



MEMORANDUM

DATE: June 23, 2015

TO: Mayor and Members of Council

FROM: Jim Baird, M.C.I.P., R.P.P.,
Commissioner of Development Services

PREPARED BY: Daniel Brutto, ext. 2468
Planner, West District

REVIEWED BY: Dave Miller, M.C.I.P., R.P.P., ext. 4960
Development Manager, West District

RE: 8 Steelcase Holding Corporation
8 Steelcase Road West
Official Plan and Zoning By-law Amendment applications to
increase the maximum gross floor area permitted for a business
office use, at 8 Steelcase Road West from 1,755 m² to 2,500 m²
File No's. OP/ZA 14 108789

RECOMMENDATION:

1. That the staff memorandum dated June 23, 2015 regarding applications made by 8 Steelcase Holding Corporation to increase the maximum gross floor area permitted for a business office use, at 8 Steelcase Road West from 1,755 m² to 2,500 m², be received;
2. That Council having considered the matter, hereby determine that the change in the application as reflected in the amending Zoning By-Law as presented at the Public Meeting of February 17, 2015, is minor;
3. That Section 34(17) of the Planning Act provides for Council to determine if further notice is required when a change is made in a proposed by-law after the holding of a Public Meeting; and
4. That Council hereby determines that the giving of further notice is not required for the Zoning By-Law Amendment application for 8 Steelcase Road West, File Number ZA 14 108789.

BACKGROUND:

On September 2, 2014, 8 Steelcase Holding Corporation applied to amend the City's Official Plan and zoning by-law to increase the maximum gross floor area permitted for



a business office use, at 8 Steelcase Road West from 1,755 m² to 2,500 m², to accommodate a proposed two-storey addition located at the rear of the existing building. The applications were deemed complete on September 26, 2014.

On December 9, 2014, the preliminary staff report on the applications was considered by the Development Services Committee. Attached to the staff report was a copy of the proposed site plan which demonstrated the location of the addition and the layout of the parking area. Committee directed staff to schedule a statutory Public Meeting to consider the applications.

The statutory Public Meeting was held on February 17, 2015, at which time the Development Services Committee passed a resolution to approve the applications and refer them directly to Council to be adopted. The proposed zoning by-law amendment included a holding provision at the time related to sanitary sewer capacity.

On March 4, 2015 the applicant provided staff with a revised site plan in anticipation of filing for site plan approval. Staff met with the applicant to discuss the revised site plan and through a preliminary review it was determined that two (2) loading spaces were required as per Section 4.5.1 (a) (ii) of By-law 108-81, as amended.

The applicant has indicated that the proposed business office use only requires one (1) loading space and has requested that the proposed zoning by-law amendment incorporate the reduced loading space requirement.

COMMENT:

Section 34(17) of the Planning Act provides for Council to determine if further notice is required when a change is made in a proposed by-law after the holding of a Public Meeting.

The proposed loading space reduction, from two (2) spaces to one (1) space is tied directly to the business office use, meaning other permitted uses would have to conform to the loading space requirements provided for in Section 4.5.1 of By-law 108-81, as amended. Staff have considered the request and agree that one (1) loading space is sufficient for the use of the building as a business office.

Furthermore, engineering staff have determined the holding provision is no longer required and have agreed to remove the provision from the proposed by-law. The site plan agreement will include appropriate wording regarding a proportionate contribution for downstream sanitary sewer improvements.

Staff determine the change to be minor and hereby recommend that further notice is not required.