450 McNeely Avenue - Parcel E, Phase 2 Commercial Development



Prepared for: Calloway REIT (Carleton) Inc. March 14, 2025

Prepared by: Stantec Consulting Ltd. Project/File: 160402096

# **Revision Schedule**

Revision	Description	Author	Date	Quality Check	Date	Independent Review	Date
1	Draft Report	Barrett Wagar	3/13/2025	Serene Shahzadeh	3/13/2025	Jake Atkins	3/13/2025
2	Final Report	Barrett Wagar	3/14/2025	Serene Shahzadeh	3/14/2025	Jake Atkins	3/14/2025

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# **Executive Summary**

Stantec Consulting Ltd. ("Stantec") is retained by Calloway REIT (Carleton) Inc. ("owner") for the purpose of preparing this Planning Rationale and Design Brief in support of a Class 3 Development Permit application ("DP3") for a proposed commercial development on a portion of their property described municipally as 450 McNeely Avenue in the Town of Carleton Place ("Town").

The area of the property where development is proposed is described as "Parcel E", which represents an area of approximately 21,591 m² and is intended to be fully built-out in three separate phases. The first phase of development for Parcel E was approved by the Town in 2024 with construction activity currently underway. The current proposed development is for Phase 2, with a third phase contemplated as part of a future development application. The technical submissions prepared in support of the Phase 2 DP3 application relate to Phase 2 and have consideration for Phase 1 and the future Phase 3 that has yet to be determined.

Phase 2 consists of a single, multi-tenant commercial building (approximate gross floor area of 1,542.19 m²), a shared loading and waste storage area east of the building (waste storage is screened with fencing), a screened waste storage area west of the building, 78 surface parking spaces, 6 bicycle parking, drive aisles, and a mix of hard and soft landscaping (plantings include 23 trees, 331 shrubs, perennials, and ornamental grasses). A formal pre-application consultation for the proposal took place on October 10, 2024. Through this meeting and follow-up minutes from the Town it was confirmed that a DP3 application and this Planning Rationale and Design Brief would be required, amongst other technical submissions, in support of the proposal.

Parkland dedication is to be satisfied as cash-in-lieu of parkland at the commercial rate of 2% of the value of the Phase 2 land area being developed, which aligns with the approach taken for Phase 1. The development has been designed to conform with applicable planning policy and to generally meet the intent of applicable regulations under the Town's Development Permit By-law ("DPB"), with a total of five amendments required for relief from landscape and parking related standards.

As demonstrated through this report and in the technical material required with the application, the proposed Phase 2 development represents an appropriate use of vacant shopping centre land, as it will help to infill the property with a land use and site design that aligns with the intent of applicable planning policy and regulations. Accordingly, we recommend the application for approval.



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# 1 Context Analysis

# 1.1 Surrounding Context

The property is described as 450 McNeely Avenue in the Town of Carleton Place, which is located along the west side of McNeely Avenue and consists of a shopping centre anchored by a Wal-Mart. The north half of the property is currently vacant, with the exception of a portion in the northeast corner, which is an area described as Parcel E. This area of the site is planned for three phases of development, with Phase 1 approved by the Town and currently under construction, and Phase 2 representing the subject site described throughout this report. The following land uses and features surround the subject site (Phase 2):

North Phase 1 lands which are currently under construction for the development of a single commercial building and associated parking and landscaping. North of Phase 1 is an existing stormwater management pond and pedestrian network that are outside the applicant's lands.

South Existing drive aisle that serves as the primary vehicle access to the existing shopping centre followed by two multi-tenant commercial buildings, a Wal-Mart, and surface parking.

East A multi-use pathway, followed by McNeely Avenue, being a multi-lane thoroughfare characterized by a mix of commercial retail uses.

West Phase 1 drive aisle providing vehicle access to Parcel E, followed by vacant lands within the same property.



Figure 1. Surrounding Context (Google Earth)



# 1.2 Site Context

The subject site, being the Phase 2 area, is vacant and currently subject to construction activity associated with the development of Phase 1. An easement transects the site in a north-south orientation and is associated with a gas main (Instrument No. RS151417). A MUP exists along the frontage of Parcel E and is to be re-aligned and conveyed to the County as a separate process outside of the Phase 2 DP3 application. The below details provide additional context whereas Figures 2 and 3 contain aerial and streetview images of the site and Figures 4 and 5 contain extracts of legal and topographic surveys.

Legal Description Part of Lot 16, Concession 11, Geographic Township of Beckwith, Town of

Carleton Place, County of Lanark

Land Area ±118,874 m<sup>2</sup> (property); ±21,591 m<sup>2</sup> (Parcel E); ±7,078 m<sup>2</sup> (Phase 2)

Frontage McNeely Avenue: ±483.44 m (property); ±152 m (Parcel E); ±108 m (Phase 2)

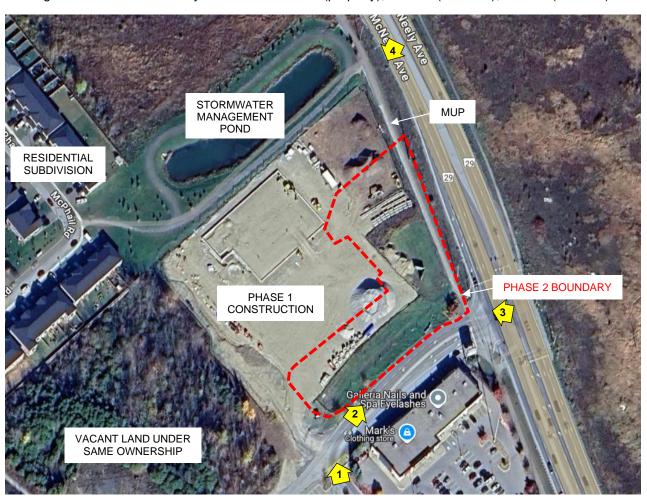


Figure 2. Site Context (Google Earth)





Figure 3. Streetview context (Google Streetview, November 2024)

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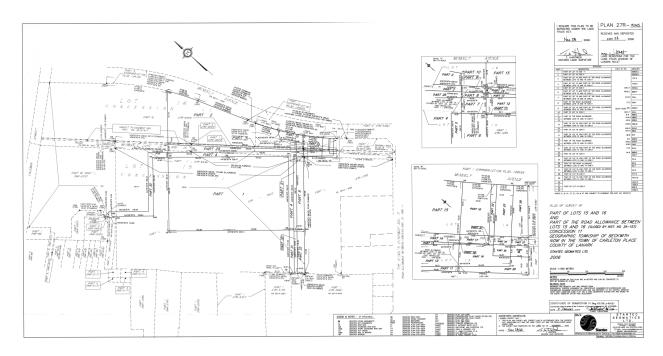


Figure 4. Survey Plan 27R-9045 (Stantec Geomatics Ltd.)

