

P.O. Box 1749 Halifax, Nova Scotia B3J 3A5 Canada

## Chebucto Community Council June 13, 2011

TO:

Chair and Members of Chebucto Community Council

Austin Trem

**SUBMITTED BY:** 

For Paul Dunphy, Director of Community Development

**DATE:** May 26, 2011

SUBJECT:Case 16333: Amending Development Agreement – Halifax WaterOperations Centre, 450 Cowie Hill Road, Halifax

## <u>ORIGIN</u>

Application by Halifax Water to allow for an addition to the existing administrative building and a new operations building at 450 Cowie Hill Road, Halifax.

## RECOMMENDATION

## It is recommended that Chebucto Community Council:

- 1. Give Notice of Motion to consider the amending agreement contained in Attachment A to allow for an addition to the existing administrative building and a new operations building at 450 Cowie Hill Road, Halifax, and schedule a public hearing;
- 2. Approve the amending agreement contained in Attachment A to allow for an addition to the existing administrative building and a new operations building at 450 Cowie Hill Road, Halifax;
- 3. Approve the discharging agreement contained in Attachment B to release 450 Cowie Hill Road, Halifax from the expired development agreements; and
- 4. Require both agreements be signed by the property owner within 120 days, or any extension thereof granted by Council on request of the property owner, from the date of final approval by Council and any other bodies as necessary, including applicable appeal periods, whichever is later; otherwise this approval will be void and obligations arising hereunder shall be at an end.

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## BACKGROUND

Halifax Water's existing development agreement was approved in 2003 to allow for construction of the existing administrative office building and construction of Cowie Hill Road to the entrance of the building. The current proposal is for an addition to the administrative building, as well as a new operations building, which will be located across the new public street when Cowie Hill Road is extended to the southeast boundary of Halifax Water's lands.

Subject property	450 Cowie Hill Road (PIDs 40555138 and 40555146)
Total lot area	Approximately 18 acres
Current use	Halifax Water building containing administration and operations
Proposed use	Expansion of the existing building for administrative / office uses, and a new building south of Cowie Hill Road for operations
Zoning	RDD (Residential Development District) under the Halifax Mainland Land Use By-law (Map 1)
Designation	Residential Development District under the Mainland South Secondary Planning Strategy (Map 2)
Surrounding land uses	HRM works yard; existing and proposed residential uses
Enabling policy	City-wide Community Facilities Policy 7.2.2 (Attachment C)

#### **DISCUSSION**

Policy 7.2.2 of the Community Facilities section of the Halifax MPS allows Council to consider rezonings or development agreements for public utilities in non-industrial areas, where such a location is necessary "to effectively and efficiently carry out their community support function to part or all of the City or Region".

One of Halifax Water's goals is to centralize water and wastewater operations staff in three depots across HRM for the western, central and eastern regions. The proposed operations building on the subject property would be the depot for the western region, and as such, the location is geographically significant. Access to Cowie Hill Road and Northwest Arm Drive will allow Halifax Water to effectively serve the western region.

In addition, Halifax Water is also proposing to expand the administrative building so that all of their administrative functions will be centralized in one office. These will include staff from engineering, environmental services, human resources, accounting, information technology, customer service and the executive group.

Policy 7.2.2.1 identifies the matters that Council should consider in the amending agreement. Staff are satisfied that the proposal and the amending agreement successfully address the policy criteria (Attachment C). The amending agreement maintains the current requirements for building height, and for setbacks from buildings and parking spaces to both existing and proposed residential uses.

In addition, the proposed amending agreement also requires Halifax Water to extend Cowie Hill Road as a minor collector road to the boundary of their lands (bordering the proposed Rockcliffe Village residential development). The existing portion of Cowie Hill Road from the Halifax Water building to Cowie Hill Connector will also be upgraded by Halifax Water to minor collector road standards.

#### **Discharging Agreement**

The existing building was constructed pursuant to a development agreement approved in 2003 through Case 00565, and this is the agreement to which amendments are proposed. However, a previous development agreement for a similar proposal was approved in January 1990 and extended in February 1995. The 1990 and 1995 agreements have expired, but are still registered on the property. The proposed discharging agreement will remove the expired agreements from the parcel register, and can be approved through a resolution of Council.

#### **Public Information Meeting**

A public information meeting (PIM) was held on November 30, 2010, and was attended by approximately four members of the public (Attachment E). In addition to a newspaper advertisement and notice on the HRM website, written notification of the PIM was sent to property owners shown on Map 1. Should Chebucto Community Council hold a public hearing for the proposed amending agreement, a similar process of notification will be undertaken.

#### Legal Review

Consistent with Chebucto Community Council's motion of October 5, 2009, the proposed development agreement and discharging agreement has been reviewed by HRM's Legal department and the content of the agreement has been approved.

#### Conclusion

Staff have considered the proposal to amend the existing development agreement, and advise that it carries out the intent of the Mainland South Secondary Planning Strategy and the Halifax MPS. Staff recommend that Chebucto Community Council approve the proposed agreements.

#### **BUDGET IMPLICATIONS**

There are no budget implications. The developer will be responsible for all costs, expenses, liabilities and obligations imposed under or incurred in order to satisfy the terms of this agreement. The administration of the agreement can be carried out within the approved budget with existing resources.

## FINANCIAL MANAGEMENT POLICIES / BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

#### **COMMUNITY ENGAGEMENT**

The community engagement process is consistent with the intent of the HRM Community Engagement Strategy. The level of community engagement was consultation, achieved through a Public Information Meeting held on November 29, 2010. A public hearing has to be held by Council before they can consider approval of any amendments.

For the Public Information Meeting, notices were posted on the HRM website, in the newspaper and mailed to property owners within the notification area as shown on Map 1. Attachment E contains a copy of the minutes from the meeting. Should Council decide to proceed with a Public Hearing on this application, in addition to the published newspaper advertisements, property owners within the notification area will be notified as shown on Map 1.

The proposed amending agreement will potentially impact the following stakeholders: local residents and property owners, including Halifax Water.

