

ST. JOHN'S

Committee of the Whole Agenda

February 8, 2023

9:30 a.m.

4th Floor City Hall

Pages

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3. Adoption of the Minutes
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ST. JOHN'S

Minutes of Committee of the Whole - City Council

Council Chambers, 4th Floor, City Hall

January 25, 2023, 9:30 a.m.

Present: Mayor Danny Breen
 Deputy Mayor Sheilagh O'Leary
 Councillor Maggie Burton
 Councillor Ron Ellsworth
 Councillor Sandy Hickman
 Councillor Ophelia Ravencroft
 Councillor Jamie Korab
 Councillor Ian Froude
 Councillor Carl Ridgeley

Regrets: Councillor Debbie Hanlon
 Councillor Jill Bruce

Staff: Kevin Breen, City Manager
 Derek Coffey, Deputy City Manager of Finance & Administration
 Tanya Haywood, Deputy City Manager of Community Services
 Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services
 Lynnann Winsor, Deputy City Manager of Public Works
 Cheryl Mullett, City Solicitor
 Ken O'Brien, Chief Municipal Planner
 Karen Chafe, City Clerk
 Christine Carter, Legislative Assistant

Others Kelly Maguire, Communications and Public Relations Officer
 Amer Afridi, Manager - Transportation Engineering
 Scott Winsor, Director – Engineering
 Judy Tobin, Manager – Housing
 Leslie O'Brien, Manager – City Buildings, Public Works
 Kyle Kearsey, Supervisor – City Buildings, Public Works

1. **Call to Order**

2. **Approval of the Agenda**

Recommendation

Moved By Councillor Ellsworth

Seconded By Councillor Korab

That the agenda be adopted as presented.

For (9): Mayor Breen, Mayor Breen, Deputy Mayor O'Leary, Deputy Mayor O'Leary, Councillor Burton, Councillor Burton, Councillor Ellsworth, Councillor Ellsworth, Councillor Hickman, Councillor Hickman, Councillor Ravencroft, Councillor Ravencroft, Councillor Korab, Councillor Korab, Councillor Froude, Councillor Froude, Councillor Ridgeley, and Councillor Ridgeley

MOTION CARRIED (9 to 0)

3. **Adoption of the Minutes**

3.1 **Minutes of December 14, 2022**

Recommendation

Moved By Deputy Mayor O'Leary

Seconded By Councillor Froude

That the minutes of December 14, 2022, be adopted as presented.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (9 to 0)

4. **Presentations/Delegations**

5. **Finance & Administration - Councillor Ron Ellsworth**

5.1 **Procurement Threshold Increase**

Recommendation**Moved By** Councillor Ellsworth**Seconded By** Councillor Froude

That Council approve an increase to the procurement threshold for when three quotes are required from \$1,000 to \$2,500.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (9 to 0)**5.2 Rate Increase Instructors and Work Term Students**Recommendation**Moved By** Councillor Ellsworth**Seconded By** Deputy Mayor O'Leary

That Council increase the hourly wage of instructors and work term students as recommended and that they be reviewed on an annual basis or in line with changes to the minimum wage as required.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (9 to 0)**6. Public Works - Councillor Sandy Hickman****6.1 Regional Wastewater Reserve Fund Purchase – SCADA Software Upgrade at the Riverhead Wastewater Treatment Plant**Recommendation**Moved By** Councillor Hickman**Seconded By** Councillor Ellsworth

That Council approve access to funding from the Regional Wastewater Reserve to support this purchase.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (9 to 0)

6.2 Regional Wastewater Reserve Fund Purchase – Clarifier Collector Replacement at the Riverhead Wastewater Treatment Plant

Recommendation

Moved By Councillor Hickman

Seconded By Councillor Burton

That Council approve access to funding from the Regional Wastewater Reserve to support this purchase.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (9 to 0)

7. Community Services - Deputy Mayor Sheilagh O'Leary

8. Special Events - Councillor Debbie Hanlon

9. Housing - Councillor Ophelia Ravencroft

9.1 Quarterly Housing Update

Councillor Ravencroft presented the quarterly housing update.

Deputy Mayor O'Leary raised a question regarding the turnaround time for needed units that require upgrading and renovations. It was advised by the Manager of Housing that the average turnover time is hard to predict as every situation is different. One contributing factor is the conditions that the units are left in. It was also advised that the City must follow the NL Tenancies Act that requires tenant belongings be left in the unit for thirty days, which further delays renovations.

Councillor Ellsworth asked if there were any thoughts of converting some

LEM units to RGI units, as RGI units are higher in demand. It was advised that staff is working on the issue and is hoping to bring something forward to Council in the future.

10. **Economic Development, Tourism & Immigration - Mayor Danny Breen**
11. **Arts & Culture - Deputy Mayor Sheilagh O'Leary**
12. **Governance & Strategic Priorities - Mayor Danny Breen**
13. **Planning - Councillor Ian Froude**
14. **Development - Councillor Jamie Korab**
15. **Transportation and Regulatory Services - Councillor Maggie Burton**

15.1 Traffic Calming Policy Update (January 18, 2023)

Councillor Burton presented the Traffic Calming Policy update.

Concerns were raised regarding the low threshold for the minimum response rate, which works out to be at least 24% approval from overall residents, required to generate the implementation of permanent traffic calming measures. It was advised that this threshold is currently higher than the number of responses the City is currently receiving from residents.

Following discussion, Council was satisfied that this threshold, combined with the initial petition requirement and lived experience with temporary traffic calming measures will provide sufficient awareness within neighborhoods to encourage the required feedback should residents wish to do so. Those who do not respond will be considered to have a neutral opinion. Communication will also be important to try and reach the threshold target. Ideas will be looked at to help make public engagement easier for residents.

Recommendation

Moved By Councillor Burton

Seconded By Councillor Froude

That Council:

1. Keep the resident survey;
2. Set a target minimum response rate for the Traffic Calming public

survey to be 40% of households surveyed by 2026 and require the support of at least “60% of the responding households” to implement permanent traffic calming.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Ellsworth, Councillor Hickman, Councillor Ravencroft, Councillor Korab, Councillor Froude, and Councillor Ridgeley

MOTION CARRIED (9 to 0)

16. **Sustainability - Councillor Maggie Burton & Councillor Ian Froude**
17. **Other Business**
18. **Adjournment**

There being no further business the meeting adjourned at [TIME]

Mayor

DECISION/DIRECTION NOTE

Title: Travel Per Diems
Date Prepared: February 6, 2023
Report To: Committee of the Whole
Councillor and Role: Councillor Ron Ellsworth, Finance & Administration
Ward: N/A

Decision/Direction Required: To approve and increase in travel per diems for members of Council and staff

Discussion – Background and Current Status:

Travel per diems are currently the same for both staff and members of Council at \$53.50 per day. This rate has been in effect since at least 2009. Staff in Finance have received feedback that the per diem rate is not sufficient to cover the cost of meals when travelling on City business.