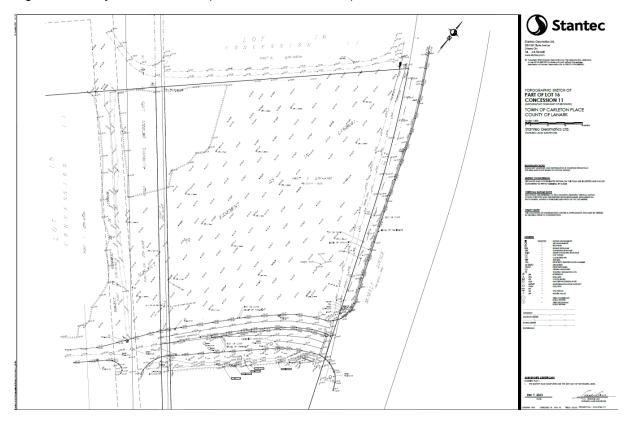


Figure 5. Topographic Sketch Certified December 7, 2023 (Stantec Geomatics Ltd.)



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# 2 Proposed Development and Design Brief

The proposal represents the second phase of commercial retail development within the area of 450 McNeely Avenue described as Parcel E (see site plan excerpt in Figure 6 and the full plan in Figure 7). Phase 2 consists of a single, multi-tenant commercial building (approximate gross floor area of 1,542.19 m²), a shared loading and waste storage area east of the building (waste storage is screened with fencing), a screened waste storage area west of the building, 78 surface parking spaces, 6 bicycle parking spaces, drive aisles, and a mix of hard and soft landscaping (plantings include 23 trees, 331 shrubs, perennials, and ornamental grasses). The development will be on full municipal services and will have vehicle access to McNeely Avenue via the property's existing drive aisle along the south boundary of Parcel E.

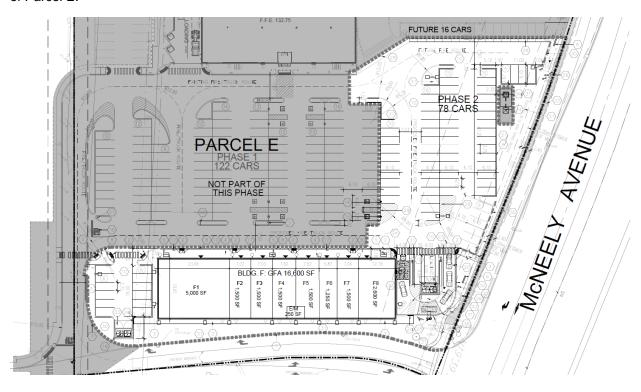


Figure 6. Site Plan excerpt (Petroff Partnership Architects)

A formal pre-application consultation for the proposal took place on October 10, 2024. Through this meeting and follow-up minutes from the Town it was confirmed that a DP3 application and this Planning Rationale and Design Brief would be required, amongst other technical submissions, in support of the proposal. The first phase of development on Parcel E was approved in 2024 and is under construction, with a third phase contemplated as part of a future development application. The technical submissions prepared in support of the Phase 2 DP3 application relate to Phase 2 and have consideration for Phase 1 and the future Phase 3 that has yet to be determined.

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The proposed development has been designed to conform with applicable planning policy and to generally meet the intent of applicable regulations under the Town's DPB, with amendments required for the followings:

- Reduced minimum landscaped open space along an arterial road (McNeely Avenue) 5 metres required, whereas a minimum of 2.9 metres is proposed (proposed width varies from approximately 2.9 m to 13.9 m);
- 2. Reduced minimum landscaped strip for development within the Highway District 3 metres required, whereas a minimum of 2.9 metres is proposed (proposed width varies from approximately 2.9 m to 13.9 m);
- 3. No queuing space after the service window of a drive-through operation one space after the service window required, whereas no space after the service window is proposed;
- 4. Reduction in minimum required parking 201 spaces required, whereas 200 spaces are proposed; and,
- 5. Reduction in minimum required loading spaces two loading spaces required, whereas one loading space proposed.

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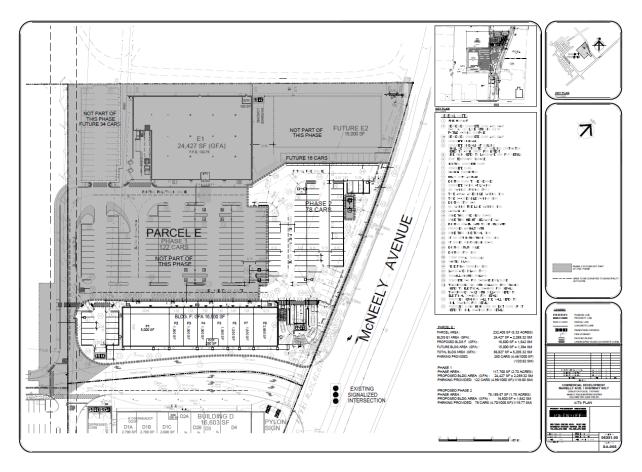


Figure 7. Site Plan (Petroff Partnership Architects)

## **LANDSCAPING**

The proposed landscaping primarily consists of softscape that will frame the south and easterly boundary of Parcel E. The softscape will be occupied by appropriately selected species of trees, shrubs, perennials, and ornamental grasses. Together, these plantings will provide an aesthetic buffer between the site and the adjacent ROW, which will help to serve as screening for the drive-through operation, electrical transformer, and easterly loading / waste storage area (the waste storage area will also be screened by fencing). Plantings will also be provided on the two raised parking lot islands in the northerly portion of Phase 2 as well as the entrance into Parcel E along the westerly edge of Phase 2. In total, the Phase 2 plantings will consist of 23 trees (11 deciduous and 12 coniferous), 331 shrubs (234 deciduous and 97 coniferous), and a mix of perennials and ornamental grasses.