#### **ALTERNATIVES**

- 1. Council may choose to approve the proposed amending agreement and discharging agreement contained in Attachments A and B of this report. This is the recommended alternative.
- 2. Council may refer the case back to staff with specific changes to modify the development agreement. This may require a supplementary staff report or an additional public hearing.
- 3. Council may refuse the proposed amending agreement and discharging agreement, and in doing so, must provide reasons based on a conflict with the MPS policies.

#### **ATTACHMENTS**

Map 1	Location and Zoning
Map 2	Generalized Future Land Use
Attachment A	Development Agreement
Attachment B	Discharging Agreement
Attachment C	Policy Review – Excerpt from the Halifax MPS
Attachment D	Proposed Building Elevations
Attachment E	Minutes from the November 29, 2010 Public Information Meeting

A copy of this report can be obtained online at http://www.halifax.ca/commcoun/cc.html then choose the appropriate Community Council and meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

Report Prepared by:

Mackenzie Stonehocker, Planner I, 490-4793

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ly F. Kling FOR Ausen Florich, Manager of Planning Services, 490-6717

Report Approved by:

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#### <u>Attachment A:</u> Development Agreement

THIS AMENDING AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_,

BETWEEN:

#### <INSERT DEVELOPER NAME>,

a body corporate, in the Province of Nova Scotia (hereinafter called the "Developer")

OF THE FIRST PART

- and -

#### HALIFAX REGIONAL MUNICIPALITY,

a municipal body corporate, in the Province of Nova Scotia (hereinafter called the "Municipality")

OF THE SECOND PART

WHEREAS the Developer is the registered owner of certain lands located at 450 Cowie Hill Road (Parcel HWC-29) and at the end of Cowie Hill Road (Parcel I-2; <INSERT PID>), Halifax, and which said lands are more particularly described in Schedule A hereto (hereinafter called the "Lands");

AND WHEREAS the Municipality is the registered owner of the Cowie Hill right of way, a portion of which (Parcel I-1; <INSERT PID>) will be upgraded by the Developer as part of this Amending Agreement;

AND WHEREAS the Chebucto Community Council of the Municipality approved an application by the Developer to enter into a Development Agreement to allow for a building for West Region Operations Centre and Associated Administrative Functions on the Lands (referenced as Municipal Case Number 00565), which said Development Agreement was registered at the Registry of Deeds in Halifax as Document Number 52596 in Book 7546 at Pages 707 – 719 (hereinafter the "Existing Agreement");

AND WHEREAS the Developer has requested an amendment to the provisions of the Existing Agreement to allow for an expansion to the existing building for Halifax Water Administrative Uses and a second new building for the West Region Operations Centre on the Lands;

AND WHEREAS the Chebucto Community Council for the Municipality approved this request at a meeting held on <INSERT DATE>, referenced as Municipal Case Number 16333;

THEREFORE, in consideration of the benefits accrued to each party from the covenants herein contained, the Parties agree as follows:

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- 1. The existing agreement is amended as follows:
- (a) Replacing Schedule B with a new Schedule B-1 Site Plan, as attached to this Amending Agreement;
- (b) Adding a new Schedule C Preliminary Landscaping Plan, as attached to this Amending Agreement;
- (c) Replacing the list of Schedules in **Section 2.1 Schedules** with the following revised list of Schedules:

Schedule ALegal Description of the Lands (Lot HWC-29, Parcels I-1 and I-2)Schedule B-1Site PlanSchedule CPreliminary Landscaping Plan

- (d) Replacing all references throughout the Existing Agreement to Schedule B with Schedule B-1;
- (e) Replacing the text of Section 2.2 General Description of Land Uses with the following Sections 2.2.1 through 2.2.2:
  - 2.2.1 The use of the Lands permitted by this Agreement, subject to its terms and as generally illustrated on Schedules B-1 and C, shall be:
    - (a) An addition to the existing Halifax Water Administrative Building on the north side of Cowie Hill Road, with an option for further expansion in the future;
    - (b) A new Halifax Water Operations Building on the south side of Cowie Hill Road;
    - (c) The existing reservoir;
    - (d) A future reservoir;
    - (e) Parking;
    - (f) Associated accessory buildings, such as storage sheds; and
    - (g) Outdoor storage of materials in Storage Yards as illustrated on Schedules B-1 and C.
  - 2.2.2 The Development Officer may approve minor changes to the layout of the buildings, parking, access, road alignment and landscaped areas as illustrated on Schedules B-1 and C.
- (f) Replacing Subsection 2.3(1) of **Section 2.3 Site Design** with the following revised subsection:
  - 1. Less than 50 feet from the property line of the existing or proposed residential properties abutting the Lands to the north or southeast.

- Replacing Sections 2.4.1 and 2.4.2 of Section 2.4 Parking, Circulation and Truck (g) Movements with the following revised Sections 2.4.1 through 2.4.6:
  - There shall be a minimum of: 2.4.1
    - (a) 180 parking spaces, including visitor parking, associated with the Administrative Building: and
    - (b) 190 parking spaces, including visitor parking, associated with the Operations Building.
  - No parking space shall be less than 50 feet from the property line of the existing 2.4.2 or proposed residential properties abutting the Lands to the north or southeast.
  - No parking space shall be less than 3 feet from any existing or proposed 2.4.3 streetline.
  - All parking areas, driveways and circulation aisles shall be asphalt or concrete, 2.4.4 with the exception of storage yards and those areas shown as gravel on Schedules B-1 and C.
  - If the Administrative Building is expanded in the future, as illustrated on 2.4.5 Schedule B-1, addition parking shall be provided in the area shown on Schedule B-1 at the rate of 3 parking spaces per 1000 square feet of gross floor area of office space.
  - If a second driveway to the Operations Building is provided in the future, as 2.4.6 illustrated on Schedule B-1 and C, the driveway shall meet the requirements of the Streets By-law (S-300) and shall be located no less than 50 feet from the property line of the proposed residential properties abutting the Lands to the southeast. However, subject to approval by the Development Engineer, the setback may be reduced to a minimum of 40 feet, if needed to meet the requirements of the Streets By-law.
- Replacing Sections 2.5.1 through 2.5.6 of Section 2.5 Streets and Municipal Services (h) with the following revised Sections 2.5.1 through 2.5.7:
  - The Developer shall be responsible for securing all applicable approvals 2.5.1 associated with the on-site and off-site servicing systems required to accommodate the development, including street intersection improvements, sanitary sewer system, water supply system, stormwater sewer and drainage system, and utilities. Such approvals shall be obtained in accordance with all applicable by-laws, standards, policies and regulations of HRM and other approval agencies, except as provide for herein. All costs associated with the supply and installation of all servicing systems and utilities shall be the responsibility of the Developer