In comparing neighbouring municipalities the following information was obtained:

	City of St. John's	Conception Bay South	Paradise	Mount Pearl
One set per diem	\$53.50	\$75	\$100	
Council/CAO/Directors				\$100
Managers				\$75
All other Staff				\$50

Key Considerations/Implications:

1. Budget/Financial Implications: Relatively negligible on the City's overall budget
2. Partners or Other Stakeholders:
3. Alignment with Strategic Directions:

A Sustainable City: Be financially responsible and accountable.

An Effective City: Work with our employees to improve organizational performance through effective processes and policies.

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4. Alignment with Adopted Plans:
5. Accessibility and Inclusion:
6. Legal or Policy Implications:
7. Privacy Implications:
8. Engagement and Communications Considerations:
9. Human Resource Implications: It is unfair to expect any staff or Council member of the City to travel on City business and expend their own personal funds for meals. An increase of the per diem would alleviate some of this inequity.
10. Procurement Implications:
11. Information Technology Implications:
12. Other Implications:

Recommendation:

That Council approve an increase in the meal per diem from \$53.50 to \$100 per day.

Prepared by: Derek Coffey

Approved by:

DECISION/DIRECTION NOTE

Title: Downtown Pedestrian Mall and Parklet Program

Date Prepared: January 17, 2023

Report To: Regular Meeting of Council

Councillor and Role: Councillor Debbie Hanlon, Special Events Regulatory Committee

Ward: N/A

Decision/Direction Required: Seeking Council approval of the recommendations outlined below for the Downtown Pedestrian Mall and Parklet Program, allowing consistency and certainty for both the City and businesses participating in these programs.

Discussion – Background and Current Status: The City has operated the Downtown Pedestrian Mall (DPM) and the Parklet Program for three years. A pedestrian mall (or pedestrian precinct) is defined as a street or part of town where vehicles are not allowed. During this time, the program scope, footprint, and operations have expanded and changed. The safe and effective operation of this program requires engagement and resources from multiple City groups, currently administratively demanding and can cause confusion for businesses when criteria is changes year to year.

In consideration of the ongoing demand from the public for this program, City staff from all involved divisions met to debrief and discuss the future of the DPM and the Parklet Program. All staff agree that long-term program planning and commitment from Council are crucial for the sustainability of the DPM and the Parklet Program.

Seven recommendations are outlined below, which if implemented will contribute to more efficient implementation and management of the program, and in turn a successful event for years to come. These recommendations were based on what we heard from business, members of the public and other regulatory and safety considerations.

Downtown Pedestrian Mall:

1. Staff recommend extended dates for the 2023 – 2025 DPM to coincide with the end of the school year (last Thursday of the week school closes) and to finish on Labour Day Monday of each year.
 - 2023 - Thursday June 22nd – Monday September 4th
 - Start dates for future years in line with the NLESD school calendar.

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2. Staff recommend a modified footprint for DPM, to include Water Street from Adelaide Street to Cliff's Baird's Cove. This modification will alleviate safety concerns with vehicles and pedestrians sharing the same road space.
 - Continued vehicle access is required to the Courthouse, Colliers Parking lot and private residential parking.
 - A modified footprint will allow unimpeded access to the Atlantic Place parking garage.
 - Allow for improved accessible parking along Water Street.
 - Working with GoBus, in conjunction with their safety supervisor and CSJ traffic services division, to identify an accessible drop off area on Water Street west of Cliff's Baird's Cove
 - Previous attempts to eliminate interactions between pedestrians and vehicles in this area have not been successful.

Tourism and Event staff recommendation to modify the footprint of the DPM to Adeladie Street to Cliff's Baird's Cove is based on safety and accessibility for all. Safety remains our key priority, and the vehicular access in the area of Cliff's Baird's Cove to Prescott Street has been a concern in previous years. Transportation staff have identified a concern around traffic congestion in the area of Cliff's Baird's Cove. This will have to be monitored and adjustments made where necessary.

Parklet Program

3. Staff recommend 3-year period for approvals of the Discretionary Use applications for Parklets.
 - 3-year approvals will result in a reduction of administrative time and cost to process applications.
 - A commitment will consistency for business owners when planning parklet infrastructure
4. Staff recommend parklet rates remain as per 2022 program.
 - Presuming the Discretionary Use is approved for 3 years, businesses wishing to lease land for a parklets will enter into a lease for the three years with such lease setting out the period in each year they will lease the land. Businesses may choose to shorten or extend their annual lease period in subsequent years and the annual rental payment shall be adjusted accordingly. However, there shall be no refunds of rent in any year if the business chooses to open later and/or close earlier. The lease may also be terminated by a business.
5. Staff recommend an application period.
 - While late applications will be considered, for business certainty, businesses will be asked to submit their application no later than April 30.
 - This ensures program elements are finalized allowing business to open parklets on time. Such elements include the lease, insurance certificates, plans approvals, ensure safety elements are implemented and to allow for programming into the wayfinding application.

6. Jersey Barrier Safety Requirement

- In 2022, jersey barriers were located alongside parklets to provide an additional safety protection against passing vehicles. It is anticipated approximately 30 jersey barriers will be required for the 2023 parklet program.
- Annual cost to purchase and install and remove these barriers is approximately \$12,000 to \$20,000 (depending on how many new barriers will need to be purchased). Staff recommend this cost is absorbed by the City of St. John's.

7. Staff recommend the development of a new By-Law for building standards of Parklets.

- By-Law will cover standards including accessibility, sight distance, design and construction standards, use of cooking apparatus, use of heating apparatus, etc.
- Without a By-Law the only mechanism for enforcement is the termination of a lease.

Parklet fees previously approved by Council SJMC-R-2022-03-28/128:

1. In 2022, Council approved the implementation of a standard development application fee beginning in 2023. This \$300 fee is paid only when making an application for discretionary use, therefore should a three-year application process be approved, this fee would only be paid once
2. Where applicants also require a lease of City land there is an additional \$300 administrative fee associated with the preparation of the lease.

Key Considerations/Implications:

1. Budget/Financial Implications: Existing budget in place for DPM road closure program and jersey barrier costs included in PERS budget.
2. Partners or Other Stakeholders: Downtown St. John's
3. Alignment with Strategic Directions: A Connected City: Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities.
4. Alignment with Adopted Plans: N/A
5. Accessibility and Inclusion: Increase availability of accessible parking options near the Downtown Pedestrian Mall in consultation with the Accessible Parking Working Group and Inclusion Advisory Committee. Support businesses to increase inclusion and accessibility through the development of education tools and incentives.
6. Legal or Policy Implications: By-Law to be drafted and enacted. Discretionary Use application(s) under Development Regulations will have to be approved by Council. Leases will be drafted for parklets.
7. Privacy Implications: N/A

8. Engagement and Communications Considerations: Should the following recommendations be approved Special Events and Planning, Engineering and Regulatory Services will engage with the Marketing and Communications division to ensure that a comprehensive communications strategy is developed to ensure (a) businesses in the downtown and (b) visitors to the event are fully informed of the timelines, footprint and regulations regarding parklets.
9. Human Resource Implications: N/A
10. Procurement Implications: N/A
11. Information Technology Implications: N/A
12. Other Implications: N/A

Recommendation:

That Council approve the 7 recommendations noted for the 2023-2025 Downtown Pedestrian Mall and Parklet program.

