



November 25, 2024

Memo To: Samantha Yeung, Planner II
Memo From: James Pavlidis, Urban Designer
Subject: Official Plan Amendment, Zoning By-Law Amendment, Site Plan Application
Applicant Name: Humphries Planning Group Inc.
Municipal Address: 93 Edward Ave
City File No.: OPA-24-0006, ZBLA-24-0012, SP-24-0025

Thank you for the opportunity to review the above noted Planning Act application and its accompanying supporting materials circulated to the Heritage and Urban Design (HUD) section. Urban Design staff have reviewed the materials in the first submission in accordance with the City’s *Official Plan (OP)* and Council approved *City-wide Urban Design Guidelines (UDGs)*.

Proposal Summary:

The subject lands are located along the east side of Edward Avenue, north of Elgin Mills Road East. The application requests approval of an Official Plan and Zoning By-law Amendment as well as Site Plan Approval to facilitate a one-storey multi-purpose recreational building with a GFA of 1,025 sq.m and an outdoor artificial turf field with an area of 140 sq.m, that is associated with an existing private school to the south.

General Comments:

Staff appreciate the applicant’s efforts to provide well-resolved elevations for the proposed ‘fieldhouse’ building and have no comments with respect to the Official Plan Amendment. Please consider this memorandum as a sign off in principle on that application (OP-24-0006). However, to further refine the proposal, comments have been provided below.

Detailed Comments:

A) Site Organization		
Issue	HUD Staff Comments	Reference
1. Sports Field	The L1.01 Landscape Plan indicates that the artificial turf field will be installed over ‘existing asphalt’. However, in review of the previous Site Plan Agreement (D06-20044) and Schedule B, the L100 Landscape Plan (prepared by Quinn Design Associates Inc., Revision 3, dated November 24, 2020) indicates this area to be sodded. The applicant should clarify and update submission items for consistency.	Clarification

B) Massing and Built Form

Issue	HUD Staff Comments	Reference
1. West Elevation	<p>Institutional buildings, including schools, help to define Richmond Hill's civic identity, and should demonstrate design excellence through a different architectural quality and character than residential or commercial buildings.</p> <p>Staff appreciate the composition of the south and east elevations, particularly the roof canopy and timber support structure component. However, it is noted that the street-facing, west elevation features large expanses of composite metal paneling with limited glazing. Given the prominence of this façade and high visibility from the public realm, it is recommended that the applicant continue the architectural expression of the built form to the west elevation by incorporating elements of the roof canopy and timber structure as an appropriate interface to the public realm.</p>	OP 3.4.1.40, UDGs 6.8.7
2. Bird-Safe Treatment	As of May 22, 2024, bird-safe design is mandatory for all lands subject to Site Plan Approval. For additional information, refer to the Bird-Safe Design Standards found on the City's Urban Design webpage . Please note all required standards and the accompanying supporting material to demonstrate bird-safe design has been incorporated.	Required Information, OP 3.2.3.21
3. Signage	Please clarify whether any signage is contemplated for the exterior of the building and provide details.	UDGs 5.11.1, 6.8.27

C) Public Realm Interface

Issue	HUD Staff Comments	Reference
1. Utility Element	Staff note that an existing utility (Bell) box, located at the northeast corner of the building, is proposed to remain. The applicant shall explore design strategies to screen such unsightly elements from public view to minimize their visual impact on the public realm.	OP 3.4.1.54, UDGs 6.8.26,

D) Sustainability Metrics

Issue	HUD Staff Comments	Metric Ref.
1. Pedestrian Amenities	To be awarded the associated points for this metric, please identify the location of pedestrian amenities such as benches, waste receptacles, etc., that are contemplated and provide details on L1.03.	M-5

D) Sustainability Metrics

Issue	HUD Staff Comments	Metric Ref.
2. Bird Friendly Design	Please see comment B)2 above and refer to the Sustainability Metrics Program Guidebook, available on the City's Sustainability Metrics webpage .	IB-18

For future submissions, please have the applicant indicate how the comments in this memorandum have been addressed using a chart or spreadsheet format. Relevant drawing packages and any additional supporting materials that are required to address the comments above, or where changes are proposed, shall be provided in subsequent submissions.

Regards,



James Pavlidis, B.URPI

Urban Designer

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