- 2.5.2 All design and construction of primary and secondary service systems shall satisfy the latest edition of the Municipal Design Guidelines and the latest edition of Halifax Water's Design and Construction Specifications unless otherwise provided for in this Agreement and shall receive written approval from the Development Engineer prior to undertaking the work.
- 2.5.3 Any disturbance to existing off-site infrastructure resulting from the development, including but not limited to, streets, sidewalks, curbs and gutters, street trees, landscaped areas and utilities, shall be the responsibility of the Developer, and shall be reinstated, removed, replaced or relocated by the Developer as directed by the Development Officer, in consultation with the Development Engineer.
- 2.5.4 The Developer shall design and construct a public street extending Cowie Hill Road to the southeast boundary of the Lands, as generally illustrated on Schedule B-1. The road shall be designed and constructed in accordance with the Municipal Design Guidelines for a Minor Collector road standard.
- 2.5.5 The Developer shall upgrade the public street constructed under the Existing Agreement on Parcel I-1 to the Municipal Design Guidelines for a Minor Collector road standard.
- 2.5.6 No Construction Permit shall be issued for the Operations Building on the south side of Cowie Hill Road until the construction of primary and secondary services has been completed, including those required under Sections 2.5.4 and 2.5.5 of this Agreement, except that a Construction Permit may, at the discretion of the Municipality, be issued subject to security being provided to the Municipality in the amount of 110 per cent of the estimated cost of completion of all outstanding work:
  - (a) Subject to the terms of the Regional Subdivision By-law; or
  - (b) From the Halifax Water Board in a format acceptable to the Development Officer and Development Engineer.
- 2.5.7 If the Developer chooses to provide security in accordance with the terms of Section 2.5.6, before the security may be cashed, the Municipality shall give the Developer a minimum of twelve (12) months notice to complete the construction of primary and secondary services.
- (i) Replacing Section 2.6.2 of **Section 2.6 Landscaping** with the following revised Section 2.6.2:
  - 2.6.2 Prior to issuance of an Occupancy Permit, the Developer shall submit to the Development Officer a letter prepared by a member in good standing of the Canadian Society of Landscape Architects certifying that all landscaping has been completed according to the terms of this Development Agreement.

#### (j) Adding a new Section 2.6.3 to **Section 2.6 – Landscaping** as follows:

- Notwithstanding Section 2.6.2, an Occupancy Permit may be issued provided that 2.6.3 the weather and time of year does not allow the completion of the outstanding landscape works and that the Developer supplies a security deposit in the amount of 110 percent of the estimated cost to complete the landscaping. The cost estimate is to be prepared by a member in good standing of the Canadian Society of Landscape Architects. The security shall be in favour of the Municipality and shall be in the form of a certified cheque or automatically renewing, irrevocable letter of credit issued by a chartered bank. The security shall be returned to the Developer only upon completion of the work as described herein and illustrated on the Schedules, and as approved by the Development Officer. Should the Developer not complete the landscaping within twelve months of issuance of the Occupancy Permit, the Municipality may use the deposit to complete the landscaping as set out in this section of the Agreement. The Developer shall be responsible for all costs in this regard exceeding the deposit. The security deposit or unused portion of the security deposit shall be returned to the Developer upon completion of the work and its certification.
- (k) Adding a new Section 2.7.2 to Section 2.7 Signage as follows:
  - 2.7.2 Signage for the Operations Building may include the following:
    - (a) One fascia sign on the building elevation containing the main entrance, with a maximum face area of 40 square feet;
    - (b) One ground sign located near the northern corner of the building, with a maximum height of 12 feet and a maximum face area of 40 square feet; and
       (c) Directional signage
    - (c) Directional signage.
- (1) Replacing Section 2.9.1 of Section 2.9 Outdoor Storage with the following revised Section 2.9.1:
  - 2.9.1 Refuse containers and waste compactors shall be confined to the loading area of the building, and shall be screened by structural walls, a minimum of six feet in height. These shall be at least 50 feet from the property line of the existing or proposed residential properties abutting the Lands to the north or southeast.
- (m) Replacing Subsection 3.1(a) of **Section 3.1 Amendments** with the following revised Subsections (a) through (b):
  - (a) The granting of an extension to the date of commencement of construction as identified in Section 4.6 of this Agreement; and
  - (b) The granting of an extension for the length of time for the completion of the development as identified in Section 4.8 of this Agreement.

# (n) Deleting the following text from Section 4.3 of Part 4 – Registration, Effect of Conveyances and Discharge:

Council shall consider discharging the agreement for the portion of the site between North West Arm Drive and the new street.

