units.

**Analysis:**

The subject property is designated 'Residential' in the City of Kingston Official Plan. The requested Official Plan Amendment is to recognize the unique combination of uses proposed to be introduced. The applicant, Home Based Housing is a not for profit housing corporation and registered charity whose mandate includes a spectrum of housing related services to adults and youth over 16 including:

- Assisting in completing the necessary paper work to obtain social housing assistance;
- Providing temporary shelter for people who are homeless;
- Providing affordable housing (rent-geared-to-income housing);
- Providing life skill and budgeting training; and
- Youth services.

Home Base Housing also has a program to help women and families transition from homelessness back into residential housing.

The applicant is proposing to create a multi-use establishment that will accommodate many of the services it provides in the community at a single location. The proposed redevelopment is

ideally located on Montreal Street with access to transit and Social Services (362 Montreal Street). The property is also close to existing holdings at 33 Joseph Street where Home Base Housing has developed affordable residential rental units.

The requested uses to be established at 540 Montreal Street are 7 dwelling units, an emergency care centre consisting of 24 beds, offices and a help centre associated with the crisis care services.

The Provincial Policy Statement 2005 (PPS) is a document developed by the Ministry of Municipal Affairs and Housing to establish a policy foundation for land use planning and development in the province of Ontario. The PPS provides direction on matters of provincial interest such as managing growth, the efficient use of land and protecting water and significant natural features. The key purpose of this policy document is to support “*the provincial goal of strong, livable and healthy communities* (Provincial Policy Statement, 2005).” Development applications submitted to the Planning and Development Department for review and processing are analyzed against the PPS policies to ensure that the proposed development addresses the matters of provincial interest outlined in Section 2 of the *Planning Act* and are consistent with the policy direction for land use planning in the PPS. The proposed re-development of the subject property to provide a range of affordable housing, crisis care, training and other community services is consistent with the following provincial policies:

1. The efficient use of existing infrastructure and access to public service facilities (Section 1.1.3.2, PPS);
2. Re-development and intensification contributing to a more compact urban form (Section 1.1.3.4, PPS);
3. Contributes to the provision of a full range of housing and housing types in the City of Kingston, including affordable housing options (Section 1.4.3, PPS); and
4. The proposed re-development is on full municipal services with the urban boundary (Section 1.6.4.2, PPS).

The policies present in the PPS are mirrored and expanded upon in the City’s Official Plan. The proposed re-development of 540 Montreal Street was reviewed against the relevant policies in the Official Plan such as the affordable housing, residential land use, compatibility, adverse impacts, transportation and health and safety.

The Official Plan Amendment will maintain the underlying residential designation. It will also enhance the uses already permitted in the ‘Residential’ land use designation and assist in the efficient implementation of the uses provided by the applicant.

The ‘Residential’ land use designation permits the development of primarily residential uses in the following forms of housing: single detached, semi-detached or duplex, townhouses and apartments. In addition to the various forms of housing, community facilities, such as elementary schools, secondary schools, centres for care for children or seniors, places of worship, libraries, community centres, and museums, other social cultural centres, government offices, municipal works, municipal yards, water treatment and sewage facilities, and urban agriculture are also permitted.

The important administrative and support services necessary for the effective operation of the proposed additional uses are not recognized in the 'Residential' land use designation. The site specific policy is intended to permit a full range of complimentary services from a clinic to training in order to ensure the best care possible is being provided.

The Planning and Development Department recommends that the following Site Specific Official Plan Amendment be adopted:

**"540 Montreal Street  
Schedule 3-D,  
SSP No. 48**

**3.18.48.** The property located on the north west corner of Joseph Street and Montreal Street and municipally known as 540 Montreal Street is recognized as a unique mix of affordable housing and administrative centre that combines residential, crisis care, training and mentoring, and outreach services at one location.

In addition to the uses permitted in the 'Residential' land use designation, a clinic, a skills and trades training centre, an office use and a retail use subordinate to and associated with a care facility and/or combination care facility and residential use are permitted."

A Planning Rationale, prepared by IBI Group was submitted by the applicant in support of the requested Official Plan Amendment and Zoning By-Law Amendment. The Planning and Development Department accepts the content of the report and agrees with the recommendations provided by IBI Group. A copy of the Planning Rationale is included as an Exhibit in this comprehensive report.

The subject property is presently zoned Special Industrial 'M7.213' in Zoning By-Law No. 8499. In addition to the industrial uses permitted in the 'M7' Zone, the following special provision is applied,

*"On the approximately 0.18 ha parcel of land located at the northwest corner of Montreal and Joseph Streets, and designated M7.213 on a copy of Zoning Map No. 17 attached to and forming part of By-Law No. 85-196 as Schedule "A", the permitted uses shall also include offices, a martial arts centre and one residential dwelling unit established in association with the martial arts centre, provided that all of these uses are confined within the walls of the existing building."*

The Special Industrial 'M7.213' Zone does not conform to the underlying 'Residential' land use designation applied to the subject property and does not provide any provisions within it to accommodate the proposed redevelopment.

Consequently, a zone change from an industrial zone to a site specific residential zone is required to bring the subject property into conformity with the City's Official Plan and facilitate the intended uses on the subject property.

The proposed 'B1.419-H' Zone is based upon the recommended zone submitted by IBI Group in Planning Rationale. Minor modifications to the requested zone include:

- Rounding numbers to nearest single decimal place;
- Increasing the distance permitted for offsite parking;
- Eliminating the requirement for a loading space; and
- including a Holding Symbol to ensure that the subject lands meet MOE criteria for a residential use.

The -H Symbol is required because the Record of Site Condition has not been received by the City verifying whether or not the subject property meets the regulatory requirements for permitting a residential use. This verification is necessary before proceeding to redevelopment and inhabits the subject property for its intended residential and social service uses. The following conditions are recommended to be included in the Holding Symbol:

- *"a Record of Site Condition has been approved by the Ministry of Environment and a copy received by the City;*
- *That, if necessary, any remediation required to make the subject property safe for human habitation has been completed to the satisfaction of the Ministry of Environment and the City."*

#### **Site Plan:**

The proposed development will be subject to Site Plan Control under the City's Site Plan Control By-Law and the Planning Act. Site Plan Control is a form of development control provided to municipalities by Ontario's Planning Act. No one can undertake any development which is subject to site plan control unless the City has reviewed and approved certain plans. As part of the Site Plan Control process details respecting the following matters would be reviewed and approved by the City: building location; site access; site servicing; landscaping; buffering and screening provisions; noise mitigation; storm water management; location of garbage storage and, fire routes. Once the plans are approved, a site plan control agreement is generally executed. This agreement contractually binds the owner to develop and maintain a site in accordance with the approved plans and the terms of the agreement and the owner provides security to the City to ensure completion of the required works.

A number of the comments received from the technical circulation have been incorporated into the comprehensive report. Other comments of a more technical nature relate to the development of the subject property and will be addressed during the Site Plan Control process.

An Application for Site Plan Control Approval was submitted concurrent with the applications for Official Plan Amendment and Zoning By-Law Amendment. The Planning and Development

Department is presently reviewing and processing the Site Plan Control Application. An additional application for Site Plan Control Amendment for 33 Joseph Street is required to accommodate the off-site parking for this project. The applicant and their Agent, Alexander Wilson Architects have been notified of the additional development application requirement.

**Conclusion:**

The proposed amendments to the Official Plan and Zoning By-Law are appropriate, desirable and constitute good planning. The zone change conforms to the applicable 'Residential' land use designation policies of the Official Plan and the Site Specific land use policies being proposed in this report.

A public hearing was held on October 4, 2012 regarding the proposed Official Plan Amendment and zone change. The responses received from the public and the Planning Committee have been incorporated into the body of the comprehensive report.

The proposed development is consistent with the intensification and infill policies of the Provincial Policy Statement. The proposed development provides an important service in the City of Kingston, is within close proximity to transit services, community services and commercial uses.

The Planning and Development Department recommends **APPROVAL** of the proposed Site Specific Official Plan Amendment and Holding Special Residential 'B.419-H' Zone. The requested modifications to the proposed zone consist of changes to existing regulations to accommodate the proposed footprint, density, parking and amenity space.

**EXISTING POLICY/BY LAW:****Provincial:**

Planning Act

Provincial Policy Statement

**City of Kingston:**

Official Plan

Zoning By-Law No. 8499

**NOTICE PROVISIONS:**

A public meeting was being held respecting these applications on October 4, 2012. Pursuant to the requirements of the Planning Act, a notice of the statutory Public Meeting was provided by advertisement in the form of a sign posted on the subject site 20 days in advance of the Public Meeting. In addition, prepaid first class mail was sent to all 12 property owners (according to the latest Assessment Rolls) within 120 metres (400 ft.) of the subject property and a courtesy notice was placed in the Kingston Whig-Standard.

**ACCESSIBILITY CONSIDERATIONS:**

This report is available in alternate formats upon request.

**FINANCIAL CONSIDERATIONS:**

Home Base Housing is a not-for-profit housing provider operating within the City of Kingston. The Housing Department is responsible for administering and partially funding the rent-geared-to-income housing stock of Home Base Housing's residential portfolio. As part of its mandate, the Housing Department is tasked with encouraging the further development of affordable and emergency shelter housing. As this development includes the addition of affordable dwelling units and emergency shelter beds, the proposal is supportive of existing City policies.

In support of this project, the City will be contributing \$814,500 for the development of the seven affordable units with funds coming from the Delivering Opportunities for Ontario Renters (DOOR) Capital Reserve Fund. In addition, Council has previously authorized \$445,000 for Home Base Housing to relocate the In From the Cold Shelter once an appropriate location was found with funds coming from the Emergency Shelter Capital Reserve Fund. Through this development, the In From the Cold Shelter will be relocated to 540 Montreal Street (John Henderson, e-mail, October 23, 2012, Housing Department).

**CONTACTS:**

Jason Budd, Senior Planner, Development Approvals, 613-546-4291, ext. 3178

Marnie Venditti, Manager, Development Approvals, 613-546-4291, ext 3256

Grant C. Bain, Director, Planning and Development Department, 613-546-4291, ext. 3252

**OTHER CITY OF KINGSTON STAFF CONSULTED:**

The application was circulated to the relevant internal departments and external agencies for review and comment. The responses to the technical circulation have been addressed and are included in this comprehensive report. The application was circulated to the following departments and technical agencies:

Del Stowe, Building & Licensing

Kim Brown, Engineering

Chantal Chiddle, Utilities Kingston

Fire and Rescue

Chanda Theng, Recreation & Leisure – Parks Development

Cynthia Beach, Sustainability and Growth

Cherie Mills, Planning and Development

Marnie Venditti, Planning and Development

Ryan Leary, Planning and Development

Brodie Richmond, Environment

Damon Wells, Public Works

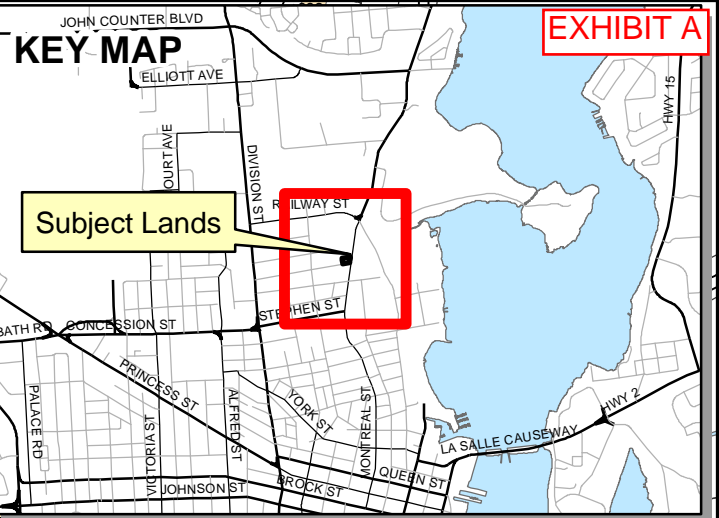


Ian Semple, Transit  
John Giles, Solid Waste

**EXHIBITS ATTACHED:**

- Exhibit A - Key Map;
- Exhibit B - Official Plan Amendment;
- Exhibit C - Zoning By-Law Amendment;
- Exhibit D - Planning Rationale, IBI Group; and
- Exhibit E - Applicant's Proposal.

**DETAIL**



**EXHIBIT A**




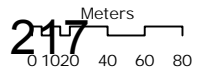
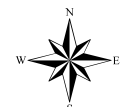
THE CORPORATION OF THE CITY OF KINGSTON  
PLANNING & DEVELOPMENT DEPARTMENT

**KEY MAP**

Applicant: Home Base Housing Inc  
 File Number: D09-070-2012/D14-256-2012/D11-403-2012  
 Address: 540 Montreal Street  
 Legal Description: PLAN C-22 PT LOTS  
 206, 207, & 208  
 ARN: 101104010001600

**Legend**

 Subject Lands



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**BY-LAW NO. 2012-\_\_****A BY-LAW TO AMEND THE OFFICIAL PLAN FOR THE CITY OF KINGSTON PLANNING AREA (AMENDMENT NO. 18, known municipally as 540 Montreal Street)****PASSED: \_\_\_\_, 2012****WHEREAS** a public meeting was held regarding this amendment on October 04, 2012;**NOW THEREFORE** the Council of The Corporation of the City of Kingston, in accordance with the provisions of Section 17 of the *Planning Act*, R.S.O. 1990, c.P13, hereby enacts as follows:

1. The Official Plan for the City of Kingston is hereby amended by the following map change which shall constitute Amendment No. 18 to the Official Plan for the City of Kingston.

- (a) **AMEND** Schedule '3-D', 'Site Specific Policies', of the City of Kingston Official Plan, so as to re-designate the property located at 540 Montreal Street, as shown on Schedule 'A' to By-Law No. 2012-, from 'Residential' to 'Site Specific Policy Area No. 48':

2. That the City of Kingston Official Plan, as amended, be further amended by adding the following new Site Specific Policy as Section 3.18.48:

**"540 Montreal  
Street  
Schedule 3-D,  
SSP No. 48**

**3.18.48.** The property located on the north west corner of Joseph Street and Montreal Street and municipally known as 540 Montreal Street is recognized as a unique mix of affordable housing and administrative centre that combines residential, crisis care, training and mentoring, and outreach services at one location.

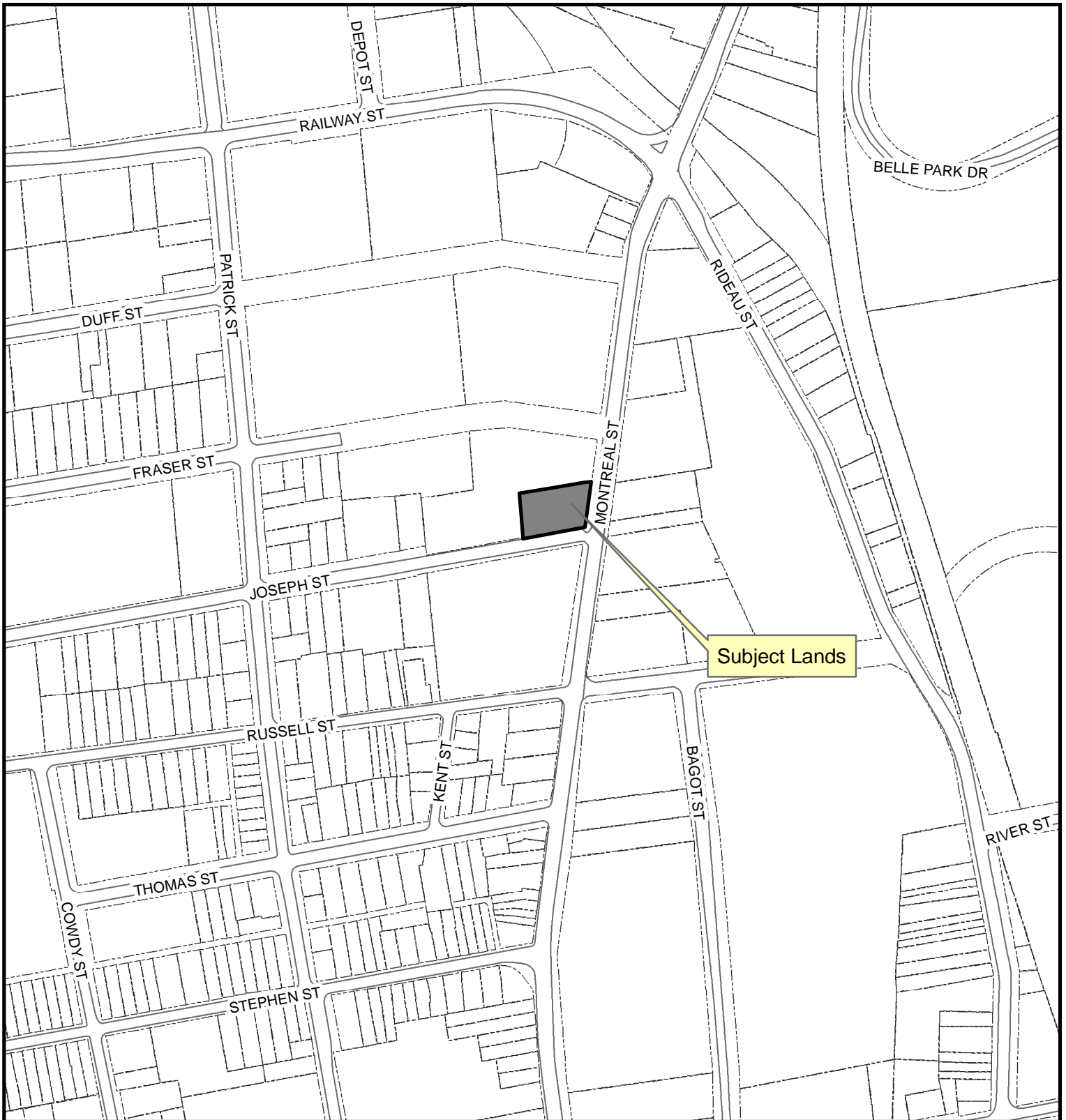
In addition to the uses permitted in the 'Residential' land use designation, a clinic, a skills and trades training centre, an office use and a retail use subordinate to and associated with a care facility and/or combination care facility and residential use are permitted."

