

City of Kingston Report to Committee of Adjustment Report Number COA-20-018

To: Chair and Members of Committee of Adjustment

From: Phillip Prell, Planner

Date of Meeting: February 24, 2020

Application for: Minor Variance

File Number: D13-055-2019

Address: 309 Alfred Street

Owner: Jonathan Piercy

Applicant: Mark Touw

Council Strategic Plan Alignment:

Theme: 2. Increase housing affordability

Goal: 2.1 Pursue development of all types of housing city-wide through intensification and

land use policies.

Executive Summary:

This report provides a recommendation to the Committee of Adjustment regarding an application for three minor variances for the property located at 309 Alfred Street. The purpose and effect of the application is to reconfigure the parking arrangement and increase the allowable density on-site in order to support a conversion of an existing doctor's office into 2 additional residential units. The resulting "use" will change from mixed use to residential. The total number of residential units on site will increase from 1 to 3, and the amount of bedrooms on site will increase from 4 to 9.

The requested minor variances are consistent with the general intent and purpose of both the City of Kingston Official Plan and Zoning By-Law Number 8499. The requested minor variances are desirable for the appropriate development or use of the land, building or structure and are minor in nature. As such, the proposed application meets all four tests under Subsection 45(1) of the *Planning Act* and is recommended for approval.

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Recommendation:

It is recommended that minor variance application, File Number D13-055-2019, for the property located at 309 Alfred Street be approved.

Variance Number 1: Location of Parking Stalls

By-Law Number 8499: Section 5.3B(f)ii

Requirement: Residential parking facilities shall be located to the rear of the

midway point between the front and rear walls of the main

building.

Proposed: Parking located up to the front wall of the building.

Variance Requested: To permit parking facilities located to the rear of the front wall of

the main building.

Variance Number 2: Tandem Parking Stalls

By-Law Number 8499: Section 5.3B(h)

Requirement: Access to parking space must not require moving another

vehicle(s).

Proposed: Permit tandem parking for one space.

Variance Requested: To permit tandem parking for one space.

Variance Number 3: Maximum Residential Density By-Law Number 8499: Sections 13.3(h) & 20.2(i)

Requirement: Maximum density in the 'B' Zone shall be 69 dwelling units per net

hectare.

Proposed: Increase the density to 80.5 dwelling units per net hectare. Variance Requested: To permit an increase in density by 11.5 dwelling units per net

hectare for a total of 80.5 dwelling units per net hectare.

Approval of the foregoing variance shall be subject to the following conditions:

1. Limitation

That the approved variance(s) applies only to the parking lot configuration and density requirements of 309 Alfred Street as shown on the approved drawings attached to the notice of decision.

2. No Adverse Impacts

The owner/applicant shall demonstrate to the satisfaction of the City that there are no adverse impacts on neighbouring properties as a result of any modifications to on-site grading or drainage.

3. Building Permit Application Requirements

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The owner/applicant shall provide to the Building Division a copy of the decision of the Committee of Adjustment, together with a copy of the approved drawings, when they make an application for a Building Permit.

The drawings submitted with the Building Permit application must, in the opinion of the City, conform to the general intent and description of the approved drawing(s), including any amendments and conditions approved by the Committee of Adjustment, as stated in the decision. It must be noted that additional planning approvals may be required should further zoning deficiencies be identified through the Building Permit application process.

4. Standard Archaeological Condition

In the event that deeply buried or previously undiscovered archaeological deposits are discovered in the course of development or site alteration, all work must immediately cease and the site must be secured. The Cultural Program Branch of the Ministry of Tourism, Culture and Sport (416-314-7132) and the City of Kingston's Planning Division (613-546-4291, extension 3180) must be immediately contacted.

In the event that human remains are encountered, all work must immediately cease and the site must be secured. The Kingston Police (613-549-4660), the Registrar of Cemeteries Regulation Section of the Ontario Ministry of Consumer Business Services (416-326-8404), the Cultural Program Branch of the Ministry of Tourism, Culture and Sport (416-314-7132), and the City of Kingston's Planning Division (613-546-4291, extension 3180) must be immediately contacted.

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Auth	orizing	Signa	atures:

Phillip Prell, Planner

In Consultation with the following Management of the Community Services Group:

Paige Agnew, Commissioner of Community Services

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Options/Discussion:

On January 28, 2020, a minor variance application was submitted by Mark Touw, on behalf of the owner, Jonathan Piercy, with respect to the property located at 309 Alfred Street. The variances requested are to (1) allow parking to locate to the rear of the front wall of the building, (2) permit tandem parking for one of the three required spaces, and (3) to allow additional density on-site by an adding 11.5 dwelling units per net hectare for a total of 80.5 dwelling units per net hectare. These variances are related to Zoning By-Law Number 8499 policies 5.3B(f) (for zones B & C), 5.3B(h), and 13.3(h) and 20.2(i) respectively.

In support of the application, the applicant has submitted the following:

- Site Plan (Exhibit F);
- Floor Plans (Exhibit G); and
- Acoustical Assessment (Exhibit I).

All submission materials are available online through the Development and Services Hub (DASH) at the following link, <u>DASH</u>, using "Look-up a Specific Address". If there are multiple addresses, search one address at a time, or submission materials may also be found by searching the file number.

Site Characteristics

The subject property is designated 'Residential' in the Official Plan and zoned Commercial Uses Zone 'C' in Zoning By-Law Number 8499. Please note, according to section 20.2(i) the provisions of the 'B' Zone apply due to the change of the property's use to "multiple-family dwellings containing three or four dwelling units". The subject lot is applying to allow parking to occur up to the front wall of the building, permit tandem parking for once space and to allow an 11.5 dwelling units per net hectare increase over the 69 dwelling units per net hectare maximum. The property abuts other residential buildings within the Commercial Uses Zone 'C' and a Designated Heritage Building (The Mansion).