- (o) Replacing Section 4.6 of **Part 4 Registration, Effect of Conveyances and Discharge** with the following revised Section 4.6:
  - 4.6 In the event that construction of the project has not commenced within 5 years from the date of approval of this Agreement by the Municipality, as indicated herein, the Municipality may, by resolution of Council, either discharge this Agreement whereupon this Agreement shall have no further force or effect, or upon the written request of the Developer, grant an extension to the date of commencement of construction.
- (p) Adding new Sections 4.6.1 through 4.6.2, between Sections 4.6 and 4.7 of **Part 4 Registration, Effect of Conveyances and Discharge** as follows:
  - 4.6.1 For the purpose of this section, commencement of development shall mean the construction of the building footings for the Operations Building on the south side of Cowie Hill Road.
  - 4.6.2 For the purpose of this section, Council may consider granting an extension of the commencement of development time period through a resolution under Section 3.1, if the Municipality receives a written request from the Developer at least sixty (60) calendar days prior to the expiry of the commencement of development time period.
- (q) Adding new Sections 4.8.1 through 4.8.3, following Section 4.7 of Part 4 Registration, Effect of Conveyances and Discharge as follows:
  - 4.8.1 In the event that development on the Lands has not been completed within seven (7) years from the date of registration of this Agreement at the Registry of Deeds or Land Registry Office, as indicated herein, the Agreement shall have no further force or effect and henceforth the development of the Lands shall conform with the provisions of the Land Use By-law.
  - 4.8.2 For the purpose of this section, completion of development shall mean the issuance of Occupancy Permits for the Administrative Building on the north side of Cowie Hill Road and the Operations Building on the south side of Cowie Hill Road, and Municipal acceptance of the extension of the public street to the southeast boundary of the Lands.
  - 4.8.3 For the purpose of this section, Council may consider granting an extension of the completion of development time period through a resolution under Section 6.1, if

the Municipality receives a written request from the Developer at least sixty (60) calendar days prior to the expiry of the completion of development time period.

- All other terms and conditions of the Existing Agreement shall remain in full force and 2. effect.
- This Amending Agreement shall be binding upon the Parties hereto and their heirs, 3. successors and assigns.

WITNESS that this Agreement, made in triplicate, was properly executed by the respective Parties on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_.

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#### SIGNED, SEALED AND DELIVERED

(Insert Registered Owner Name)

in the presence of:

Per:\_\_\_\_\_

Per:\_\_\_\_\_

#### SEALED, DELIVERED AND

**ATTESTED** to by the proper signing officers of Halifax Regional Municipality, duly authorized in that behalf, in the presence of:

Per:\_\_\_\_\_Mayor

HALIFAX REGIONAL

MUNICIPALITY

Per:

Municipal Clerk



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#### <u>Attachment B:</u> Discharging Agreement

THIS DISCHARGING AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_,

BETWEEN:

#### <INSERT DEVELOPER NAME>,

a body corporate, in the Province of Nova Scotia (hereinafter called the "Developer")

#### OF THE FIRST PART

- and -

#### HALIFAX REGIONAL MUNICIPALITY,

a municipal body corporate, in the Province of Nova Scotia (hereinafter called the "Municipality")

OF THE SECOND PART

WHEREAS the Developer is the registered owner of certain lands located at 450 Cowie Hill Road (Parcel HWC-29) and at the end of Cowie Hill Road (Parcel I-2), Halifax, and which said lands are more particularly described in Schedule A hereto (hereinafter called the "Lands");

AND WHEREAS the Municipality entered into a Development Agreement with the Halifax Water Commission to construct an office and works complex which was registered at the Registry of Deeds in Halifax in Book 4906 at Pages 489 – 493 (hereinafter called the "1990 Agreement");

AND WHEREAS the Municipality entered into an amendment to the 1990 Agreement with the Halifax Water Commission which was registered at the Registry of Deeds in Halifax as Document Number 17726 in Book 5719 at Pages 213 – 215 (hereinafter called the "1995 Amending Agreement");

AND WHEREAS the Municipality entered into a Development Agreement with the Halifax Regional Water Commission to allow for West Region Operations Centre and Associated Administrative Functions which was incorrectly registered at the Registry of Deeds in Halifax as Document Number 46384 in Book 7510 at Pages 470 – 481 (hereinafter called the "October 2003 Agreement") and which document was re-recorded at the Registry of Deeds in Halifax as Document Number 52596 in Book 7546 at Pages 707 – 719 and remains in full force and effect;

AND WHEREAS the Developer has requested that the 1990 Agreement, the 1995 Amending Agreement and the October 2003 Agreement be discharged;

AND WHEREAS, pursuant to the procedures and requirements contained in the *Halifax Regional Municipality Charter*, the Chebucto Community Council of the Municipality approved this request by resolution at a meeting held on <INSERT DATE>, referenced as Municipal Case Number 16333;

WITNESS that it is agreed that the Lands are hereby discharged from the 1990 Agreement, the 1995 Amending Agreement and the October 2003 Agreement.

WITNESS that this Agreement, made in triplicate, was properly executed by the respective Parties on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_.

## SIGNED, SEALED AND DELIVERED

in the presence of:

presence of:

## (Insert Registered Owner Name)

Per:\_\_\_\_\_

Per:\_\_\_\_\_

## HALIFAX REGIONAL MUNICIPALITY

Per:

Mayor

Per:\_\_\_\_\_

Municipal Clerk

**SEALED, DELIVERED AND ATTESTED** to by the proper signing officers of Halifax Regional Municipality, duly authorized in that behalf, in the

# <u>Attachment C:</u> <u>Policy Review – Excerpt from the Halifax MPS</u>

<u>City-Wide Policies – Community Facilities</u> <u>Policy 7.2.2</u>		
<b>Policy 7.2.2.1</b>		
Pursuant to Policy 7.2 and 7.2.2, Council may consider the development of public uses which are industrial or service commercial in nature such as, but not limited to utility stations for water, electricity and telephone, fire and police stations, and centres for the upkeep and maintenance of City infrastructure. In considering such developments, Council shall have regard for.	See below.	
Policy Criteria:	Staff comment:	
(i) the compatibility of the development in respect to adjacent and neighbouring uses;	The adjacent use to the northwest of the subject property is an HRM works yard, and compatibility issues are not anticipated. To the northeast and southeast are existing (Drumdonald Road) and proposed (Rockcliffe Village) residential uses. Compatibility with these residential uses is ensured through adequate setbacks for buildings, parking and driveways, as well as through landscaping.	
(ii) where possible and appropriate, an overall architectural and landscape design which reflects adjacent and neighbouring	The proposed operations building will match the architectural style of the existing administrative building.	