3. This By-Law shall come into force and take effect on the day that is the day after the last day for filing an appeal pursuant to the Planning Act, provided that no Notice of Appeal is filed to this By-Law in accordance with the provisions of Section 17, Subsection 24 of the Planning Act, as amended; and where one or more appeals have been filed within the time period specified, at the conclusion of which, the By-Law shall be deemed to have come into force and take effect on the day the appeals are withdrawn or dismissed, as the case may be.

**GIVEN ALL THREE READINGS AND PASSED \_\_\_\_\_, 2012**

**CITY CLERK  
JOHN BOLOGNONE**

**MAYOR  
MARK GERRETSEN**



Planning &  
Development

a department of  
Sustainability &  
Growth

PREPARED BY: J.Partridge  
DATE: September 5, 2012

THE CORPORATION OF THE CITY OF KINGSTON


## SCHEDULE 'A' TO BY-LAW NO.

Applicant: Home Base Housing Inc  
File Number: D09-070-2012/D14-256-2012  
/D11-403-2012  
Address: 540 Montreal Street  
Legal Description: PLAN C-22 PT LOTS  
206, 207, & 208  
ARN: 101104010001600



### Legend:

Reference By-Law 8499 Map 17

 Subject Lands Rezoned from M7.213 to B1.419-H

### Certificate of Authentication

This is Schedule 'A' to By-Law No. \_\_\_\_\_,  
passed this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**BY-LAW NO. 2012-\_\_**

**A BY-LAW TO AMEND BY-LAW NO. 8499, “RESTRICTED AREA (ZONING) BY-LAW OF THE CORPORATION OF THE CITY OF KINGSTON” (Zone Change from Special Industrial ‘M7.213’ Zone to Holding Special Multiple Family Residential Dwelling ‘B1.419’ Zone, 540 Montreal Street)**

**PASSED:** month day, year-not bold

**WHEREAS** by Order of the Minister of Municipal Affairs and Housing, The Corporation of the Township of Kingston, The Corporation of the Township of Pittsburgh and The Corporation of the City of Kingston were amalgamated on January 1, 1998 to form The Corporation of the City of Kingston as the successor municipal Corporation and pursuant to the Minister’s Order, any by-laws of the former municipality passed under the *Planning Act* continue as the by-laws covering the area of the former municipality now forming part of the new City;

**AND WHEREAS** the Council of The Corporation of the City of Kingston deems it advisable to amend By-Law No. 8499, as amended, of the former City of Kingston;

**NOW THEREFORE** the Council of The Corporation of the City of Kingston hereby **ENACTS** as follows.

1. By-Law No. 8499 of The Corporation of the City of Kingston, entitled “Restricted Area (Zoning) By-Law of The Corporation of the City of Kingston”, as amended, is hereby further amended as follows:

1.1. That Zone Map No. 17 of Zoning By-Law No. 8499, as amended, is hereby further amended by changing the zone symbol of the subject site from ‘M7.213’ to ‘B1.419-H’ as shown on Schedule ‘A’ attached hereto and forming part of By-Law No. 2012-\_\_.

1.2. That Section 213 of Part VIII – Exceptions to Various Zone Classifications be repealed in full; and

1.3. “419. Notwithstanding the provisions of any section of this by-law to the contrary on the property known municipally as 540 Montreal Street, and zoned ‘B1.419’ on Zoning Map No. 17 attached to and forming part of amending By-Law No. 2012- , the following provisions shall also apply:

a) **ADDITIONAL PERMITTED USES**

- Office;
- Crisis Care Shelter;
- Recovery Home;
- Community Centre; and

Community Support House.

The above uses shall be subject to the provisions of Section 5 of this By-Law.

- b) The following Accessory Uses to an Additional Permitted Use, listed above, or a Community Home or Residential Care Facility are permitted:
- Clinic;
  - Education Centre;
  - Education Facility; and
  - Retail Use; not greater than 80 square metres.
- c) Minimum Parking Spaces - 18
- d) Offsite Parking within 150 metres is permitted
- e) Minimum Bicycle Parking Spaces - 12
- f) Maximum Height - 11 metres
- g) Minimum Front Yard - 1.2 metres
- h) Minimum Side Yard - 1.6 metres
- i) Minimum Rear Yard - 7.0 metres
- j) That there are no minimum separation requirements for the following uses:
- i) Community Home;
  - ii) Crisis Care Shelter;
  - iii) Residential Care Facility;
  - iv) Recovery Home; and
  - v) Community Support House.
- k) Total minimum amenity area and play space shall be 46 square metres.
- l) No loading space is required.
- m) Notwithstanding Section 5.39(iii) to the contrary the “-H” Holding Symbol shall only be removed once the following requirements have been complied with:
- a Record of Site Condition has been approved by the Ministry of Environment and a copy received by the City;
  - That, if necessary, any remediate required to make the subject property safe for human habitation has been completed to the satisfaction of the Ministry of Environment and the City.”

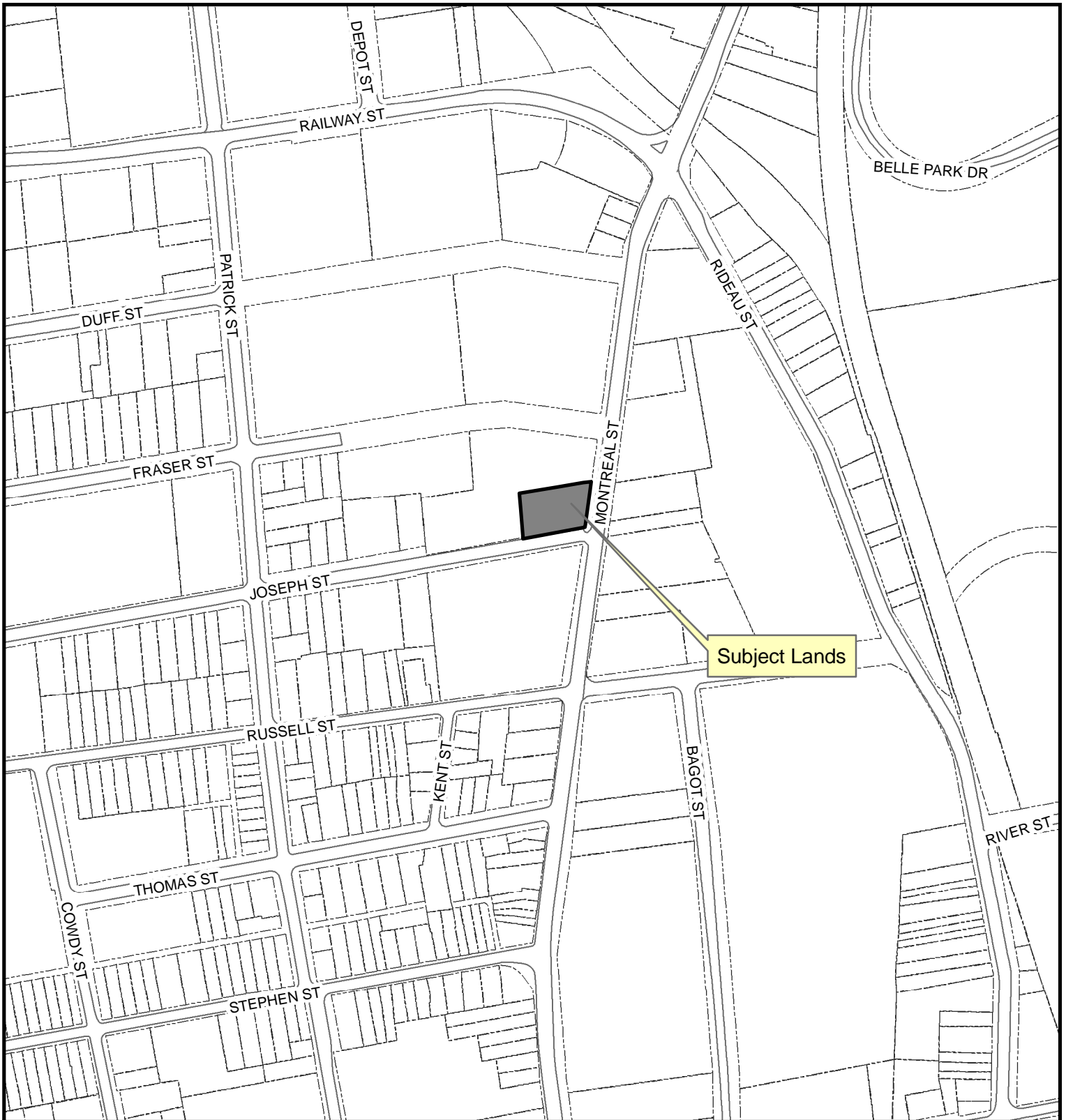
2. This By-Law shall come into force and take effect on its passing, provided no Notice of Appeal is filed to this By-Law, all in accordance with the provisions of Section 34, Subsections 19 and 30 of the Planning Act, R.S.O. 1990, c. P. 13; and where one or more appeals have been filed within the time period specified, at the conclusion of which, the provisions of Section 34, Subsections 19 and 30 of the Planning Act, R.S.O. 1990, c. P. 13 apply and the By-Law shall be deemed to have come into force and take effect on the day it was passed.

**GIVEN ALL THREE READINGS AND PASSED** month day, year-not bold

JOHN BOLOGNONE  
CITY CLERK

MARK GERRETSEN  
MAYOR





Planning & Development

a department of Sustainability & Growth

PREPARED BY: J.Partridge  
DATE: September 5, 2012

THE CORPORATION OF THE CITY OF KINGSTON

**SCHEDULE 'A'  
TO BY-LAW NO.**

Applicant: Home Base Housing Inc  
File Number: D09-070-2012/D14-256-2012 /D11-403-2012  
Address: 540 Montreal Street  
Legal Description: PLAN C-22 PT LOTS 206, 207, & 208  
ARN: 101104010001600



**Legend:**

Reference By-Law 8499 Map 17

 Subject Lands Rezoned from M7.213 to B1.419-H

**Certificate of Authentication**

This is Schedule 'A' to By-Law No. \_\_\_\_\_,  
passed this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

**PLANNING RATIONALE**

**KINGSTON HOME BASE HOUSING  
540 MONTREAL STREET  
KINGSTON, ONTARIO**

**PROPOSED:  
OFFICIAL PLAN AMENDMENT AND ZONING BY-LAW  
AMENDMENT**

---

**IBI PROJECT #: 33008  
SEPTEMBER 2012**



**ALEXANDER WILSON ARCHITECT INC.**

<b>1.</b>	<b>INTRODUCTION .....</b>	<b>2</b>
<b>2.</b>	<b>PURPOSE .....</b>	<b>3</b>
<b>3.</b>	<b>PRE-CONSULTATION AND OTHER STUDIES .....</b>	<b>3</b>
<b>4.</b>	<b>SITE OVERVIEW.....</b>	<b>3</b>
4.1	Location .....	3
4.2	Site Conditions and Existing and Proposed Uses .....	6
4.3	Surrounding Land Use.....	8
<b>5.</b>	<b>REPORTS SUBMITTED.....</b>	<b>9</b>
5.1	Serviceability Report.....	9
5.2	Stormwater Management Report .....	9
5.3	Parking Study .....	9
5.4	Phase 1 & 2 Environmental Site Assessment and Record of Site Condition .....	9
5.5	Archaeological Report – Stage 1 .....	9
<b>6.</b>	<b>POLICY ANALYSIS .....</b>	<b>9</b>
6.1	Provincial Policy Statement (PPS).....	10
	<b>6.1.1 Conclusion .....</b>	<b>10</b>
6.2	City of Kingston Official Plan .....	11
	<b>6.2.1 Summary and Conclusion .....</b>	<b>18</b>
6.3	City of Kingston Zoning By-law No. 8499 .....	19
	<b>6.3.1 Conclusion .....</b>	<b>21</b>
<b>7.</b>	<b>DISCUSSION AND CONCLUSION .....</b>	<b>21</b>
7.1	Recommendation:.....	23

# 1. INTRODUCTION

This report has been prepared in support of applications for Official Plan Amendment and Zoning By-law Amendment on behalf of Home Base Housing Inc., a Kingston-based non-profit housing organization. The applications are in support of a request to permit the renovation of the existing Kingston Oxygen Home Health Care Centre Building at 540 Montreal Street to provide a 24 bed emergency shelter, 7 units of affordable housing, and offices for Home Base Housing, the Housing Help Centre, and an associated social services provider.

The application for Official Plan amendment seeks to place the subject site, currently in a 'Residential' designation, in a special residential policy area to recognize the mix of proposed uses on the site. The application for Zoning By-law amendment proposes to rezone the property from its current special exception Industrial Zone M7.213 to a special exception Multiple Family Dwelling Zone B3. The amendments to the zoning by-law will permit the proposed uses, recognize the existing building envelope within the proposed exception zone, and provide relief where required from the performance provisions of the By-law.

The subject 0.18 hectare site is located on the northwest corner of the Montreal Street and Joseph Street intersection. The site has approximately 37 metres of frontage on Montreal Street and 46 metres of frontage on Joseph Street. The site is ideally suited for an emergency shelter and affordable housing as it is located on a major collector road within walking distance of the Downtown as well as being on a well-serviced transit route.

The site is currently occupied by the Kingston Oxygen Home Health Care Centre, a two storey building with a showroom and offices in the eastern two-thirds and a mezzanined storage area in the western third. Topographically, the site is flat and the building is situated at the same elevation as Montreal Street and Joseph Street. There are a number of small, mature trees in the hard landscaped yards between the building and the streets. There is a paved rear yard on the north side of the building which is used for loading and parking. The rear yard is connected to Joseph Street by an undeeded right-of-way across the vacant land to the west. This undeeded right-of-way is not included in the calculation of site area or parking spaces. Surrounding land uses include industrial, and vacant brownfield sites. The nearest residential use is the existing Home Base Non-Profit Housing buildings at 37 and 41 Joseph Street.

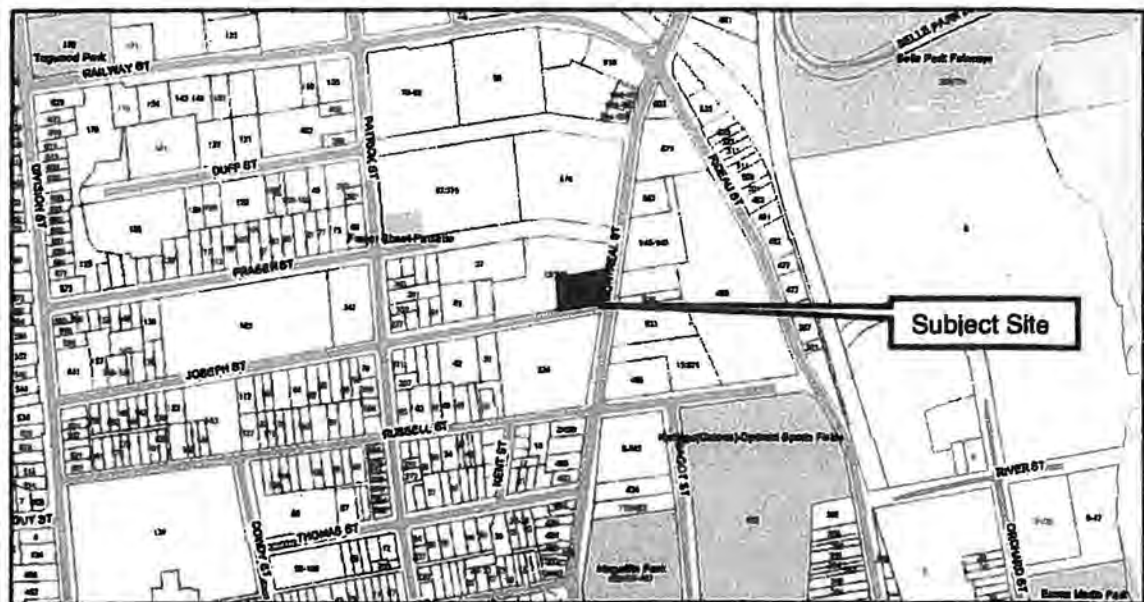


Figure 1: Site Location (Source: City of Kingston, 2012)

## **2. PURPOSE**

This Planning Rationale is submitted in support of the applications for Official Plan Amendment and Zoning By-law Amendment to permit the use of the subject property for affordable housing units, a crisis care shelter and associated administrative offices. The application is requesting that the subject property be given site specific policy recognition and that it be placed in a special exception Zone to permit the proposed use and necessary relief.