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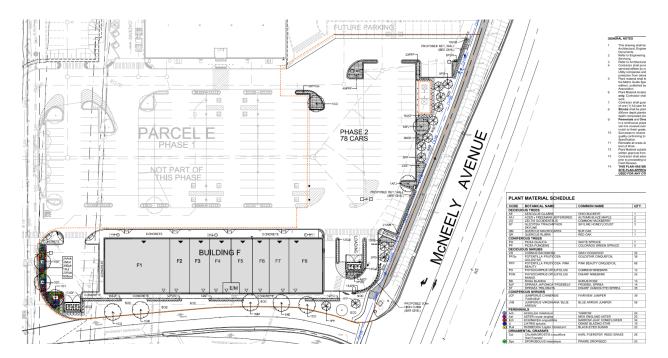


Figure 8. Excerpt of Landscape Plan (Levstek Consultants Inc.)

#### **BUILDING AND EXTERIOR**

The proposed building is a single storey, multi-tenant commercial building consisting of 1,542.19 m² of gross floor area. A total of eight commercial units are proposed, with the easternmost unit to include a drive-through and be intended for a restaurant tenant. Each unit contains a single primary entrance facing inward into Parcel E, which will align with the orientation of storefronts in Phase 1 (under construction) and the future Phase 3.

The front of the building contains an approximately 3-metre-wide sidewalk, with intermittent depressed curbing and exterior bicycle parking at three evenly distributed locations (total of six bicycle spaces proposed). The front sidewalk wraps around the west side of the building to provide access to a parking lot of 12 spaces. To the east of the building the front sidewalk converts to a pavement-marked pedestrian connection leading to the multi-use pathway along McNeely Avenue which is to be re-aligned. The sidewalk along the south side of the building will serve as a loading and service corridor for tenants, and provides access to the waste storage enclosure to the west of the building and the waste storage enclosure and loading space to the east of the building.

The balance of parking proposed with Phase 2 is to be added to the central parking lot for Parcel E, and will include 66 new stalls, for a total of 78 new stalls as part of Phase 2. The proposed drive-through will allow for six queuing spaces and has been designed with consideration for large vehicle such as trucks. As previously mentioned, dense columnar plantings are proposed to help screen the visual impact of the drive-through towards McNeely Avenue.



The building exterior design and material usage complement the design of the existing buildings at the shopping centre south of the subject site, and are influenced, in part, by the standard architectural requirements of the planned tenants. The building elevations and materials schedule are provided in Figures 9 and 10 and show the building consisting of a mix of transparent glazing, brick, architectural blocks, synthetic stucco (Dryvit), and metal cladding. All four facades include tenant signage, and the north façade of the building contains the greatest amount of material variation and glazing, as this façade represents the "storefront" with the greatest exposure to patrons (faces inward into the Parcel E enclave).

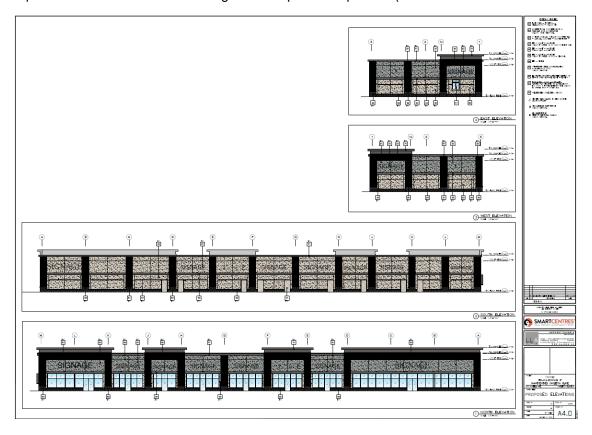


Figure 9. Coloured Building Elevations (LLA Architecture+)



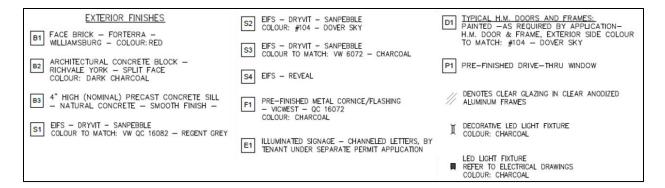


Figure 10. Exterior Finishes (LLA Architecture+)

In accordance with the Planning Act and By-law 103-2019 (Town's Parkland Dedication By-law), parkland dedication is to be satisfied as cash-in-lieu of parkland at the commercial rate of 2% of the value of the Phase 2 land area, which is the same approach taken for Phase 1. The owner is to submit a market appraisal of the Phase 2 lands to the Town for review, and if satisfied, then the Town will identify the 2% value to be paid as cash-in-lieu of parkland prior to the issuance of a building permit.

The balance of Parcel E, which is not proposed for development as part of the subject Phase 2 DP3 application, is conceptually envisioned as additional commercial development consisting of a single building of 1,393.54 m<sup>2</sup> of GFA, 50 parking spaces (one lot of 16 and another of 34), a loading and garbage area, and landscaping (see Figure 7).

# 3 Policy Review and Justification

# 3.1 Provincial Planning Statement 2024

The 2024 Provincial Planning Statement (PPS) was issued under section 3 of the Planning Act and came into effect October 20, 2024. The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the Provincial Planning Statement sets the policy foundation for regulating the development and use of land province-wide, helping achieve the provincial goal of meeting the needs of a fast-growing province while enhancing the quality of life for all Ontarians.

Ontario's land use planning framework, and the decisions that are made, shape how our communities grow and prosper. A prosperous and successful Ontario will also support a strong and competitive economy that is investment-ready and recognized for its influence, innovation and diversity.

Municipal official plans are the most important vehicle for implementation of the PPS and for achieving comprehensive, integrated and long-term planning. Zoning and development permit by-laws are also important for the implementation of the Provincial Planning Statement and should be forward looking and facilitate opportunity for desirable development.



The below review demonstrates that the proposed development is consistent with the applicable policies of the PPS.

## **PPS Section and Policy**

## **Consistency Review**

# 2.3 Settlement Areas and Settlement Area Boundary Expansions

## 2.3.1 General Policies for Settlement Areas

- 1. Settlement areas shall be the focus of growth and development. [...]
- 2. Land use patterns within settlement areas should be based on densities and a mix of land uses which:
- 2.a) efficiently use land and resources:
- 2.b) optimize existing and planned infrastructure [...];
- 2.c) support active transportation;

The subject site is located within the Town of Carleton Place, being an urban settlement area. The site is designated in the Town's Official Plan ("OP") and DPB for highway commercial type uses. Parcel E represents a vacant portion of land within an existing shopping centre. The proposed commercial development is the second of three phases for Parcel E, and represents a logical and efficient use of the land and municipal infrastructure. The proposal will support additional pedestrian connections to and through the site.

