



Site Plan (Type: Full and Site Plan Amendment)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Consent	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Variance(s)	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Other	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

**Note:** The City of Hamilton is in the process of creating a new comprehensive Zoning By-law for the entire City. The new Zoning By-law is being prepared in phases by Land Use topic. New Rural, Commercial and Residential zoning may be implemented which could be different than the current zoning. Accordingly, additional applications may be required. If a Building Permit has not been issued by the City prior to the new zoning coming into effect, the approved site plan may be affected, related to zoning compliance, which may require further planning approvals (i.e. Minor Variance, Zoning Amendment, etc.).

## FEES REQUIRED

City of Hamilton:	Subdivision Application.....	\$51,590.00	
	PLUS per unit charge (0-25 units).....	\$520.00	
	PLUS per unit charge (26-100 units).....	\$280.00	
	PLUS per unit charge (101 units +).....	\$225.00	
	Official Plan Amendment.....	\$34,945.00	
	Rezoning (Complex).....	\$36,815.00	
	PLUS residential per unit fee (units 11-60).....	\$570.00	
	PLUS non-residential per sqm charge (up to 5,000 sqm).....	\$10	
	(Note: combined OPA, Rezoning and Subdivision applications are eligible for a 25% fee reduction)		
	Site Plan Control (Full).....	\$25,350.00	
Site Plan Amendment.....	\$14,805.00		
Consent to Sever.....	\$2,985.00		
Minor Variance.....	\$3,465.00		
Other:	Tariff of Fees (collected following conditional site plan approval):		
	Per unit residential charge for first 10 units.....	\$1,005	
	PLUS per unit residential charge (units 11-50).....	\$605	
	PLUS commercial per sqm charge (up to 50,000 sqm).....	\$10	
TOTAL:	Total fees dependent on final unit counts and sequence of application submissions.		

### Notes:

- Formal Consultation fee may be credited towards a future application
- Notwithstanding the fees noted above, all fees are payable based on the rate in the fee schedule by-law in effect on the date the payment is made.
- Further fees may be required at a later date as per the fee schedule.
- Separate cheques are payable to the City of Hamilton and the applicable Conservation Authority.

- *A Cost Acknowledgement Agreement for potential costs at the Ontario Municipal Board may also be required.*

## DESIGN REVIEW PANEL

The Design Review Panel shall provide urban design advice to Planning Division staff on Planning applications with respect to complex Zoning and Site Plan applications in the following Design Priority Areas:

- Downtown Hamilton Secondary Plan Area;
- Areas of Major Change and Corridors of Gradual Change within the West Harbor Secondary Plan Area;
- Primary Corridors as shown on Schedule E – “Urban Structure” of the Urban Hamilton Official Plan;
- Any other large scale projects that may impact the physical environment functionally and/or aesthetically.

The Director of Planning or his or her designate may waive projects from the review of the Design Review Panel, if the project is not deemed to have the potential to significantly impact the physical environment functionally and/or aesthetically.

Design Review Panel review required?       Yes       No

## REQUIRED INFORMATION AND MATERIALS

All identified reports, studies, and/or plans must be submitted before an application is deemed complete. Unless otherwise noted, 5 copies of each item and an electronic digital file in PDF locked file format must be submitted.

Reports, Studies, Plans	Required	Staff Responsible for providing guidelines or terms of reference
<b>Background Information</b>		
Survey Plan	<input checked="" type="checkbox"/>	Development Planning – all applications [Mark Kehler ext. 4148]
Concept Plan	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Mark Kehler ext. 4148]