The report provides the rationale as to the merits of the proposed changes. This is done by:

- o Summarizing existing conditions;
- o Describing the proposed development;
- o Discussing how the development is compatible with surrounding land uses;
- o Describing the proposal's consistency with intent of the Provincial Policy Statement;
- o Justifying why the proposed amendment to the Official Plan is appropriate; and
- o Outlining the regulatory context (zoning) and the proposed changes.

Changes to City of Kingston Official Plan that enable implementation of the proposed development are included as part of this report.

## **3. PRE-CONSULTATION AND OTHER STUDIES**

Pre-consultation with City staff was held on April 26, 2011 to determine requirements associated with Planning Approvals. At the pre-consultation meeting City staff indicated that an Official Plan Amendment, Zoning By-law Amendment, and site plan control agreement would be required to permit the proposed use. City Staff also outlined the need for an amendment to the existing site plan agreement for 33 Joseph Street in order to address the off-site parking component. Additional supporting information/studies to accompany the applications were also required in order for the application to be deemed complete. The pre-consultation form outlined the following as being required:

- Planning Rationale;
- Conceptual Site Plan;
- Serviceability Report;
- Stormwater Management Report, including an update for 33 Joseph Street;
- Parking Study;
- Phase 1 ESA;
- Record of Site Condition;
- Archaeological Report – Stage 1;
- Grading Plan;
- Servicing Plan.

City staff also indicated that a landscape plan is required at the site plan control stage.

Each supporting study is considered within this Planning Rationale.

## **4. SITE OVERVIEW**

### **4.1 Location**

The approximate 0.18 hectare site is located at the intersection of Montreal Street and Joseph Street. The site has 37.53 metres of frontage on Montreal Street and 45.86 metres of frontage on Joseph Street. The property is a high visibility location, and ideally situated for the proposed uses.







**Figure 4: Intersection of Joseph Street and Montreal Street, Facing West (Source: Google 2012)**



**Figure 5: intersection of Joseph Street and Montreal Street, Facing North (Source: Google 2012)**

With respect to landscaping, Figure 6 shows the main extent of the existing features. There are four small mature trees on the Joseph Street frontage, with brick pavers and concrete planters lining both street frontages.

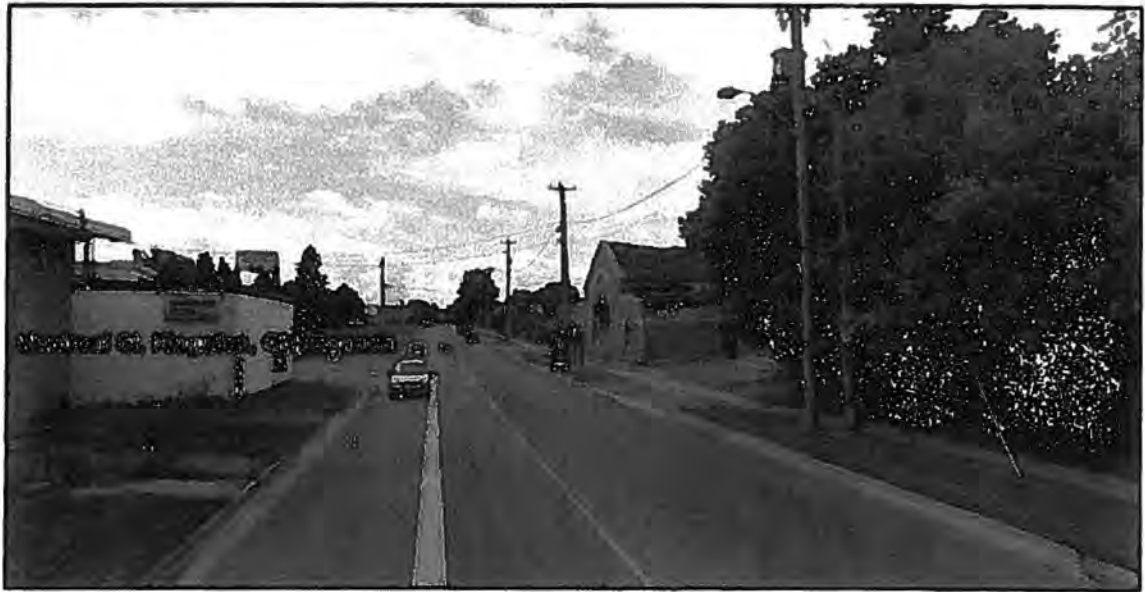


Figure 6: North of intersection of Joseph Street and Montreal Street, Facing South (Source: Google 2012)

#### 4.2 Site Conditions and Existing and Proposed Uses

Currently, the site is occupied by the Kingston Oxygen Home Health Care Building and an associated loading area with surface parking spaces. Vehicular access to the loading area is by an undeeded right-of-way from Joseph Street and from Montreal Street. Montreal Street is a 2-lane collector road that serves as a main thoroughfare in Kingston and connects Highway 401 and adjacent neighbourhoods to the downtown. Joseph Street is a lightly trafficked local street connecting Division Street to the west with Montreal Street. The site is serviced by a northbound and southbound bus route on Montreal Street with stops close to the intersection of Montreal and Joseph Street.

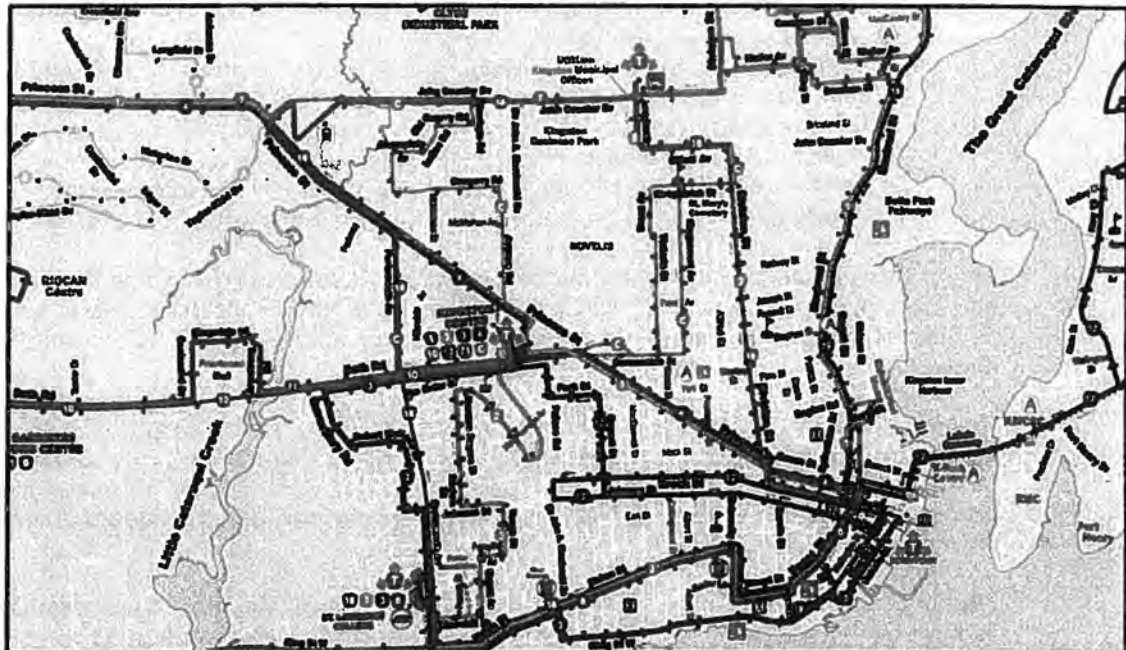


Figure 7: Daytime Service Route Map (Source: City of Kingston)





**Figure 8: Open Space and Bikeways Routes (Source: City of Kingston)**

Kingston Home Base Housing is a non-profit registered charity which has been in operation for twenty-five years. Senior staff and management have many years of experience delivering emergency shelter and residential services to adults and youth with various disabilities. Home Base Housing is proposing to re-develop 540 Montreal Street into a multi-service building which will include:

- Relocation of Home Base Housing administrative offices from 417 Bagot Street;
- Seven affordable apartments;
- Relocation of the Housing Help Centre which currently offers general and specific services to the public including access to the City Social Housing waiting lists, eviction prevention services, hostel support case management to clients and staff at all crisis care shelters, general assistance finding affordable rental housing, hoarding intervention and extreme clean services, ID Bank, free voice mail and internet services;
- Relocation of the "In From The Cold" crisis care shelter from 426 Barrie Street.

The proposed repurposing of 540 Montreal Street will serve as a new home for an already existing use. Floor space and amenities will be expanded at the new location but there is no increase in the number of beds to be provided. Twenty-four clients will be able to be accommodated at 540 Montreal Street.

Co-locating the crisis care shelter with the services of The Housing Help Centre has demonstrated advantages for serving the homeless population. Staff at The Housing Help Centre will be able to provide direct assistance to users of the In From The Cold Shelter in finding affordable rental accommodations and putting appropriate services in place to assist homeless individuals to make the transition successfully.

The "In From The Cold" crisis care shelter at 540 Montreal Street will have the same staffing levels as have been in place for the past twelve years (at least two staff on duty at all times). The shelter is well known by partner organizations and Housing Department staff at the City of Kingston. It has a positive track record of providing safe operations and has always been responsive to the concerns

of neighbours. Home Base Housing also operates another crisis care shelter for families as well as seventeen other residential properties in the City of Kingston.

Security measures in the crisis care shelter will include:

- Two staff on duty at all times;
- Staff panic alarms which signal Kingston police in the event of an emergency;
- Controlled access to the shelter;
- Design features to minimize blind spots within the facility; and
- Appropriate work experience and education of employees with ongoing training including crisis intervention training.

Energy efficiency upgrades to the building will include:

- Replacement of the aging HVAC system with modern HVAC equipment and microprocessor controls to current Ontario Building Code requirements;
- Upgrading of the thermal performance of the building envelope through the addition of insulation, vapour barriers and caulking at intersections between building envelopes;
- Replacement of inefficient electric hot water heaters with instantaneous, on demand, gas-fired hot water heaters;
- Replacement of existing toilets with low flow toilets and installation of water saving faucets;
- New appliances including laundry machines, refrigerators and stoves will be Energy Star rated;
- New lighting fixtures will have energy efficient T6 or T8 bulbs and will be on motion sensors or capable of being dimmed;
- All exhaust fans will be on timers; and
- The re-use of the existing structure rather than demolition to reduce landfill stresses.

### 4.3 Surrounding Land Use

There are a range of land uses adjacent to or in close proximity to the Site including residential, industrial, commercial, and vacant brownfield industrial land.

To the west and north of the Site is a vacant brownfield commonly referred to as "The Cohen Property". Home Base Housing is a partner with other groups who recently submitted a proposal to the City of Kingston for the purchase and development of the Cohen Property. The proposed redevelopment would include additional parking and green space for 540 Montreal Street on the adjacent property to the west (15 Joseph Street), as well as new townhouse development along Montreal Street to the north. The partner organizations are aware of the proposal to include the development at 540 Montreal Street as well as City requirements for Official Plan and Zoning By-law Amendments.

To the south of the property is Cosme Automotive which consists of a large quonset hut type automotive repair facility as well as considerable outdoor vehicle storage. Further south on Montreal street, and within 250 metres of 540 Montreal Street, is another residential care facility. This existing facility is a low impact type of residential care facility - a community home. It is believed that the community home is approximately 220 metres away and has been situated there for more than 20 years. That location provides long term housing to a small number of adults (three) with developmental disabilities. The proposed facility at 540 Montreal Street should not adversely affect the operation of the other facility and vice versa.

On the east side of Montreal Street there are a number of businesses including a construction company and a taxi dispatch firm.

Within a five minute walk of the Site is the Social Services Department of the City of Kingston at 362 Montreal Street. Also within a 5 minute walk is the Salvation Army at the corner of Joseph

Street and Patrick Street. The Salvation Army is a primary partner with Home Base Housing in service delivery for homeless clients.

There are a number of publically accessible open recreational spaces within a five minute walk of the site, including Catton's Pasture and Belle Park Fairways.

## **5. REPORTS SUBMITTED**

Reports prepared examine water and sanitary servicing requirements, stormwater flows, archaeology, environmental state, and parking. Depending on the placement of the mechanical units to service the building, a noise study may also need to be undertaken. A landscaping plan is also to be provided, as is a grading plan, both of which we expect to be finalized at the site plan stage.

### **5.1 Serviceability Report**

The Greer Galloway Group Inc. prepared a Serviceability Report which concluded that there are adequate water, sewer, electrical and gas services to the Site and that the proposed redevelopment will not impact the existing municipal services.

### **5.2 Stormwater Management Report**

The Greer Galloway Group Inc. prepared an analysis of stormwater flows which concluded that the proposed development will increase the amount of runoff by 2.04 L/s and that this runoff will be directed to the existing municipal stormwater infrastructure.

### **5.3 Parking Study**

The Greer Galloway Group Inc. prepared a Parking Justification Study which recommended that the City of Kingston grant Home Base Housing a reduction in future parking requirements to 14 standard parking spaces and 2 barrier free spaces on Home Base Housing property at 33 Joseph Street. As well, bicycle racks will be provided at all main entrances to the building.

### **5.4 Phase 1 & 2 Environmental Site Assessment and Record of Site Condition**

XCG Environmental Group conducted Phase I and Phase II Environmental Site Assessments for the property. Based on the result of the Phase II Assessment, a decision was made to proceed with a Risk Assessment Report. The Risk Assessment is well advanced and comments from the Ministry of Environment are favourable. It is anticipated that no remediation of the site will be required in order for the proposed development to proceed. XCG anticipates that the time frame for completing the Record of Site Condition will be in October 2012. Evidence that the Record of Site Condition has been filed will be provided as soon as it is available.

### **5.5 Archaeological Report – Stage 1**

Abacus Archaeological Services prepared a Stage 1 Archaeological Assessment which concluded that the property has a low potential for archaeological resources and that it should be considered clear of archaeological concern.

## **6. POLICY ANALYSIS**

This section considers the proposed development in light of the Provincial Policy Statement (PPS), the City of Kingston Official Plan, and City of Kingston Zoning By-law No. 8499.

## 6.1 Provincial Policy Statement (PPS)

The Provincial Policy Statement (PPS) provides policy direction on matters of Provincial Interest. Section 2 of the *Planning Act* requires that municipal councils "be consistent" with the PPS in carrying out their responsibilities under the *Act*. Generally, the PPS requires that municipal councils ensure there is an efficient pattern of land use, there is a co-ordinated comprehensive approach to arriving at land use decisions, and that development contributes to the long-term economic prosperity of the municipality.

The PPS encourages development and land use patterns that sustain the financial well being of the municipality and the province (1.1.1.a); accommodate a range and mix of residential uses to meet long term needs (1.1.1.b); avoid development that causes environmental or public health and safety concerns (1.1.1.c); and avoid development and land use patterns that would prevent efficient expansion of settlement areas. Section 1.1.3.3 further states that planning authorities "shall identify and promote opportunities for intensification and redevelopment..." In our view, the proposed project meets the intent of the above policies as it is reusing an existing building within the urban area, can be adequately serviced, and provides housing opportunities to meet the needs of the community.

Section 1.4 (Housing) indicates municipalities are to make provision for an appropriate range of housing types and densities required to meet projected requirements of current and future residents of the regional market (1.4.3). This includes all forms of housing (1.4.3.b) to meet social, health and well being requirements of current and future residents. The housing proposed to be provided is for a specific sector of the market for which there is a demand. This section also calls for the promotion of densities of housing which make effective use of land, resources, infrastructure and facilities, including the support of public transit. The proposed housing is consistent with the policy intent in the PPS and contributes to the provision of affordable housing and housing for those with "special needs", which is defined under the PPS to include housing for those with a variety of disabilities.