Application

The review of an application for minor variance(s) is not a simple mathematical calculation, but rather a detailed assessment of whether the variance(s) requested, both separately and together, meet the four tests of a minor variance outlined in Subsection 45(1) of the *Planning Act*. The following provides this review:

Provincial Policy Statement

In addition to the four tests of a minor variance detailed above, Subsection 3(5) of the *Planning Act* requires that a decision in respect of the exercise of any authority that affects a planning matter shall be consistent with the Provincial Policy Statement (the PPS). The PPS provides policy direction on matters of provincial interest related to land use planning and development which are complemented by local policies addressing local interests. The application being considered is site-specific to accommodate a specific proposal and does not involve any major policy considerations and as such, the proposal conforms to and is consistent with the PPS.

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1) The general intent and purpose of the Official Plan are maintained

The subject property is designated 'Residential' in the City of Kingston Official Plan. Permitted uses in a 'Residential' area include: "detached, semi-detached or duplex dwellings, townhouses, and apartments of various types, tenure and density that respond to a wide range of housing needs." The application is to convert an existing doctor's office to 2 additional residential units (for a total of 3 units). This will increase the density of the site to 80.5 units per net hectare and place it above the 75 units per net hectare threshold in the Official Plan. As a result the site is subject to the 'High Density Residential Policies' provisions, found within section 3.3.C, of the Official Plan. In particular, the proposal fulfills the built form requirements of section 3.3.C.2 by maintaining the current building façade and massing. This satisfies the requirement for compatibility with adjacent development.

According to section 3.3.C.5 internal conversions resulting in high density residential development are exempt from the location criteria requirements found within section 3.3.C.3 and Urban Design Study requirements found within section 3.3.C.4. However, the proposal still fulfills most of the requirements by being on the periphery of low or medium density residential neighbourhood, and by being within walking distance of areas designated for commercial use, parkland, open space and community facilities. In addition, the proposal also upholds the policies found within section 3.3.C.5 by being located within walking distance of an Arterial Road. In essence, the site is a good candidate for intensification. The proposed development will not set an undesired precedent for the immediate area.

In considering whether this proposed variance is desirable, the Committee of Adjustment will have regard to the nine requirements included in Section 9.5.19 of the Official Plan. The following provides these nine requirements and an assessment of how the proposal is consistent with each.

1. The proposed development meets the intent of Section 2 Strategic Policy Direction, and all other applicable policies of this Plan;

The proposal to allow tandem parking, parking up to the front wall of the building and 11.5 more dwelling units per net hectare meets the intent of Section 2 of the Official Plan because, the increased density will be accommodated within an already existing dwelling within the urban boundary and there will be no negative impacts on abutting residential or commercial properties. In addition, since the site is within 100 metres of an Arterial Road and corridor the restricted parking reconfigurations for tandem parking should not create a functionality issue, since the area is walkable to many commercial uses and community amenities. Finally, the ability to park up to the building wall should not cause any visual issues and allows the ability to preserve the current compatible built form.

2. The proposed development will be compatible with surrounding uses, buildings or structures and development standards associated with adjacent properties, and if necessary, incorporate means of alleviating adverse effects on abutting land uses as recommended in Section 2.7 of this Plan;

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The proposed parking variances and change of use should not cause any negative impacts on abutting residential or commercial uses. The ability to park up to the building wall and to permit tandem parking should not cause any visual issues and allows the current compatible built form to remain. Allowing parking up to the front wall of the building is consistent with some of the surrounding land uses since one and two-family dwellings in the 'B' zone are subject to the provisions of the 'A' zone, which permits parking to occur in a drive way in a front yard. Since many of these southern properties would fall into this classification, the result is that the visual disturbance to the south will be limited. The change of use to allow an intensified sensitive use (2 additional residential units) might be affected by the nearby Arterial Road (Princess Street) or abutting businesses (The Mansion). However, an acoustical assessment has determined that due to the long history of the residential nature of the site and since the residential sensitivity already present in the building will not change with the internal conversion of the ground floor and a portion of the second floor to residential it appears the possibility of noise complaints are unlikely.

- 3. The ability of the site to function in an appropriate manner in terms of access, parking for vehicles and bicycles or any other matter and means of improving such function including considerations for universal accessibility;
 - The proposed relief from parking regulations, namely the ability to park to the rear of the front wall of the building and to allow tandem parking would make more efficient use of the existing parking area on-site. It is anticipated that tandem parking for one parking space will not result in major concerns due to the highly walkable nature of the site and surrounding area. The applicant is also proposing three bicycle parking spots on-site to further emphasize driving alternatives. Parking to the rear of the front wall or increasing the density to 80.5 units per hectare is not anticipated to cause any access or universal accessibility concerns.
- 4. The conformity of the proposal to any applicable urban design policies endorsed by Council, particularly if the site includes or could impact a built heritage resource or is within a Heritage District;
 - The proposal is not anticipated to negatively impact the streetscape as parking will be located behind the front wall of the building. In addition, since the building exterior is not changing, this should have no negative impacts on the abutting built heritage resource (The Mansion) to the northeast of the site.
- 5. If the site is designated under the *Ontario Heritage Act*, the application shall be reviewed by Heritage Kingston for approval. If the property is adjacent to a designated property under the *Ontario Heritage Act* or shown as a Heritage Area feature, or is affected by the protected views shown on Schedule 9 of this Plan, then a heritage impact statement may be required to assist staff to determine if the resulting development is desirable;
 - The subject lands are not designated under the *Ontario Heritage Act*. The site is adjacent to a Part IV designated property, 506 Princess Street "The Mansion". However, since the

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exterior of the site is not being (re)developed, there are no heritage concerns or a necessity to clear the site of archaeological potential. A Heritage Impact Statement is not required.