uses;	Schedule C of the proposed development agreement shows the preliminary landscaping plan, which responds to the neighbouring uses on each side (e.g. HRM works yard, residential uses, and Halifax Water buildings). Landscaping is emphasized in areas abutting residential uses.
(iii) the appropriateness of the site in respect to performing the particular community support function; and	The subject property is an appropriate location to perform the duties required of Halifax Water's administrative centre and western region operations centre. The site has good access to Cowie Hill Road and Cowie Hill Connector (collector roads) and Northwest Arm Drive (an arterial highway), which is essential for the operations centre.
(iv) the provisions of Industrial Policy 4.6, Part II, Section II, clauses (ii) to (xi) inclusive.	See below.
Policy 4.6	
In considering applications pursuant to Implementation Policy 3.10 Council shall have regard for the guidelines set out below:	Implementation Policy 3.10 doesn't list the specific enabling policy for this case; however, Policy 7.2.2.1(iv) sends Council directly to Policy 4.6.
Policy Criteria:	Staff comment:
Policy Criteria:(i)that uses permitted be restricted toindustrial or commercial uses;	Staff comment: Not applicable; subsection (i) is specifically excluded by the enabling Policy 7.2.2.1(iv).
<ul> <li>(i) that uses permitted be restricted to industrial or commercial uses;</li> <li>(ii) that entrances and exits be arranged in such a way so as to minimize the impact of additional traffic on any</li> </ul>	Not applicable; subsection (i) is specifically
<ul> <li>(i) that uses permitted be restricted to industrial or commercial uses;</li> <li>(ii) that entrances and exits be arranged in such a way so as to minimize</li> </ul>	Not applicable; subsection (i) is specifically excluded by the enabling Policy 7.2.2.1(iv).Access to the existing administrative building will use the existing driveways to Cowie Hill Road, which are located far from the proposed Rockcliffe
<ul> <li>(i) that uses permitted be restricted to industrial or commercial uses;</li> <li>(ii) that entrances and exits be arranged in such a way so as to minimize the impact of additional traffic on any</li> </ul>	Not applicable; subsection (i) is specifically excluded by the enabling Policy 7.2.2.1(iv). Access to the existing administrative building will use the existing driveways to Cowie Hill Road, which are located far from the proposed Rockcliffe Village residential uses. The primary access to the operations building will be roughly opposite the existing driveway from Cowie Hill Road to the Halifax Water parking area. A potential second access would be permitted at a distance of at least 50 feet from the proposed

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and noise;	policy requires vehicles to back into parking spaces at the end of the day, to minimize beeping sounds if the vehicles must leave for after-hours emergencies. Smoke, toxic or noxious elements are not expected to cause impacts.
(iv) that storage areas be enclosed or be visually screened from the abutting street by such means as planting materials or well-designed fences;	Storage areas will be located behind the proposed operations building, so they will not be visible from the street. Setbacks and landscaping will screen the new storage areas from the proposed Rockcliffe Village residential uses.
(v) that service areas for trucks and other vehicles be located in areas other than the front yards;	Services areas will be located behind the proposed operations building; however, some garage bay doors will face Cowie Hill Road to provide access to drive-thru service bays for certain vehicles. The building is oriented on an angle and the preliminary landscaping plan includes additional tree planting in this area to minimize the impacts on the street.
(vi) that front yards of an appropriate size be provided, well landscaped and including provision for tree planting;	The north corner of the proposed operations building includes an area for landscaping and signage. A landscaped area of at least 3.5 metres (11.5 feet) in width runs between the operations building and the extension of Cowie Hill Road.
(vii) that drainage from large paved areas be required to be treated in cases where such drainage will result in unacceptable pollution of watercourses or water bodies;	HRM Municipal Design Guidelines require appropriate stormwater management for all developments. The proposal is to construct a retention pond in the south corner of the site draining to a ditch along Northwest Arm Drive, which has been approved by NS DOTIR.
(viii) that appropriate measures be taken to prevent erosion or deposit of sediments away from the development site during construction and afterwards;	HRM Municipal Design Guidelines require appropriate erosion and sedimentation control measures for all developments.
(ix) that the building envelope be located in such a manner as to provide a sufficient area for landscaped open space in both front and side yards;	The operations building is oriented to minimize visual impacts on Rockcliffe Village's proposed residential uses. In addition, parking areas around the operations building are located to provide sufficient area for landscaping which will further minimize impacts. Landscaping is also proposed in the front yard.
	A small amount of landscaping is provided along the northwest property line, bordering the HRM works yard, which is sufficient since compatibility with this adjacent use is not of concern.

(x) that areas of significant natural, aesthetic and amenity value be protected as part of the site design in accordance with Policy Sets 7 and 8 of this Plan as appropriate;	The subject property does not include any areas of significant natural, aesthetic or amenity value.
(xi) that there be an appropriate setback of any building from abutting residential properties and that a portion of such setback be landscaped; and	The existing development agreement for the administrative building includes a 50 foot setback for the building and parking spaces from the property line adjacent to residential properties. This setback will be carried forward to the new operations building and parking spaces. Access from the rear of the operations building to the front comes within 6.7 metres (22 feet) of the proposed Rockcliffe Village residential uses. In this case, additional landscaping is shown on Schedule C to ensure this area still provides adequate buffering, as required by these criteria and (i) and (ii) of Policy 7.2.2.1.
(xii) that the applicant provide a statement of the environmental impacts of the proposed development on and off the site and identify the ways and means to mitigate any negative effects, particularly as they relate to such aforementioned matters as air and water pollution, erosion and sediment control, and protection of significant natural, aesthetic, and amenity value;	Not applicable; subsection (xii) is specifically excluded by the enabling Policy 7.2.2.1(iv).
(xiii) such other land use considerations as Council may from time to time deem necessary, based on guidance provided by the policies of this Plan.	Not applicable; subsection (xiii) is specifically excluded by the enabling Policy 7.2.2.1(iv).