<b>Planning</b>		
Affordable Housing Report/Rental Conversion Assessment	<input type="checkbox"/>	
Draft OPA, and By-laws	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment and Zoning By-law Amendment applications [Mark Kehler ext. 4148]
Land Use/Market Needs Assessment	<input type="checkbox"/>	
Planning Justification Report	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Mark Kehler ext. 4148]
Site Plan and Building Elevations	<input checked="" type="checkbox"/>	Development Planning – Site Plan Control applications [Mark Kehler ext. 4148]
Urban Design Report	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Ana Cruceru ext. 5707]
<b>Cultural</b>		
Archaeological Assessment	<input type="checkbox"/>	
Cultural Heritage Impact Assessment	<input type="checkbox"/>	
<b>Environmental</b>		
Aggregate Resource Assessment	<input type="checkbox"/>	
Aggregate/Mineral Resource Analysis	<input type="checkbox"/>	
Air Quality Study	<input type="checkbox"/>	
Channel Design and Geofluvial Assessment	<input type="checkbox"/>	
Chloride Impact Study	<input type="checkbox"/>	
Cut and Fill Analysis	<input type="checkbox"/>	
Demarcation of top of bank, limit of wetland, limit of natural hazard, limit of Environmentally Significant Area (ESA), or limit of Conservation Authority regulated area	<input type="checkbox"/>	
Environmental Impact Statement (EIS)	<input type="checkbox"/>	
Erosion Hazard Assessment	<input type="checkbox"/>	
Fish Habitat Assessment	<input type="checkbox"/>	

Floodline Delineation Study/Hydraulic Analysis	<input type="checkbox"/>	
General Vegetation Inventory (GVI)	<input type="checkbox"/>	
Impact Assessment for new Private Waste Disposal Sites	<input type="checkbox"/>	
Karst Assessment/Karst Contingency Plan	<input type="checkbox"/>	
Landscape Plan	<input checked="" type="checkbox"/>	Development Planning – Site Plan Control application [Mark Kehler ext. 5707]
Linkage Assessment	<input type="checkbox"/>	
Meander Belt Assessment	<input type="checkbox"/>	
Nutrient Management Study	<input type="checkbox"/>	
Odour, Dust and Light Assessment	<input type="checkbox"/>	
Restoration Plan	<input type="checkbox"/>	
Shoreline Assessment Study/Coastal Engineers Study	<input type="checkbox"/>	
Slope Stability Study and Report	<input type="checkbox"/>	
Species Habitat Assessment	<input type="checkbox"/>	
Tree Management Plan/Study	<input checked="" type="checkbox"/>	Forestry – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Stephen Clark ext. 4219]
Tree Protection Plan (TPP)	<input type="checkbox"/>	
<b>Environmental/Servicing and Infrastructure</b>		
Contaminant Management Plan	<input type="checkbox"/>	
Record of Site Condition (RSC)	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Mark Kehler ext. 4148]
Erosion and Sediment Control Plan	<input checked="" type="checkbox"/>	Development Engineering – Plan of Subdivision and Site Plan Control applications [Sandra Al-Dabbagh ext. 5197]
Hydrogeological Study	<input checked="" type="checkbox"/>	Development Engineering – Official Plan Amendment, Zoning By-law Amendment and Plan of

		Subdivision applications [Sandra Al-Dabbagh ext. 5197]
Grading Plan	<input checked="" type="checkbox"/>	Development Engineering – Plan of Subdivision and Site Plan Control applications [Sandra Al-Dabbagh ext. 5197]
Master Drainage Plan	<input type="checkbox"/>	
Stormwater Management Brief	<input checked="" type="checkbox"/>	Development Engineering – Official Plan Amendment, Zoning By-law Amendment, Plan of Subdivision and Site Plan Control applications [Sandra Al-Dabbagh ext. 5197]
Soils/Geotechnical Study	<input type="checkbox"/>	
Sub-watershed Plan and/or update to an existing Sub-watershed Plan	<input type="checkbox"/>	
<b>Financial</b>		
Financial Impact Analysis	<input type="checkbox"/>	
Market Impact Study	<input type="checkbox"/>	
<b>Servicing and Infrastructure</b>		
Recreation Feasibility Study	<input type="checkbox"/>	
Recreation Needs Assessment	<input type="checkbox"/>	
School Accommodation Issues Assessment	<input type="checkbox"/>	
School and City Recreation Facility and Outdoor Recreation/Parks Issues Assessment	<input type="checkbox"/>	
Functional Servicing Report	<input checked="" type="checkbox"/>	Development Engineering – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Sandra Al-Dabbagh ext. 5197]
Servicing Options Report	<input type="checkbox"/>	
Water and Wastewater Servicing Study	<input checked="" type="checkbox"/>	Development Engineering – Plan of Subdivision and Site Plan Control