 The resulting development has adequate municipal water and sewage services within the Urban Boundary, or is capable of providing individual on-site water and sewage services outside the Urban Boundary;

The site is currently using municipal water and sewage services. The site appears to have adequate servicing potential to satisfy the current use. The current proposal is proposing to replace a doctor's office with 2 additional residential units for a total of 3 units. Both uses require services however the intensity of use may be different than the site's current usage. Utilities Kingston has not raised any concerns regarding the potential increase in services required and does not require a servicing report.

7. Whether the application and the cumulative impact of the proposed variances would be more appropriately addressed by a zoning amendment to the applicable zoning by-law;

The application and the cumulative impact of the proposal does not warrant a zoning bylaw amendment.

8. The Committee of Adjustment may attach such conditions as it deems appropriate to the approval of the application for a minor variance including any reasonable requirements, recommendations of City departments, or the submission of studies as listed in Section 9.12 of this Plan that may be required to properly evaluate the application;

The Committee of Adjustment may require additional conditions as it deems appropriate to the approval of the application. Suggested conditions are listed in the recommendation above. Conditions may be added, altered or removed at the Committee's discretion.

9. The degree to which such approval may set an undesirable precedent for the immediate area.

The approval of the requested variances will not set a precedent for the immediate area, since each minor variance is reviewed independently and judged on its own merits and metrics.

The general intent and purpose of the Official Plan are maintained, as the proposed parking reorientation and increased density variances will not result in any negative impacts to adjacent properties or to the neighbourhood.

Variance Number 1: Location of Parking Stalls

By-Law Number 8499: Section 5.3B(f)ii

Requirement: Residential parking facilities shall be located to the rear of the

midway point between the front and rear walls of the main

building.

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Proposed: Parking located up to the front wall of the building.

Variance Requested: To permit parking facilities located to the rear of the front wall of

the main building.

Variance Number 2: Tandem Parking Stalls

By-Law Number 8499: Section 5.3B(h)

Requirement: Access to parking space must not require moving another

vehicle(s).

Proposed: Permit tandem parking for one space.

Variance Requested: To permit tandem parking for one space.

Variance Number 3: Maximum Residential Density By-Law Number 8499: Sections 13.3(h) & 20.2(i)

Requirement: Maximum density in the 'B' Zone shall be 69 dwelling units per net

hectare.

Proposed: Increase the density to 80.5 dwelling units per net hectare. Variance Requested: To permit an increase in density by 11.5 dwelling units per net

hectare for a total of 80.5 dwelling units per net hectare.

2) The general intent and purpose of the zoning by-law are maintained

The subject property is zoned Commercial Uses Zone 'C' in the City of Kingston Zoning By-Law Number 8499, entitled "Restricted Area (Zoning) By-Law of the Corporation of the City of Kingston", as amended. The 'C' zone permits multiple-family dwellings containing three or more dwelling units, which are subject to the provisions of the 'B' zone.

The proposal requests three variances to the following sections in By-Law Number 8499: **Variance 1:** 5.3B(f)ii, **Variance 2:** 5.3B(h), and **Variance 3:** 13.3(h) and 20.3(i).

Variance Numbers 1 and 2

Variance numbers 1 and 2 maintain the general intent and purpose of By-Law Number 8499 due to accommodating the required parking for the permitted use, while ensuring parking does not occur on the front yard. This balances the other needs of the residents of the site, such as preserving the backyard amenity space, while mitigating neighbourhood visual disturbances and maintains sufficient site functionality for private vehicles. Overall, this allows for the required number of parking spaces to be provided within the constraints of the property. Additionally, the site is located within 100 metres of Princess Street, which has many community assets, and express and regular bus stops, and is within 50 metres of a public park.

Variance Number 3:

Density provisions in By-Law Number 8499 are meant to preserve neighbourhood character and built form, while also providing quality living spaces for residents. Variance Number 3 maintains the general intent and purpose of By-Law Number 8499 because the

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proposal only changes the configurations of the interior of the building, so it will preserve the current streetscape, while also providing appropriate living spaces for the residents within. The site is also located near many community assets, such as the establishments along Princess Street and a public park. The site is a suitable candidate for further intensification.

The proposed variances meet the intent of Zoning By-Law Number 8499 and the regulations in sections 5, 13 and 20. The general intent of the zone to permit residential development that is compatible with adjacent properties is maintained.

3) Variances are minor in nature

Variance Number 1:

The requested variance to allow parking to locate up to the front wall of the building is considered minor as there will be minimal visual impacts along the Alfred Street streetscape. This is due to the number of residential buildings considered one and two-family dwellings to the south of the property, which are subject to the parking regulations in the 'A' zone (One-Family Dwelling and Two-Family Dwelling), despite the fact that most are zoned 'B' (Three to Six-Family Dwelling Zone). The 'A' zone of Zoning By-Law Number 8499 regulations permit parking in the driveway of a front yard. In addition, it is anticipated that this variance will have no impacts to the associated access or functionality requirements.

Variance Number 2:

The requested variance to permit a tandem parking space is minor in nature as it will likely not result in negative impacts on the functionality of the site, while maintaining the design of the existing driveway. The use of a tandem parking space would be similar to the permission provided for second residential units.

Variance Number 3:

The requested variance to permit an increase to the maximum residential density to 80.5 dwelling units per net hectare is minor in nature since the proposed density will be accommodated by the existing building, which is in keeping with the surrounding neighbourhood character and built form. The variance is also minor as the site is a good candidate for increased density due to its proximity to Princess Street and a public park.

