

September 20, 2022

**MEMO TO:** Kaitlyn Graham, Senior Planner

**FROM:** Steven Bell, Senior Urban Designer

**SUBJECT:** ZONING BY-LAW AMENDMENT / PLAN OF SUBDIVISION

**Applicant Name:** Mina Mahroo  
**Municipal Address:** 551 and 561 16<sup>th</sup> Avenue  
**Legal Description:** Part of Lots 23 & 24, Plan 3806  
 Parts 2 & 5 Plan 65R-38629

**City File No.:** D02-21010  
**Related File:** Sub-22-0008

Thank you for the opportunity to review the above noted application circulated to the Heritage and Urban Design Section for review. Staff have reviewed the resubmitted proposal and are providing the following comments:

**Proposal Summary:**

The proposal requests approval of a Zoning By-law Amendment application to facilitate the development of 14 semi-detached dwellings and 2 single detached dwellings on the subject lands.

**General Comments:**

We thank the applicant for responding to the issues raised in our previous memorandum dated September 1, 2021. This is to provide further comments related to this 2<sup>nd</sup> submission in an effort to advance the application which has been made through Plan of Subdivision:

**Detailed Comments:**

A) URBAN DESIGN BRIEF		
Issue	Comments / Recommendations	Policy / UDG Ref.
1. Building Typology Information	In addition to lot frontage, lot depth, building width and building length, please identify/include the building heights relative to grade for each house type and typology in the Urban Design Brief. See also below '2. ADC Requirement' in which this information can also be captured;	Urban Design Brief ToR Requirements

## B) ARCHITECTURAL DESIGN CONTROL

Issue	Comments / Recommendations	Policy / UDG Ref.
2. ADC Requirements	<p>The applicant will be required to submit and generate <u>Architectural Design Control Guidelines</u>, in accordance with the Plan of Subdivision application and the City's Terms of Reference located at:</p> <p><a href="https://www.richmondhill.ca/en/shared-content/resources/documents/Architectural-Control-Guidelines-Terms-of-Reference.pdf">https://www.richmondhill.ca/en/shared-content/resources/documents/Architectural-Control-Guidelines-Terms-of-Reference.pdf</a></p> <p>Notwithstanding, staff are recommending a scoped version of the ADCG, the breadth and content to be defined by the Heritage and Urban Design Section. The applicant should contact HUD staff to obtain further direction.</p> <p>Furthermore, the process of Architectural Design Control and submitting materials for review and approvals can be found at:</p> <p><a href="https://www.richmondhill.ca/en/shared-content/resources/documents/Architectural-Design-Control-Process.pdf">https://www.richmondhill.ca/en/shared-content/resources/documents/Architectural-Design-Control-Process.pdf</a></p>	OP 5.2.7 Implementation

## C) BUILT FORM

Issue	Comments / Recommendations	Policy / UDG Ref.
3.	<p>Comments respecting residential building elevations and typologies will be provided through the development of the Architectural Design Control Guidelines, noting that we continue to have some concerns with the proposed architectural expression and differentiation between semi-detached units and their overall collective presentation to the street as shown in the Streetscape drawings. Notwithstanding, staff are agreeable to meeting in advance of preparing the Guidelines to convey concerns and minimize iterations of the ADCG document.</p>	

For future submissions, please have the applicant indicate how each of these comments has been addressed using a chart or spreadsheet format with any accompanying drawing packages.

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