Prepared by:

Approved by:

DECISION/DIRECTION NOTE

Title: Amendment to Heritage By-Law – Exemption for Registered Charities or Institutions

Date Prepared: February 1, 2023

Report To: Committee of the Whole

Councillor and Role: Mayor Danny Breen, Governance & Strategic Priorities

Ward: N/A

Decision/Direction Required:

That Council amend subsection 10(3) of the Heritage By-Law as proposed.

Discussion – Background and Current Status:

The current subsection 10(3) of the Heritage By-Law gives Council the discretion to exempt new builds in a Heritage Area from the Heritage Design Standards.

Registered charities have a history of adapting and renovating buildings in Heritage Areas to serve their clientele and the community. Council has been supportive of such work and has demonstrated this support by waiving various fees for registered charities.

Registered charities often secure a portion of their funding, particularly in relation to housing initiatives, from other levels of government. Such funding often comes with time and potentially construction and/or design conditions. Such project conditions may make it difficult or even impossible for a registered charity to utilize funding available to them effectively. Waiving some or all of the Heritage Design Standards where appropriate in the discretion of Council will provide registered charities with the potential to utilize funding more effectively.

The proposed discretionary exemption would not apply to designated Heritage Buildings.

Key Considerations/Implications:

1. Budget/Financial Implications: None
2. Partners or Other Stakeholders: Registered charities and the communities they support
3. Alignment with Strategic Directions:

An Effective City: Achieve service excellence through collaboration, innovation and modernization grounded in client needs.

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4. Alignment with Adopted Plans: N/A
5. Accessibility and Inclusion: N/A
6. Legal or Policy Implications: The Heritage By-Law will need to be amended.
7. Privacy Implications: N/A
8. Engagement and Communications Considerations: The by-law amendment will need to be advertised and gazetted following adoption so that registered charities are aware of the change.
9. Human Resource Implications: N/A
10. Procurement Implications: N/A
11. Information Technology Implications: N/A
12. Other Implications: N/A

Recommendation:

That Council agree to adopt the Heritage (Amendment No. 2-2023) By-Law and that a Notice of Motion be given at a future Regular Meeting of Council to commence the amendment process.

Prepared by: Linda Bishop, K.C., Senior Legal Counsel

Approved by: Cheryl Mullett, City Solicitor

Report Approval Details

Document Title:	Amendment to Heritage By-Law re Exemption for Registered Charities and Institutions.docx
Attachments:	- Heritage By-Law Amd No 2-2023 - Exemption for Registered Charities or Institutions - Feb 1, 2023.docx
Final Approval Date:	Feb 2, 2023

This report and all of its attachments were approved and signed as outlined below:

Cheryl Mullett - Feb 2, 2023 - 10:23 AM

BY-LAW NO.

ST. JOHN'S HERITAGE (AMENDMENT NO. 2 – 2023) BY-LAW

PASSED BY COUNCIL ON

Pursuant to the powers vested in it under the City of St. John's Act, RSNL 1990 c.C-17, as amended and all other powers enabling it, the City of St. John's enacts the following By-Law relating to heritage

BY-LAW

1. This By-Law may be cited as the St. John's Heritage (Amendment No. 2 – 2023) By-Law.
2. Subsection 10(3) of the St. John's Heritage By-Law is repealed and the following substituted:

“10(3) Notwithstanding subsection (2), Council may exempt the owner of a newly constructed building or a charitable organization or institution, which is so registered under the Income Tax Act (Canada), from the Heritage Design Standards.”

IN WITNESS WHEREOF the Seal of the City of St. John's has been hereunto affixed and this By-Law has been signed by the Mayor and City Clerk this ____ day of February, 2023.

MAYOR

CITY CLERK

DECISION/DIRECTION NOTE

Title: 366-374 Empire Avenue, REZ2100013

Date Prepared: February 1, 2023

Report To: Committee of the Whole

Councillor and Role: Councillor Ian Froude, Planning

Ward: Ward 4

Decision/Direction Required:

To consider rezoning 366-374 Empire Avenue from the Apartment 1 (A1) Zone to the Residential 3 (R3) Zone to allow a Townhouse development.

Discussion – Background and Current Status:

The City has received an application to rezone land at 366-374 Empire Avenue from the Apartment 1 (A1) Zone to the Residential 3 (R3) Zone to accommodate a townhouse development. The applicant is proposing to create a new public cul-de-sac and each lot would be sold individually, so this would not be a private Townhouse Cluster condominium development; but simply privately owned townhouses on a new public street.

The subject properties were rezoned in 2015 from Residential 2 (R2) to Apartment 1 (A1) for the purpose of developing two apartment buildings. The applicant is now asking to rezone to R3 to allow Townhouses. Given the slope of the land down from Empire Avenue toward the rear of the lots, a substantial amount of fill and a large retaining wall would be required to develop the apartment buildings. The applicant believes that townhouses on a cul-de-sac may be a better fit for the neighbourhood. Townhouse is a permitted use in the A1 Zone, but the R3 Zone allows smaller frontage, enabling more townhouses. The property is designated Residential under the Envision St. John's Municipal Plan, so a Municipal Plan amendment is not needed.

The proposed development will require a sanitary sewer lift station and a stormwater detention chamber to be located on the applicant's property. The attached site plan is conceptual and may be altered prior to development approval to incorporate the stormwater chamber. The number of lots may be reduced, however the intent is the same: a rezoning to allow a cul-de-sac with townhouses.

Section 4.1 of the Envision Municipal Plan encourages the City to enable a range of housing to create diverse neighbourhoods with a mix of housing forms and tenures. Further, it promotes higher density development along key transportation corridors to support increased access to housing and transportation options and to reduce service and infrastructure costs. The proposed development meets these policies. The adjacent properties are primarily single-detached houses and apartment buildings. The townhouse proposal will add another housing

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form to the neighbourhood and is located along or near Metrobus transit routes, with significant shopping and park space available at Ropewalk Lane and Mundy Pond nearby.

As per Section 4.9(2)(a) of the Envision St. John's Development Regulations, a land use report (LUR) is required for rezonings. However, as per Section 4.9(3), where the scale or circumstances of the proposed development does not merit a full land use report, Council may accept a staff report in lieu of one. Given that this development is proposing townhousing which is already permitted in the existing A1 Zone, staff recommend accepting a staff report in lieu of a land use report. The staff report will be completed following public consultation.

If Council decides to consider this amendment, staff recommend a public meeting chaired by an independent facilitator. It is further recommended to hold the meeting at the Mews Centre as it is a public facility located nearby.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Neighbouring residents and property owners.
3. Alignment with Strategic Directions:

A Sustainable City: Plan for land use and preserve and enhance the natural and built environment where we live.