Due to the above considerations, the variances are minor in nature and are not anticipated to result in negative visual impacts outside of what is already present in the existing neighbourhood to the south. In addition, these proposed variances can be accommodated without reconfiguration of the existing parking area, does not necessitate alterations to the existing built form, and preserves the backyard as a useable area for additional resident amenity space. Finally, the density increases are minor in nature since the increases in

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unit counts will be accommodated within the existing built form and the surrounding area provides many community amenities in proximity to the subject property.

4) Variances are desirable for the appropriate development or use of the land, building or structure

Variance Number 1:

The requested variance to allow parking to locate up to the rear of the front wall of the building is considered desirable for the appropriate development or use of land because it allows the site to maintain the existing amenity space in the backyard instead of transforming it into surface parking. In addition, the relief from locating parking behind the midway point of the building should not deteriorate the views of the existing surrounding properties.

Variance Number 2:

The requested variance to permit a tandem parking space is desirable for the appropriate development as it would fulfill the required number of parking spaces required in By-Law Number 8499 without requiring extensive site alterations, while maintaining satisfactory functionality. In addition, by retaining the current driveway design this will preserve the backyard amenity space and current built form for the residents of the building. The site also provides three additional bike parking spaces to incentivize alternatives to driving and for increased functionality.

Variance Number 3:

The requested variance to permit an increase to the maximum residential density to 80.5 dwelling units per net hectare is desirable for the appropriate development since the development remains compatible with the intensity of use permitted in By-Law Number 8499 within the 'C' zone, and the general character and built form of the surrounding neighbourhood. Of note, despite applying the density metrics of the 'B' zone (69 dwelling units per net hectare), multiple-family dwellings containing three dwelling units are the least intense residential use permitted within the 'C' zone. As a result, it appears to be the minimum density/intensity of residential use expected for this zone. It is anticipated that the increase in residential density will be consistent with the level of activity and intensity of use expected for the 'C' zone. In addition, the site is located within 100 metres of Princess Street, which has many community assets, and express and regular bus stops, and is within 50 metres of a public park. All of these public assets should provide a high quality, walkable environment for the residents of 309 Alfred Street.

The proposed variances meet the intent of Zoning By-Law Number 8499 and the regulations in sections 5, 13 and 20. The general intent of the zone to permit residential development that is compatible with adjacent properties is maintained.

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Technical Review: Circulated Departments and Agencies

\boxtimes	Building Division		\boxtimes	Heritage (Planning Division)
	Finance	□ Utilities Kingston	\boxtimes	Real Estate & Environmental Initiatives
\boxtimes	Fire & Rescue	⊠ Kingston Hydro	\boxtimes	City's Environment Division
\boxtimes	Solid Waste	□ Parks Development		Canadian National Railways
	Housing	☐ District Councillor		Ministry of Transportation
	KEDCO			Parks of the St. Lawrence
	CRCA	☐ KFL&A Health Unit		Trans Northern Pipelines
	Parks Canada	☐ Eastern Ontario Power		CFB Kingston
	Hydro One	☐ Enbridge Pipelines		TransCanada Pipelines
	Kingston Airport			

Technical Comments

This application was circulated to external agencies and internal departments for their review and comment and there were no comments or concerns raised that would preclude this application from moving forward. Any technical comments that are received after the publishing of this report will be included as an addendum to the Committee of Adjustment agenda.

Public Comments

At the time this report was finalized, no public comments had been received. Any public comments received after the publishing of this report will be included as an addendum to the Committee of Adjustment agenda.

Previous or Concurrent Applications

There are no concurrent or relevant historic planning applications on the subject property.

Conclusion

The requested variances maintain the general intent and purpose of both the City of Kingston Official Plan and Zoning By-Law Number 8499. The proposal is desirable for the appropriate development or use of the land, building or structure and the requested variances are minor in nature. As such, the proposed application meets all four tests under Subsection 45(1) of the *Planning Act* and the application is being recommended for approval, subject to the proposed conditions.

Existing Policy/By-Law:

The proposed application was reviewed against the policies of the Province of Ontario and City of Kingston to ensure that the changes would be consistent with the Province's and the City's vision of development. The following documents were assessed:

Provincial

Provincial Policy Statement, 2014

Municipal

City of Kingston Official Plan

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Zoning By-Law Number 8499

Notice Provisions:

A Committee of Adjustment Meeting is going to be held respecting this application on February 24, 2020. Pursuant to the requirements of the *Planning Act*, a notice of Statutory Public Meeting was provided by advertisement in the form of signs posted on the subject site 10 days in advance of the meeting. In addition, notices were sent by mail to a total number of 21 property owners (according to the latest Assessment Roll) within 60 metres of the subject property and a courtesy notice was placed in The Kingston Whig-Standard.

Once a decision has been rendered by the Committee of Adjustment, a Notice of Decision will be circulated in accordance with the provisions of the *Planning Act*.

Accessibility Considerations:

None

Financial Considerations:

None

Contacts:

Tim Park, Manager of Development Approvals 613-546-4291 extension 3223

Phillip Prell, Planner 613-564-4291 extension 3219

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 in the technical review and included in this report.