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## <u>Attachment E:</u> <u>Minutes from the November 29, 2010 Public Information Meeting</u>

## HALIFAX REGIONAL MUNICIPALITY PUBLIC INFORMATION MEETING CASE # 16333

## 7:00 p.m., Monday, November 29, 2010 Captain William Spry Centre, Halifax

IN ATTENDANCE:	Mackenzie Stonehocker, Planner, HRM Planning Services Alden Thurston, Planning Technician, HRM Planning Services Sharlene Seaman, Planning Controller, HRM Planning Services Councillor Linda Mosher
ALSO IN ATTENDANCE:	Jamie Hannam, Director of Engineering, Halifax Water Kenda Mackenzie, Senior Development Engineer, Halifax Water Kevin Gray, Development Engineer, Halifax Water Tonya Knopp, Project Engineer, Halifax Water
PUBLIC IN ATTENDANCE:	Approximately 4

The meeting commenced at approximately 7:10 p.m.

## 1. Opening remarks / Introductions / Purpose of meeting

**Mackenzie Stonehocker** introduced herself and welcomed everyone to the meeting. She stated that the purpose of the meeting was to explain the process involved in amending the development agreement (DA) for 450 Cowie Hill road, and for Halifax Water to explain their plans. The meeting was a chance for the public to ask questions or make comment on the proposal. She introduced staff and advised of the ground rules.

## 2. Overview of planning process

**Mackenzie Stonehocker** advised of the subject property, which is about 18 acres in size and located at the end of Cowie Hill Road. It stretches down to Northwest Arm Drive and over to the lands to be developed as Rockcliffe Village. Halifax Water Commission has an existing development agreement, which allows them to have an administrative building. The current proposal has two parts. One is that an addition to the administrative building and the second part is a new operations building. She showed the proposed site plan and location of the buildings. She noted that Cowie Hill Road would be extended through the Halifax Water property to Rockcliffe Village, and then down to the Northwest Arm Drive. Under the Halifax Municipal Planning Strategy (MPS), Policy 7.2.2 allows Council to consider a development agreement for public uses. This is the policy under which the original development agreement was considered.

Ms. Stonehocker advised that after the public information meeting (PIM), staff will gather feedback from the public and HRM departments. They will compare what the plan says and draft a development agreement, which will be included a staff report. The staff report will go forward to Chebucto Community Council (CCC), who will schedule a public hearing. The public hearing is another opportunity for the public to speak. Written submissions can be submitted to the clerk's office in advance. After the public hearing, Council makes a decision. Whether they approve it or refuse it, there is a two week appeal period with the Nova Scotia Utility and Review Board. She provided her contact information and passed the floor over to Jamie Hannam for presentation of Halifax Water's proposal.

## 3. Presentation of Proposal

**Jamie Hannam** introduced himself as a representative of Halifax Water. He also introduced Halifax Water staff and consultants. He noted that there is an existing facility at Cowie Hill, which they developed in 2003. This came shortly after municipal amalgamation in 1996, when they took over water operations for all of HRM. They expanded their operations at that time. They developed the Cowie Hill facility, which houses all of their corporate administration and the water operations staff for the western region.

Mr. Hannam explained that times have changed since 2003. In 2007, Halifax Water received an opportunity to take over full stormwater and wastewater services, and to provide these services following the Halifax Water model. They are now a full water, wastewater and stormwater utility within the municipality. They inherited all of the wastewater and stormwater infrastructure and staff. The staff doubled from 200 to 400 people.

He stated that beginning in 2007, along with a long range process to figure out the new business and how they were going to operate, one of the initiatives was to do a facility study to determine the long-term needs to house the staff and manage operations. The study concluded that it would make sense to centralize their administrative staff in one building. At the time of the merger, most of Halifax Water's staff worked out of Cowie Hill. When they took on the additional infrastructure and staff, the facility wasn't large enough. They leased space in Bedford and moved the engineering and environmental services groups to the Bedford facility to house them. They maintained a couple of the historical wastewater depots around the city, specifically the western region wastewater and stormwater staff work out of the HRM facility at Mackintosh Street. There is a short-term goal to move those staff so HRM can redevelop that site.

He noted that the other major finding of the study was that, for corporate synergy and delivering the operations services, they should house the water, wastewater and stormwater staff in single depots in each of the three regions. The recommendation was, over time, as it was practical and as it was needed, to create three regional depots that contain water, wastewater and stormwater staff. With the Mackintosh Street facility needing to be vacated, the western region became the first priority. The eastern region in Dartmouth is next in line, as it is in aging condition. The central facility will be after that in about five years or so.

Mr. Hannam stated that they have a dual need to combine staff at Cowie Hill and to build a combined operations depot. He showed the existing facility at Cowie Hill. They also own some

residual land. The consultants' study showed that this would be an ideal spot to consolidate the water, wastewater and stormwater operations depot for the western region. He showed the building that would be expanded to increase the administrative area, in conjunction with renovating the former water operations area, to make one large new administrative building. They would then move the existing staff appropriately.

Mr. Hannam explained who works at the existing Cowie Hill facility. The administrative building houses the executive group, customer service group, human resources, accounting and information technology. It does not house the engineering group or the environmental services group. There is a water operations group, a metering group and a maintenance garage is located at the back of the building. There are approximately 71 administrative staff and 55 operational staff working out of the existing facility.

He stated that the first part of the expansion would be to extend the existing building by approximately 900 square metres, and renovate the operations bay space into administrative areas. With those expansions and renovations, about another 105 administrative staff will be added to the building within the next ten years. This would bring back the engineering group and the environmental services group from Bedford. It would also allow a little bit of growth. This facility would be all administrative staff and it would house all of the administrative functions for Halifax Water.

He advised that the second part of the process would be to take the water operations group, which has about 55 operational staff and facilities, and move them across the street. They would be combined with the wastewater operations and their 43 operational staff, that currently work out of Mackintosh Street, to build one combined depot. That site is about 30,000 square feet in size. He advised that fleet maintenance is also taken care of in the existing depot.