## 3.6 Sewage, Water and Stormwater

- 3.6.1 Planning for sewage and water services shall:
- d) integrate servicing and land use considerations at all stages of the planning process;
- f) be in accordance with the servicing options outlined through policies 3.6.2, 3.6.3, 3.6.4, and 3.6.5.
- 3.6.2 Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. [...]
- 3.6.8 Planning for stormwater management shall:
- a) be integrated with planning for sewage and water services and ensure that systems are optimized, retrofitted as appropriate, feasible and financially viable over their full life cycle;
- b) minimize, or, where possible, prevent or reduce increases in stormwater volumes and contaminant loads;
- c) minimize erosion and changes in water balance including through the use of green infrastructure;
- d) mitigate risks to human health, safety, property and the environment;

The proposal was contemplated as part of the approved first phase of development for Parcel E, and will be serviced by municipal water, sanitary, and stormwater.

The proposal is supported by a site servicing study and associated plans which demonstrate an appropriate servicing arrangement for the site, including management and control of stormwater and erosion.

The proposal is supported by a landscape plan which identifies areas of soft landscaping that will consist of groundcover, shrubs, and trees to offset impervious surfaces.

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e) maximize the extent and function of vegetative and pervious surfaces;

#### 6.2. Coordination

6.2.1 A coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities, across lower, single and/or upper-tier municipal boundaries, and with other orders of government, agencies, boards, and Service Managers including:

d) infrastructure, multimodal transportation systems, public service facilities and waste management systems;

A previous phase of development on Parcel E (Phase 1) included an arrangement between the owner and the County for the conveyance of land and the realignment and paving of the multi-use pathway (MUP) situated along the western edge of the McNeely Avenue ROW. Phase 2 contemplates this commitment and provides for pedestrian connections between the site and the future location of the MUP.

# 3.2 Lanark County Sustainable Communities Official Plan

Adopted in 2012, the Lanark County Sustainable Communities Official Plan ("SCOP") is an upper-tier policy document approved under the Planning Act that provides guidance for land use planning within the County of Lanark. The SCOP primarily serves a regional purpose with the intent that greater policy direction on local matters is to be provided by local Official Plans, such as the Town of Carleton Place OP. Land use planning decisions shall demonstrate conformity with the applicable policies of the SCOP.

Schedule A of the SCOP designates the Town of Carleton Place as a Settlement Area and McNeely Avenue as an Urban Arterial. Subsection 2.6 of the SCOP contains Settlement Area land use policies, with Subsection 2.6.1 stating the following with respect to objectives for this designation:

## 2.6.1 Objectives

The County of Lanark's objectives respecting development in Settlement Areas are as follows:

5. To provide for mixed use communities with appropriate commercial, institutional and employment uses.

The proposed development conforms to the intent of the Settlement Area designation as it will introduce a mix of commercial land uses to an underutilized shopping centre site along a County Road within the Town of Carleton Place.

# 3.3 Town of Carleton Place Official Plan

The Town of Carleton Place Official Plan ("OP") provides the policy framework which will guide land use decisions within the Town's boundaries for the next 20 years. The OP was approved in 2013 and last consolidated in 2021, with a recent amendment approved by Town (OPA 8) and County Council's, and understood to currently be under appeal, in part, to the Ontario Land Tribunal (OLT). The following review

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has consideration for the relevant policies that have been modified as part of the Town's OPA (By-law No. 63-2023).

Schedule A of the OP designates the subject site as Highway District (see Figure 11). Subsection 3.3 of the OP contains land use policies for the Highway District designation, with a review of relevant intent and policies provided below.



Figure 11. Excerpt of Official Plan Schedule A

3.3 [...] The Highway District designation is intended to guide the on-going development of regional scale commercial retail facilities located along Highway 7 and McNeely Avenue. [...]

## 3.3.2. Permitted Uses

3.3.2.3 Permitted uses include a full range of retail commercial uses, including anchor stores such as supermarkets, department stores, apparel, home furnishings and building materials, automotive uses, drug and cosmetic, retail and service commercial uses directed to the traveling public, movie theatres and other entertainment type uses as well as hotels and motels.

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The proposed commercial retail uses are permitted.

#### 3.3.3. Policies

- 3.3.3.1 All development in the Highway Commercial District shall be subject to a pre-development consultation process prior to submission of any required application. Pre-development consultation shall be based on a preliminary site development concept plan prepared to a sufficient level of detail to assess traffic patterns, access, parking and loading facilities, location and massing of buildings, adjacent land uses, potential impacts and site aesthetics. Any additional information required to ensure a complete application in accordance with the relevant policies of Section 6.0 Implementation will be established during the pre-development consultation.
- 3.3.3.2. All new development in the Highway Commercial District shall be supported by technical reports prepared by qualified professionals. Such reports may include a traffic study, serviceability report and a stormwater management report as required. The pre-consultation process shall determine the need for these studies or any additional studies and reports.
- 3.3.3.4. A Class 3 Development Permit process shall apply to all Regional Commercial development as well as any redevelopment which would have the effect of increasing parking and/or loading requirements or which substantially changes the scale and or density of the existing development.

A formal pre-application consultation for the proposal took place on October 10, 2024. Through this meeting and follow-up minutes from the Town it was confirmed that a DP3 application and this Planning Rationale and Design Brief would be required, amongst other technical submissions, in support of the proposed Phase 2 development.

3.3.3.3. A high standard of building and landscape design shall be applied through the Development Permit By-law particularly where development is proposed adjacent to residential uses or is located in a strategic location.

The proposal is on lands that abut existing shopping centre development to the south, under construction shopping centre development to the north, McNeely Avenue to the east, and vacant shopping centre lands to the west. The proposed multi-tenant building and landscape design have consideration for the DPB's Built Form Design Criteria for the Highway District (see Section 4 of this report).

Section 2 Community Design Framework of the OP contains general design direction for development within the Town, with a review of relevant intent and policies provided below.

- 2.3.1 Proposed developments shall enhance the image of the Town of Carleton Place by complementing and contributing to:
- the character of the area;
- the consistency and continuity of the area with its surroundings;

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- linkages within, to and from the area.
- 2.3.6 The design of new development shall:
- be complementary to adjacent development in terms of its overall massing, orientation and setback;
- provide links with pedestrian, cycling and road networks;
- enhance orientation and integrate newly developing areas of the Town of Carleton Place.
- 2.3.7 Development or redevelopment design shall strive to achieve the following:
- provide a development pattern that supports a range of uses;
- provide transportation connections, including pedestrian and cycling connections to adjacent areas.
- 2.3.10 The Town shall promote and encourage building facades to be visually interesting through extensive use of street level entrances and windows. Functions that do not directly serve the public, such as loading bays and blank walls, should not be located directly facing the street.
- 2.5 Energy efficiency and conservation will be encouraged by approving developments that:
- provide for pedestrian and bike path facilities;
- have a compact pattern of development that clusters compatible uses within close proximity to one another.

