

**TERMS OF REFERENCE
LAND USE REPORT (LUR)
APPLICATION FOR A CLUSTER DEVELOPMENT
(APARTMENT BUILDINGS) AT
366-374 EMPIRE AVENUE
FEBRUARY 9, 2026**

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 (LUR) to the City for review, the applicant must consult with neighbouring property owners and residents.
- During this consultation residents must be advised, at a minimum, of the proposed zone changes, number of buildings and units proposed and how to provide feedback to the applicant. Further, the applicant must advise residents of the following:
 - “The City requires the applicant of the proposed development at 366-374 Empire Avenue to conduct initial consultation prior to completing a Land Use Report (LUR). Feedback collected will be used to shape the first draft of the LUR. Following this applicant-led consultation, the applicant will prepare a LUR for the City’s review and the City will conduct additional consultation at a later stage. Visit EngageStJohns.ca to learn more about the project and amendment process.”
- The LUR must include a section which discusses feedback and/or concerns from the neighbourhood and how the proposed development/design addresses the concerns.
- The LUR must specify the consultation methods and notification area used.
- Should the site plan change following this consultation, additional neighbourhood consultation may be required.

B. Building Use and Location

- Identify the size of the proposed buildings by Gross Floor Area.
- For Cluster Development, indicate the number of bedrooms in each unit (micro, studio, 1-bedroom, etc.). If Micro Units are proposed (unit with floor area less than 42m²), indicate the floor area of each unit.
- 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 the height of the building in metres, as per the definition of Building Height from the Development Regulations;
 - Identify any setbacks 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);
- Identify any rooftop structures; and
- Identify any staircases or retaining walls.
- Identify any existing or proposed easements.
- Provide a Legal Survey of the property.
- For the purpose of public consultation, provide a streetscape view/rendering of the development from Empire Avenue that matches the site plan.

C. Municipal Services

- Provide a preliminary site servicing plan.
- Identify points of connection to existing sanitary sewer, storm sewer and water system. The location of all existing sewers must be shown along with any existing or proposed easements.
- Identify if the buildings will be sprinklered or not. Indicate the location of all existing and proposed hydrants and the location of siamese connections (if sprinklered).
- The proposed development will be required to comply with the City's Stormwater Management Policy. Stormwater detention is required for this development. Indicate the location of the proposed stormwater detention facility.
- Provide the storm and sanitary drainage area plans along with expected sanitary generation rates.

D. Landscaping, Buffering, Snow Storage and Screening

- Identify with a landscaping plan, details of site landscaping (hard and soft) that illustrates:
 - Proposed placement of trees or other plant material. Indicate generally which trees will be preserved, if applicable.
 - Show areas of hard and soft landscaping;
 - A calculation of the total landscaped area;
 - Indicate the required resident green space for the Cluster Development.
 - Proposed snow storage areas;
 - Show required parking lot buffering/screening as per Section 8.8 of the Development Regulations;
- Provide information on any snow clearing/snow removal operations.

E. Off-street Parking and Site Access

- Provide a dimensioned parking plan, including circulation details and parking lot buffers. Identify the number and location of off-street parking spaces to be provided, including accessible parking spaces.
 - Where an applicant wishes to provide a different number of parking

spaces than required in the Development Regulations, a Parking Report is required as per Section 8.12 of the Development Regulations.

- If parking relief is being requested, then a detailed rationale, as acceptable by staff, must be included. Additional information may be requested upon review of the parking proposal.
- Provide design vehicle turning movements for garbage truck and firetrucks demonstrating feasibility of site circulation. Design vehicle profiles must be shown for each design vehicle.
- Identify the number and location of bicycle parking spaces to be provided.
- Identify the location of all access and egress points, including pedestrian access.
- Indicate how garbage will be handled onsite. The location of any exterior bins must be indicated, and access to the bins and turning movements for waste collection vehicles must be provided.
- Given the proposed location of the trail, provide preliminary site grades.

F. Traffic

- The Applicant must submit the expected trip generation rates based on ITE Trip Generation Manual. If warranted based on Trip Generation Rates or based on other factors identified by the City's Engineer, a Transportation Impact Assessment may be requested. Offsite improvements may be warranted based on the recommendations in the Transportation Impact Assessment.

G. 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.

H. Public Transit

- Consult with St. John's Metrobus (St. John's Transportation Commission) regarding public transit infrastructure requirements and include their response and any recommendations in the report.

I. Construction Timeframe

- Indicate any phasing of the project and approximate timelines for beginning and completion of each phase or overall project.