



**The Corporation of the City of St. Catharines
CITY COUNCIL AGENDA
Regular, Monday, July 10, 2017
Council Chambers, City Hall, 6:30 PM**

His Worship Mayor Walter Sendzik takes the Chair and opens the meeting

- 1. Mayor's Report**
- 2. Adoption of the Agendas**
- 3. Adoption of the Minutes (Council and General Committee)**
 - 3.1 [Regular Meetings of Council, Minutes of June 26, 2017](#)
 - 3.2 [General Committee, Minutes of June 26, 2017](#)

4. Declarations of Interest

5. Public Meetings Pursuant to Planning Act

- 5.1 Planning and Building Services, Planning Services
Proposed Official Plan Amendment and Zoning By-law Amendment,
111 Church Street; Owner: 2533785 Ontario Inc.; Agent: Brent Larocque

6. Delegations

7. Presentations

8. Call for Notices of Motion

9. Motions

- 9.1 Merritton Labour Day Fireworks Funding
Notice was provided at the meeting of June 26, 2017. Councillor Stevens will present the following motion this evening:

WHEREAS the Port Dalhousie Lions Club supports an annual fireworks display in Port Dalhousie; and

WHEREAS fireworks in Port Dalhousie will occur again this year on July 1; and

WHEREAS Merritton Lions also support an annual fireworks display in Merritton on Labour Day and hope to do so again this year; and

WHEREAS, at the City Council meeting of June 12, 2017, a motion was approved to cover a shortfall in funding for Port Dalhousie fireworks in the amount of \$2,000; and

WHEREAS, at the City Council meeting of June 12, 2017, it was also stated that individual donors would receive recognition on the City's web page; and

WHEREAS funds used for the Merritton Labour Day fireworks are funded by and subsidized through the generosity of local businesses and residents; and

THEREFORE BE IT RESOLVED that, should a shortfall in donations for the Merritton Labour Day fireworks occur, approval be granted to cover such a shortfall similar to that given to Port Dalhousie;

THEREFORE BE IT FURTHER RESOLVED that all donors who contribute to the Merritton Labour Day fireworks receive recognition on the City's web page.

9.2 Inter-Municipal Transit – Appointment of Members to Steering Committee
([Link to Niagara Region's Report PW-29-2017](#) provided)

That the Council of the City of St. Catharines appoint Mayor Sendzik and Councillor _____ to sit as members of the Inter-Municipal Transit Steering Committee based on the Terms of Reference attached in Appendix 2 of the Niagara Region's Report PW 29-2017.

10. Resolve into General Committee

11. Motion Arising from In-Camera Session

12. Motion to Ratify Forthwith Recommendations

13. By-laws

13.1 Reading of By-laws

14. Agencies, Boards, Committee Reports

14.1 Minutes to Receive:

- Recreation Master Plan Advisory Committee, [February 21, 2017](#) and [April 18, 2017](#)

15. Adjournment



CITY OF
ST. CATHARINES

Corporate Report

Report from Planning and Building Services, Planning Services

Date of Report: June 14, 2017

Date of Meeting: July 10, 2017

Report Number: PBS-172-2017

Files: 60.30.330, 60.35.1027

Subject: Public Meeting in Accordance with the Planning Act
Proposed Official Plan Amendment and Zoning By-law Amendment,
111 Church Street; Owner: 2533785 Ontario Inc.; Agent: Brent Larocque

Recommendations

Garden City Plan Amendment

That Council approve an amendment to the City of St. Catharines Official Plan (the Garden City Plan) for the lands described as Part Lot 282 CP Plan 2 as in RO757492 except Part 5 on 30R-6377 and Part of Lots 280 & 281, CP Plan 2, designated as Part 1 on 30R-5954, St. Catharines, municipally known as 111 Church Street, as follows:

- a) That Schedule E10, Downtown Planning District, be amended by changing the land use designation of the lands from Mixed Medium High Density Residential/Commercial to Mixed High Density Residential/Commercial as identified in Appendix 5 of this report; and

That the Mayor and City Clerk be authorized to execute the necessary by-law to give effect to Council's decision; and

That the Notice of Decision required by the Planning Act, R.S.O. 1990, c.P. 13, as amended, be processed by staff; and

That upon expiration of the appeal period, staff be directed to forward any appeals to the Ontario Municipal Board for consideration and final approval; and

Further, that the Clerk be directed to make all necessary notifications. FORTHWITH