Exhibits Attached:

Exhibit A Key Map

Exhibit B Neighbourhood Context

Exhibit C Public Notice Notification Map

Exhibit D Official Plan Map

Exhibit E Zoning By-Law Map

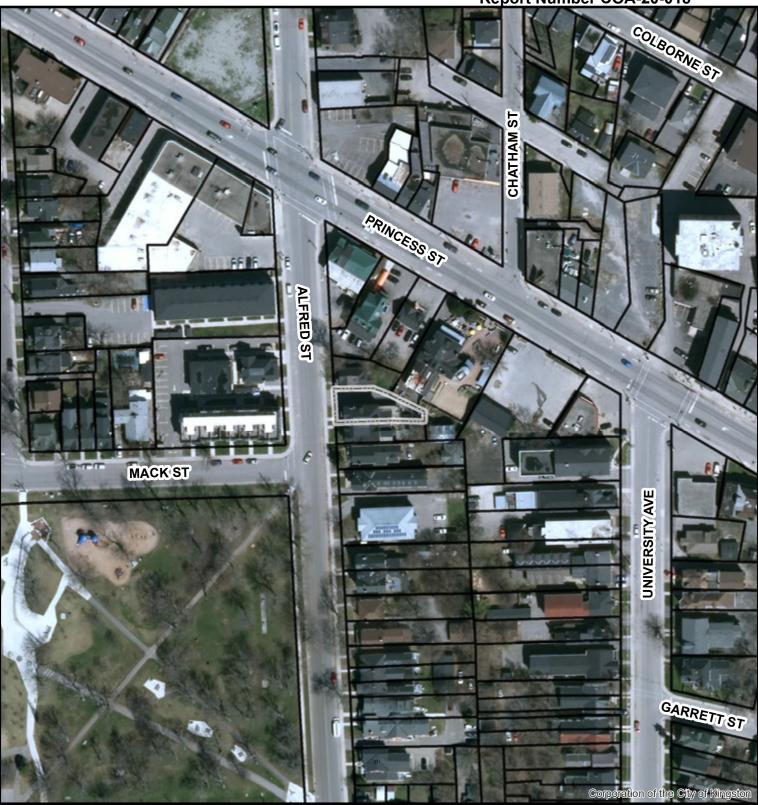
Exhibit F Site Plan

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Exhibit G Floor Plans

Exhibit H Photo

Exhibit I Acoustical Assessment





Planning, Building & Licensing Services

a department of Community Services

PREPARED BY: rrochefort DATE: 2019-12-02

CITY OF KINGSTON

Neighbourhood Context (2018)