The proposal is for a second phase of commercial development which will achieve the following:

- Land use and built form compatibility and consistency with adjacent shopping centre development that exists and is under construction as part of Phase 1;
- Enhancement of the mobility network by providing a connection to the north-south MUP to be realigned and by providing on-site bicycle parking;
- Opportunity for a mix of commercial type land uses; and,
- Site design that screens the loading areas of the proposed building from the adjacent public street and that aligns with the general pattern of existing buildings within the shopping centre and proximate McNeely Avenue.

Section 4 Municipal Amenities and Green Infrastructure of the OP contains policies on such things as open space, parks, natural heritage and infrastructure that help to support a healthy and pleasant environment, with a review of relevant intent and policies provided below.

4.1 Green Infrastructure



#### 4.1.6 Street Trees

- 1. Street trees and the preservation of tree canopies shall be protected to the greatest extent possible. Accordingly a tree preservation plan may be required in support of development applications.
- 4. Tree planting and tree preservation will occur so that all areas of the Town are provided with a sufficient number of trees to maintain a high standard of amenity and appearance. Where new development will result in the loss of existing wooded areas, a condition of development approval will require that the lost trees be replaced at a 1 to 3 ratio (1 new tree for every 3 trees. For the purposes of this policy the replacement ratios will only apply to the removal of trees having a minimum caliper of 200mm or more. The new trees will be planted within the boundary of the proposed development to the greatest extent possible with the remaining trees to be planted in public parks or on publicly owned lands as directed by the Town. The caliper size and tree species shall be a condition of the development approval. The requirements of this policy shall be in addition to any other landscaping requirements associated to any particular development application.

All of Parcel E has been cleared as part of required earth works to support the approved Phase 1 development and to prepare the site for future phases such as the currently proposed Phase 2. Requirements for identifying, compensating, and removing trees on all of Parcel E were addressed as part of the Phase 1 approval.

As part of the current Phase 2 proposal, a total of 23 trees will be planted within the phase boundary, as detailed in the landscape plan prepared by Levstek Consultants Inc. (see Figure 8) in support of the DP3 application.

- 4.3 Built Infrastructure
- 4.3.5 Water, Waste Water and Stormwater Services
- 4.3.5.1 General Policies
- 1. All development shall generally occur on the basis of full municipal water and wastewater services.
- 5. The allocation of infrastructure capacity for infill and economic development purposes is encouraged.
- 6. Stormwater management will be required for all new development in accordance with guidelines which may be developed by the Ministry of the Environment, the Mississippi Valley Conservation or the Town of Carleton Place. [...]

The proposed development will be on full municipal services, will not require the expansion of public services, and is supported by a site servicing report provided with the DP3 application.

The proposed development conforms to the applicable policies of the OP.

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# 4 Development Permit By-law 15-2015

The Town's Development Permit By-law, as amended ("DPB"), serves to regulate land use and development within the Town. The following section provides a review of the applicable regulations of the DPB and includes rationale to support the five amendments required from the DPB's standards, which include:

- Reduced minimum landscaped open space along an arterial road (McNeely Avenue) 5 metres required, whereas a minimum of 2.9 metres is proposed (proposed width varies from approximately 2.9 m to 13.9 m);
- 2. Reduced minimum landscaped strip for development within the Highway District 3 metres required, whereas a minimum of 2.9 metres is proposed (proposed width varies from approximately 2.9 m to 13.9 m);
- 3. No queuing space after the service window of a drive-through operation one space after the service window required, whereas no space after the service window is proposed;
- 4. Reduction in minimum required parking 201 spaces required, whereas 200 spaces are proposed; and,
- 5. Reduction in minimum required loading spaces two loading spaces required, whereas one loading space proposed.

Development Permit Schedule A identifies the subject site as being within the Highway District (see Figure 12), with Section 8 of the DPB containing regulations specific to this district and stating the following: "The Highway District designation is intended to guide the on-going development of regional scale commercial retail facilities located along Highway 7, McNeely Avenue, and Captain A. Roy Brown." The below table and subsequent review demonstrate how the proposed development complies with the provisions of the DPB, save and except the five aspects subject to the requested amendment.

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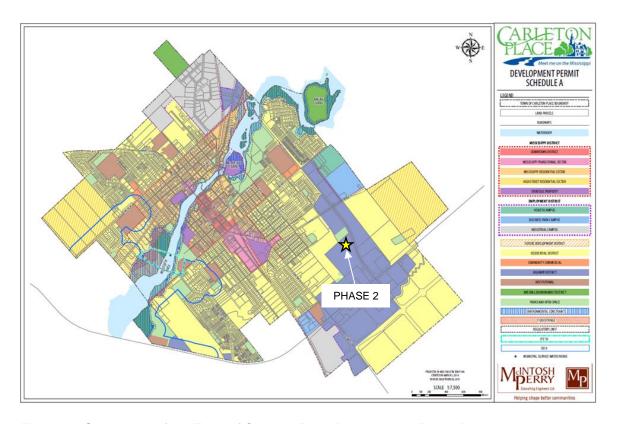


Figure 12. Schedule A of the Town of Carleton Place Development Permit By-law

Table 1. DPB Development Standards Compliance Review

DPB	Provision /	Required / Permitted	Proposal
Section	Development Standard		(non-compliances identified in bold, red text)
8.1	Permitted Uses	Retail Store, Bank, Restaurant	Retail Store, Bank, Restaurant
8.3	Lot Area (min.)	Nil	Property = ±118,874 m <sup>2</sup>
			Parcel E = ±21,591 m <sup>2</sup>
			Phase 2 = ±7,078 m <sup>2</sup>
	Lot Coverage (max.)	60%	Property = ±15% (all existing buildings, Building
			E1, Building F)
			Parcel E = ±17% (Buildings E1 and F)
			Phase 2 = ±21% (Building F)
	Lot Frontage (min.)	15.0 m (49.2 ft)	Property = ±506 m
			Parcel E = ±152 m
	Front Yard	6.0 m (19.6 ft)	Building F = ±18 m
	Exterior Side Yard	6.0 m (19.6 ft)	NA
	Interior Side Yard (min.)	3.0 m (6.5 ft) where lot abuts	NA
		residential use	