Zoning By-law Amendment

That Council approve an amendment to the City of St. Catharines Zoning By-law 2013-283, for the lands described as Part Lot 282 CP Plan 2 as in RO757492 except Part 5 on 30R-6377 and Part of Lots 280 & 281, CP Plan 2, designated as Part 1 on 30R-5954, St. Catharines, municipally known as 111 Church Street, as follows:

- a) That Section 15.1, Schedule A (A14), Zoning Maps, be amended by rezoning the subject lands from Medium/High Density Mixed Use (M2-92) to High Density Mixed Use (M3-92-143) as outlined in Appendix 6.
- b) That Section 13.1 'List of Special Provisions' be amended by adding a special provision as follows:

Special Provision	Zone	Schedule A	Schedule B	Location	By-law
143	M3	14		111 Church Street	
1. Front lot line shall mean the lot line which is abutting Church Street.					
2. The following provisions shall apply for Mixed Use (Residential and Non-Residential) Buildings:					
a.	Minimum front yard			0 m	

That the Mayor and City Clerk be authorized to execute the necessary By-law to give effect to Council's decision; and

That the Notice of Decision required by the Planning Act, R.S.O. 1990, c.P. 13, as amended, be processed by staff; and

That upon expiration of the appeal period, staff be directed to forward any appeals to the Ontario Municipal Board for consideration and final approval; and

Further, that the Clerk be directed to make all necessary notifications. FORTHWITH

Encroachment Agreement

That Council authorize an Encroachment Agreement for the proposed covered entrance (1.36 m including cornice) and the cornice of the south east projection of the building (0.2 m) into the Church Street road allowance; and

That the Mayor and City Clerk be authorized to execute the necessary by-law to give effect to Council's decision. FORTHWITH

Summary

Approval of the subject applications will facilitate the construction of an 8-storey (9 at the rear) mixed use building consisting of 128 dwelling units and a day care. The maximum number of units currently permitted to be built on the property is 79. Approval of the proposed amendments facilitates an additional 49 dwelling units. The proposed development has a gross density of 320 units/ha.

The subject property, which is 0.40 ha (0.99 ac) in size, is located on the north side of Church Street, between Clark and Court Streets. Staff are recommending approval of the proposed amendments to the Official Plan and Zoning By-law, and support the

encroachment agreement to address the front entrance canopy which extends slightly into the Church Street road allowance widening.

The owners of the subject property have informed the City of their partnership with Bethlehem Housing and Support Services (BHSS), who will be leasing the whole of the proposed building. BHSS will rent the proposed dwelling units to tenants at an affordable rate, in accordance with a lease agreement between the property owner and BHSS. The following summarizes Staff's understanding of the intended lease arrangement with BHSS:

- All rents to be at or below average market rent for St. Catharines, as set by Niagara Regional Housing (NRH)
- 20 units eligible for NRH Housing Allowance Program
- Additional 30 to 50 units at 80% of average market rent for St. Catharines, as set by NRH

Report

Proposed Development

The proposal is to seek approval for the construction of an 8-storey (9 at the rear) mixed use building consisting of 128 dwelling units and a day care. The site is designated as 'Mixed Medium High Density Residential/Commercial' in the Official Plan and is zoned 'Medium/High Density Mixed Use (M2)' in the City's Zoning By-law, which permits a density of up to 198 units/ha. This equates to a development with a maximum of 79 dwelling units on the subject site.

The proposed applications to amend the Official Plan and Zoning By-law seek to increase the density, the number of units and, therefore, the building height on the site. The Official Plan Amendment changes the designations of the lands from 'Mixed Medium High Density Residential/Commercial' to 'Mixed High Density Residential/Commercial' (as illustrated in Appendix 5). The Zoning By-law Amendment changes the zoning of the lands from 'Medium/High Density Mixed Use (M2)' to 'High Density Mixed Use (M3)' with Special Provisions (as illustrated in Appendix 6). The proposed mixed use development has a gross density of 320 units/ha and a unit count of 128, an increase of 49 units over existing permissions. The development has 43 surface parking spaces.

The proposed Special Provisions stipulate that the Church Street lot line is the front lot line and reduces the minimum front yard setback to this lot line.

Site Plan and Building Elevation drawings for the proposed development are included as Appendix 7.