Section 1.6 (Infrastructure and Public Service Facilities) requires the provision of coordinated, efficient, and cost-effective servicing and transportation systems. The proposed development is in a location that has frontage on a collector road and has easy access to transit service and pedestrian infrastructure.

Section 1.8 (Energy and Air Quality) requires that planning authorities support improved energy efficiency and air quality through development that promotes the use of public transport, improves the mix of employment and housing uses, and promotes design and orientation which maximizes use of alternative or renewable energy. The proposed development is located on a bus route, places residential units adjacent to employment areas, and is of a design and orientation that maximizes passive solar heating.

Section 2.6 (Cultural Heritage and Archaeology) encourages the conservation of significant cultural heritage and archaeological resources (2.6.1). Development and site alteration in such areas is permitted if the significant archaeological resource has been conserved by removal and/or documentation or preservation of the site (2.6.2). The Stage 1 archaeological report did not find anything of significance on the site and recommended that no further investigation is warranted.

### 6.1.1 CONCLUSION

The requested Zoning by-law amendment is found to be consistent with the intent of the policies in the PPS.



## 6.2 City of Kingston Official Plan

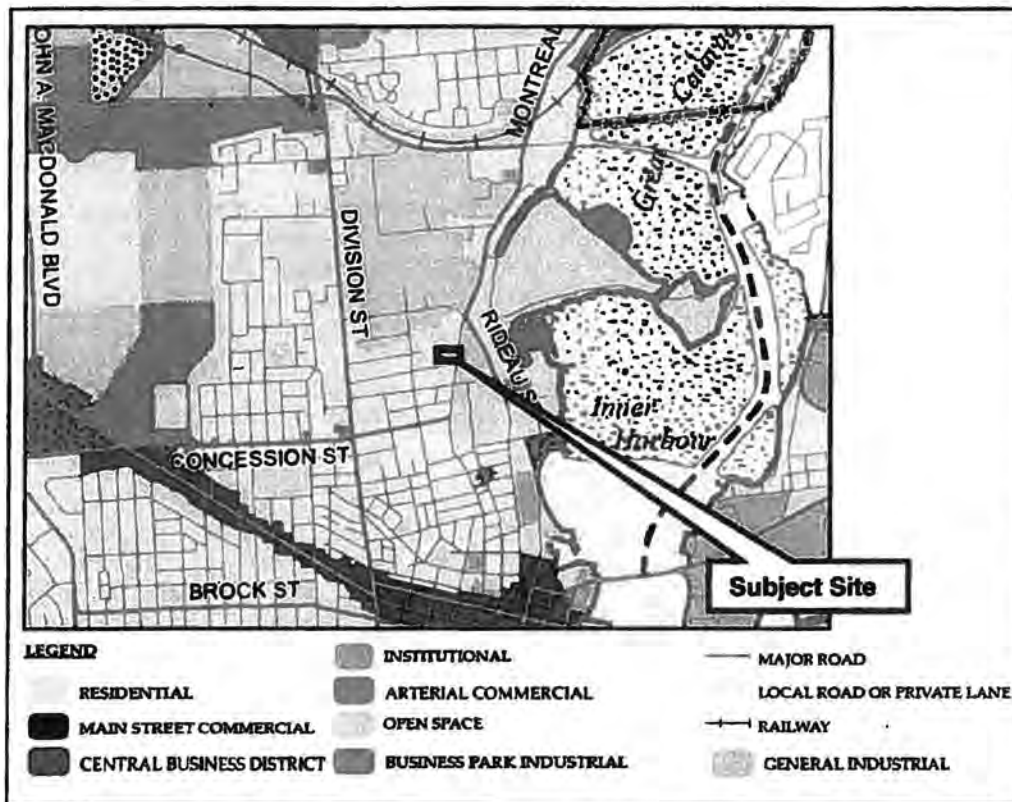


Figure 9: City of Kingston Official Plan (2010) - Designated 'Residential'.

The City of Kingston Official Plan designates the subject site and immediately abutting properties as 'Residential'. Across from the subject site on the east side of Montreal Street are properties designated 'General Industrial', which is generally consistent with the uses found thereon (automobile service shops). There are also a number of properties designated as 'Open Space' in the immediate area, including public parks and playing fields.

The relevant Official Plan policies indicate the following:

**Section 3.3** identifies that the predominant use of land in a 'Residential' designation shall be various forms of housing, with limited other uses such as community facilities and small-scale convenience commercial also permitted in certain circumstances. Section 3.3.2 identifies that 'Neighbourhood Commercial' uses, where appropriate and compatible, are permitted.

**RESPONSE:** The proposed use consists of seven affordable residential units, a 24 bed emergency shelter, and administrative offices associated with these residential uses. The residential uses are contemplated by the 'Residential' designation policies of the plan and are permitted. The office component could be viewed as accessory to the low-income housing on-site and to the emergency shelter which serves the area. However, as indicated by City Staff, a site-specific designation is more desirable for this development in order to recognize the uses on the site, particularly the office uses which do not strictly fit the intended definition of a "Neighbourhood Commercial" use.

**Sections 3.3.7 / 3.3.8 / 3.3.9** address *Infill*, *Intensification* and *Conversion* of existing areas and/or buildings. While these policies do not necessarily directly apply to the proposed development, there are elements of these policies which should be considered in evaluating the appropriateness of the applications before the City, including:

- Adequate municipal services can be provided;
- Compatibility with general pattern of adjacent sites in terms of gradation of buildings heights;
- Suitability of dwelling type, lot size, building height and massing, building materials, and exterior design;
- Any addition to maintain existing exterior building design, style, and materials;
- Compliance with setbacks, location of private open space, distance between buildings, driveways and parking areas, location of entranceways, landscape treatment or other built form elements;
- Minimal adverse effects in terms of privacy, access to sunlight, or shadowing;
- Ensuring that increases in vehicular traffic are manageable;
- Gradual transition to more intense forms of housing may be approved at the edge of neighbourhoods, adjacent to transit routes, community facilities, significant areas of open space...;
- Suitability of amenity areas;
- Each residential unit must be a self-contained unit and a clearly identifiable private entrance.

RESPONSE: Although the proposed project is not currently used for residential, the proposed development is a conversion of an existing building to primarily residential uses and so the above policies were considered.

The servicing report undertaken in support of the applications indicates that adequate servicing is available. Similarly, the parking study submitted also deems the proposed off-site vehicle parking as appropriate. With respect to traffic, it is not anticipated that the users of the emergency shelter would typically require parking, so the employees and patrons of the office uses and the residents of the 7 affordable housing units would be the only traffic generators on site. Given the current use of the building for offices and the limited on-street parking currently available, it is anticipated that the proposed uses and additional parking to be provided at 33 Joseph Street will be sufficient and not result in unmanageable traffic impacts. Also, there is bus service available on Montreal Street and easy pedestrian access is provided.

Regarding compatibility and suitability, the exterior of the existing building is not proposed to be changed, with the exception of small, one-storey addition at the rear (north) of the buildings. The building materials, style, height, massing, and existing design are proposed to be maintained and the addition will not be obvious from the public right-of-way. As such, it is not anticipated that there will be any adverse effects in terms of privacy, sunlight access, or shadowing, particularly as there are no dwelling units or other sensitive land uses on the adjacent properties.

The proposed development will utilize an existing building, so the general pattern of building height gradation will be maintained. As well, given the mix of residential uses to the west, the light industrial uses to the east, and the property location on Montreal Street, we are of the view that the proposed development provides an appropriate transition between the existing uses in the area. Also, there are a number of community facilities and areas of open space and/or recreation in the neighbourhood which will be supportive of the residential component of the project.

There are proposed to be limited amenity areas on site, largely consisting of outdoor patios, recognizing the considerable public amenity areas available in the neighbourhood, including public parks and playing fields.

The proposed dwelling units will be accessed by a common corridor served by two exterior doors expressly for the use of the residents of the units, much like a multi-story or walk-up apartment building.

**Section 3.3.10** identifies the City's affordable housing initiatives "designed to provide a full range of housing, in terms of tenure and affordability within all urban residential neighbourhoods, with a specific focus to produce housing for low income residents of the City." Subsection (e) indicates

that initiatives such as the promotion of non-profit housing projects by non-profit housing organizations are to be one of the City's focuses.

**RESPONSE:** The residential component of the proposed project is a direct implementation of the above policy as it is intended to provide affordable housing for low income residents of Kingston, including emergency/short-term accommodations. In our view, the office component of the project is directly related to the achievement of the City's goals as it provides space for a non-profit organization whose goal is to provide such housing and support the needs of Kingston's population.

**Section 3.3.B** establishes policies for medium density residential land uses. In addition to the 24 bed emergency shelter and office uses, the proposed low-income residential component of the project would qualify a medium density residential use based on there being 7 units on a 0.18 hectare parcel, which is approximately 39 units/net ha. **Section 3.3.B.1** identifies a medium density residential use as having a density of 30 to 75 units/net ha and that it can take the form of mixed use buildings with commercial on the ground floor or a number of other forms. **Section 3.3.B.2** requires that new medium density residential uses be subject to rezoning and site plan control, that there be adequate amenity areas, parking, and that there be no adverse effects on adjacent low density areas.

**RESPONSE:** The proposed development will be a mixed use project, with residential on the upper floor in the form of an emergency shelter and low-income units at the rear of the buildings, with the office component at grade and along the street frontages.

An application has been filed for a rezoning. Site plan control will also be applied for in the future. The proposed zoning will appropriately implement performance and use provisions for the site and will ensure, through both the zoning and the site plan process, that there are no adverse impacts on adjacent sensitive land uses.

**Sections 3.3.B.3 and 3.3.B.4** identify the locational criteria for new medium density residential development, including requiring that the compatibility (Section 2.7) and urban design policies (Section 8) of the OP be addressed. It further requires that the proposal address whether it is:

- a) on the periphery of a low or high density residential neighbourhood;
- b) adjacent to, or in close proximity to, commercial areas;
- c) on an arterial or collector road designed for public transit; and
- d) in close proximity to parkland or open space.

**RESPONSE:** The subject property addresses the above four points as follows:

- a) The subject property is one of several medium density uses located immediately west of a predominantly low density residential neighbourhood in the area of Patrick, Russell, Joseph, and Fraser Streets. Also, there are low density uses south of the subject site on Montreal Street. The subject site fronts onto Montreal Street, a collector road, and is an appropriate transitional residential use between this corridor and the low density residential neighbourhoods to the west.
- b) There are commercial uses to the north and south on Montreal street, as well as some automotive commercial/service uses directly east of the subject site.
- c) The subject site fronts onto Montreal Street, a collector with transit service.
- d) There are a number of public parks and playing fields within walking distance of the site, including the Fraser Street Parkette, Catings Sports Fields, and Megaffin Park.

With respect to compatibility and urban design, the following is an examination of the consistency of the proposed development with those policies:

**Section 2.7** addresses land use compatibility, in particular how proposed uses should be appropriately located with respect to existing development so as not to create adverse impacts on said development. "Compatible" is intended to mean that the uses and buildings must be able to



co-exist, both functionally and visually, and that any adverse impacts can be appropriately mitigated.

This section goes on to state that only those land uses changes that are compatible, or can be made compatible, with the existing surrounding development will be approved. **Section 2.7.3** indicates potential adverse effects to be:

- a. *Shadowing;*
- b. *Loss of privacy due to intrusive overlook;*
- c. *Increased levels of noise, odour, dust or vibration;*
- d. *Increased and uncomfortable wind speed;*
- e. *Increased level of traffic that can disrupt the intended function or amenity of a use or area;*
- f. *Environmental damage or degradation;*
- g. *Diminished service levels...;*
- h. *Reduction in the ability to enjoy a property, or the normal amenity associated with it, including safety and access, outdoor areas, historic quality or setting;*
- i. *Visual intrusion that disrupts the streetscape, building, or cultural heritage resource;*
- j. *Architectural incompatibility in terms of scale, style, massing and colour; or*
- k. *The loss or impairment of significant views of cultural resources and natural features and areas to residents.*

**RESPONSE:** With respect to shadowing, we do not anticipate that there will be a significant amount of shadowing on the adjacent property (north and west) as the existing and proposed building is only a maximum of two stories and is only 1 story at the north property line. The proposed setback from the north property line is proposed to be at least 7.3 metres. Any shadow from the building will largely be cast on the rear lane of the subject property.

Regarding loss of privacy, as the proposed building is only to be 2 stories at its peak and the north portion of the building is only 1 storey, the possibility for overlook is limited. The subject site is bordered by a public road to the south and east, so any possible loss of privacy would be limited to the property to the west and north, which is undeveloped. There are also a number of large trees bordering the site, so any possible privacy impacts would be mitigated by the screening offered by this vegetation. Further, given the existing uses in the area and the locational constraints, it is anticipated that any future development of the adjacent parcel(s) would be with medium or high density residential or a continuation of the existing light industrial/service uses. Any possible privacy impacts on these uses are not anticipated to be significant.

We do not anticipate that the proposed development will result in any adverse effects related to noise, odour, dust, vibration or wind speed increases. There is anticipated to be limited increases in traffic. Garbage and recycling storage is to be indoors, thereby limiting the potential for noise, smell and nuisance impacts. We are not aware of any significant additional mechanical equipment being added to the roof or building systems.

As there are no natural heritage features of significance on or near the property, and given that the trees on the property are to be preserved, we do not anticipate any adverse effects due to environmental damage or degradation.

Regarding servicing of the site, an analysis has been performed on behalf of the applicant on what is required to water and sanitary capacity and it has been found that there is adequate servicing available.

With respect to reduction in the ability to enjoy a property, the proposed development is reusing an existing building and the uses proposed are not anticipated to result in the types of activity, noise, or impacts that would have such an impact on the adjacent properties or uses (particularly considering the light industrial uses in the immediate vicinity).

With respect to visual and architectural compatibility, there are a variety of building designs and massing along Montreal Street and Joseph Street. Those directly opposite the subject property on



Montreal Street are older, mostly single-storey buildings with flat roofs and brick or vinyl siding facades. The building opposite the subject property to the south on Joseph Street is a brick garage building with a curved roof. Beyond the immediately adjacent properties, there is a wide mix of residential and light industrial buildings, with no common or dominant visual features or architectural character. The subject building is one of the more modern buildings in the area and, when travelling along this portion of Montreal Street, is one of the more distinctive properties. The setbacks and massing are consistent with many of the other buildings in the area, though it appears that there is a wide variety of building forms and standards that have been applied in this area over the years. It is anticipated that there will be no negative impacts on the streetscape with the reuse of this building and that the minor addition at the rear of the building will not alter its visual or architectural compatibility.

There are no significant views of cultural resources or natural features in the area, so no loss is anticipated.

**Sections 2.7.4 and 2.7.6** identify the need for any adverse effects to be eliminated or minimized to an acceptable level and that one or more of the following measures should be implemented (through zoning or site plan control) to mitigate possible impacts between different land use designations or differing residential densities:

- a. Adequate setbacks and minimum yard requirements;
- b. Appropriate transition in building heights, coverage, and massing;
- c. Fencing, walls, or berming to create a visual screen;
- d. Building design that minimizes adverse effects;
- e. Maintaining mature vegetation and/or providing additional new landscaping;
- f. Controlling access locations, driveways, service areas and activity areas; and
- g. Regulating location, treatment and size of accessory uses and structures, lighting, parking areas, garbage storage facilities and signage.

**RESPONSE:** The proposed zoning by-law amendment will implement appropriate minimum yards and setbacks.

With respect to transition of heights, the existing building height is permitted and is in keeping with the building heights found in the area. Similarly, lot coverage is only increasing slightly with the minor addition at the rear of the building and will be addressed in the site-specific zoning by-law. Existing fences are to be maintained or rebuilt, with much of the existing vegetation along the property lines to be maintained and further supplemented by additional plantings.

Building design with respect to adverse effects has been addressed above.

Four existing trees along the Joseph Street frontage are to be retained, with additional plantings added as required as part of the site plan process.

Access to the site will be from Joseph Street and via the existing right-of-way along the west side of the property. Service areas are in the rear with parking located nearby (within 60 metres) at 33 Joseph Street. Pedestrian access and bicycle parking will be at the front of the building and will be readily visible/accessible from the street.

It is anticipated that matters of parking location, lighting, signage, and the location of garbage/recycling facilities will be further addressed and refined through the site plan control process.

**Section 2.7.7** indicates that developments are to meet the long-term needs of the intended users in order to be supported, and that the functional needs will be met by providing the following:

- a. *Suitable scale, massing and density in relation to the existing built fabric;*
- b. *Appropriate landscaping that meets or improves the characteristic green space amenity of the site and surroundings and enhances the City's tree planting program;*
- c. *Adequate land area and appropriate site configuration or provision for land assembly;*

- d. *Efficient use of municipal services, including transit;*
- e. *Appropriate infill of vacant or under-utilized land; and*
- f. *Clearly defined and safe:*
  - *Site access;*
  - *Pedestrian access to the building and parking spaces;*
  - *Amenity areas and play space;*
  - *Building entry; and*
  - *Parking and bicycle facilities.*

RESPONSE: As noted above, the existing building is suitable and will be further renovated such that it will provide appropriate accommodations, amenities, and work areas for the intended users and while still respecting the adjacent land uses and buildings. The scale and massing are not anticipated to change from what exists presently and the density is, in our view, appropriate for the location.