A Sustainable City: Facilitate and create the conditions that drive the economy by being business and industry friendly; and being a location of choice for residents, businesses and visitors.
4. Alignment with Adopted Plans: Envision St. John's Municipal Plan and Development Regulations.
5. Accessibility and Inclusion: Not applicable.
6. Legal or Policy Implications: A map amendment (rezoning) to the Envision St. John's Development Regulations is required.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Public consultation as per Section 4.8 of the Envision Development Regulations. A project page will be available on the Engage St. John's website (www.engagestjohns.ca/planning)
9. Human Resource Implications: Not applicable.
10. Procurement Implications: Not applicable.

11. Information Technology Implications: Not applicable.

12. Other Implications: Not applicable.

Recommendation:

That Council consider rezoning 366-374 Empire Avenue from the Apartment 1 (A1) Zone to the Residential 3 (R3) to allow a Townhouse development, and that the application be advertised and referred to a public meeting chaired by an independent facilitator.

Prepared by: Ann-Marie Cashin, MCIP, Planner III – Urban Design & Heritage

Approved by: Ken O'Brien, MCIP, Chief Municipal Planner

Report Approval Details

Document Title:	366-374 Empire Avenue, REZ2100013.docx
Attachments:	- 366-374 Empire Avenue - COTW Attachments.pdf
Final Approval Date:	Feb 2, 2023

This report and all of its attachments were approved and signed as outlined below:

Ken O'Brien - Feb 2, 2023 - 11:07 AM

Jason Sinyard - Feb 2, 2023 - 3:02 PM



346

**SUBJECT PROPERTIES
366-374 EMPIRE AVENUE**

90

80

A3

362

358

360

INST

ROPEWALK LANE

364

A1

366

365

368

CR

370

EMPIRE AVE

372

374

R2

376

378

380

IC

382

384

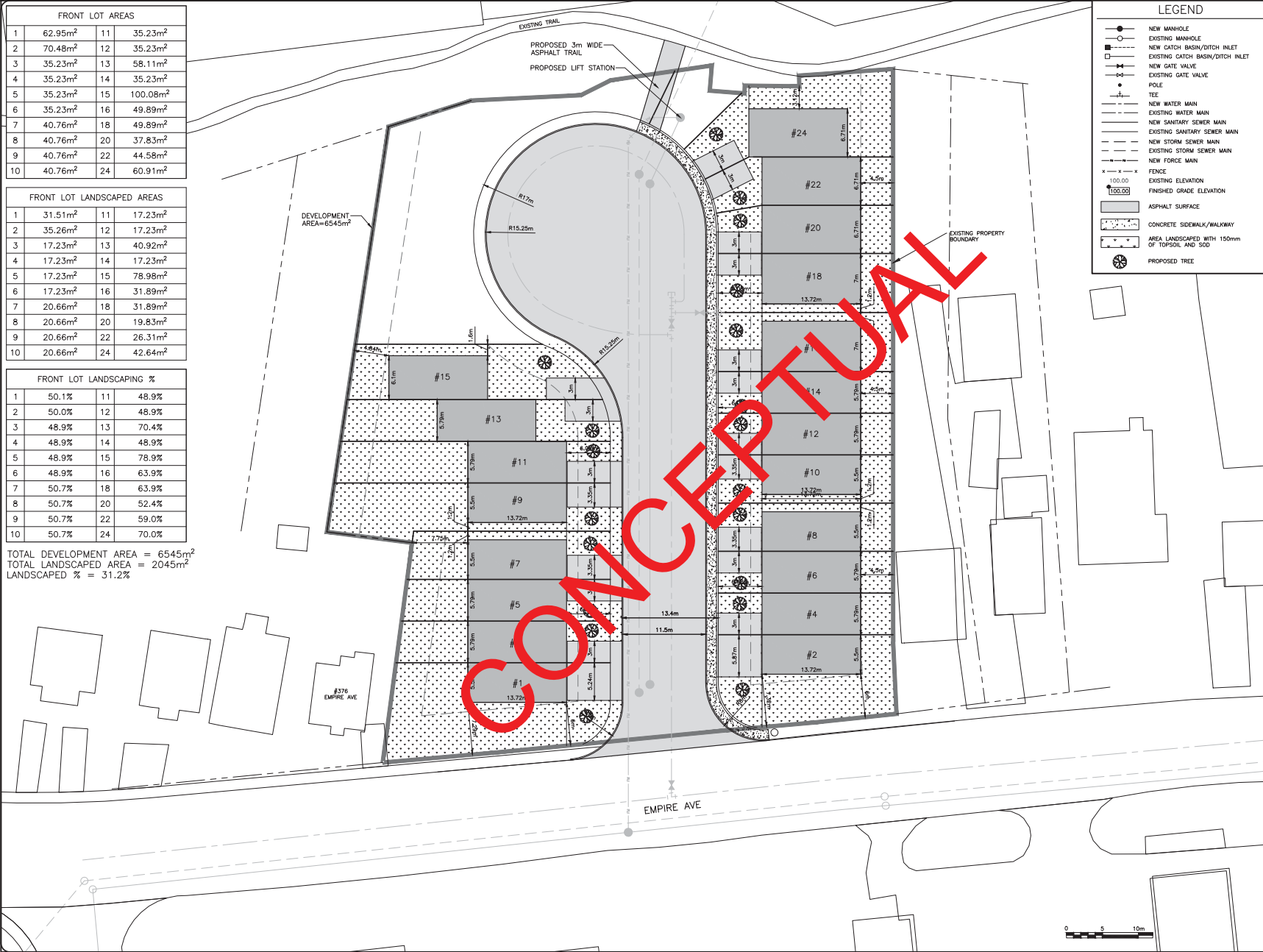
377

FRONT LOT AREAS			
1	62.95m ²	11	35.23m ²
2	70.48m ²	12	35.23m ²
3	35.23m ²	13	58.11m ²
4	35.23m ²	14	35.23m ²
5	35.23m ²	15	100.08m ²
6	35.23m ²	16	49.89m ²
7	40.76m ²	18	49.89m ²
8	40.76m ²	20	37.83m ²
9	40.76m ²	22	44.58m ²
10	40.76m ²	24	60.91m ²

FRONT LOT LANDSCAPED AREAS			
1	31.51m ²	11	17.23m ²
2	35.26m ²	12	17.23m ²
3	17.23m ²	13	40.92m ²
4	17.23m ²	14	17.23m ²
5	17.23m ²	15	78.98m ²
6	17.23m ²	16	31.89m ²
7	20.66m ²	18	31.89m ²
8	20.66m ²	20	19.83m ²
9	20.66m ²	22	26.31m ²
10	20.66m ²	24	42.64m ²

FRONT LOT LANDSCAPING %			
1	50.1%	11	48.9%
2	50.0%	12	48.9%
3	48.9%	13	70.4%
4	48.9%	14	48.9%
5	48.9%	15	78.9%
6	48.9%	16	63.9%
7	50.7%	18	63.9%
8	50.7%	20	52.4%
9	50.7%	22	59.0%
10	50.7%	24	70.0%