Mr. Hannam talked about the traffic study that was done to support the application and development. Traffic analysis and traffic counts were completed for existing and proposed conditions. The main conclusion was the there was no significant impact of the study area intersection, with or without the extension of Cowie Hill Road through the proposed Rockcliffe Village development. It will not be a major contributor to increase traffic in the area. However, the road needs to be dealt with. It now terminates halfway through the Halifax Water land and is proposed to continue on through the Rockcliffe plan. The best information he can provide is that the design and construction will be negotiated with HRM and the adjacent land owner as they get full information on what HRM's requirements will be. They will deal with the Rockcliffe folks and negotiate an appropriate design and construction process and time line for that when they have full information from HRM.

He spoke about stormwater management as it is important. The existing site at Cowie Hill collects storm drainage on site, which is piped across the street where it is discharged overland. With the development of the operational depot area, they will be picking up the drainage and collecting it, routing it to a storm drainage pond at the bottom corner of the site. With a single controlled discharge, they will pipe the drainage off to the corner of the lot. With the appropriate pipe and dispersion system, it will be introduced to the ditch system along Northwest Arm Drive for conveyance further south. They are trying to maintain, in principle, the flow pick up from the

existing and new facility. This will balance the pre and post development flows. They will be no net increase of flows off the site. Appropriate measures will be implemented to make sure the flows enter that system in the right control so it won't be causing any downstream damage.

Mr. Hannam talked about landscaping and buffering, which is to be included in the development agreement. They have not done a lot of detailed design. They will be focusing on it from the side of the property toward the Rockcliffe lands, as well as an appropriate landscaping plan for a public front face of the building that could be seen from the new road. The plan is to respect a 50 foot buffer between the residential areas, much like they did when they developed the site in 2003. There is a corner where they are having trouble with the 50 foot buffer. That is something that they will have to negotiate but they are proposing that they can enhance that area with additional landscaping. This work will be done in the future but in advance of the development agreement.

He showed the context of the proposed development, including the roadway and operational depot on a map. He spoke briefly about the Rockcliffe development. A particular interest is the single family dwellings which will be abutting to Halifax Water's proposed development. The buffer and the appropriate set up and separation is important between the Rockcliffe development site and the Halifax Water Commission. They would endeavor that the landscape plan would have a specific detail to help support, along with a 50 foot offset, some buffering for the residential uses, along with landscaping on the front to make it an appropriate public vision from the street perspective.

He advised that if all goes to order, that is the current plan and they would be proceeding early next year. The detailed design will be completed, ideally, through the winter and if all goes well, they will be ready to start construction in the spring of 2011. The plan is to build the operational depot in 2011 and move the water operational staff to the new building, along with the staff from Mackintosh Street. Vacating a large portion of the administrative building up would allow for the renovation and expansion to happen, as a second phase, which would happen through late 2011, into 2012. It would be sometime in 2012 when the expansion is complete for the administration building. The operational depot would need to be up and functioning to facilitate the start of the next project.

He clarified that the design process should be completed through the winter and hopefully get to tender for a construction start in the spring or summer of 2011 for the operations depot. That should be finished towards the end of 2011. With that depot commissioned, they will facilitate a move of the operational staff. In 2012 they will be working on the construction and renovation of the administrative building.

#### 4. Questions / Comments

Mackenzie Stonehocker opened the floor for questions and comments.

Ruth Scott, Drumdonald Road, asked about parking and structures to house trucks.

Jamie Hannam stated that parking will be where the bay structures are shown on the new operations building. He showed the locations on the overhead. There is a storm water pond in the corner area. There is also a box indicating an outside storage building. There is also designated lay down areas, at grade, perhaps for pipe storage or other material. Those aren't designated specifically for parking.

Ms. Scott asked about the parking for trucks as the new arrangements indicate they will be moved.

Mr. Hannam stated that the existing building has 7 or 8 bay doors where they do their operational activity. They will be renovated into office space. There will be no operational activity at the upper administrative building any longer. The lower length of the proposed operations building will have a number of bay doors across the back where they will gain access to their interior shop space.

Ms. Scott asked if the existing parking lot will remain the same or would it be expanded.

Mr. Hannam stated that they would be seeking, in the development agreement, that there might be some future expansion permitted, depending on the ultimate staff size or customer service needs. Their plan is in the current construction. They don't contemplate needing to expand it but they may have to place a bay of parking in the area in question. They are not final in their parking count yet and they are trying to build the facility for at least 10 years worth of growth.

Ms. Scott asked if the parking would be on the same side as her property. She indicated the location of her dwelling in relation to the area in question.

Mr. Hannam stated that he could not guarantee, but his sense was that they wanted to fill in the triangular area. They do have to protect the 50 foot buffer so it would get pretty tight in the corner area. He could not say for certain but he is sure that the parking would be in another area. He doesn't have that level of detail and the current concept does not show expanding it there because of the parking in the back. They want to reserve the right to expand in the future because of the continued growth.

Ms. Stonehocker stated that a lot of those details will be included in the development agreement. For example, if they want to have space for additional parking, that would be shown in the development agreement as space for future expansion.

Ms. Scott asked if it could be written that she is concerned about parking in the proximity of her home, and if staff could consider this if and when they recommend it to Council.

Ms. Stonehocker stated that they would, and that Halifax Water still has to respect that 50 foot buffer.

Ms. Scott asked if Cowie Hill road would be the only access to that building.

Mr. Hannam stated that they don't plan any access to Northwest Arm Drive. There is only a single driveway out of this operational facility, which would be right opposite to where you drive up now to the front of the building.

**Bill Campbell**, representing Rockcliffe Village, commented that they had met with Halifax Water to discuss some of the interests, differences and the common objectives they share. He noted that there was a good exchange of information but they wanted to make it a part of the public record. They noted that Rockcliffe Village has an approved development agreement before the properties there. There is 34 acres next door with a number of single units, town houses and apartments. They are interested in preserving the residential nature of the neighbourhood. They fully respect that the Water Commission, through the municipal plan, has the opportunity to develop a public use on the property that has industrial characteristics. This is a major point that he would like to bring forth. Buffering, compatibility, landscaping and common use of the area is important. Because it is a residential area, which he believes the plan speaks to, the test against which the Halifax Water proposal should be judged is that it is a higher order than one you would see in an industrial area. It should be one that is introduced to a residential area.