The four existing trees are to be retained and other existing plantings will be maintained and/or replaced and enhanced. This will be of benefit to the users of the site as well as to neighbouring property-owners and passers-by as it will provide appropriate screening where necessary and will enhance the streetscape.

The proposed development is on an appropriately-sized lot in an urban area that provides for a reasonable lot coverage ratio, setbacks from adjacent uses, and makes efficient use of the land, including sharing parking with a nearby site where there is an oversupply of parking.

The proposed uses and users are anticipated to make use of existing municipal facilities, including transit, which is readily available on this corridor and is anticipated to be used frequently by the new users and residents of the property.

The existing structure will be reused and expanded slightly, which is consistent with the City's direction that existing buildings should be retained and re-used where feasible.

Access to the site, the building and parking areas is to be readily identified, with easy access to the building for pedestrians and cyclists from the sidewalk. Bicycle parking will be in front of the building. Vehicular access will be via the driveway off the street, which will lead behind the building to a service area. Long-term parking will be located in close proximity and short-term parking is available on the street. Amenity areas will be provided in the form of communal patios in the rear yard.

**Section 3.3.D** addresses Special Residential Use Policies, and identifies the "In From the Cold" shelter as a *crisis care shelter*. As this will be classified as a "new care facility" under **3.3.D.5**, the site will be subject to site plan control. **Section 3.3.D.6** states that Council must have regard for the following when considering such a facility:

- a) The location of the proposed facility in relation to other existing care facilities;
- b) The type and size of the proposed facility;
- c) Proximity and access to required services;
- d) Proposed buffering provisions;
- e) Staffing levels and the qualifications of staff and operator;
- f) Proposed security measures;
- g) Means whereby the proposed facility will be integrated into the surrounding area; and
- h) The size of the floor area used for counselling services or offices.

RESPONSE: As required under 3.3.D.5 (and in support of the medium density residential and the office use), an application for site plan control will be submitted in the future.

Regarding the considerations in 3.3.D.6:

- a) The City has advised that there is another care facility south of the subject property within 250 metres, a distance which has been identified by the City in Zoning By-law No. 8499 as the required minimum separation distance for such uses. Prior to addressing this policy with respect to this particular development, it may be enlightening to examine the consistency of such a policy and implementing by-law with applicable human rights legislation. The Ontario Human Rights Commission, provincial and federal courts, the Ontario Municipal Board, MMAH, and other government and legislative bodies have made it clear through decisions, publications, and directives that municipal policies and by-laws which seek to, or have the effect of, limiting access to housing for those with disabilities is in conflict with the Ontario Human Rights Code (the *Code*). While the proposed affordable housing units and crisis care shelter are not specifically for those with disabilities related to such things as physical, mental, or age-related challenges, people living in affordable housing are often from Code-protected groups. As such, policies and by-laws which limit or restrict the availability of accommodations often utilized by these groups can be seen as violating the provisions of the Code.

Notwithstanding the above, we are of the view that the relocation of the existing 24 bed crisis care shelter at 426 Barrie Street to 540 Montreal Street and within 250 metres of a small community care facility is appropriate. The existing facility is approximately 1 km from the proposed facility and 750 metres from the other care facility on Montreal Street. We note that there are at least two other "community care facilities" within 250-300 metres of the existing "In From the Cold" shelter location, so the relocation of this shelter to 540 Montreal Street will decrease the density of such facilities in that area. Its location on a major collector road (Montreal Street) and the mix and range of uses in the subject area also make the presence of two such facilities within 250 metres of each other less obvious to the general public. Its presence in this location is further mitigated by being located within a mixed use building where there are other activities and residents using the property throughout the day and week.

- b) The facility is a crisis care shelter, which essentially provides emergency/short-term accommodations for those in need of temporary accommodations. "In From the Cold" is currently operated out of a basement on the building at 426 Barrie Street and houses up to 24 people. The type and size of this facility is not proposed to change.
- c) With respect to proximity and access to services, the property is located on a busy transit route which will provide access to other parts of the City not in walking distance. It is also close to a number of community buildings, including the Salvation Army, the Food Bank, a number of retail/commercial stores, and various community and government service offices.
- d) The property is bordered by municipal roads on two frontages. There is one property which abuts it on the east and north and is currently undeveloped. As the shelter will be in a building with other uses, its presence will be "masked" somewhat by the other uses and users on the site so it will not be readily obvious that one of the property's uses is as a shelter. There will be fencing located on the north and east property lines and additional screening can be added, if necessary, as part of the site plan approval process.
- e) See Section 4.2.
- f) See Section 4.2.
- g) See (d) above.
- h) The floor area to be used for counselling services and offices is partially encompassed by the Housing Help Centre offices, which occupies a portion of the ground floor of the building. There will be multiple offices/counselling/private rooms available and appropriately located for use by staff and clients.



Regarding Commercial uses, **Section 3.4** states that a wide range of commercial uses are permitted within the six hierarchical categories of the 'Commercial' designation. The proposed office use is generally permitted in all categories, either as a primary use or accessory use. A stormwater management plan must be prepared for all commercial uses and such uses are also subject to site plan control.

**RESPONSE:** As discussed above, the two office uses proposed for the subject site can be considered accessory to the crisis care shelter and the affordable housing units. One office use is to be for the administrative offices of Kingston Home Base Housing, which is non-profit organization that provides low-income and crisis housing for different vulnerable populations in Kingston. The second office use is a housing assistance centre, whose main functions are to help those without housing to find accommodations as well as to offer other services for those who do not have a "home base".

Based on the above office use descriptions and given the context of the residential uses proposed for the site, it is not clear in which hierarchical category of the OP the commercial component of the project would best fit and which policies to evaluate it against, particularly given the mixed-use nature of the proposal. However, the small scale nature of the office component and the fact that clients served are generally from the downtown area seems to best fit in with the 'Neighbourhood Commercial' designation when compared against other similar uses in the City.

The 'Neighbourhood Commercial' category of the commercial hierarchy is meant to include uses which "provide convenience goods and services that are generally within walking distance of the market being served in the immediate residential neighbourhood" (*Section 3.4F*). While the proposed office uses will also serve clients outside of "walking distance", the intent is that it be a community-based use that local residents depend upon. Also important to note is that the offices are being moved from within the neighbourhood so the existing clients will be able to continue to access the services provided. In contrast, the next two commercial categories in the hierarchy where the focus is on a "limited and specialized range of goods and services...[including those] that require large sites on a major road' (Arterial Commercial) or large format uses with a focus on anchor stores and major plazas (District Commercial). The remaining categories/designations further up in the hierarchy clearly do not fit, largely due to the locational requirements (i.e. Main Street Commercial and Central Business District).

With respect to its location, the site is at the corner of a local road and a collector street, consistent with Neighbourhood Commercial policies. An existing building is being used and no changes to the streetscape are proposed, we are of the opinion that it is consistent with the Form and Location Criteria of the policies found in **Sections 3.4.F.3, 3.4.F.5, and 3.4.F.6**.

While uses in the 'Neighbourhood Commercial' category are generally permitted within the 'Residential' designation, due to the uniqueness of the proposal the City has indicated that a site-specific designation or site specific policy are to be identified for the site.

#### **6.2.1 SUMMARY AND CONCLUSION**

Based on our review of the policy environment, we are of the opinion that the proposed development is appropriate for the site. A mixed residential-office use at this location conforms to the general intent of the OP policy direction and was found to be compatible with existing uses in the area. No significant adverse impact is anticipated.

The repurposing of the site to permit the proposed uses is allowed so long as the relevant policy tests are satisfied, including those concerning residential uses, infill, intensification, and conversion, compatibility, adverse effects, and commercial uses. We are of the view that the intent of these policies is satisfied by the proposed development and that the requested change is appropriate. The proposed text to the amendment is included in Appendix A of this report.

### 6.3 City of Kingston Zoning By-law No. 8499

Development is subject to City of Kingston Zoning By-law No. 8499, which places the subject lands in a special exception Industrial Zone 'M7.213' (Figure 10).

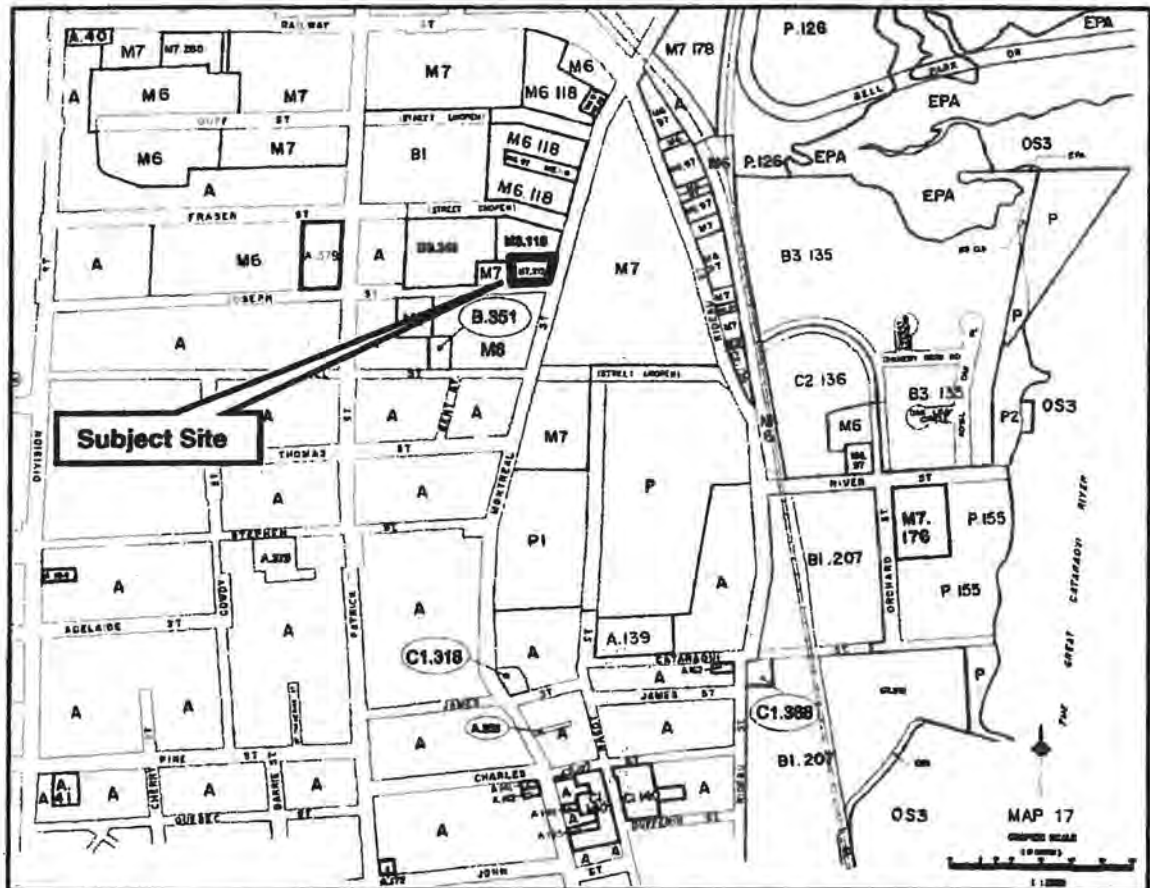


Figure 10: Excerpt of Map 17 of Zoning By-law No. 8499 showing subject property

The M7.213 Zone permits a number of uses beyond those permitted in the parent M7 Zone, including offices, a martial arts centre, and one residential dwelling unit accessory to the martial arts use. These uses are to be contained within the walls of the existing buildings.

The proposed uses include seven residential units, a crisis care shelter, and offices. The zoning by-law amendment requests that the subject property be placed in an appropriate zone that would permit these uses in the context of the existing building and subject site.

As the existing building is proposed to be used and only a minor addition at the rear is proposed (which is in line with the existing building and not further reducing any yards), the by-law would merely recognize the existing conditions on site. In our view, the proposed uses are most consistent with those permitted in a B3 Zone, and so request that the property be placed in a site specific B3 Zone. This is consistent with the zoning of the property upon which the existing facility used by the proponent (Kingston Home Base Housing) is located as it is in a special exception B3 Zone which permits a community centre, offices, and crisis care shelter.

Relief is required in accordance with the following:

**Table 1: Provisions of 'B' Zone and relevant General Provisions and requested relief for proposed development**

Development Standard	Required by 'B3' Zone or General Provisions	Proposed Development	Relief Required from 'B3' Zone provisions
Height of Structure (m)	n/a	10	None
Density (du/net ha)	123	39	None
Yards (m)			
- Front	7.5	1.27	- 6.23
- Side	5.0	1.6	- 3.4
- Exterior Side	7.5	3.4	- 4.1
- Rear	10.0	7.3	- 2.7
Amenity Space (sq. m.)	102.5	45.2	- 57.3
Children's Play Space (sq. m.)	0	0	None
Lot Occupancy (max) (%)	100%	74%	None
Parking	32	18 spaces, to be provided off-site	- 14
Bicycle Parking	7	12	None
Minimum Separation (crisis care shelter use) (m)	250	150 (approx.)	--100 (approx.)
Minimum Rear Yard Amenity Area (crisis care shelter use) (sq. m.)	150	46.7	- 103.3
Area of converted commercial building to be occupied by crisis care shelter	100%	20% (min.)	- 80%
Minimum Floor Area (crisis care shelter use) (sq. m.)	9.0 per resident	9.0 (min.)	None

With respect to the relief requested from the various B3 performance provisions and the general provisions of the By-law, it is important to note that much of the relief requested concerns the existing building. As with the existing M7.213 zoning, whatever site specific zone is put in place will merely recognize the building and will mainly serve to identify the uses permitted on site and within the existing development..

The provisions of note where relief is requested (as they concern the new uses being proposed) are addressed as follows:

**Amenity Space** – The seven low-income units are proposed to be provided with 45.2 square metres of external amenity space in the form of an outdoor patio at the northeast corner of the property. Based on six bachelor units and one 1-bedroom unit, a total of 102.5 square metres is required under the By-law. However, given the nature of the use, the unit make-up, the rather constrained existing lot fabric and building placement, and the availability of a number of municipal parks and recreational areas within walking distance, we are of the view that the reduction requested is appropriate.

**Parking** – A reduction in parking is being requested from the normally required 32 spaces to 18, including two barrier-free spaces, to be provided off-site. The off-site parking is to be located at 33 Joseph Street, which is two properties west of the 540 Montreal Street and is currently owned and

operated by the proponent of the subject application. Access to parking will be via a continuous sidewalk along the north side of Joseph Street. Given the number of staff anticipated to use the site at any one time (maximum of 18 to 21), reduced car-ownership levels among the target low-income tenant population, availability of on-street parking directly adjacent to the site, provision of bicycle parking, location on a transit line, and the supportive parking analysis accompanying this submission, the reduction is seen as appropriate.

**Minimum Separation** from other community home (or similar) use – See response to Section 3.3.D.6 of Official Plan above.

**Minimum Rear Yard Amenity Area** for crisis care shelter use – Approximately 1/3 of the normally required outdoor amenity area is being provided in the form of a patio at the rear of the building for the exclusive use of the care shelter clients. However, a large amount (approximately 80 sq. m.) of high quality indoor amenity space is being provided for use by care shelter clients. This includes a fire place room and open concept kitchen area. Given Kingston's often-challenging winter climate and the increased utilization of such shelters during inclement weather, we are of the view that the reduced outdoor amenity space in favour of quality interior amenity space is preferable and appropriate.

**Area of converted commercial building to be occupied by crisis care shelter** – Under Section 5.33(iv) of the By-law a Crisis Care Shelter "shall occupy the whole of: (e) a converted commercial building..." It is proposed that the "In From the Cold" shelter will occupy approximately 20% of the ground and upper floors. Presumably, the intent of this provision is to reduce or minimize the potential for conflicts between uses. However, given that the proposed uses within the converted building are being presented as a sort of "package" wherein the component uses are considered by the proponents to be complementary and even necessary for the success of the development, consideration should be given to exceptional circumstances.

The other uses proposed to be contained within the converted building include offices for the operators of the shelter, as well as offices for a sister organization that directly aids and assists users of the shelter in their pursuit of permanent housing, and a limited number of low-income housing units also being operated by the organization running the shelter. It is also important to note that the "In From the Cold" shelter is currently being operated in the basement of a building that is also used for an office. Based on the nature and inter-relationship of the uses proposed on site, we are of the view that the relief requested is appropriate.