TOTAL DEVELOPMENT AREA = 6545m²
 TOTAL LANDSCAPED AREA = 2045m²
 LANDSCAPED % = 31.2%



LEGEND

- NEW MANHOLE
- EXISTING MANHOLE
- NEW CATCH BASIN/DITCH INLET
- EXISTING CATCH BASIN/DITCH INLET
- NEW GATE VALVE
- EXISTING GATE VALVE
- POLE
- TEE
- NEW WATER MAIN
- EXISTING WATER MAIN
- NEW SANITARY SEWER MAIN
- EXISTING SANITARY SEWER MAIN
- NEW STORM SEWER MAIN
- EXISTING STORM SEWER MAIN
- NEW FORCE MAIN
- FENCE
- EXISTING ELEVATION
- FINISHED GRADE ELEVATION
- ASPHALT SURFACE
- CONCRETE SIDEWALK/WALKWAY
- AREA LANDSCAPED WITH 150mm OF TOPSOIL AND SOD
- PROPOSED TREE

NOTES:

B	ISSUED FOR REZONING	D.J.M.	9/29/22
A	ISSUED FOR CLIENT REVIEW	D.J.M.	9/29/22
No.	REVISIONS	BY	DATE

REFERENCE: A - PLAN, SECTION, ELEVATION, OR DETAIL No.
 B - No. OF DRAWING WHERE ABOVE IS DRAWN

PERMIT STAMP:

DYNAMIC ENGINEERING LTD.
 Civil - Management - Consulting
 62 CAMPBELL AVENUE TEL: (709) 368-1669
 ST. JOHN'S, NL FAX: (709) 368-0318
 A1E 2Z6 info@dynamicengineering.co

PRELIMINARY ONLY
 NOT FOR CONSTRUCTION

CLIENT: C.E.P. HOMES LIMITED

PROJECT TITLE: PROPOSED RESIDENTIAL SUBDIVISION 366-372 EMPIRE AVE

DRAWING TITLE: CONCEPT LANDSCAPE PLAN

DRAWN/DESIGNED BY: J.L.C. DATE: JUNE 2022

APPROVED BY: D.J.M. SCALE: AS SHOWN

PROJECT No.: 21221 DRAWING No.: PR4 REV: B



DPLX-288-2 STREET SCAPE



DPLX-288-2 STREET SCAPE


www.rjrobersdesignplanning.ca
 53 Parade St. John's NL 753 8169
www.rjrobers.designplanning@nl.rogers.com

C.E.P Homes Ltd.
 366-372 Empire Ave
 St John's NL

date Apr 21 2022	drawn by rjr	A-1
DPLX-288-2		



DPLX- 288-2 FRONT ELEVATION

 www.rjrobere
designplanning.ca

53 Parade St. John's NL 753 8169
www.rjrobere.designplanning@nl.rogers.com

C.E.P Homes Ltd.
366-372 Empire Ave
St John's NL

date	drawn by
Apr 21 2022	rjr
DPLX-288-2	

A-2

DECISION/DIRECTION NOTE

Title: 40 Quidi Vidi Road, REZ2200010
Date Prepared: February 1, 2023
Report To: Committee of the Whole
Councillor and Role: Councillor Ian Froude, Planning
Ward: Ward 2

Decision/Direction Required:

To consider rezoning 40 Quidi Vidi Road from the Residential 3 (R3) Zone to the Residential Mixed (RM) Zone to allow an Office, Clinic and Place of Assembly.

Discussion – Background and Current Status:

The City has received an application from First Light St. John's Native Friendship Centre Inc. to rezone property at 40 Quidi Vidi Road to accommodate an office, clinic and place of assembly. The applicant is proposing to renovate and expand the existing building (the former St. Joseph's Church) to develop the First Light headquarters. This will include a community centre, clinic, and gymnasium which will provide community space, programming, and amenities for the entire community, as well as updated office space and headquarters for the organization. The project will include landscaping and a memory garden dedicated to the survivors of residential schools in the province.

The subject property is zoned Residential 3 (R3) where, of the proposed uses, only an office can be considered. A rezoning to Residential Mixed (RM) is required to accommodate the proposed development. Within the RM Zone, clinic and office are permitted uses, while a place of assembly is a discretionary use. The property is designated Residential under the Envision St. John's Municipal Plan, so a Municipal Plan amendment is not required. The property also falls within Heritage Area 3 and will be subject to the St. John's Heritage By-Law.

As per Section 4.9(2)(a) of the Envision St. John's Development Regulations, a land use report (LUR) is required for applications for amendments or rezonings. Should Council wish to consider this amendment, draft LUR terms of reference are attached for approval. Information on the initial site plan is limited at this stage, and more will be required prior to advertising the amendment for public review. Elements such as a landscape plan, servicing plan and parking plan are required in the LUR.

From Section 8.5.19 of the Envision Municipal Plan, "there are a number of areas of St John's where a mix of commercial, residential and compatible uses co-exist. It is the City's intention to encourage additional areas of mixed-use development, creating neighbourhoods where commercial functions are combined with housing, office space, community services, arts, entertainment facilities and public open space". The proposed development will create a

ST. JOHN'S

greater mix of uses in this neighbourhood, which helps build a sense of place and can help with reduced automobile dependence, more use of public transit, reduced urban sprawl, and better use of existing infrastructure.

Section 6.1. 7 encourages redevelopment that contributes to the public realm through architectural design and provide connections to encourage pedestrian and cycling activity, particularly in areas of heavy pedestrian traffic like downtown and surrounding areas.

Given that the proposed redevelopment of 40 Quidi Vidi Road meets policies in the Envision Municipal Plan, it is recommended that Council consider the amendment and set the terms of reference for a land use report (LUR). Once the report meets Council's terms of reference, staff recommend referring the application to a public meeting chaired by an independent facilitator. The LUR will provide additional information for public review before the public meeting.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Neighbouring residents and property owners.
3. Alignment with Strategic Directions:

A Sustainable City: Plan for land use and preserve and enhance the natural and built environment where we live.

A Sustainable City: Facilitate and create the conditions that drive the economy by being business and industry friendly; and being a location of choice for residents, businesses and visitors.
4. Alignment with Adopted Plans: Envision St. John's Municipal Plan and Development Regulations; St. John's Heritage By-Law.
5. Accessibility and Inclusion: The proposed building will be required to meet any applicable accessibility requirements at the building permit stage.
6. Legal or Policy Implications: An Envision St. John's Development Regulations map amendment (rezoning) is required.
7. Privacy Implications: Not applicable.
8. Engagement and Communications Considerations: Public consultation, as per the Envision St. John's Development Regulations, will be required after a land use report is submitted. A project page will be available on Engage St. John's (www.engagestjohns.ca/planning).

9. Human Resource Implications: Not applicable.
10. Procurement Implications: Not applicable.
11. Information Technology Implications: Not applicable.
12. Other Implications: Not applicable.

Recommendation:

That Council consider a rezoning from the Residential 3 (R3) Zone to the Residential Mixed (RM) Zone at 40 Quidi Vidi Road and approve the attached draft terms of reference for a land use report (LUR).

Further, upon receiving a satisfactory land use report, that Council refer the application to a public meeting chaired by an independent facilitator for public input and feedback.