Mr. Campbell thanked the Water Commission staff for being very cooperative with them in having this discussion. He accepts the general techniques and principles for storm water management. He stated that the plan shows an outfall that potentially could be over a bit of the Rockcliffe corner. He had spoken with Halifax Water about this and stated that they will make sure they are only on their property. They requested that if the pond was to be clogged or overflowed, it should be directed to the Northwest Arm and not Rockcliffe Village. The rear area of parking appears to be gravel with fewer catch basins. They are concerned with that because there could be hydrocarbons that are not caught. They may flow over land and into the pond and onto the storm water system. Hard surfaces instead of graveling may solve that issue. In the current plan, it shows gravel in the back of the property, towards the Northwest Arm Drive. The current agreement talks about pavement or concrete for all parking areas. They would like to see that applied to that area. They understand that the storage area may be gravel but there should be some sort of dust control. They would like to see the principles of the current agreement applied to parking area for hard surfaces.

Mr. Campbell stated that along the edge of the Halifax Water property, there is a ditch that runs along the rear of the Rockcliffe property, next to proposed single dwelling units. It is almost a metre in depth. They encourage that the landscaping plan would take that into consideration and be landscaped appropriately for the proximity to the residential areas. If any flow into the ditch would gather hydrocarbons, this would give opportunity for leaching into the rear yards of Rockcliffe Village. Finally, on the plan, it looks like the drainage ditch occupies the same area as a slope, which should be looked at again.

He noted that Halifax Water is proposing a chain link fence, for security purposes. Rockcliffe Village would ask for additional fencing in specific areas to provide an appropriate buffer for sight and sound.

He advised that the storm water pond is proposed to be clay lined and built to public land standard. They are happy with that.

He noted that they had spoken about cooperating on tying the storm or sanitary service from the Halifax Water site through the Rockcliffe Village site and to downstream services; however, they have agreed that it would be complicated so they have tabled that for the time being.

He spoke about buffering and compatibility. The MPS policies talk about the compatibility of the proposal with the adjacent land uses, and overall architectural and landscape design which reflects adjacent uses. They are the principle adjacent land use, with low density housing and low rise multiple unit dwellings. The area with the highest level of activity is a sensitive area. They would like to review the landscape design, when its available, to make comment. The buffer has been established and they would like the building reorientated to ensure all areas have a 50 foot buffer, including the corner area that is tight. Ideally it should be away from any hard surface. In lieu of that, some alternate plants should be planted.

Mr. Campbell advised that the other key thing is the treatment along the extension of Cowie Hill Road. People travel up Cowie Hill or the connector off of Northwest Arm Drive and the entrance to Rockcliffe Village is very important. Currently the plan shows asphalt along there but coming into Rockcliffe Village, the image should be more of a business campus. It should be well landscaped and an attractive entry to the development.

He believes that the landscaping plan would benefit from a cross section which shows the proposed Halifax Water development and the approved Rockcliffe Village. They are willing to provide information to help them prepare the plan.

He stated that the existing development agreement includes a clause on lighting for security and building lighting. They understand that Halifax Water will do everything they canto direct it away from the residential area and more concentrated on their site.

He stated that the Traffic Impact Study characterizes the vehicle movement to, from and within the site. Most trucks will be light trucks and Halifax Water policy is for drivers to park them at the end of the day by backing into a parking space. Therefore, if they are used after hours, the need to back up and the consequent 'beep-beep-beep' warning will be minimized. He believes that they are comfortable with that currently.

He spoke about the alignment where the road connects. He understands that the decision of the responsibility of the road will be looked into at the time when the development agreement is complete.

Mackenzie Stonehocker stated that a lot of the detailed design will be done as apart of the development agreement. Details for the road will be looked into but currently HRM does not have an answer on that.

**David Graham**, owner of Rockcliffe Village, stated that as a guiding principle, Halifax Water has been very good to deal with and there was open communication. From their perspective, it is

important for the city and Halifax Water to appreciate the debate on institutional versus industrial use.

Ms. Stonehocker stated that it was considered a public use.

Mr. Graham noted that Rockcliffe Village development has put a lot of work and detailed design into their residential project. He hopes that they can continue to deal with the Water Commission in a positive way. He would like for all issues to be reconciled and he hopes that they will be good neighbors.

Ruth Scott stated that as a home owner, she expected to hear more noise from Halifax Water's existing parking lot, but she does not hear any noise. She can see the lights from the trees but it does not disturb her. She does not hear the trucks beeping either. She has heard it only while walking near there.

**Councillor Linda Mosher** expressed concern about the 50 foot buffer and the esthetics as these are two vastly different uses. Halifax Water came into a residential community and now they are looking at expansion. It is good to have it in the area from a crime prevention stand point, since there are people there as well as a well-lit area. There used to be more problems in the buildings behind Halifax Water and now the residents have made it clear that they wanted Rockcliffe to be complimentary, with no large buildings where they had R-1 and R-2 properties. She would like to see the landscaping plan come to Council, as it normally wouldn't. If not, she would like assurance that they had met with Rockcliffe Village and come to some sort of consensus. She would like to know that the key stakeholders are in agreement about the buffer.

Mackenzie Stonehocker stated that the development agreement will include a preliminary landscaping plan which will show some details such as the width of the buffers and what type of things are in the buffers. It will not specifically say which plant types or how many shrubs are required.

Ruth Scott stated that the new building actually may provide a sound barrier to the Rockcliffe development. When there is chipping at the other HRM facility, it could be heard, but it is more likely that this new facility will block that sound.

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Ms. Stonehocker thanked everyone for coming and provided her contact information.

#### 5. Adjournment

The meeting adjourned at approximately 7:40 p.m.