### 6.3.1 CONCLUSION

The Zoning By-law amendment will allow the redevelopment of the subject site for seven units of low-income housing, a crisis care shelter, and office uses. The residential units are permitted in the B3 Zone. The crisis care shelter is currently operating in a site specific B3 Zone, as is an accessory office use. As discussed above, the uses are seen as complementary and compatible with each other. The existing adjacent uses are mostly light industrial uses, with a mix of office/retail, residential, and recreational uses in the surrounding area. The building envelope is not proposed to be altered significantly and the streetscape will remain largely unchanged with the new uses.

The proposed zoning changes conform to the policies of the Official Plan, as proposed to be amended, and are, in our view, appropriate for the development of the site.

## 7. DISCUSSION AND CONCLUSION

Applications for Official Plan Amendment and Zoning By-law Amendment were submitted in support of the redevelopment of the subject site from an office/retail space to a multi-unit residential, office, and crisis care shelter mixed-use development. The existing building on the property will be



retained and reconfigured internally to support the different uses, with a small addition to be constructed at the rear of the building within the existing and established setbacks.

The proposed redevelopment of the site was reviewed against the Provincial Policy Statement, the City of Kingston Official Plan, and the provisions of the applicable Zoning By-law. It was found that an amendment to the Official Plan was required in order to address the unique uses, and mix of uses, proposed on site. A zoning by-law amendment was also required to address the permitted uses and some of the associated performance provisions related to the new uses proposed.

The technical reports submitted with respect to servicing, stormwater management, archaeology, environmental site assessment, and parking needs demonstrate that the proposed form of development on the site is appropriate.

With respect to the PPS, the site:

- Is a land use anticipated and supported by the PPS;
- Is of an appropriate scale for the infrastructure that is planned and available in the area and would not encourage the uneconomical expansion of new infrastructure;
- Provides a type and scale of housing that is encouraged by the residential policies;
- Does not adversely impact natural and cultural heritage matters within and adjacent to the property; and
- Would not negatively impact public health and safety.

With respect to the City's Official Plan, the proposed use is consistent with the policy intent of the Official Plan regarding:

- Compatibility with adjacent land uses;
- Elimination or minimization of possible adverse impacts;
- Meeting the functional needs of the intended users of the site;
- Special residential uses, including the proposed crisis care facility; and
- Medium density residential use policies.

An amendment to the Official Plan was found to be needed to address the office use component proposed on the site, as well as to appropriately address the mix of uses (residential, special residential, and office uses). The proposed office uses are complementary to the residential uses proposed for the site as one of the offices is to be for the organization that operates the shelter and the low-income housing, and the second is to be occupied by a sister organization that provides housing services to the clients of the low-income and shelter uses. In examining the policies of the Official Plan, it was not evident that any one commercial designation could accurately describe the proposed office use, particularly given the context of the use and location. Given this, a site specific policy area is proposed, the text of which can be found in Appendix A to this report. This policy will recognize and permit the residential and commercial uses and allow the site specific zoning to be implemented.

The subject lands are presently in a site specific M7.213 Zone, which was put in place in 1985 to permit office, martial arts studio, and accessory residential uses. The Zoning by-Law amendment proposes to change the zoning to a special exception B3 Zone that will permit the change in uses, recognize the existing building envelope, and establish supporting performance provisions in support of the site redevelopment. The relief required includes recognition of existing yards, a reduction in the parking requirement and permitting of off-site parking, a reduction in the minimum required amenity space, and relief from performance provisions regarding the crisis care shelter use.

In our opinion, the proposed amendments are appropriate for the redevelopment of the subject site and the applications are consistent with the intent of the policies of the PPS and represent good planning.



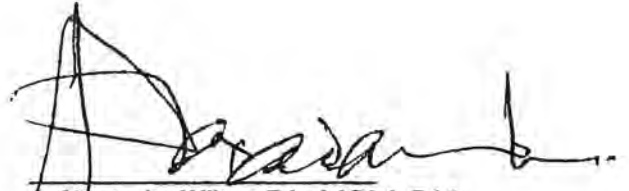
## 7.1 Recommendation:

That the requested amendments to the City of Kingston Official Plan and to Zoning By-law No. 8499 Amendment be approved by Council.

Sincerely,



Mark Touw  
Planner, IBI GROUP



J. Alexander Wilson BA, AADipl, OAA  
Architect, Alexander Wilson Architect Inc.

Cc: Tom Greening, Kingston Home Base Housing Inc.

**APPENDIX A**  
**PROPOSED OFFICIAL PLAN AMENDMENT TEXT**

**OFFICIAL PLAN AMENDMENT NO. \_\_\_\_\_**

**Schedule 3-A of the City of Kingston Official Plan is hereby amended by:**

1.0 The lands designated 'Residential' as shown on Schedule A attached hereto will be subject to Site Specific Policy No. XX, as outlined in Section 3.18.XX:

*3.18.XX – 540 Montreal Street. On the lands located at the northwest corner of the intersection of Montreal Street and Joseph Street, a mixed-use development shall be permitted. The uses permitted include medium density residential, a crisis care shelter, and office uses. Parking and amenity space shall be provided in accordance with the provisions of the implementing zoning by-law.*



Home Housing  
everyone deserves a place called home

# HOME BASE HOUSING RE-DEVELOPMENT

33 JOSEPH STREET & 540 MONTREAL STREET  
KINGSTON, ONTARIO

### ARCHITECT:

ALEXANDER WILSON

2500 ST. LAMBERT  
KINGSTON, ONTARIO  
K7L 3L1  
PHONE: (613) 545-5744  
FAX: (613) 545-1411  
http://www.alexwilson.com

### CIVIL ENGINEER:

20 Davis Street, Unit 102  
Kingston, ON, K7L 3L1  
Phone: (613) 545-5744  
Fax: (613) 545-1411  
http://www.mcneely.com



185 GARDNER  
GALLAGHER  
SECRET  
110001

### STRUCTURAL ENGINEER:

McNEELY  
ENGINEERING  
20 AVENUE AVENUE, KINGSTON, ONT  
761-6711

### DRAWING LIST:

- ARCHITECTURAL DRAWINGS
- T01 TITLE SHEET, GRC MATRIX
- T02 WALL SCHEDULE, L&C DESIGN
- A010 SITE PLAN
- A011 SITE PLAN, PARKING, SITE STATISTICS
- A012 ENLARGED PARTIAL SITE PLAN
- A013 PARTIAL SITE PLAN
- A100 MASSING FLOOR PLAN
- A101 SECOND FLOOR PLAN
- A102 ROOF PLAN
- A201 GROUND FLOOR PLAN, SHELTER
- A202 GROUND FLOOR PLAN, RESIDENTIAL AND OFFICE, ENLARGED
- A203 SECOND FLOOR PLAN, SHELTER
- A204 SECOND FLOOR PLAN, OFFICE, ENLARGED
- A300 PROPOSED ELEVATIONS

### LOCATION PLAN

THE CITY OF KINGSTON  
KEY PLAN  
NOT TO SCALE



NO.	DESCRIPTION	DATE	BY	CHECKED	SCALE	STATUS
1	PROJECT CONCEPT	01/05/10	AW	AW	1:1	AS BUILT
2	PRELIMINARY DESIGN	02/05/10	AW	AW	1:1	AS BUILT
3	FINAL DESIGN	03/05/10	AW	AW	1:1	AS BUILT
4	CONSTRUCTION DOCUMENTS	04/05/10	AW	AW	1:1	AS BUILT
5	AS BUILT	05/05/10	AW	AW	1:1	AS BUILT
6	AS BUILT	06/05/10	AW	AW	1:1	AS BUILT
7	AS BUILT	07/05/10	AW	AW	1:1	AS BUILT
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25	AS BUILT	01/07/12	AW	AW	1:1	AS BUILT

SET NUMBER

HOME BASE HOUSING  
RE-DEVELOPMENT  
33 JOSEPH STREET & 540 MONTREAL STREET  
KINGSTON ONTARIO

RECEIVED

AUG 03 2012

PLANNING & DEVELOPMENT  
DEPARTMENT  
CITY OF KINGSTON

PROJECT NUMBER	1070
ISSUE DATE	18.07.2012

EXHIBIT E







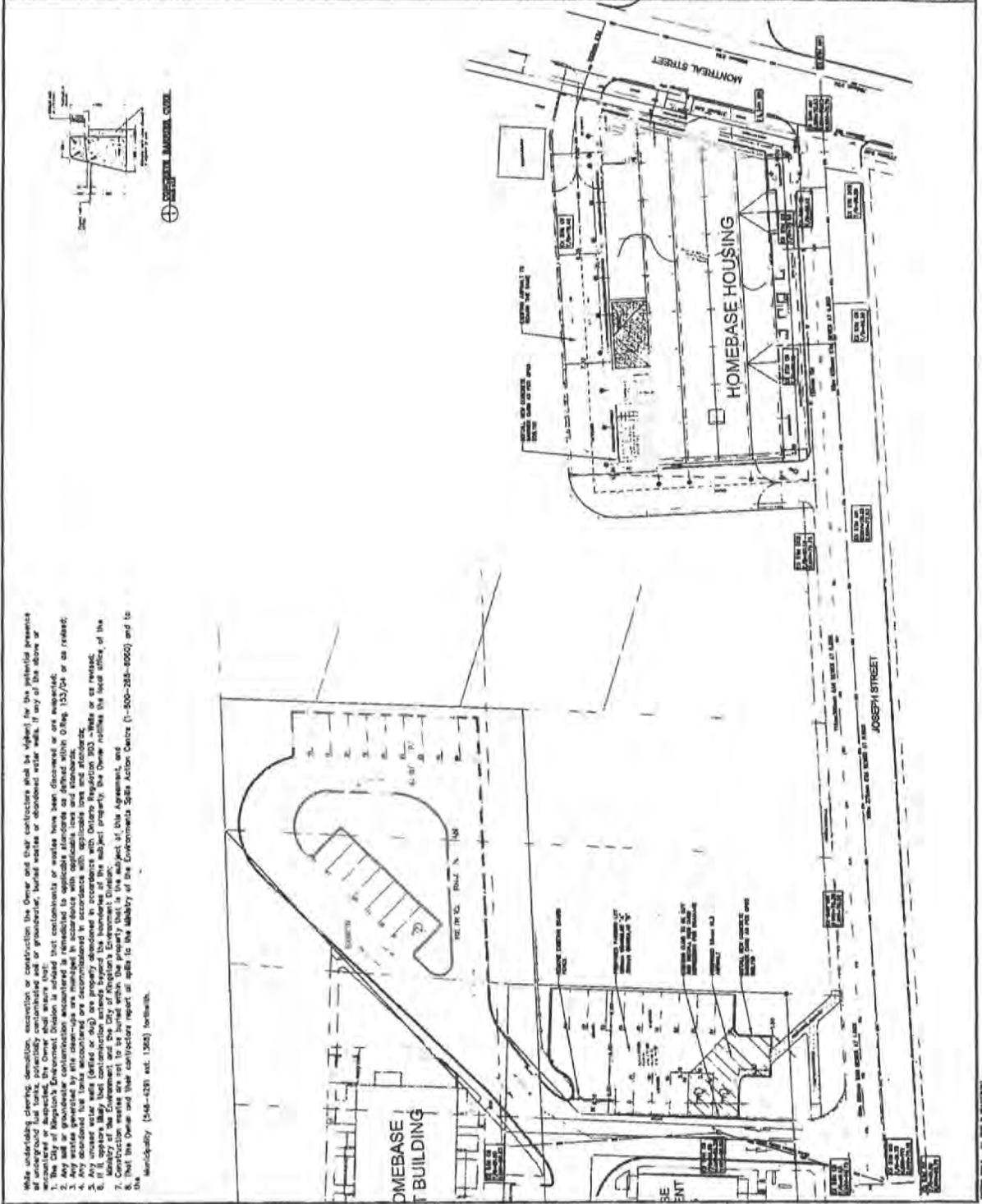
**THE CHIEF ENGINEER, CIVIL ENGINEERS & PLANNERS**  
 1100 BROADVIEW AVENUE  
 TORONTO, ONTARIO M6H 2R9  
 TEL: (416) 593-8888  
 FAX: (416) 593-8889

**PROPOSED REDEVELOPMENT SERVICING PLAN**

**HOMEBASE HOUSING REDEVELOPMENT**  
 540 MONTREAL STREET  
 MONTREAL, QUEBEC

DESIGNED BY: N. ST. ONGE  
 CHECKED BY: A. HATTON  
 DRAWN BY: J. GUEST  
 PROJECT NO.: M. MC INTOSH  
 DATE: 30/07/2012

SCALE: 1:1000  
 SHEET NO.: 12-3-4085  
 TOTAL SHEETS: 12-3-4085-01



When undertaking driving, demolition, excavation or construction the Owner and their contractors shall be advised by the following provisions:

1. The City of Montreal's Environment Division is advised that contaminants or wastes have been discovered at one residence.
2. Any wastes generated by all clean-ups are managed in accordance with applicable laws and standards.
3. Any wastes generated by all clean-ups are managed in accordance with applicable laws and standards.
4. Any wastes generated by all clean-ups are managed in accordance with applicable laws and standards.
5. If it appears that lead contamination may be present, the Owner shall notify the local office of the Ministry of the Environment and the City of Montreal's Environment Division.
6. Construction sites are not to be buried with the primary liability in the subject of this agreement, and
7. Not the Owner and their contractor report as soon as the Ministry of the Environment's Spill Action Centre (1-800-385-6000) and to the Municipality (514-329 ext. 1363) forthwith.



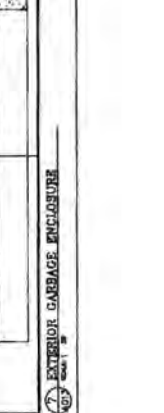
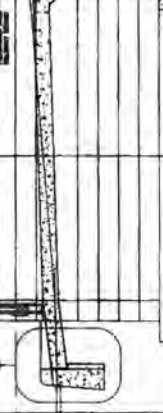
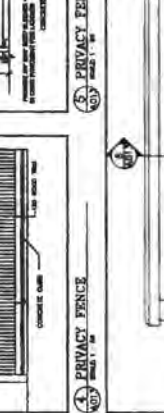
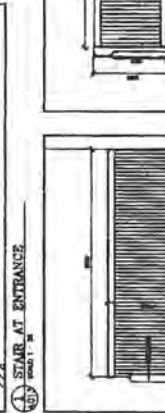
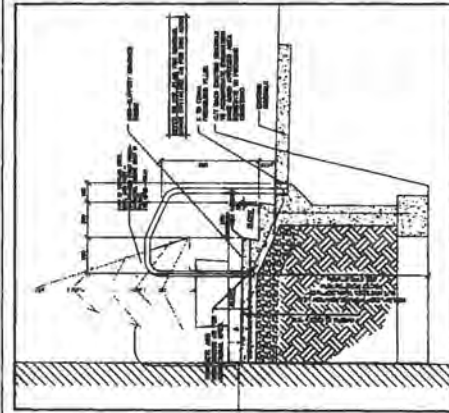
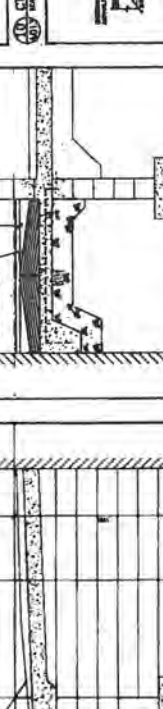
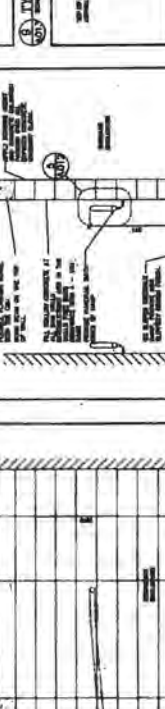
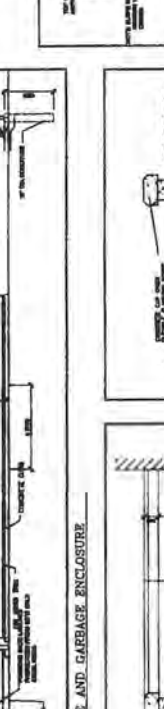
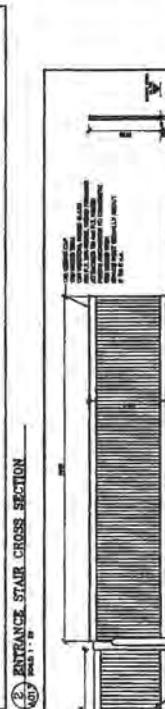
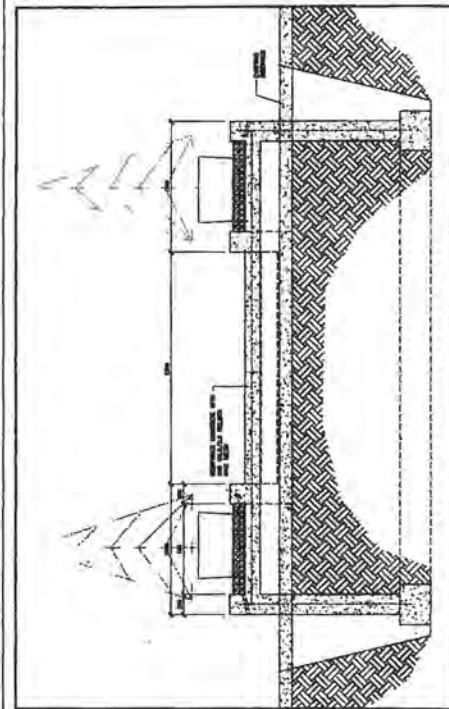
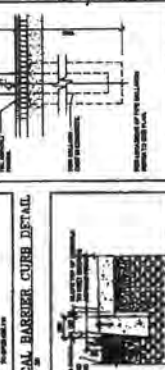
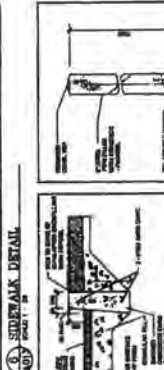
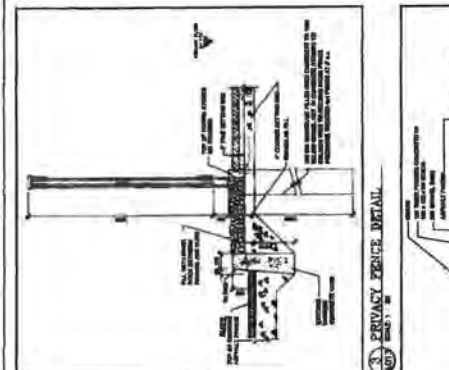








NO.	DATE	REVISION
1		ISSUED FOR PERMIT APPLICATION
2		ISSUED FOR PERMIT APPLICATION
3		ISSUED FOR PERMIT APPLICATION



Alexander  
 Wilson  
 Architects  
 Inc.