Prepared by: Ann-Marie Cashin, MCIP, Planner III – Urban Design & Heritage
Approved by: Ken O'Brien, MCIP, Chief Municipal Planner

Report Approval Details

Document Title:	40 Quidi Vidi Road, REZ2200010.docx
Attachments:	- 40 Quidi Vidi Road - Attachments.pdf
Final Approval Date:	Feb 2, 2023

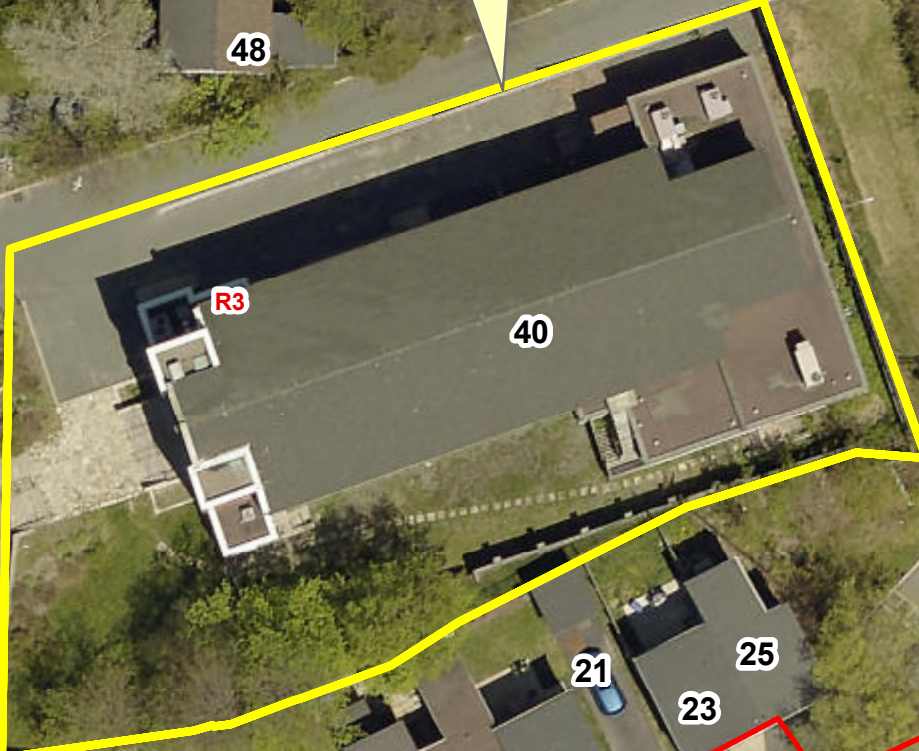
This report and all of its attachments were approved and signed as outlined below:

Ken O'Brien - Feb 2, 2023 - 11:19 AM

Jason Sinyard - Feb 2, 2023 - 3:00 PM



SUBJECT PROPERTY



QUIDI VIDI RD

EMPIRE AVE

HOWE PL

ST. JOSEPH'S LANE

57

55

51

49

47

45

R3

43

39

37

33

31

56

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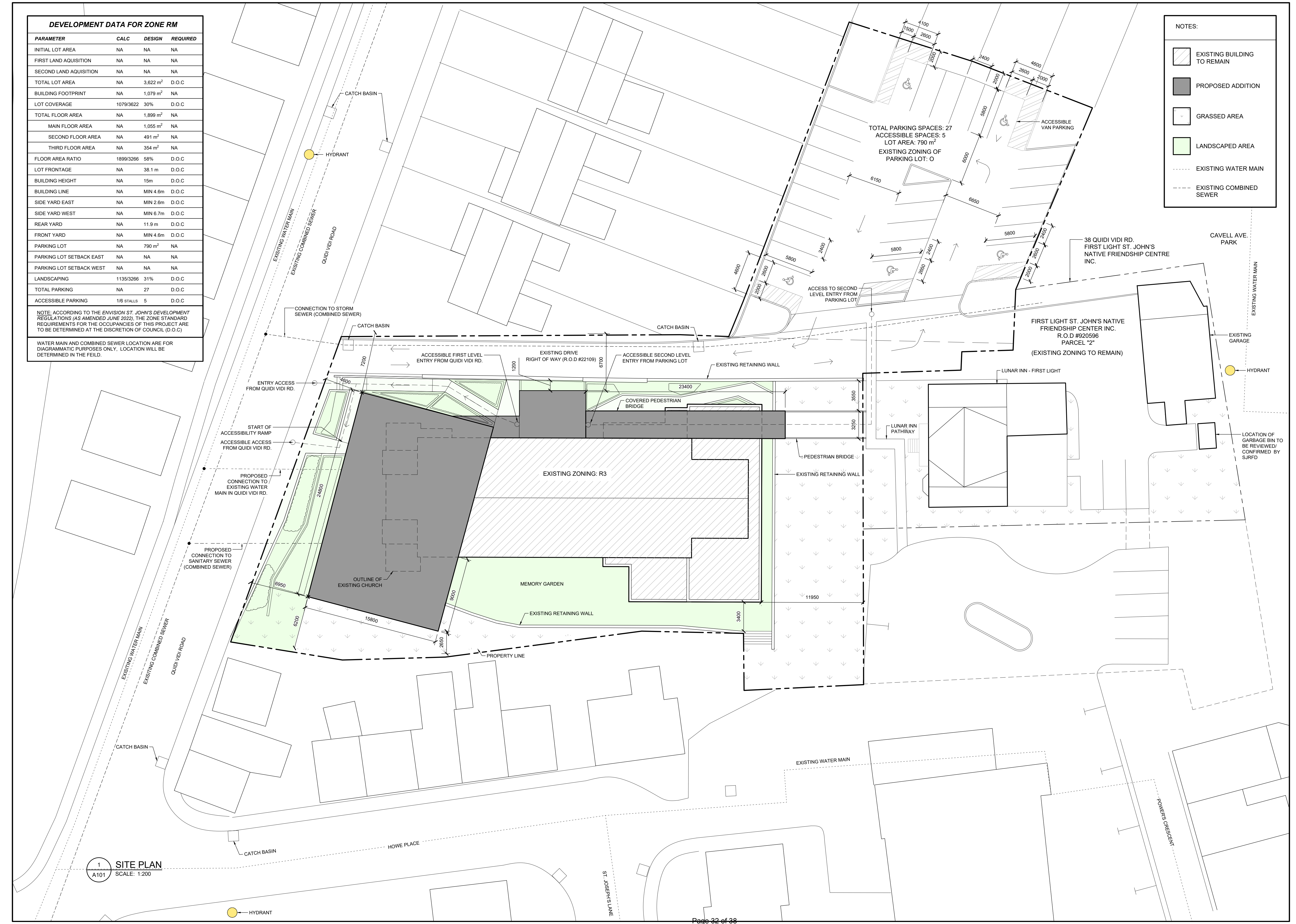
36