		1.2 m (3.9 ft) where lot abuts any	Building F = ±110 m (north interior side yard)
		other designation	
	Rear Yard Depth (min.)	6.0 m (29.5 ft)	Building F = ±236 m
	Building Height (max.)	11.0 m (36 ft)	±6.52 m (top of parapet) – see building elevation drawing prepared by LLA Architecture+
	Landscape Strip	3.0 m (9.8 ft)	Building F is separated from all lot lines except the front by existing development.
			Front yard (facing McNeely Avenue) =  - Min. ±2.9 m from curb to existing property  line (varies from approximately 2.9 m to 13.9 m);  - Min. 0.3 m from proposed property line
			Note 1: front property line along Parcel E is proposed to change as a result of the owner conveying land to the County (McNeely Avenue ROW) to accommodate the re-alignment and paving of the existing unpaved MUP.
			Note 2: It is anticipated that this development standard is superseded by the landscape requirement of Sec. 8.4.2., which also applies to the Highway District but is specific to lands abutting an Arterial or Collector Road.
3.11	Drive Through Operations	May be provided with a restaurant or with any use associated with a shopping center.	Associated with a restaurant use.
		A traffic impact study shall be required to support the proposed development.	See traffic impact study prepared in support of the proposal.
		Required to provide off street motor vehicle queuing space both leading up to and away from each window and kiosk.	No queuing space proposed after the service window.
		All queuing spaces must be 2.75 metres (9.0 feet) in width by 6 metres (19.7 feet) in length.	Min. 6 m long and 2.75 m wide
		All drive through facilities must provide screening from any public right of way to minimize any visual impacts of the use.	Screening will be provided in the form of soft landscaping, which will be located between the drive-through and the McNeely Avenue ROW.



3.29.3	Number of Parking	Pedestrian walkways should not intersect the drive through aisles, but where they do, they shall have clear visibility, and they must be emphasized by enriched paving or striping.  Retail Store and Bank	Three pedestrian crossings intersect the drive- through aisle (one is for tenants accessing the loading / waste storage area). Each pedestrian crossing is emphasized by striping and tactile warning surface.
	Spaces	1 space per 20 m² of GFA, minimum 5 spaces - Building E1 = 2,269.34 m² GFA - Building F = 1,277.38 m² GFA - 3,546.72 m² GFA / 20 = 177	- 200 spaces
		Drive Through Restaurant  1 space per 10 m² of GFA  - Building F = 241.54 m² GFA  - 241.54 m² GFA / 10 = 24  TOTAL = 201 spaces	
3.29.2	Number of Barrier-free Parking Spaces	Capacity of public parking area: 200-299 = 3	Phase 1 (Building E1) = 10  Phase 2 (Building F) = 0  Total = 10
3.29.1), 3.29.2	Parking Space Dimensions	Minimum Standard Parking Space Size: 6 m long by 2.75 m wide	6.1 m long by 2.75 m wide
		Minimum Barrier-free Parking Space Length: 6 m long	6.1 m long
		Minimum Barrier-free Parking Space Dimensions: - Type A: 6 m long, 3.4 m wide, 1.5 m access aisle - Type B: 6 m long, 2.75 m wide, 1.5 m access aisle	Phases 1 and 2 - Type A (5 total): 6.1 m long, 4 m wide, 1.5 m aisle - Type B (5 total): 6.1 m long, 2.75 m wide, 1.5 aisle
3.29.4)c.	Parking Space Access and Egress	shall be by means of a driveway, land, or aisle at least 3.5 m for one way traffic and 6 m for two-way traffic	Phases 1 and 2 - Driveway is a minimum width of 7.5 m and drive aisles are 6.1 m
3.25.1	Number of Loading Spaces	2 spaces for a building with a floor area exceeding 1,000 m² but not more than 7,500 m²	Phase 2 - 1 space
3.25	Loading Space Dimensions	9 m long by 3.5 m wide, and with a vertical clearance of 4.5 m	Phase 2 - 9 m long by 3.5 m wide, with a vertical clearance of at least 4.5 m



	Loading Space Access	shall be by means of a driveway at	Phase 2
	and Egress	least 3.5 m for one way traffic and	- Drive aisle providing access to the loading space
		6 m for two-way traffic	is a minimum width of 6.1 m
3.31	Number of Bicycle	5% of required vehicle parking; or	Phase 1 = 8 spaces
	Parking Spaces for	8 spaces, whichever is greater	Phase 2 = 6 spaces
	Commercial Uses	- Phases 1 and 2 required vehicle	Total = 14 spaces
	Commercial Coo	spaces is 201 / 100 (5) = 10	Total = 11 opasso
3.31.1	Bicycle Space Design	1.8 m long by 0.6 m wide, with a	To comply with the minimum standards – see site
0.01.1	Standards	1.2 m clear access aisle and 1.2 m	plan and landscape plan prepared in support of
	Standards	vertical clearance	
8.4.2	Landaganing shall be provi	•	the proposal.
0.4.2		ded along all front, side and rear	Parcel E front yard along McNeely Avenue
	yards.		(no other yards apply for this proposal):
			- Landscaping is provided and varies from ±2.9 m
			to ±13.9 m
			Note: front property line along Parcel E is
			proposed to change as a result of the owner
			conveying land to the County (McNeely Avenue
			ROW) to accommodate the re-alignment and
			paving of the existing unpaved MUP.
	Five metres (16.4 feet) of la	andscaped open space shall be	Parcel E along McNeely Avenue
	provided along all arterial a		- Varies from ±2.9 m to ±13.9 m
			- Min. ±2.9 m from curb to existing property
			line (varies from approximately 2.9 m to 13.9 m);
			- Min. ±0.36 m (curb to proposed property line),
			which results in ±1.36 m of softscape between
			curb and proposed paved edge of MUP.
			Note: front property line along Parcel E is
			proposed to change as a result of the owner
			conveying land to the County (McNeely Avenue
			ROW) to accommodate the re-alignment and
			paving of the existing unpaved MUP. The
			conveyance also includes a 1 m service strip
			between the proposed new property line and
			paved edge of MUP.
	1.5 metres (4.9 feet) of land	dscaped open space shall be	How this standard applies is unclear and to be
	provided between abutting	and similar land uses.	confirmed by the Town through review of the DP3
			application in support of the Phase 2 proposal.

# Subsection 3.15 Exterior Design



Elements of exterior design are subject to the provisions outlined in Sections 13 and 14 of this By-law. All proposals must include coloured elevation drawings which demonstrate that the overall design of the new development is consistent with the exterior design elements illustrated in Sections 13 and 14 of this By-law.