File Number: D13-055-2019 Address: 309 Alfred Street

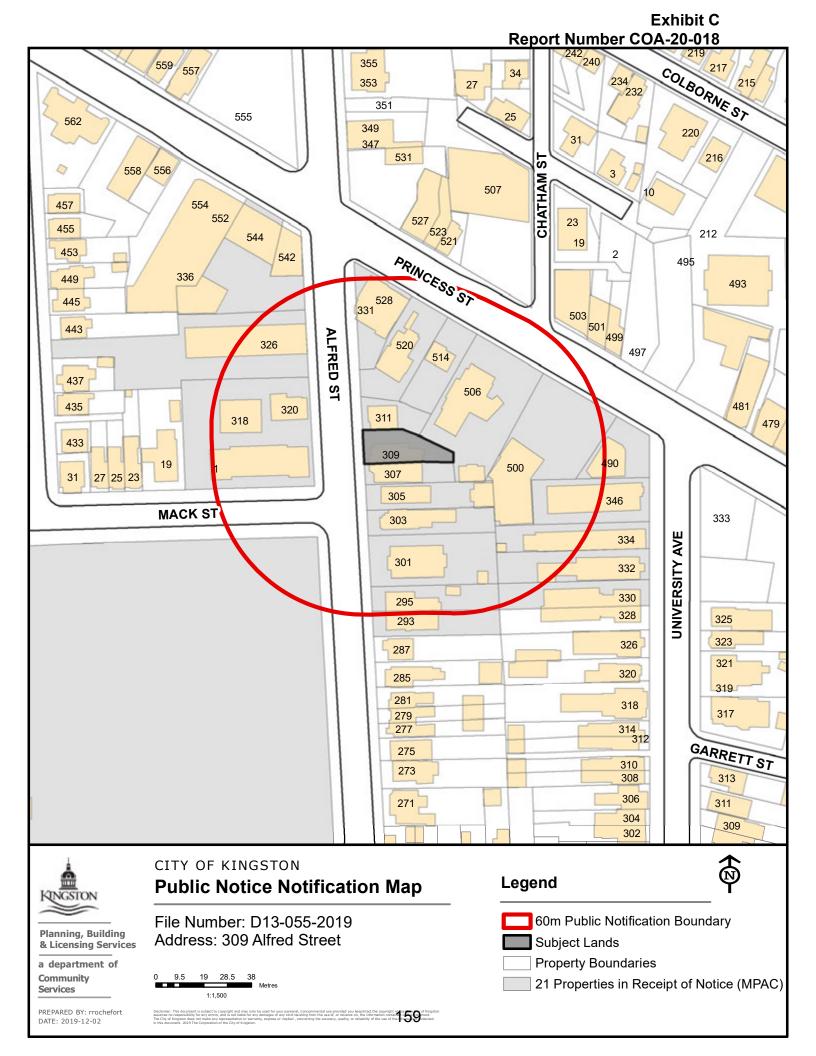


Legend

[___] Subject Lands

Property Boundaries

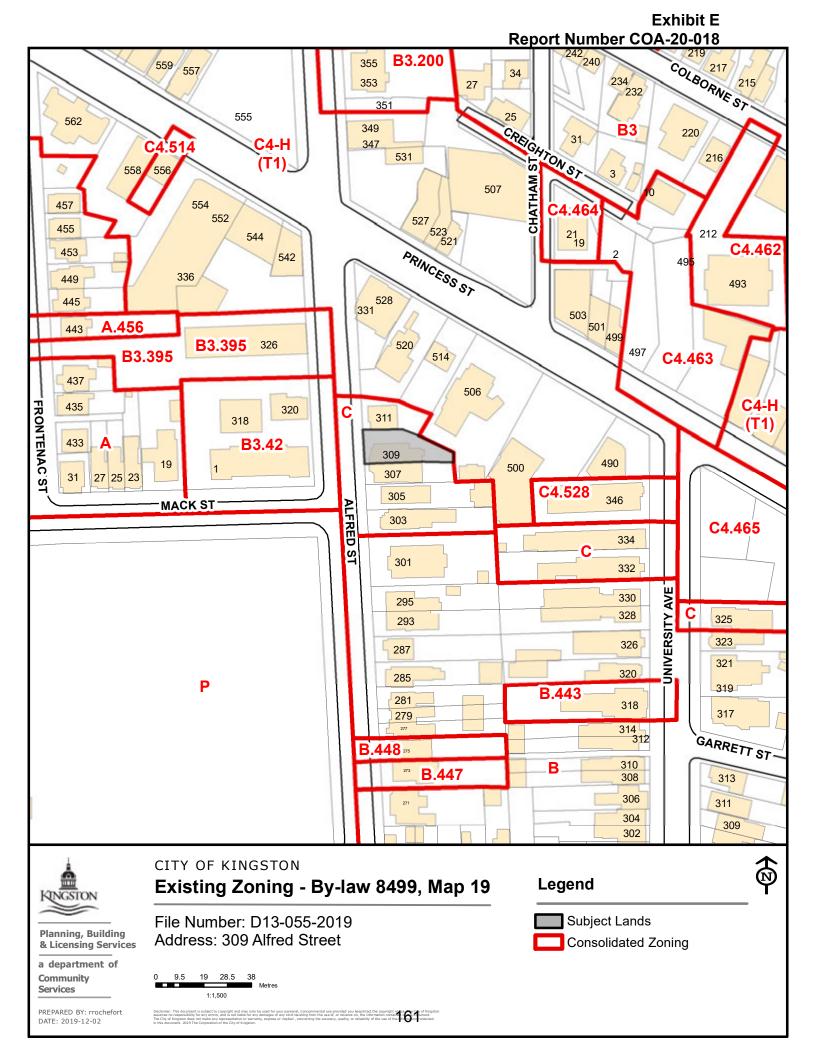


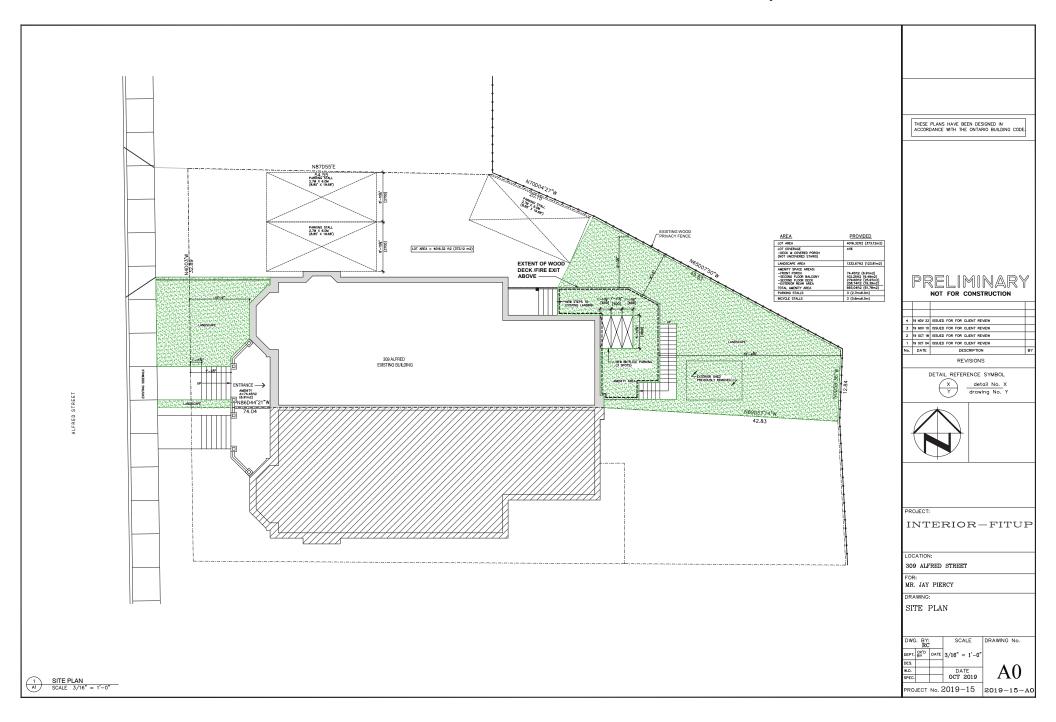


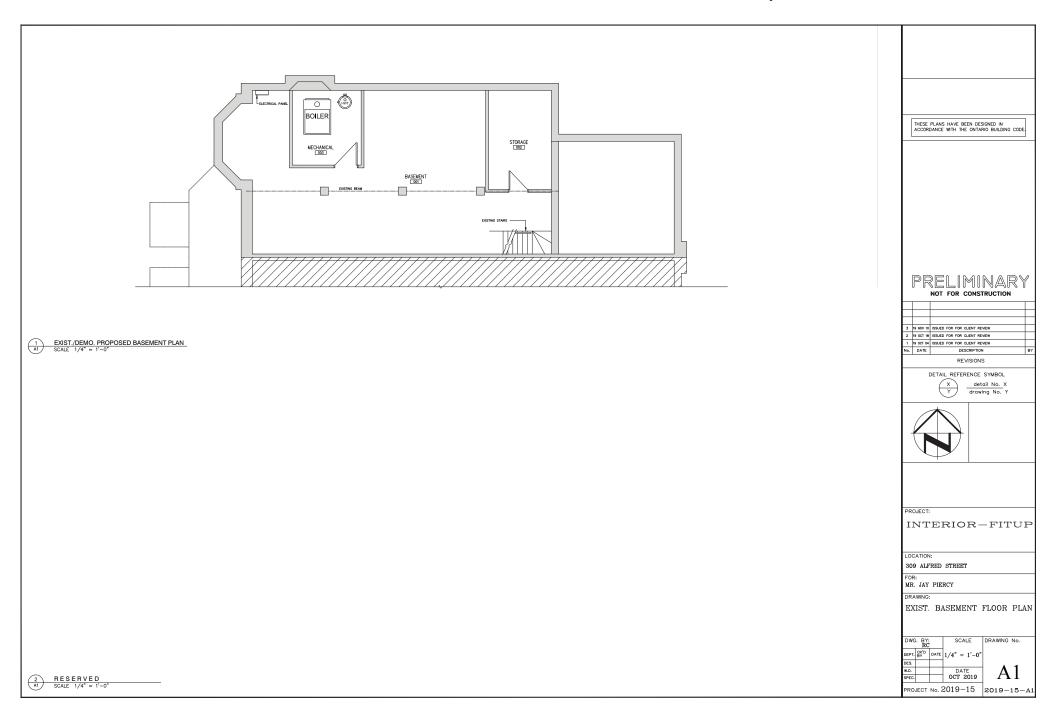