22

DEVELOPMENT DATA FOR ZONE RM			
PARAMETER	CALC	DESIGN	REQUIRED
INITIAL LOT AREA	NA	NA	NA
FIRST LAND ACQUISITION	NA	NA	NA
SECOND LAND ACQUISITION	NA	NA	NA
TOTAL LOT AREA	NA	3,622 m ²	D.O.C
BUILDING FOOTPRINT	NA	1,079 m ²	NA
LOT COVERAGE	1079/3622	30%	D.O.C
TOTAL FLOOR AREA	NA	1,899 m ²	NA
MAIN FLOOR AREA	NA	1,055 m ²	NA
SECOND FLOOR AREA	NA	491 m ²	NA
THIRD FLOOR AREA	NA	354 m ²	NA
FLOOR AREA RATIO	1899/3266	58%	D.O.C
LOT FRONTAGE	NA	38.1 m	D.O.C
BUILDING HEIGHT	NA	15m	D.O.C
BUILDING LINE	NA	MIN 4.6m	D.O.C
SIDE YARD EAST	NA	MIN 2.6m	D.O.C
SIDE YARD WEST	NA	MIN 6.7m	D.O.C
REAR YARD	NA	11.9 m	D.O.C
FRONT YARD	NA	MIN 4.6m	D.O.C
PARKING LOT	NA	790 m ²	NA
PARKING LOT SETBACK EAST	NA	NA	NA
PARKING LOT SETBACK WEST	NA	NA	NA
LANDSCAPING	1135/3266	31%	D.O.C
TOTAL PARKING	NA	27	D.O.C
ACCESSIBLE PARKING	1/6 STALLS	5	D.O.C

NOTE: ACCORDING TO THE ENVISSION ST. JOHN'S DEVELOPMENT REGULATIONS (AS AMENDED JUNE 2022), THE ZONE STANDARD REQUIREMENTS FOR THE OCCUPANCIES OF THIS PROJECT ARE TO BE DETERMINED AT THE DISCRETION OF COUNCIL (D.O.C)

WATER MAIN AND COMBINED SEWER LOCATION ARE FOR DIAGRAMMATIC PURPOSES ONLY. LOCATION WILL BE DETERMINED IN THE FIELD.



NOTES:	
	EXISTING BUILDING TO REMAIN
	PROPOSED ADDITION
	GRASSED AREA
	LANDSCAPED AREA
	EXISTING WATER MAIN
	EXISTING COMBINED SEWER

- NOTES:**
- DO NOT RELY UPON INFORMATION SHOWN ON THIS DRAWING FOR CONSTRUCTION UNLESS IT STATES BELOW THE SHEET HAS BEEN SPECIFICALLY ISSUED FOR THAT PURPOSE AND THE SHEET HAS BEEN STAMPED AND SIGNED.
 - SURVEY INFORMATION PROVIDED BY _____, (DATE OF SURVEY)
 - DO NOT SCALE FROM THIS DRAWING.
 - ALL DIMENSIONS ARE IN MILLIMETRES (mm) UNLESS OTHERWISE NOTED
 - ALL GRIDLINES SHOWN ARE TO EXTERIOR FACE OF CONCRETE FOUNDATION WALLS UNLESS NOTED OTHERWISE.
 - CONFIRM CONDITIONS ON SITE BEFORE PROCEEDING WITH THIS WORK.
 - ENSURE ALL PERMITS AND APPROVALS ARE IN PLACE BEFORE COMMENCING WORK.
 - LOCATE ALL BURIED SERVICES PRIOR TO COMMENCING EXCAVATION WORK.
 - TOPSOIL AND SOD ALL DISTURBED AREAS UNLESS OTHERWISE NOTED.
 - WHERE POSSIBLE, RETAIN EXISTING VEGETATION.

DRAFT
NOT FOR CONSTRUCTION

STAMP		NORTH REF.	
5	CW	REZONING APPLICATION	2022-11-22
4	CW	ISSUED FOR REVIEW	2021-08-27
3	CW	ISSUED FOR REVIEW	2021-08-17
2	CW	ISSUED FOR REVIEW	2021-05-25
1	CW	ISSUED FOR REVIEW	2021-04-04
No.	By	DESCRIPTION	Date

WOODFORD
architecture
11 Bowen Street St. John's, N.L. A1B 2X2 (709) 755-7917 info@woodfordarchitecture.com

CLIENT
FIRST LIGHT

PROJECT
CALEDONIA PLACE RENOVATION

DRAWING
SITE PLAN

DESIGNED	DRAWN	SCALE
CW	CW	1:100
APPROVED	DATE	SHEET
-	2020-09-24	-
PROJECT NO.	A101	
2020-006		

1 SITE PLAN
A101 SCALE: 1:200

**TERMS OF REFERENCE
LAND USE REPORT
APPLICATION FOR FIRST LIGHT HEADQUARTERS (OFFICE, CLINIC,
PLACE OF ASSEMBLY) AT 40 QUIDI VIDI ROAD
PROPONENT: FIRST LIGHT ST. JOHN'S NATIVE FRIENDSHIP CENTRE INC.
JANUARY 31, 2023**

The proponent shall identify significant impacts and, where appropriate, also identify measures to mitigate impacts on land uses adjoining the subject property. All information is to be submitted under one report in a form that can be reproduced for public information and review. The numbering and ordering scheme used in the report shall correspond with that used in this Terms of Reference and a copy of the Terms of Reference shall be included as part of the report (include an electronic PDF version with a maximum file size of 15MB). A list of those persons/agencies who prepared the Land Use Report shall be provided as part of the report. The following items shall be addressed by the proponent at its expense:

A. Public Consultation

- Prior to submitting a first draft of the Land Use Report to the City for review, the applicant must consult with adjacent property owners. The Land Use Report must include a section which discusses feedback and/or concerns from the neighbourhood and how the proposed development/design addresses the concerns.

B. Building Use

- Identify the size of the proposed building by Gross Floor Area and identify all proposed uses/occupancies within the building by their respective Gross and Net Floor Area.
- Indicate the days and hours of operation of each proposed use, number of employees on site at one time, anticipated numbers of clients on site for the assembly use, and a description of the activities in the space.

C. Building Location

- Identify graphically the exact location with a dimensioned civil site plan:
 - Lot area, lot coverage and frontage;
 - Location of the proposed building in relation to neighbouring buildings;
 - Proximity of the building to property lines and identify setbacks;
 - Identify distance between the buildings;
 - Identify any stepbacks of higher storeys from lower storeys or building overhangs (if applicable);
 - Identify any encroachment over property lines (if applicable);
 - Identify building entrances and if applicable, door swing over pedestrian connections;
 - Information on the proposed construction of patios/balconies (if applicable); and
 - Identify any rooftop structures.
- Provide a Legal Survey of the property.
- Provide street scape views/renderings of the proposed building from Quidi Vidi Road (along the frontage of the property) and include immediately adjacent buildings and spaces to inform scale/massing/context.

D. Elevation, Building Height and Materials

- Provide elevations of the current and proposed building.
- Identify the finish and colour of exterior building materials.
- Identify the height of the building in metres.
- Confirm that the building does not project above a 45 degree angle as measured from the Rear Yard Lot Line and/or Side Yard Lot Line at a height of 12 metres, as per section 7.1.4 of the Development Regulations.
- Identify potential shadowing/loss of sunlight on adjacent public and private properties, including sidewalks.