Colour elevations for the single proposed building of the Phase 2 development have been provided in support of the DP3 application.

Section 14.5 of the DPB contains built form design direction for development within the Highway District. The below table lists the relevant design criteria for commercial retail development along with an explanation on how the proposal has consideration for the criteria.

Table 2. Review of the Highway Commercial Built Form Design Criteria

#### **Design Criteria**

Buildings should be oriented towards the street and parking provided in the rear or side of building. Where property fabric will not lend itself to the provision of parking except at the front of the building, parking will be buffered and screened by landscape materials providing an element of all season screening. At no time will parking be provided within the front yard setback.

Buildings located at intersections should provide exterior details on both street fronts. These areas will provide gateways into the commercial node.

#### **Design Response**

The proposed Phase 2 development is on vacant land within an existing shopping centre, and will contribute to the build-out of what is described as Parcel E. None of the vacant land north of the shopping centre's main driveway is operational at this time, and the easterly portion of this area, being Parcel E, is being designed to look and function as an independent enclave with its own centralized parking lot and perimeter building layout. As such, it is appropriate for the under construction, proposed, and future proposed buildings of Parcel E to be oriented inwards towards the parking lot, while maintaining open sightlines along Parcel E's McNeely Avenue frontage to ensure signage and front facades have exposure towards the street and the travelling public.

Proposed landscaping along Parcel E's McNeely Avenue frontage will provide an appropriate balance between screening parking and maintaining commercial sightlines. The loading and waste storage area proposed with Phase 2 will be screened by fencing in addition to the proposed landscaping along Parcel E's frontage.

There are limited portions of the proposed parking lot that encroach into the required front yard setback of 6 metres. This impact is indiscernible given the proposed landscaping along the frontage as well as the wide portion of open space within the McNeely Avenue ROW, which includes a multi-use pathway.

Where a building elevation is adjacent to a roadway, elevations will be required to have an appropriate number of projections and recessed areas and a variety of cladding types in order to ensure that a monotonous building façade is not created.

Signage and cladding proposed for Building F is consistent with the architectural expression of Building E1 (Phase 1), the existing shopping centre, and the requirements of the known intended tenants. Cladding consists of various materials and will be complemented by projections and recesses providing variation in facade expression. Approximately



All Highway District buildings shall have a minimum of	30% of transparent glazing is provided on the building's primary façade
20% glazing on their front façade to create a human	facing north.
scale environment.	
A minimum of 5.0 metres (16.4 feet) of buffered	Generally, a landscaped area similar to a 5 metre landscape buffer is
landscaped area providing an element of all season	provided along the Parcel E frontage, however, its depth varies to less
screening shall be provided within the 6.0 metre (19.6	than and greater than 5 metres, which will necessitate an amendment
feet) front yard setback.	to the standards of the DPB.
All building service areas shall be located away from	Building F's service area is located between the building and front lot
public view.	line, and is encompassed by the proposed drive-through aisle. Given its
	location, the service area will be screened with fencing, with front yard
	landscaping providing additional screening.
Pedestrian crosswalks and pathways either internal to	Depressed curbs with tactile warning surfaces are proposed where
the site or providing pedestrian access to the site will	pedestrian walkways begin to cross drive aisles. Crossings will be
be defined with the addition of unit pavers or feature	painted with appropriate striping to indicate the walkway to users and
pavers.	vehicles. The use of paint over pavers in these areas will help to avoid
	conflicts with snow plow buckets which can result in ongoing
	maintenance and liability issues.
Entrances to parking areas should be well defined by	The proposed parking has been intentionally centralized for Parcel E for
signage and curbing. Wherever possible abutting	efficient circulation and parking movements. Soft landscaping and tree
commercial parking lots should be linked to provide	planting has been incorporated throughout the parking lot in landscape
for consolidated parking and ease of vehicular	islands and perimeter spaces. Pedestrian connectivity is supported with
movements. Parking lots shall provide landscape	appropriate walkways and crosswalks to and through Parcel E, and
elements within the islands and along thoroughfares.	bicycle parking is provided in three accessible and well-lit areas along
Provision for pedestrians within the site must be	Building F's front wall.
demonstrated. Cyclists must also be considered when	
developing site layout.	
Buffers shall consist of plant material screens and	The proposed landscape plan provides for softscape, where feasible,
structural elements that are designed and maintained	including a species mix of native and hardy trees, shrubs, and ground
in a staggered or undulating manner to create a more	cover.
natural looking landscape. Not less than 50% of the	
landscaped area provided shall be natural earth	
comprised of the natural planting of grass, lawns,	
trees, shrubs and flowers in such a manner as to	
establish and enhance the beautification of the	
landscaped area and any building or structure on the	
same lot. Soft landscape materials may also include	
shrubs and planting at foundation base, container	
planting consisting of urns, planters, window boxes or	
suspended baskets.	
Plant material should be selected with regard for the	
annual climate of Carleton Place and the ability to	
tolerate salt. Native species are preferred.	

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Buildings should be integrated with the existing grade	Building access, grades, and site circulation have been designed with
and provide at grade entrances or alternatively	consideration for accessibility.
accessible modifications should be provided.	
Garbage enclosures are to be fenced with wood	Building F's waste storage area is located between the building and
screen and buffered with soft landscape elements.	front lot line, and is encompassed by the proposed drive-through aisle.
Garbage receptacles require screening (wood or	Given its location, the service area will be screened with fencing, with
ornamental metal facing). Recommended locations	front yard landscaping providing additional screening.
include inside parking courts or at the end of parking	
bays. Locations should be conveniently accessible for	
trash collection and maintenance and should not	
block access drives during loading operations.	

# 4.1 Amendment Rationale

Through review of the provisions and development standards of the DPB that apply to the Phase 2 development, it was determined relief from the DPB is required in five areas relating generally to landscaping and parking, which are listed below along with rationale for each.