Affordable Housing

The owners of the subject property have informed the City of their partnership with Bethlehem Housing and Support Services (BHSS), who will be leasing the whole of the proposed building. BHSS will rent the proposed dwelling units to tenants at an

affordable rate, which is to be equal to the average market rent rates as set by Niagara Regional Housing (NRH). NRH has developed their own average market rent rates, which are reviewed annually and approved by the Province. The alternate rates were set by NRH as there has been difficulty finding units which are eligible for their Housing Allowance Program, at or below the average market rents as set by the Canada Mortgage and Housing Corporation (CMHC). The NRH alternate average market rent rates (monthly) for St. Catharines are:

Bachelor	1 Bedroom	2 Bedroom	3 Bedroom +
\$634	\$868	\$1,031	\$1,249

All rents for the proposed dwellings will be at or below the alternate average market rent rate as set by NRH. The project has also received funding under the NRH Housing Allowance Program for 20 dwelling units. The Housing Allowance Program is a short term program that provides a set allowance to landlords to assist tenants with rent. This program was designed as a temporary measure to help households meet their monthly rental obligations until they can be housed in a permanent rent-geared-to-income unit.

Further, the applicant estimates that the rent rate for an additional 30 to 50 units will be set at 80% of the alternative average market rent. This arrangement has not been finalized. As well, in recognition of the possibility of this site providing affordable housing, it should be noted that on July 11, 2016, after a presentation, City Council passed the following motion:

“That Council receive the presentation from Lori Beech, Executive Director, Bethlehem Place and Support Services; and

Whereas there is an ongoing need for safe, affordable housing in the Municipality of the City of St. Catharines; and

Whereas the Municipality of St. Catharines is a “compassionate” City and understands the need for affordable housing;

Therefore be it resolved that the City of St. Catharines recognizes and identifies and designates the need for affordable housing as a Municipal priority.
FORTHWITH

Background

Location and Site Description

The site is located in the Downtown Planning District on the north side of Church Street, between Clark and Court Streets. The site also has a very short frontage on the south side of North Street. A location map is attached as Appendix 1. The site area is 0.40 ha (0.99 ac), with a frontage of 48.39 m on Church Street and 6.35 m on North Street.

The subject lands were formerly home to the Royal Canadian Legion Branch 24 and Goodwill Niagara. Demolition of the building was completed early in 2017.

Surrounding land uses include:

North:	Commercial strip plaza
South:	A mix of residential (detached, semi-detached and townhouse) and office uses
East:	Parking lot (Funeral Home parking)
West:	Multi-Residential uses (5-unit and 6-unit apartments)

Circulation of Application

The applications were circulated to all relevant departments and agencies in accordance with the Planning Act. The majority of comments are dealt with through the review of the concurrent Site Plan Agreement application. Further detail regarding circulation comments is provided in the Planning Analysis section of this report.

Planning Analysis

Provincial and Regional Policy Context

The subject lands are within a settlement area under the 2014 Provincial Policy Statement (PPS) and within an Urban Growth Centre (UGC) as delineated by the Provincial Growth Plan for the Greater Golden Horseshoe (Growth Plan), 2017. The PPS and Growth Plan contain policies that direct growth and development to settlement areas, encourage the development of complete communities, support intensification, and require the provision of an appropriate range of housing types and densities, including affordable housing, to meet the projected needs of future and current residents. The Growth Plan defines affordable as:

In the case of rental housing, the least expensive of:

- i. a unit for which the rent does not exceed 30 per cent of gross annual household income for low and moderate income households; or*
- ii. a unit for which the rent is at or below the average market rent of a unit in the regional market area.*

Furthermore, UGCs will be planned to accommodate significant population and employment growth. The Downtown St. Catharines Urban Growth Centre is planned to achieve 150 residents and jobs per combined per hectare. Land use patterns shall be based on densities and a mix of land uses that efficiently use land, resources, infrastructure, and public service facilities which are planned or available to settlement areas.

Similarly to the Growth Plan, the Regional Official Plan (ROP) directs development to take place in urban areas and supports intensification where appropriate servicing and infrastructure exists. Consistent with the Growth Plan, the ROP directs the St. Catharines UGC to be planned to accommodate and support opportunities for high density residential development, including the development to meet specialized housing needs, to support a variety of uses located in this area. The ROP supports and encourages local municipalities to support not-for-profit housing agencies as well as the

private sector in the development of affordable housing for low and moderate income households. The ROP defines affordable in the same manner as the Growth Plan.

The proposed development of a high density mixed use building, providing for affordable dwelling units within the Urban Growth Centre, conforms to Provincial and Regional land use policies.