		applications [Sandra Al-Dabbagh ext. 5197]
<b>Land Use Compatibility</b>		
Agricultural Impact Assessment	<input type="checkbox"/>	
Dust Impact Analysis	<input type="checkbox"/>	
Land Use Compatibility Study	<input type="checkbox"/>	
Landfill Impact Study	<input type="checkbox"/>	
Minimum Distance Separation Calculation	<input type="checkbox"/>	
Noise Impact Study	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Mark Kehler ext. 4148]
Odour Impact Assessment	<input type="checkbox"/>	
Sun/Shadow Study	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment and Zoning By-law Amendment applications [Mark Kehler ext. 4148]
Vibration Study	<input type="checkbox"/>	
Wind Study	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment and Zoning By-law Amendment applications [Mark Kehler ext. 4148]
<b>Transportation</b>		
Cycling Route Analysis	<input type="checkbox"/>	
Transportation Impact Study	<input checked="" type="checkbox"/>	Transportation Planning - Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [tplanning@hamilton.ca]
Parking Analysis/Study	<input type="checkbox"/>	
Pedestrian Route and Sidewalk Analysis	<input type="checkbox"/>	
Roadway/Development Safety Audit	<input type="checkbox"/>	
Modern Roundabout and Neighbourhood Roundabout Analysis	<input type="checkbox"/>	
Neighbourhood Traffic Calming Options Report	<input checked="" type="checkbox"/>	Transportation Planning - Official Plan

		Amendment, Zoning By-law Amendment and Plan of Subdivision applications [tplanning@hamilton.ca]
Transit Assessment	<input type="checkbox"/>	
Transportation Demand Management Options Report	<input checked="" type="checkbox"/>	Transportation Planning - Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [tplanning@hamilton.ca]
<b>Cost Recoveries</b>		
Cost Acknowledgement Agreement	<input checked="" type="checkbox"/>	Development Planning – all applications [Mark Kehler ext. 4148]
<b>DRP Submission Requirements</b>	<input checked="" type="checkbox"/>	Development Planning – prior to the first application to implement the proposed development [Edward Winter ext. 1393]
<b>Public Consultation Strategy</b>	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Mark Kehler ext. 4148]
<b>Other:</b>		
Public Realm and Built Form Plan	<input checked="" type="checkbox"/>	Development Planning – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Mark Kehler ext. 4148]
Watermain Hydraulic Analysis	<input checked="" type="checkbox"/>	Development Engineering – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications



		[Sandra Al-Dabbagh ext. 5197]
Site Servicing Plan	<input checked="" type="checkbox"/>	Development Engineering –Plan of Subdivision and Site Plan Control applications [Sandra Al-Dabbagh ext. 5197]
Storm Drainage Area Plans	<input checked="" type="checkbox"/>	Development Engineering –Plan of Subdivision and Site Plan Control applications [Sandra Al-Dabbagh ext. 5197]
Environmental Compliance Approval	<input checked="" type="checkbox"/>	Development Engineering –Plan of Subdivision and Site Plan Control applications [Sandra Al-Dabbagh ext. 5197]
Subdivision Agreement	<input checked="" type="checkbox"/>	Development Engineering – Condition of Subdivision Approval [Sandra Al-Dabbagh ext. 5197]
Form 1 Application	<input checked="" type="checkbox"/>	Development Engineering –Plan of Subdivision and Site Plan Control applications [Sandra Al-Dabbagh ext. 5197]
Parkland Need Assessment	<input checked="" type="checkbox"/>	Parks & Cemeteries – Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision applications [Sarah Cellini ext. 3859]

### ADDITIONAL INFORMATION

Additional Agencies to be contacted: N/A

Comments:

A Plan of Subdivision application is required to establish the proposed blocks and new public road.