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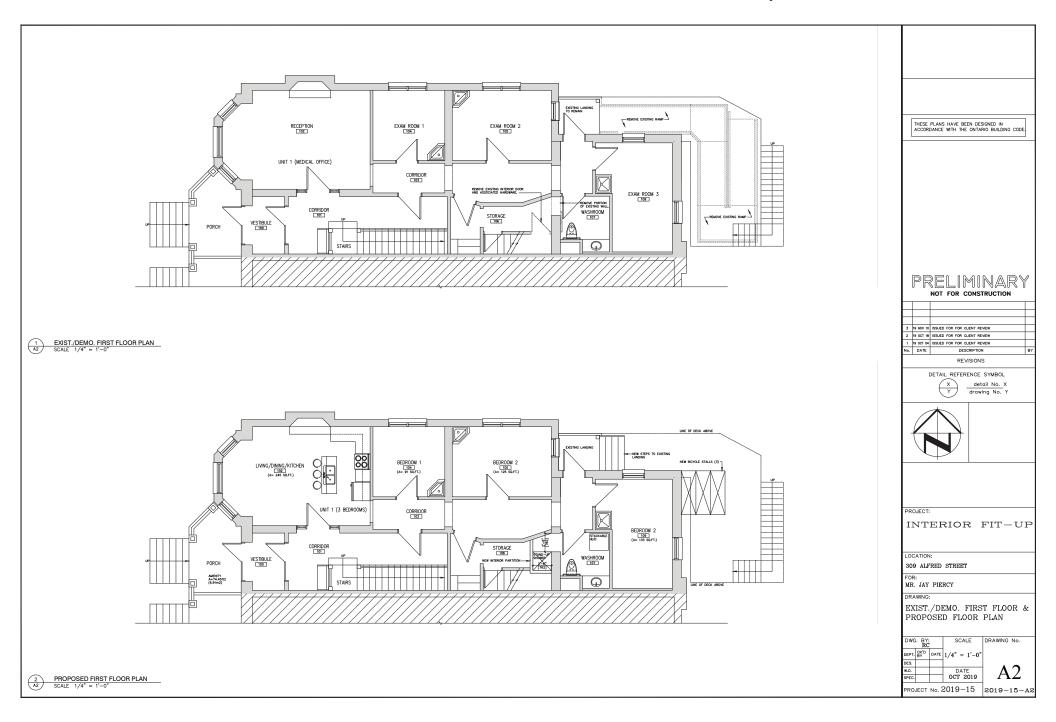
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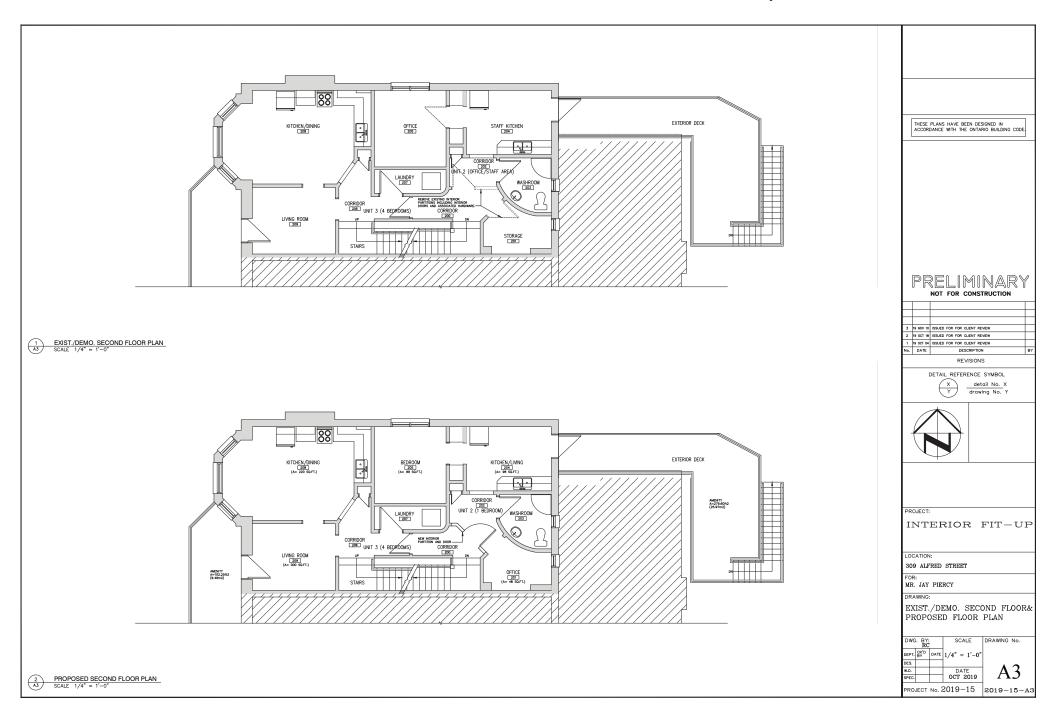
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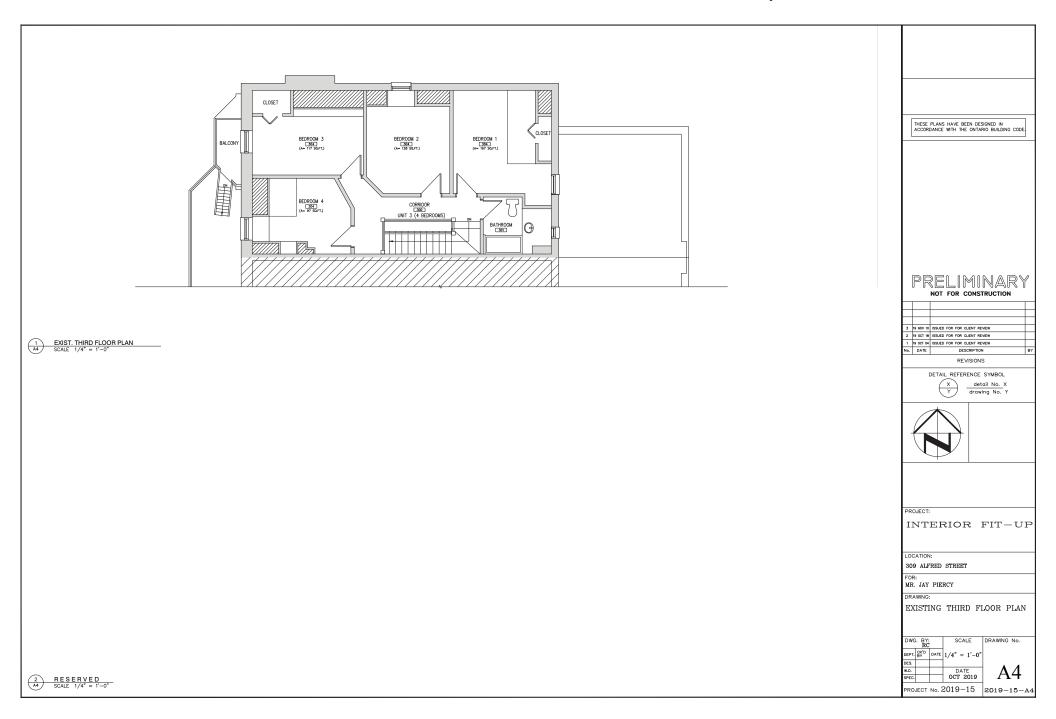