Official Plan (Garden City Plan)

The Garden City Plan designates the lands as 'Downtown' on Schedule D1 (see Appendix 2) of the Garden City Plan. The Downtown land use designation is intended to provide the highest concentration, density, range and mix of office, commercial, entertainment, civic, government, institutional, recreational, creative and cultural employment uses and residential accommodation within the municipality. The policies of the Downtown designation supports opportunities to achieve the minimum density targets and other applicable policies established in the Provincial Growth Plan, as well as to attract and accommodate an eclectic mix and integration of complementary land uses and activities. The Downtown land use designation also emphasizes excellence in urban design, which will be discussed in the Urban Design Guidelines section of this report. The proposed mixed use building is permitted in the Downtown land use designation.

Schedule E4, Downtown Planning District further designates the lands as 'Mixed Medium High Density Residential/Commercial' (see Appendix 3). This designation permits detached, semi-detached, duplex, triplex, quadruplex, fourplex, townhouse and apartment dwellings at a density range generally between 60 and 198 units/ha of land. Additional uses include institutional, small scale retail commercial uses on the ground floor, small scale service commercial, office, indoor recreation, and creative and cultural uses intended to serve the local neighbourhood. At a requested density of approximately 320 units/ha, an Official Plan Amendment to Schedule E4 is required for the proposed development.

The proposal is to amend Schedule E4 of the Official Plan to change the designation to 'Mixed High Density Residential/Commercial' (see Appendix 5), which permits triplex, fourplex, townhouse and apartment dwellings at a density greater than 85 units/ha. The same additional permitted uses continue to be permitted in this designation.

In examining the surrounding area, there is a cluster of high-density apartment buildings that exist within the immediate vicinity of the subject lands (within 150 m). While the surrounding properties are all designated as 'Mixed Medium High Density Residential/Commercial', there are several properties in the area developed in the high density range. The proposed development is similar in terms of density and height to the character of other apartment buildings in the surrounding area. The following table illustrates heights and densities of apartment buildings in the neighbourhood. Appendix 8 highlights the location of these buildings relative to the subject site.

Address	Density	Number of Units	Height at front
99 Church Street	214 units/ha	53	6 storeys
1 Clark Street	260 units/ha	88	6 storeys
137 Church Street	315 units/ha	94	12 storeys
141 Church Street	357 units/ha	120	12 storeys
<i>Subject site</i>	<i>320 units/ha</i>	<i>128</i>	<i>8 storeys</i>

Section 16.1 of the Garden City Plan outlines general policies to be considered in evaluating an Official Plan Amendment application. This application for amendment to the Plan has been evaluated on the basis of those prescribed considerations, as follows:

Garden City Plan Policy (16.1)	Planning Comment
i) The degree of conformity of the proposed amendment to the general intent, purpose and philosophy of this Plan, particularly the vision, planning principles and general policies of the Plan	<p>Part B, 'Vision and Guiding Principles', describes the general intent of the Plan and the basis for which the land use policies of the Plan have been prepared. It establishes priorities including the accommodation of growth and change, housing, and achieving a sustainable community.</p> <p>The Urban Growth Centre is intended to be the City major mixed use activity center, providing for the highest concentration of density and mix of uses, including housing.</p>
ii) Consistency with Provincial and upper tier government plans, policies and legislation	The proposed development of a high density mixed use building, providing for affordable units within the Urban Growth Centre, conforms to Provincial and Regional land use policies.
iii) The availability and suitability of land already designated for the proposed use, and the need for, and the feasibility of the proposed use	The majority of land designated as Mixed High Density Residential/Commercial use within the Urban Growth Centre is located in the northeast corner of the Downtown Planning District (i.e., north of Church Street between Geneva and Page Streets). While other sites do exist, they are further removed from the core of Downtown, and may take longer to develop given their location. There is a strong need for housing, especially affordable housing, in the Downtown.