E. Heritage Considerations

- A brief description of the context of the property, including adjacent properties/neighbourhood. Indicate any impacts the proposed building will have on the site, the neighbouring properties and Indigenous heritage in St. John's.

F. Exterior Equipment and Lighting

- Identify the location and type of exterior lighting to be utilized. Identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.
- Identify the location and type of any exterior HVAC equipment to be used to service the proposed building and identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.

G. Landscaping & Buffering

- Identify with a landscaping plan, details of site landscaping (hard and soft).
 - Indicate through a tree plan/inventory which trees will be preserved.
- Identify the location and proposed methods of screening of any electrical transformers and refuse containers to be used at the site.
- Identify any additional street-level elements, such as weather protection measures at entrances, street furniture, etc.

H. Snow Clearing/Snow Storage

- Provide information on any snow clearing/snow removal operations. Onsite snow storage areas must be indicated.

I. Off-street Parking and Site Access

- A traffic impact analysis is required. The scope includes the following:
 - Evaluation of site access and circulation. The preliminary plans show maintaining two-way access off Quidi Vidi Road but drive aisle widths provided are far below standards. The two-way circulation on the proposed driveway does not meet the City requirements for two-way traffic and will not be permitted as shown. Alternate options/configurations must be explored Sightlines must also be considered as part of this review.
 - A trip generation comparison between existing and proposed use must be provided. If trip generation estimates exceed 100 peak hour trips, further

analysis may be required.

- A parking generation comparison must also be included. The analysis should outline any transportation demand management practices the proposed facility has planned.
- Provide a dimensioned parking plan, including circulation details. Identify the number and location of off-street parking spaces to be provided, including accessible parking spaces.
- Identify the number and location of bicycle parking spaces to be provided.
- Identify the location of all access and egress points, including pedestrian access.
- Identify the required off-street loading space.
- Indicate how garbage will be handled onsite. The location of any exterior bins must be indicated and access to the bins must be provided.

J. Municipal Services

- Provide a preliminary site servicing plan.
- Identify if the building will be sprinklered or not, and location of the nearest hydrant and siamese connections.
- Identify points of connection to existing sanitary sewer, storm sewer and water system.
- The proposed development will be required to comply with the City's stormwater detention policy.

K. Public Transit

- Consult with St. John's Metrobus (St. John's Transportation Commission) regarding public transit infrastructure requirements.

L. Construction Timeframe

- Indicate any phasing of the project and approximate timelines for beginning and completion of each phase or overall project.
- Indicate on a site plan any designated areas for equipment and materials during the construction period.

DECISION/DIRECTION NOTE

Title: Intersection of City Committees and the Youth Engagement Working Group

Date Prepared: January 23, 2023

Report To: Special Meeting of Council

Councillor and Role: Councillor Jill Bruce, Youth Engagement Working Group

Ward: N/A

Decision/Direction Required:

To advise Council of disconnect between the Youth Representatives on City Committees and the Youth Engagement Working Group and to confirm direction, or alternatively, receive further direction from Council on proposed changes.

Discussion – Background and Current Status:

At the October 4th meeting of the Youth Engagement Working Group (YEWG), the disconnect between the youth representatives on other committees and the YEWG was discussed. The terms of reference of all City Advisory Committees (Arts & Culture, Inclusion, Sustainable & Active Mobility and Seniors) requires a Youth Representative between the ages of 18 and 30 as a member, a practice put in place many years ago as a way to ensure there were youth voices on all committees. Staff advised the YEWG that they would like to find a way to find an intersection between the new YEWG and the other committees with youth representation and asked for their feedback on how to connect the groups as one youth member on a committee does not represent the views of all youth.

The YEWG was established in early 2022. As noted in its terms of reference, its purpose is to oversee implementation of the Youth Engagement Strategy approved by Council in October 2020 and provide ongoing advice and guidance on how to best engage youth on City matters. The Working Group provides perspective on topics that are of interest to youth, will recommend the most appropriate engagement tools and methods, and help identify barriers and gaps that might impact youth engagement. In doing so, the Working Group will consider the City's Engage! Policy and other relevant City policies, programs and tools including the City's Online Youth Panel. The Working Group will also consider how the City's established relationships with youth serving agencies can be leveraged to ensure engagement of hard-to-reach youth such as newcomers, youth at risk, and other vulnerable groups.

YEWG members agreed that it would be of benefit to have communication with the youth representatives on other committees but were hesitant to recommend that members sit on multiple groups as time to participate is an ongoing challenge for this demographic. It was suggested that youth representatives on existing committees be extended a standing invitation to attend YEWG. Staff then followed up with the youth representatives on other city

committees to discuss the issue. A meeting was held between the Co-Chairs of the YEWG and the youth representatives from the Inclusion Advisory Committee and Sustainable & Active Mobility Advisory Committee to determine how to move forward. It was again recognized that sitting on two committees would be onerous on members and it was recommended that youth representatives be provided with agendas of the YEWG with the ability to attend as ex-officio members should they wish to do so.

In their discussions with the youth representatives, all agree that while they do fit the criteria of being between the ages of 18-30, they are representing their own organizations and interests and not necessarily the “youth perspective.” A follow up meeting with staff leads of City committees that have youth representatives noted that there is a disconnect but that it is important for some of these committees to ensure good demographic representation. That said, all recognize that one youth voice on a committee does not truly represent youth.

Staff are therefore recommending that the “Youth Representative” requirement be removed from the Terms of Reference of City committees and instead change them to say that a broad perspective of ages be included on Committees during the selection process. For the YEWG to achieve its intention, they must become the voice of youth for the City. If Advisory Committees would like additional insight from youth, or a project requires a youth view, then the YEWG or the Youth Panel should be engaged for consultation as per their purpose to ensure as many youth as possible are engaged.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: Youth Engagement Working Group, Arts & Culture Advisory Committee, Inclusion Advisory Committee, Senior’s Advisory Committee, Sustainable & Active Mobility Advisory Committee
3. Alignment with Strategic Directions:

A Connected City: Increase and improve opportunities for residents to connect with each other and the City.

An Effective City: Work with our employees to improve organizational performance through effective processes and policies.

4. Alignment with Adopted Plans: N/A
5. Accessibility and Inclusion: The IAC and SAMAC Youth Representatives were consulted in the process and Staff will include a broad range of ages in the Committee selection process. The key is to ensure variety of demographic.
6. Legal or Policy Implications: N/A

7. Privacy Implications: N/A
8. Engagement and Communications Considerations: N/A
9. Human Resource Implications: N/A
10. Procurement Implications: N/A
11. Information Technology Implications: N/A
12. Other Implications: All terms of reference will need to be reviewed and modified.

Recommendation:

That Council approve the proposed amendment to remove the Youth Representative label from the Terms of Reference for the Advisory Committees, to direct Staff to ensure all terms of reference for committees reflect the need to have age diversity, and to further direct Staff to ensure ongoing communication between the YEWG and City Committees.

Prepared by:

Approved by: