

May 26, 2010



**CITY COUNCIL
PLANNING AND PROPERTY
COMMITTEE REPORT**

TO: MAYOR & COUNCIL

FR: Tara Rickaby, Planning Administrator

RE: Kenora Patricia Child & Family Services – Birchcliff Group Home Site Plan Control

BACKGROUND:

The City of Kenora received application for site plan control agreement for the development of Birchcliff Group Home on May 5, 2010. The application included a site plan, electrical and mechanical drawings, with details. City Staff reviewed the site plan and on May 14, 2010 provided a response to KPCFS, which included a request for details to be addressed as follows:

Engineering Department

- A sanitary manhole is to be installed on right-of-way at the bend, on north side of Valley Drive.
- A detailed drawing is required to include elevations, slopes, pipe diameters, pipe types and depths of connection to existing sewer & water on Valley Drive.
- The bus pull in will be removed and a sidewalk will be installed that abuts edge of pavement; a transition will be required at the east side.
- Driveway – Sidewalk is to terminate with wheel chair ramps on both sides of an asphalt apron vehicle entrance/driveway.
- Hydro pole needs to be located behind the sidewalk, and in front of the private property boundary.
- Positive storm drainage is required and is to be tied into existing ditch lines.
- Height of grassed area, at the sidewalk, is not to exceed top of back of sidewalk.
- Landscaping is not an issue except that existing tree line on east side should be maintained as much as possible.
- The pavement cut, on Valley Drive, required for the connection to municipal services, must be maintained for vehicular traffic and roadway must be rehabilitated to City standard by the Developer – 50 mm HL4 hot mix, 150 mm Granular A base and 300 mm Granular B sub-base material. The Developer will be responsible for any settlement of the asphalt patch for a period of one year.

Planning Department

- Parking exceeds requirements of Zoning By-Law #160-2004 & draft Zoning By-Law.
- Setback for garbage enclosure – 1 m required; requires relocation.
- No loading area shown; if one is proposed please indicate.
- Show dimension of drive aisles – 22' minimum or 6.7 m is required, as it appears that drive aisles are only 20' with the exception at adjoining the parking stalls.
- Directional signage to main entrance and /or loading area is required.
- Need to clarify whether raised terrace is accessible from other outdoor amenity area.
- Need detail on fence to ensure "good neighbour" design.

Building

- The location signage is required to include street number and should be double sided.
- Each wing will require a separate designation for 911 purposes ie. A and B.
- Building Permit Fees: The covered area of the building will be calculated at \$0.55 per square foot. There may be other fees attached ie. open decks @ \$0.25 per square foot, exterior ramps and stairways (flat fee \$45.00).

Other

- A light distribution footprint drawing is required for 8' and 20' light standards in addition to any exterior lighting installed on the building.
- Wattage and lighting type of exterior lighting is required to be detailed.

Financial Securities

- Financial security will be required at the signing of the site plan agreement.
- Section 10.(6) of Site Plan Control By-Law #63-2010 requires the submission of financial securities to ensure the satisfactory completion / maintenance of the works required by the Agreement and approved plans listed therein.
- The amount of security is based on the total project cost. For example a 4 million dollar project would be calculated as follows:

10% of the first \$500,000	=	\$50,000
1% for the remaining \$3,500,000	=	35,000
Total	=	85,000
- The total value of construction shall include any proposed buildings, site grading, storm water management facilities, landscaping and paving works, sidewalks, fences, retaining walls, on-site lighting, accessory buildings or similar required works as shown on the approved plans.

City Staff then attended an open house, held by the proponent held on May 19, 2010 on site; the minutes of that meeting are included. Notably, the three neighbours in attendance indicated that a fence, abutting their properties (on north of subject property) was not preferred, and therefore has not been included in the site plan. The only other issue identified by the neighbours was that the lighting of the site should not spill onto their properties or cause light pollution. Upon review of the lighting plan including photometric readings, for the site, this will not be an issue.

The proponent provided a response to the City's concerns and City Staff are satisfied that all issues have been addressed adequately. The agreement will include a statement that the sidewalk to be re-constructed, must be to City standard, and a statement that the detail (for curb cuts) on details #7 & # 8 on drawing A1.3 applies only to the works on private property.

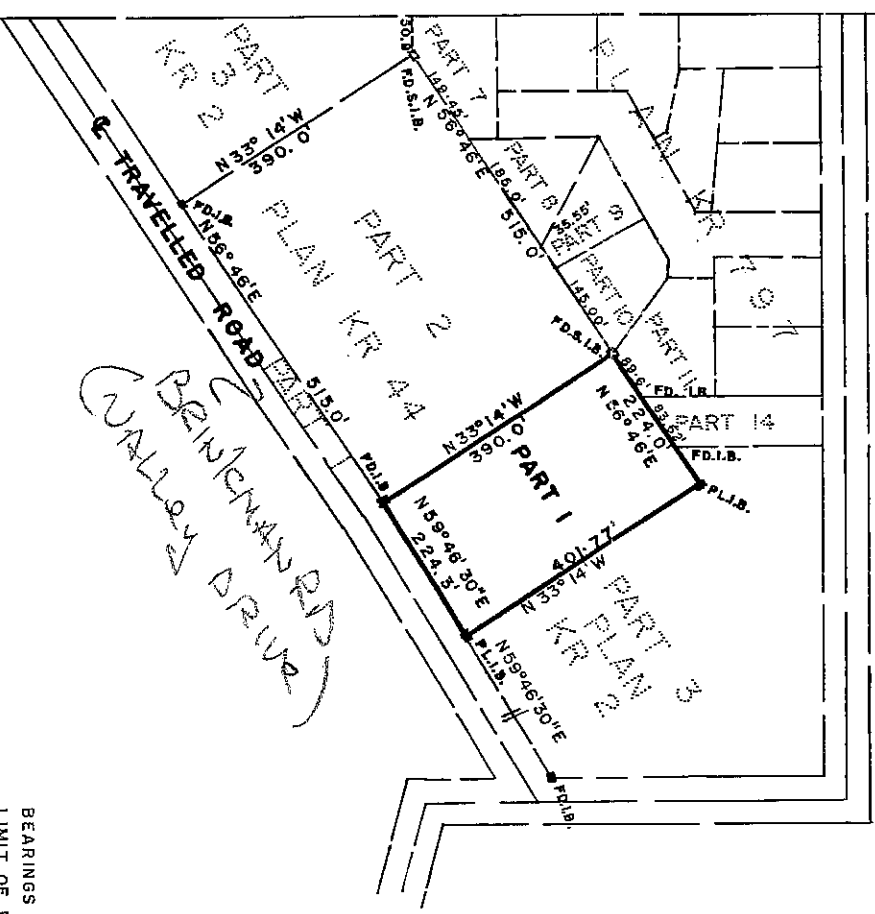
BUDGET: N/A – All costs paid for by Developer

COMMUNICATION PLAN/Notice By-law Requirements: N/A

RECOMMENDATION:

That Council authorizes the Mayor and Clerk to enter into a site plan agreement with Kenora Patricia Family Services, for works associated with the construction of the Birchcliff Group home on property described as Part 1 23R 2257 PIN 421750277.

PLAN OF SURVEY OF
 PART OF LOCATION 266 P
 TOWNSHIP OF JAFFRAY
 DISTRICT OF KENORA
 SCALE 1 INCH = 200 FEET
 ERIC D. SEWELL O.L.S.
 1970



PLAN 23R-2275

APPROVED - 22-DEC-1970

ASST EXAMINER OF SURVEYS

PLAN 23 R 2275

RECORDED UNDER NO. 97315

REGISTERED JUNE 11, 1971

MASTER OF TITLES

PART I PART OF PARCEL 21594

5-3852

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY:

- (1) THAT THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURV^{'S} ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE THEREUNDER;
- (2) THAT I WAS PRESENT AT AND DID PERSONALLY SUPERVISE THE SURVEY REPRESENTED BY THIS PLAN;
- (3) THAT THIS PLAN CONTAINS A TRUE COPY OF THE FIELD NOTES OF SURVEY;
- (4) THAT THE SURVEY WAS COMPLETED ON THE 6TH DAY OF DECEMBER 1970.

KENORA, ONT.
 JAN. 23, 1971

Eric D. Sewell
 ERIC D. SEWELL
 ONTARIO LAND SURVEYOR.

BEARINGS ARE ASTRONOMIC DERIVED FROM THE NORTH WESTERLY LIMIT OF PART 2 PLAN KR 44 WHICH IS ASSUMED TO BE N 58° 46' E ACCORDING TO PLAN KR 44

**Meeting at OLV with Architect and Area Residents
19 May 2010**

Present

Area Residents: Bruno Pelada, David McCann, Scott Lockhart

Architects: Tat Cheam and Sylvia Alves

City of Kenora: Tara Rickaby, John Nabb, Richard Perchuk

K-PCFS: Bill Leonard, Bill Johnson, Bob Onysko & Carmen Marginet (also area residents), Muriel Shield, Rick Brodhagen, Jean Williams (recorder)

Two open house sessions were held at OLV School (4:00 p.m. & 5:00 p.m.) to discuss the planning and building of the new staff resource by Kenora-Patricia Child and Family Services. The meeting was informal with multiple discussions by all in attendance.

- Plans, architectural drawings and building design colour samples for the new Staffed Resource facility were set out for review. Kenora-Patricia Staff and the Architects were present to answer all questions posed by the area residents and City of Kenora representatives.
- Questions on elevation and Site heights relative to the sidewalks were responded to by the Architect. One resident would prefer no fences at the back of the property.
- Comments were made regarding the lighting at Portage Youth Centre. The new Staff Resource would not be lit in the same way. Lighting will be much more subtle – more in tune with a residential area. What are we doing to address light pollution and what will be done if any issues arise? These will be dealt with in the site plan control.
- Concerns regarding the striping of trees from the property. Area residents would prefer a natural buffer.
- Shrubs will be planted – similar to the front lawn of a home. What are we doing to ensure landscaping is complete? Site plan agreement will address this issue.
- The fencing/property lines were explained in detail. A walk of the fence line was taken by those in attendance and questions answered.
- Concern was expressed that the view from the homes of area residents could be blocked by the new staffed resource building. It was explained that it would not be a problem – the low profile of the planned structure would not impede the view from existing homes.
- A fence will be constructed along the Church side of the property and along the back of the property to the mechanical building. No other fencing is anticipated.
- Plans for further buildings on the hill? No plans are anticipated.
- The resident to the immediate west indicated he had not problems with the project.
- One resident inquired about buying some of our green space.
- Buffer zones must be considered.
- Addresses for both houses must be clear (1450 A & B) – signage must also be installed.
- Question: would we be willing to include in the site plan that no further building would be constructed? We have a request in to our Ministry regarding another facility, however it is currently on the back burner. There are two separate lots – one 5 acre; one 2 acre. The 2 acre lot will be used for the Staffed Resource. At present no further construction is planned for the 5 acre property. OLV School will be maintained and used by the Agency for programs.
- The yellow portable will be removed. The maintenance garage will remain. The white house will be renovated to a “cabin” for an Outreach Program to house family members during visits.
- No large vehicles are expected to make deliveries. Emergency vehicles would have room to turn around in the driveway as designed.

- Parking spaces: 2 staff per house per shift. During the day there will also be two supervisors on site. The larger parking lot at the school would also be available should additional parking be required. Parking at the staff resource will be behind the building, not in front – giving it a more residential feel.
- Culverts will have to be looked at – where will the runoff end up?
- When will the facility open: March 2011.
- 30 feet of the property at the back of the lot – if neighbours are interested in purchasing some of this land, arrangements could be made to cost share the survey and other costs. More thought is required.
- Questions on the height – the hill rises about 20 feet – the peak of most buildings will be below that level. One point only (peak of the pavilion) will be 24 feet, the rest of the building will be at 17 feet.
- Drainage issues must be addressed (City): west side must not go down to the street – must go across to a ditch on the west side of the existing driveway.
- Public sidewalk connection to the street? How do you walk from the street to the facility? How would someone access it? Currently only the driveway would be used. No public access from the front of the building (offices). If staff start using the lawn to cross, could cover with bark chips/crushed stone as a side walk.
- We are trying to give the building a residential character.
- None of the area residents in attendance (at the 4:00 & 5:00 p.m. meetings) expressed any concerns regarding the new building.
- Security issues: laminated windows (no bars) so kids can't jump out of the window.
- Double sided "A" and "B".
- City has the process sorted out.
- Decision on the lighting – shield directs light into the property so it doesn't spill on to adjacent properties. Dimmers will be set at night for visibility. Pot lights will be installed in the eaves; some lights along the property. Lighting will be subtle.
- Generator could be brought over from Birchcliff. Approvals for generator must be received (re: noise and fume dispersion). Will have to make a decision around having an alternate power source; if it is the generator, where will it be located. Approval for the generator must be received from the Ministry of the Environment.
- If the generator is to be used, the electrical panel should be set up in advance to accommodate the generator. We will talk to the engineer about the size of the generator required for this facility. The generator at Birchcliff may be too large. No plan was in place for a generator and it may not be a necessity.
- The Birchcliff class room will be moved to OLV. The new building will consist of two 6-bed units. Two staff at each residence on 12 hour shifts.
- The church side of the property will have a 6 foot wooden fence. The church would be willing to tie the fence into their property.
- The natural buffer zone at the back of the property will be adequate as long as it is maintained.
- Site plan will indicate decision on fencing. We can always add fencing at a later time. No issue with plan by any area residents in attendance.
- Crushed rock, sod and shrubs will be used in the landscaping. Current fencing at the front of the property will be removed. A side walk to the front door will be considered.
- Nothing permanent can be built on the school property (i.e., paved driveway) in the event that the school property is sold. A technical severance could be required to sell the property.
- None of the residents in attendance want a fence constructed behind the property.
- Could solar panels be installed to power one house in the event of a power failure? Kids from both houses could be moved to the one house. Is a contingency plan required?

OLV Staff Resource Community Meeting
19 May 2010
Contact Information for Attendees

Name	Telephone Number	E-Mail
4:00 p.m. Session		
Bruno Pelada	548-6147	BLPelada@shaw.ca
David McCann	548-2284	DMccann2284@shaw.ca
Tara Rickaby (City of Kenora)	467-2059	trickaby@kenora.ca
John Nabb (City of Kenora)	467-2020	jnabb@kenora.ca
Richard Perchuk (City of Kenora)	467-2290	rperchuk@kenora.ca
5:00 p.m. Session		
Scott Lockhart	548-2218	Lockharts-5@sympatico.ca
Kenora-Patricia Staff	467-5437	Jean.Williams@kpcfs.com