Exhibit H Report Number COA-20-018



J.E. COULTER ASSOCIATES LIMITED

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January 28, 2020

City of Kingston 1211 John Counter Blvd. Kingston, Ontario K7L 2Z3

Attention:

Mr. Phillip Prell

Planner

Re:

Application for Minor Variance - Acoustical Assessment

309 Alfred Street Kingston, Ontario

City File No. D13-055-2019

At the request of Mr. Jonathan Piercy, J. E. Coulter Associates Limited has reviewed the proposed minor variance in terms of the above site for the potential of noise impact from adjacent stationary sources.

The acoustical situation at 309 Alfred Street is as follows. The switch to residential use takes a building that is already residential on the third floor, commercial on the ground floor and part of the second floor, and residential on the balance of the second floor and converts the commercial portions to residential. The building is exposed to the roof top noise coming from the Mansion Restaurant at 506 Princess Street. We understand that this situation has existed for a number of years without complaint. This office has been asked by the developer and the City staff to comment on the possible concerns about the noise from the restaurant operation.

Our comments and conclusions are that there are enough noise sources, particularly the exhaust fan, (presumably for the fume hood), such that an excess above MECP's noise guidelines may occur by several dB. The condition can exist any time you have fume hoods nearby. Based on our experience working in the area, we expect that there are probably 100 more similar conditions throughout Kingston. We have looked over the site to see what might be done to improve the situation, if there was found to be such an exceedance. We find that a screen would be relatively straightforward to screen the noisiest equipment over the kitchen. The screen would be a 6-8 foot high noise barrier running along the parapet of the back portion of the restaurant building.

Given the historic use of the building as a dwelling, and the long history of the residential occupancy on the second and third floors that have been exposed to the sound source, we would suggest that the possibility of noise complaints is unlikely and, if needed, there is a method of adding 5 dB or so to the noise attenuation of the fume hood exhaust.

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J.E. Coulter Associates Limited

Nothing proposed for the minor variance at 309 Alfred Street extends the restaurant's responsibility in a manner that makes the situation more difficult. The residential sensitivity already present in the building will not change with the internal conversion of the ground floor and a portion of the second floor to residential.

We trust the above information will assist you in your review. Should there be any questions, please do not hesitate to contact the undersigned.

Yours truly,

J.E. COULTER ASSOCIATES LIMITED

John E. Coulter, B.A.Sc., P.Eng.

JEC:Im

cc: Mr. Mark Touw

1.2. Coultre

Mr. Jonathan Piercy