Table 3. Rationale for Proposed Amendments to the DPB

DPB Requirement	Proposed	Rationale
Sec. 8.3 Landscape Strip: 3.0 m (9.8 ft)  Sec. 8.4.2 Five metres (16.4 feet) of landscaped open space shall be provided along all arterial and collector roadways.	Proposed  Min. 2.9 m from curb to existing front property line.  Min. 2.9 m from curb to existing front property line.	Rationale  The DPB contains two separate landscaping requirements for the Highway District, one which requires a 3 metre landscape strip and the other which requires a 5 metres landscape strip along an Arterial Road (e.g., McNeely Avenue). The proposal includes a continuous landscape strip that varies in width along its McNeely Avenue frontage between the existing property line and the proposed curb. The proposed landscape strip varies from approximately 12 metres to 2.9 metres.  The intent of this landscape strip is to provide a softened buffer between private development and the municipal ROW. Despite the narrower portions of the proposed landscape strip, the intent of these development standards is still being met for the following reasons:  - the provided strip remains wide enough in all areas to accommodate a mix of plantings that soften the buffer and offer screening – see submitted landscape plan; and,
		the overall amount of landscaped open space from the front property line to the proposed curb is comparable to the amount that would be provided with a 5 metre wide uniform strip.



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Sec. 3.11	No queuing	The number of queuing spaces leading up to the service window is
Drive Through Operations:	space	compliant with the DPB, however, the proposal requires relief since it
Required to provide off street	proposed after	does not include a queuing space after the service window. Adequate
motor vehicle queuing space	the service	queuing space preceding a service window is important to mitigate
both leading up to and away from	window.	impacts long lineups can lead to, such as interruption of parking lot
each window and kiosk.		circulation for pedestrians and vehicles. There is less potential impact to
		be had by not providing queuing space after a service window, as the
		service window marks the location where the transaction occurs and so a
		patron would then depart from the drive through. The DPB does not
		detail the purpose of the required queuing space following the service
		window, though we anticipate it is for circumstances where an ordered
		item is not yet ready and so a patron is asked to advance forward. If that
		is the reason behind the requirement, then it can be addressed by having
		a parking stall proximate to the drive-through reserved with signage as a waiting space.
		waiting space.
Sec. 3.25.1	1	The DPB requires two loading spaces for Building F of Phase 2, whereas
Number of loading spaces: 2		one loading space is proposed. The owner of the site and landlord of the
spaces for a building with a floor		proposed building, being SmartCentres, works with prospective tenants
area exceeding 1,000 m <sup>2</sup> but not		to ensure site elements, such as loading, is adequate to meet the needs
more than 7,500 m <sup>2</sup>		of their business operations. SmartCentres has advised that given the
		size and intended use of the building units it is anticipated a single
		shared loading space will be adequate to service the building. As we
		understand, the frequency and timing of deliveries for tenants would be
		coordinated, as necessary, to mitigate parking conflicts.
Sec. 3.29.3	200	The DPB requires 201 parking spaces whereas 200 spaces will be
Number of Parking Spaces:		provided in combination between the proposed Phase 2 and the under- construction Phase 1 developments. This difference of a single space is
Retail Store and Bank		a marginal shortfall that is not anticipated to result in any adverse
1 space per 20 m <sup>2</sup> of GFA,		impacts. It is noted that SmartCentres designs their sites to have excess
minimum 5 spaces		parking beyond the needs of their tenants, and that prospective tenant
- Building E1 = 2,269.34 m <sup>2</sup> GFA		parking needs were assessed as part of the parking allotment for Parcel
- Building F = 1,277.38 m <sup>2</sup> GFA		E.
- 3,546.72 m <sup>2</sup> GFA / 20 = 177		
Drive Through Restaurant		
1 space per 10 m <sup>2</sup> of GFA		
- Building F = 241.54 m <sup>2</sup> GFA		
- 241.54 m <sup>2</sup> GFA / 10 = 24		
TOTAL = 201 spaces		



# 5 Supporting Documentation

A formal pre-application consultation with the Town was held on October 10, 2024, where the proposal was presented, and the Town provided initial feedback. Following the pre-application consultation, the Town confirmed the application type and supporting documentation required in order to support the proposed development through the approvals process. The below listed technical documents, as identified by the Town, were prepared in support of the proposed Phase 2 development and required DP3 application. Summaries and extracts of the conclusions of the servicing and transportation reports have been noted.

- 1. Site Plan Petroff Partnership Architects
- 2. Landscape Plan Levstek Consultants Inc.
- 3. Planning Rationale and Design Brief Stantec Consulting Ltd.
- 4. Coloured Building Elevations LLA Architecture+
- 5. Servicing and Stormwater Management Report and Plans Counterpoint Engineering Inc.
  - Page 6: "We trust that the information presented herein has demonstrated that the proposed Phase 2 development of Block E in the existing commercial development located in the west side of McNeely Avenue, north of Highway 7, follows the intent of the original commercial development design concept for stormwater management, sanitary servicing and water supply, and therefore the existing services provided can accommodate the proposed development."
- 6. Transportation Impact Study CGH Transportation Inc.
  - Page 6: "The proposed drive-thru facility on the east end of Phase F1 is accessed at the east limit of the site from the parking lot drive aisles. Within the drive-thru loop, space for six vehicles is provided, and queuing beyond this space in the northeast drive aisle is available for any times where a surge of vehicles arrives at one time. High curbing and landscaping have been included on the drive-thru loop to screen traffic from the signalized intersection on McNeely Avenue."
  - Page 31: "The proposed commercial development is anticipated to produce only minor traffic operation impacts beyond the background conditions. Based this finding, and on the proposed development being the addition of commercial space to an existing commercial site controlled by a signalized access with no changes to the signalized intersection, no impacts to the transportation network are anticipated. No mitigation for site traffic is required beyond the recommendations of the Highway 7 & Highway 15 TESR. It is recommended that, from a transportation perspective, the proposed development application proceed."

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# 6 Conclusion

This planning rationale and design brief has been prepared in support of a Class 3 Development Permit application for a proposed commercial development on a vacant portion of the property described municipally as 450 McNeely Avenue in the Town of Carleton Place. The proposed development represents a second phase of development on a vacant portion of the subject property that is described as Parcel E. The Phase 2 development generally consists of a single, multi-unit commercial building, vehicle and bicycle parking, loading, waste storage, and landscaping. The DP3 application seeks approval of the proposed Phase 2 development, including five aspects of relief required from standards of the DPB:

As demonstrated through this report and in the technical material required with the application, the proposed Phase 2 development represents an appropriate use of vacant shopping centre land, as it will help to infill the property and Parcel E with a land use and site design that aligns with the intent of applicable planning policy and regulations. Accordingly, we recommend the application for approval.



Stantec is a global leader in sustainable engineering, architecture, and environmental consulting. The diverse perspectives of our partners and interested parties drive us to think beyond what's previously been done on critical issues like climate change, digital transformation, and future-proofing our cities and infrastructure. We innovate at the intersection of community, creativity, and client relationships to advance communities everywhere, so that together we can redefine what's possible.

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