HOME BASE HOUSING  
 RE-DEVELOPMENT

14100 WASHINGTON STREET, S.E. 4TH CORNER FRONT  
 WASHINGTON, WASHINGTON

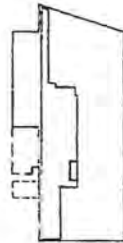
SITE PLAN DETAILS

4013



NO.	DATE	DESCRIPTION
1		ISSUED FOR PERMITS APPLICATION

FOR THE ARCHITECT'S USE ONLY  
 PROJECT NO. 100-100-100  
 HOME BASE HOUSING RE-DEVELOPMENT  
 100-100-100 STREET, NEW YORK, NY 10001  
 ARCHITECT: ALEXANDER WILSON ARCHITECT INC.  
 100-100-100 STREET, NEW YORK, NY 10001

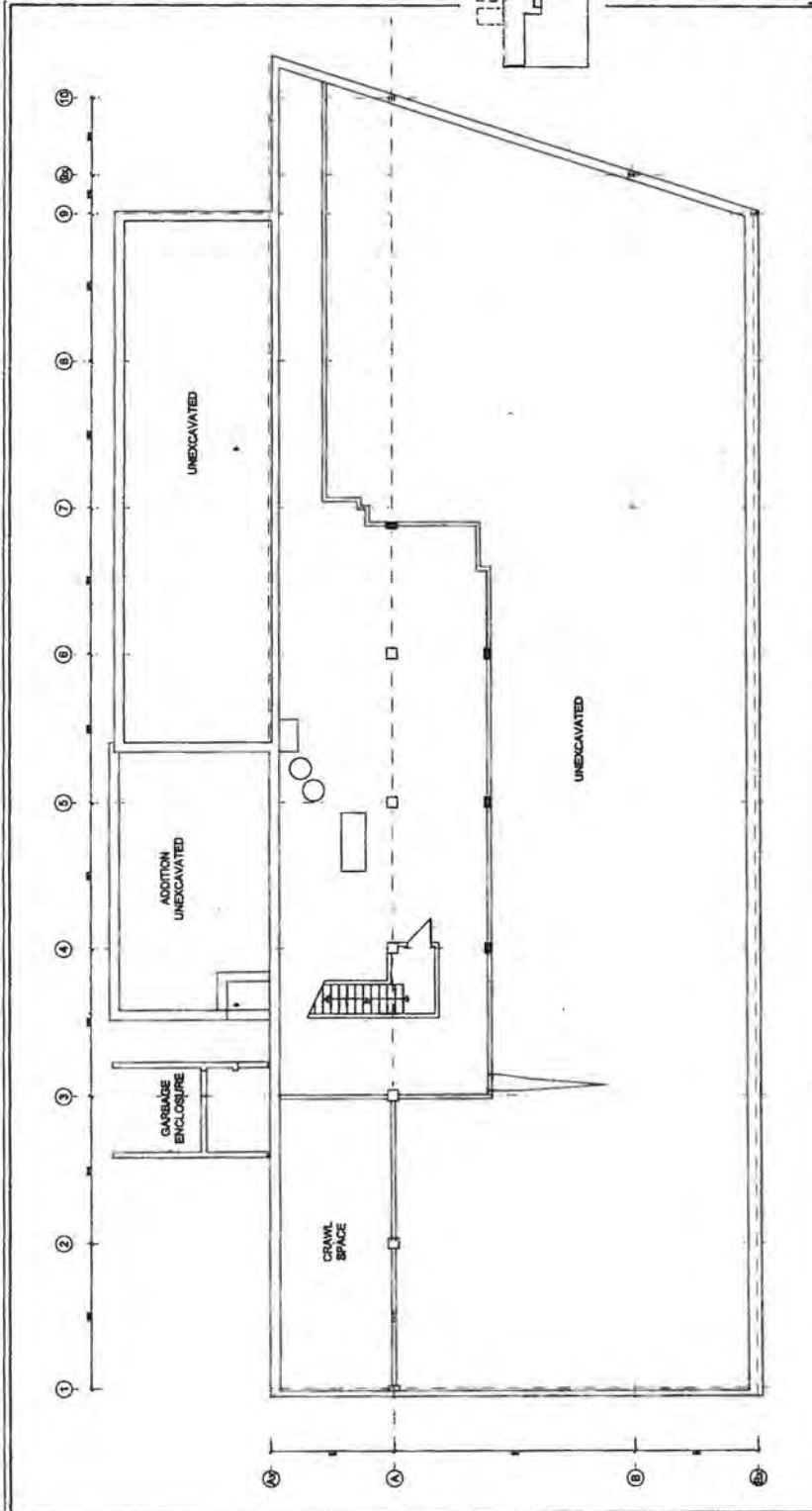


**KEY PLAN**

Alexander  
 Wilson  
 Architect  
 Inc.



EXISTING BASEMENT FLOOR PLAN



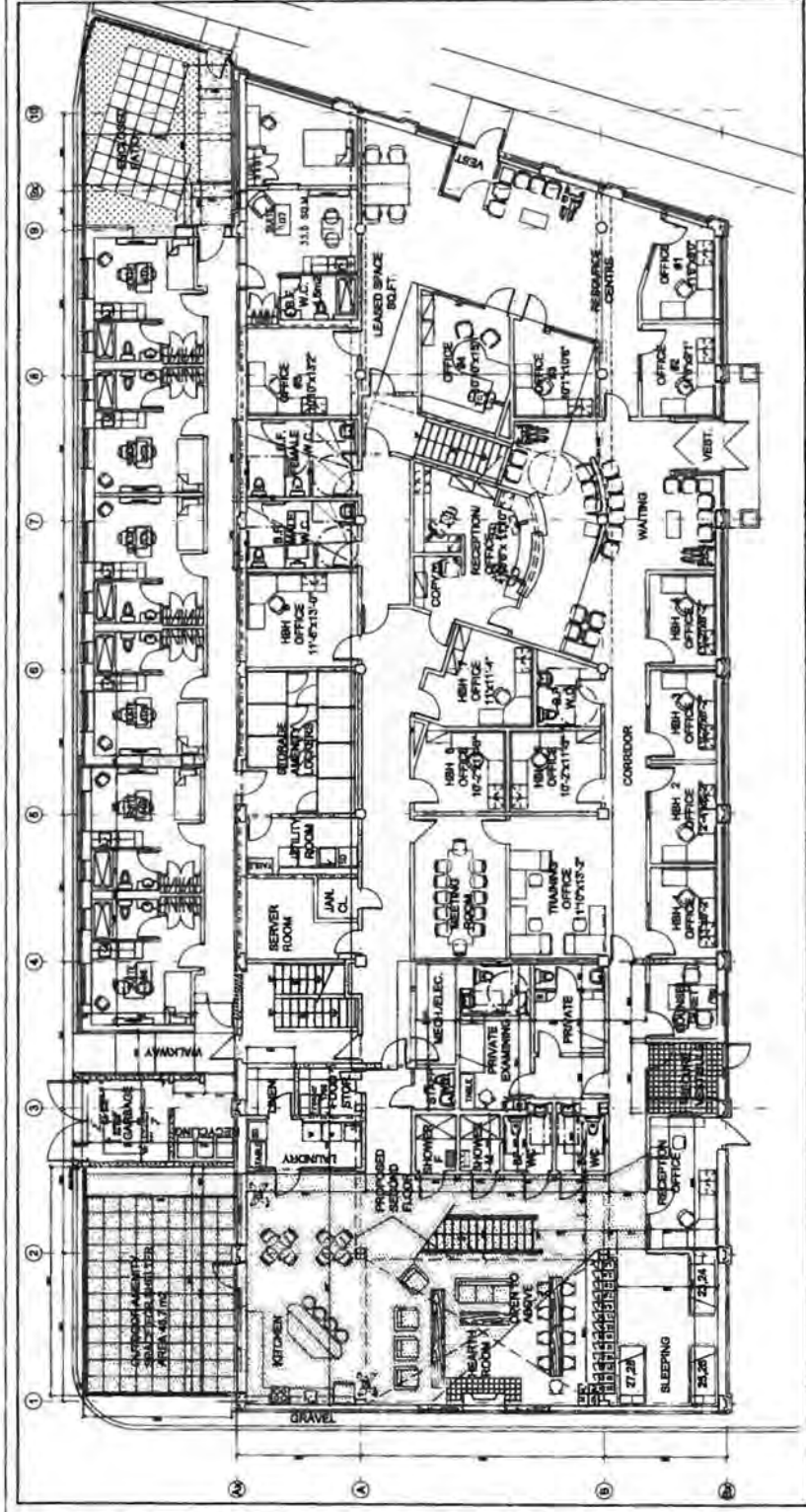
**HOME BASE HOUSING RE-DEVELOPMENT**

100-100-100 STREET, NEW YORK, NY 10001

**BASEMENT FLOOR PLAN**

NO.	DATE	DESCRIPTION
1		ISSUED FOR PERMITS APPLICATION

NO.	DATE	DESCRIPTION
1		ISSUED FOR PERMIT



NAME	DESIGNATION
Alexander	Architect
Wilson	Architect
Architect	P.C.



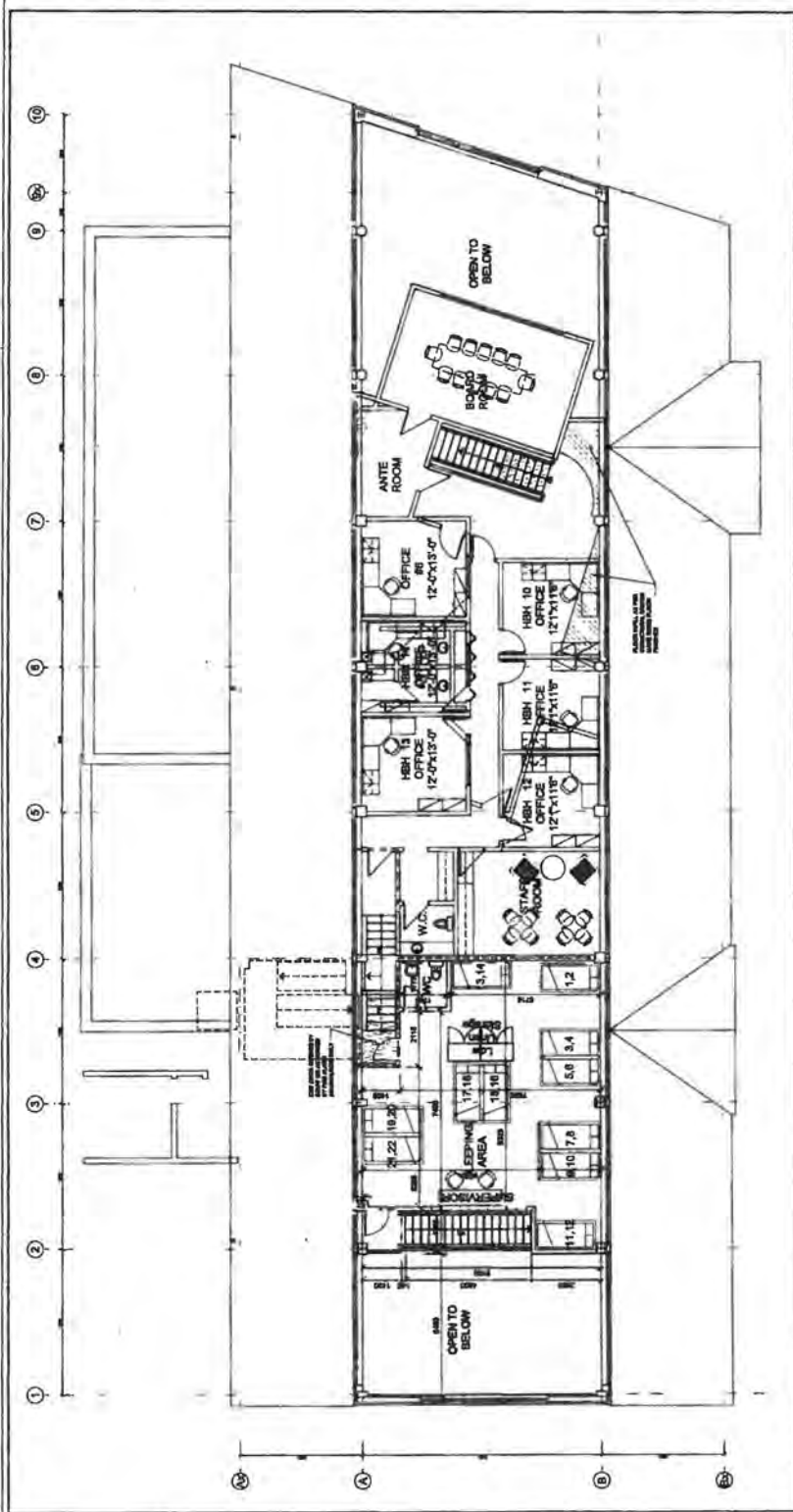
HOME BASE HOUSING  
REDEVELOPMENT

1:1 SCALE (SEE) 1/4" = 1'-0" (SEE) 1:1 SCALE  
DATE: 10/10/07

GROUND FLOOR PLAN

NO.	DATE	DESCRIPTION
1		ISSUED FOR PERMIT

NO.	DATE	DESCRIPTION
1	10/15/10	ISSUED FOR PERMIT



1/8" = 1'-0"  
**SECOND FLOOR PLAN**

Alexander  
 Wilson  
 Architect  
 Inc.



**SECOND FLOOR PLAN**

NO.	DATE	DESCRIPTION
1	10/15/10	ISSUED FOR PERMIT



ALL ROOF PLAN INFORMATION  
 IS TO BE USED IN CONJUNCTION WITH THE  
 ARCHITECTURAL DRAWINGS AND SPECIFICATIONS.  
 THE ROOF PLAN IS NOT TO BE USED AS A  
 BASIS FOR CONSTRUCTION WITHOUT THE ARCHITECT'S  
 APPROVAL. ANY CHANGES TO THE ROOF PLAN  
 MUST BE APPROVED BY THE ARCHITECT.

NO.	DATE	DESCRIPTION
1		ISSUED FOR PERMIT

Alexander  
 Wilson  
 Architects  
 INC.