The maximum building height for the site is 20 storeys which may be increased by up to 5 additional storeys without an Official Plan Amendment. The proposed development includes building heights of 37 and 42 storeys. Therefore, an Official Plan Amendment application is required.

As per Policy B.6.7.7.4 d) of the Secondary Plan, a Zoning By-law Amendment application is required for any building exceeding 20 storeys.

Site Plan Control applications are required for the development blocks. A Site Plan Amendment application is required for the proposed development to occur at the existing mall.

Notwithstanding that only a portion of the site is proposed to be developed at this time, staff recommend that a concept plan for the entire site be developed to understand how the proposal fits within the overall vision for the site as articulated in the Secondary Plan. This concept would not be considered an approved development plan and may be amended from time to time in response to changes in the market and other considerations.

Approval of development applications within the Secondary Plan Area shall be contingent on the availability of water and wastewater capacity (Policy B.6.7.16.1). The proposal represents an increase in density compared to what was allocated to the site through the maximum building heights in the Secondary Plan. It must be demonstrated that the increase in density can be accommodated from a servicing perspective, recognizing that there are other sites with the potential for intensification within the Secondary Plan area.

Development along Queenston Rd shall be consistent with the City-Wide Corridor Planning Principles and Design Guidelines and the design of the proposed tall buildings should refer to the best practices in the Downtown Hamilton Tall Buildings Guidelines.

The applicant is encouraged to further coordinate with Planning staff on the timing of Planning application submissions.

**PLEASE BE ADVISED OF THE FOLLOWING:**

1. *The purpose of this document is to identify the information required to commence processing a complete application as set out in the Planning Act. Formal Consultation does not imply or suggest any decision whatsoever on behalf of City staff or the City of Hamilton to either support or refuse the application.*
2. *This document expires 1 year from the date of signing or at the discretion of the Director of Planning.*
3. *In the event this Formal Consultation Document expires prior to the application being accepted by the City, another document may be required.*
4. *If an application is submitted without the information and materials identified in this Formal Consultation Document the City may deem such an application incomplete and refuse to accept the application.*
5. *In accordance with the Planning Act, it is the policy of the City of Hamilton to provide public access to all Planning Act applications and supporting documentation submitted to the City. Therefore, the information contained in an application and any documentation, including reports, studies and drawings, provided in support of an application, by the owner, or the owner's agents, consultants and solicitors, constitutes public information and will become part of the public record. With the filing of an application, the applicant consents to the City of Hamilton making the application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.*
6. *It may be determined during the review of the application that additional studies or information will be required as a result of issues arising during the processing of the application.*
7. *The above requirements for deeming an application complete are separate and independent of any review under the Ontario Building Code (OBC) as part of the Building Permit review process. In the event that a building permit application does not comply with the OBC, a letter outlining the deficiencies or areas of non-compliance will be issued to the owner and/or agent. Formal consultation and building permit review are separate and independent processes.*

### ACKNOWLEDGEMENT

I/We hereby acknowledge the above noted statements and understand that the identified reports, studies, plans and fees are required to deem any required application(s) complete.

I/We further acknowledge that this letter shall not be modified or edited.

Mark H. Newman

Owner

DocuSigned by:  
  
64EB7FD33D2B454...  
Owner Signature

8/3/2023 | 11:15:50 AM PDT

Date

Applicant (I have the authority to bind the Owner)

Applicant Signature

Date

Agent (I have the authority to bind the Owner)

Agent Signature

Date

### SIGNATURES

Planning Staff

Planning Staff Signature

Date

Anita Fabac

Digitally signed by Anita Fabac  
Date: 2022.07.13 09:10:14 -04'00'

Planning Staff

Planning Staff Signature

Date

Engineering Staff

Engineering Staff Signature

Date

Mark H. Newman

Owner

DocuSigned by:  
  
64EB7FD33D2B454...  
Owner Signature

8/3/2023 | 11:15:50 AM PDT

Date

Other Staff or Agency

Signature

Date