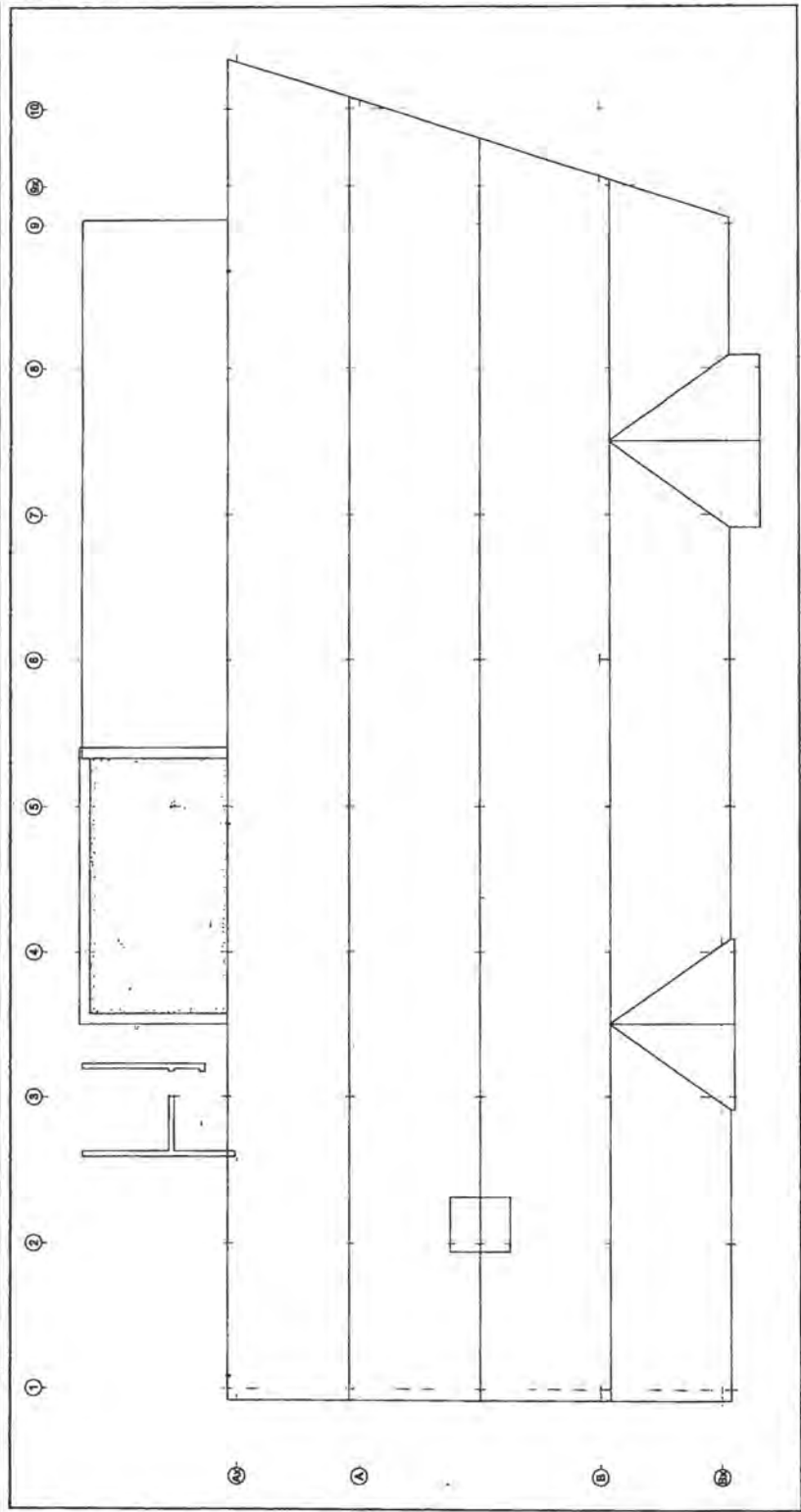


HOME BASE HOUSING  
 RE-DEVELOPMENT

1100 WEST 10TH STREET  
 DENVER, COLORADO 80202

ROOF PLAN

NO.	DATE	DESCRIPTION
1		ISSUED FOR PERMIT



ROOF PLAN  
 SHEET 1 - 10

**NOTES**

1. ALL WORK TO BE IN ACCORDANCE WITH THE SPECIFICATIONS AND DRAWINGS.
2. ALL WORK TO BE COMPLETED BY THE DATE SPECIFIED.
3. ALL WORK TO BE DONE IN ACCORDANCE WITH THE CURRENT BUILDING REGULATIONS.
4. ALL WORK TO BE DONE IN ACCORDANCE WITH THE CURRENT PLANNING REGULATIONS.

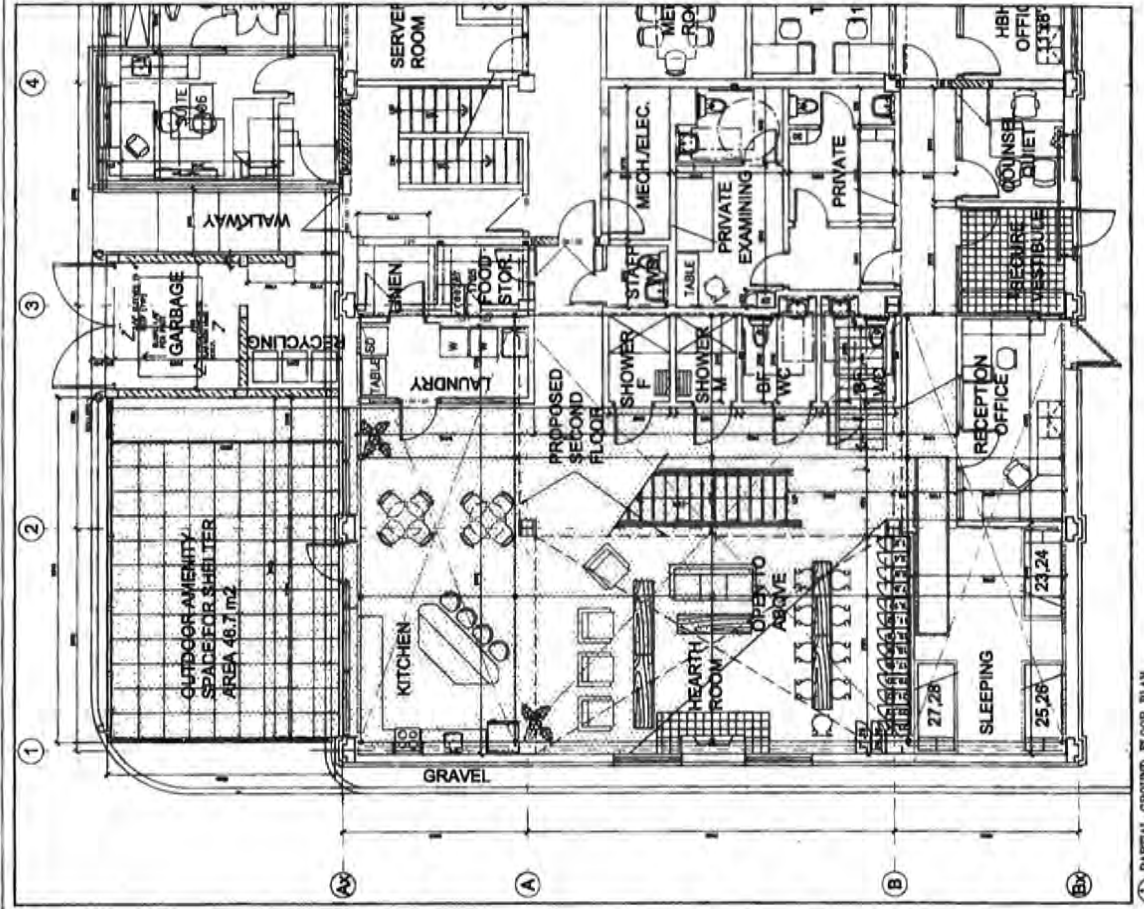


**KEY PLAN**

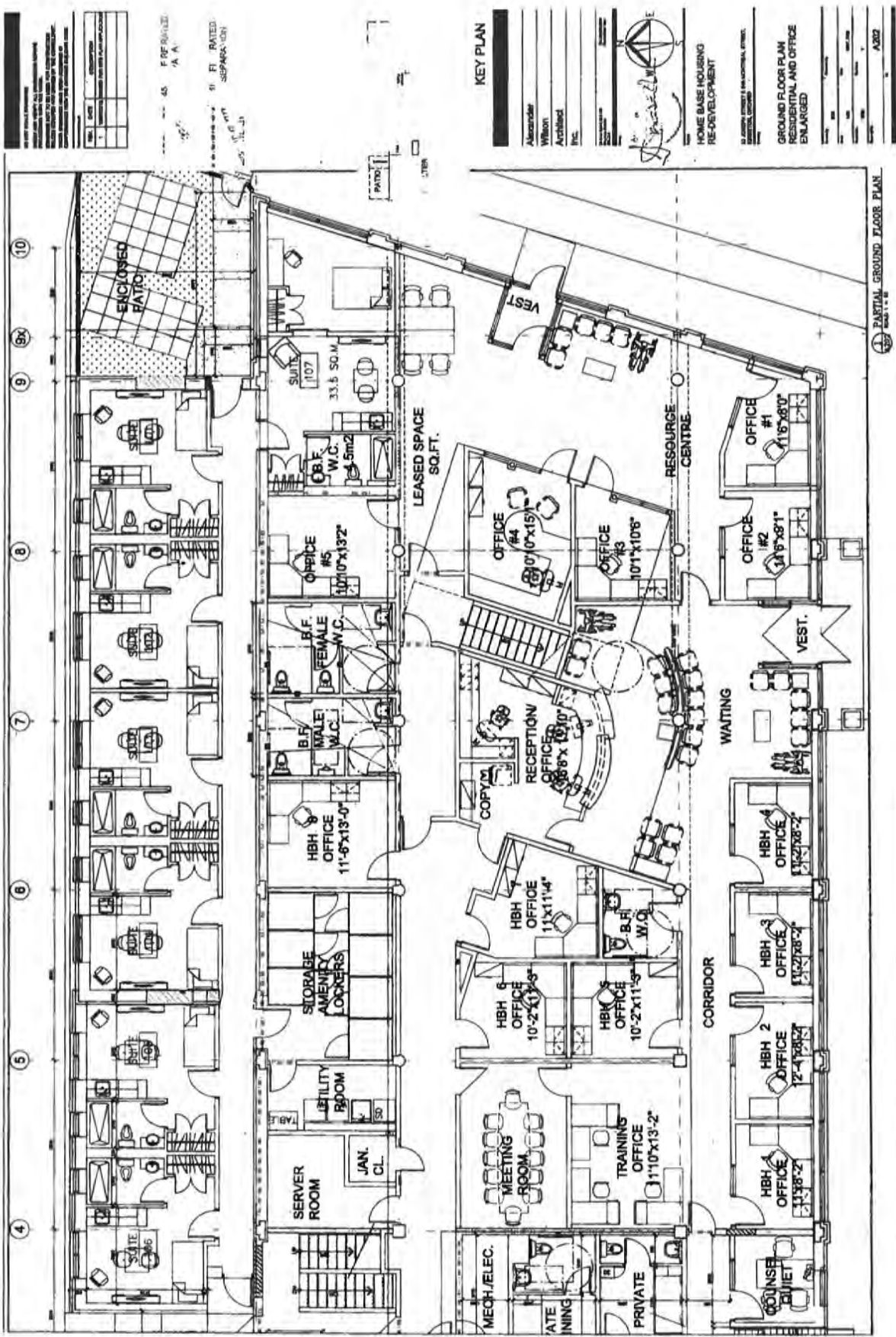
Alexander	Architect
Wilson	Architect
Archibald	Architect
McC	Architect



HOME BASE HOUSING RE-DEVELOPMENT
GROUND FLOOR PLAN SHELTER
DATE: 10/10/00
SCALE: 1:50
PROJECT NO: A201



1 PARTIAL GROUND FLOOR PLAN



**KEY PLAN**

Architect	Alexander Wilson Architects Inc.
Client	HOME BASE HOUSING RE-DEVELOPMENT
Project Name	HOME BASE HOUSING RE-DEVELOPMENT
Project Location	12 GARDEN STREET, MULTICULTURAL OFFICE, DOWNSVIEW, ONTARIO
Project Description	GROUND FLOOR PLAN RESIDENTIAL AND OFFICE ENLARGED
Scale	1/8" = 1'-0"
Date	NOV 11, 2010
Drawn By	AJG
Checked By	AJG
Project No.	AJG02

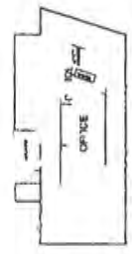
**PARTIAL - GROUND FLOOR PLAN**

NOTES TO BE OBSERVED:

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES AND ALL APPLICABLE LOCAL ORDINANCES.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE OF THE PHILIPPINES AND ALL APPLICABLE LOCAL ORDINANCES.
3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL MECHANICAL CODE OF THE PHILIPPINES AND ALL APPLICABLE LOCAL ORDINANCES.
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL PLUMBING CODE OF THE PHILIPPINES AND ALL APPLICABLE LOCAL ORDINANCES.

NO.	DATE	REVISION
1		
2		
3		
4		

DATE: 05/20/10  
 BY: SP ARCHITECT  
 FOR: RE-NATEL  
 SHEET NO: 02



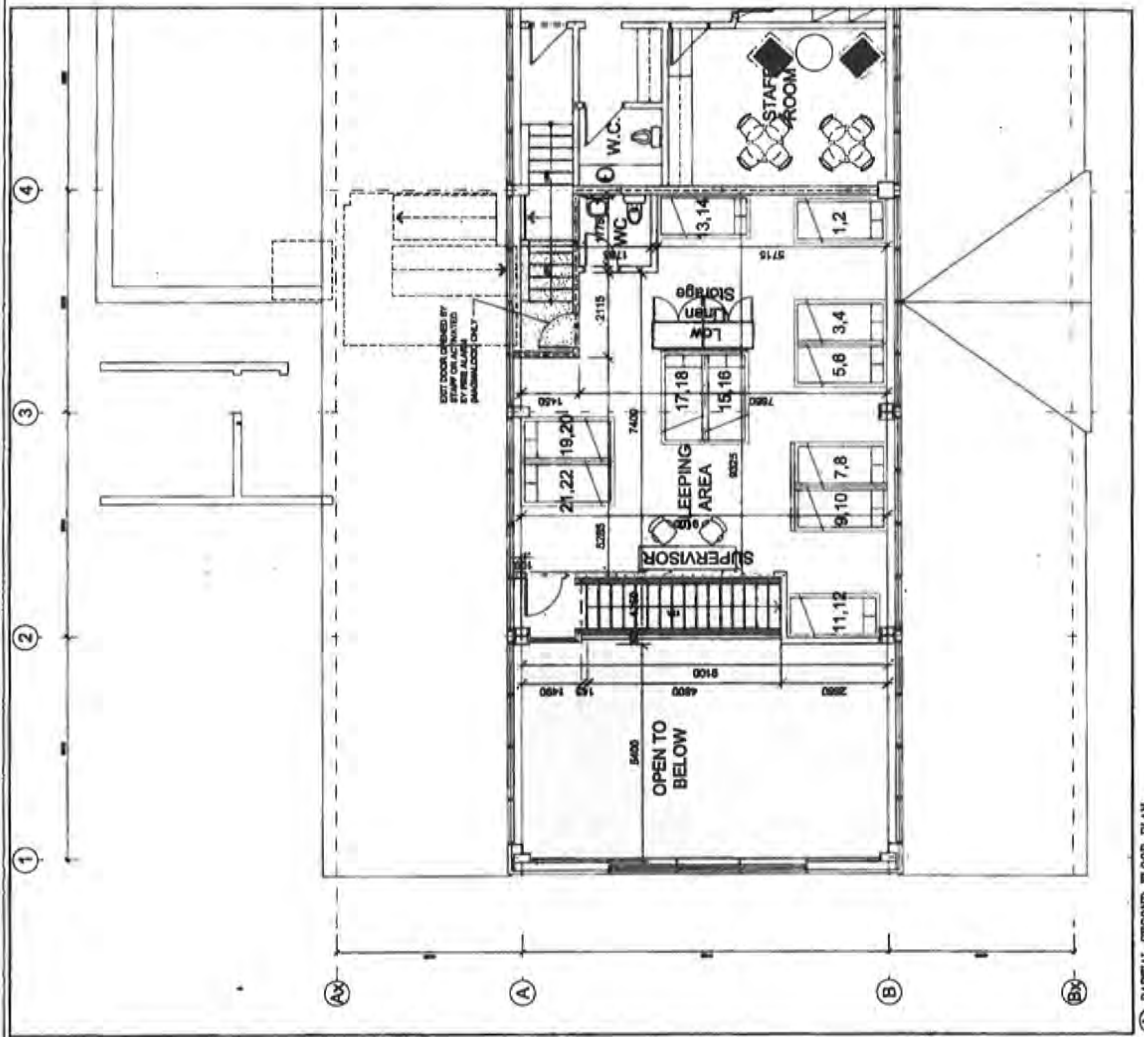
KEY PLAN

Architect:  
 Wilson  
 Architect  
 Inc.



HOME BASE HOUSING  
 RE-DEVELOPMENT

SECOND FLOOR PLAN  
 SHELTER



PARTIAL SECOND FLOOR PLAN