Garden City Plan Policy (16.1)	Planning Comment
iv) The compatibility of the proposal, or the adequacy of proposed mechanisms for achieving compatibility, with adjacent and planned uses	The Niagara Region requested that a Noise Study be submitted with the subject applications to evaluate noise impacts from the commercial plaza to the rear of the site. Regional Staff are satisfied that no stationary noise source will be required. The Official Plan Amendment to increase density does not impact compatibility with surrounding uses.
v) The potential of the proposal to cause instability within an area intended to remain stable	The Official Plan contemplates significant development and change in the Downtown Urban Growth Centre. The proposal will provide additional housing in the Downtown.
vi) The ability of the City's infrastructure and public service facilities to accommodate the proposal without costly expansion, upgrading, or required deferral of other planned infrastructure and public service facility improvements in other areas of the City	The subject lands are serviced by water, sanitary and storm sewer services. Servicing Reports submitted to date indicate that existing municipal services have adequate capacity to accommodate the proposed development.
vii) The financial implications, both cost and revenues, to the City	The proposed development presents no cost implications to the City. Any improvements to municipal infrastructure which may be necessary to accommodate the development will be at the sole cost of the applicant. The addition of 128 residential dwelling units and a day care will provide an increase in property tax revenues.
viii) The degree to which approval of the amendment would establish an undesirable precedent	The proposed development does not set precedent in the neighbourhood. There are several developments in the surrounding area which have similar densities to the proposal.

Based on the matters outlined above, staff is satisfied that the proposed Official Plan Amendment meets the general intent of the Plan and all other prescribed general considerations contained in the Official Plan.

Zoning By-law

Zoning By-law 2013-283 zones the lands as Medium/High Density Mixed Use (M2) (see Appendix 4). The proposal exceeds the maximum residential density permitted in the M2 Zone of 198 units/ha.

The applicant has requested an amendment to the Zoning By-law to change the zoning to High Density Mixed Use (M3), with Special Provisions (see Appendix 6). The M3 Zone has a smaller range of permitted residential uses than the M2 Zone (the M3 Zone does not permit detached, semi-detached, duplex and quadruplex dwelling). The M3 Zone does not contain a maximum residential density for apartment buildings and mixed use buildings.

The table below outlines the differences between the M2 Zone, the M3 Zone and the proposed M3 Zone with Special Provisions.

Provision	M2 Zone Requirement	M3 Zone Requirement	Proposed M3 Zone Requirement
The front lot line is the lot line abutting Church Street (as opposed to North Street)			
<i>Mixed Use Buildings</i>			
Minimum front yard	3 m for portion of building up to 14 m in height; 5 m for portion of building greater than 14 m in height	3 m for portion of building up to 14 m in height; 5 m for portion of building greater than 14 m in height	0 m
Maximum residential density	198 units/ha	-	-

The main difference between the M2 Zone and M3 Zone is density. As presented in the Official Plan section above, there are several examples of high density residential developments in the immediate area.

According to the Zoning By-law, the shortest lot line along a public road is the front lot line. In this case the front lot line is North Street. The recommended Special Provisions propose to treat Church Street as the front lot line and reduce the minimum setback requirement from the Church Street property line. Staff agree that the ideal placement of the building is along the Church Street frontage. In part, the reduced front yard setback is requested because a road allowance widening of 3.7 m is required along Church Street. The proposed building setback ranges from 3.85 m to 5.01 m from the current property line. With the road allowance widening dedicated to the City, the building will be set 0.14 m to 1.31 m from the new property line. Notwithstanding the widening, the building is approximately in line with other apartment buildings on the street. The Urban Design Guidelines section of the report will speak to the proposed building setbacks further.

Parking

Special Provision 92 applies to the subject property, which exempts the site from residential and commercial parking requirements. Parking exemption within the Zoning By-law is in place within the majority of the Downtown. As such, the proposed development does not trigger the need with parking to comply with the Zoning By-law.

However, an agreement exists between the City and a part of the ownership group of the subject property which requires the owner to construct 43 new parking spaces in the Downtown. The agreement relates to the sale of 136 James Street, formerly a City parking lot. The required 43 public parking spaces are to be constructed on the subject lands. The parking spaces are required to be available to the public and regulated by a pay and display system and identified by appropriate signage.

Urban Design Guidelines

The Downtown land use designation emphasizes the importance of good urban design in the downtown area, which ensures that the built environment and public spaces fit together harmoniously to create a distinct sense of place. The Official Plan speaks to the establishment of Urban Design Guidelines to encourage excellence in design. Urban Design Guidelines set out specific design details and requirements for different development types and for different areas of the City. Urban Design Guidelines are to be implemented through zoning regulation, site plan control, or condition of development approval or other approval processes.

The Downtown Urban Design Guidelines (the Design Guidelines) were approved by Council on January 23, 2012. The Guidelines are intended to be flexible enough to allow for creative solutions, while providing a framework to help ensure that new construction is appropriate and supports the City's objectives for the downtown.

The proposed Official Plan and Zoning By-law Amendments have been reviewed against the Design Guidelines and have been found to meet the intent of the document. For reference, the proposed site plan, landscape plan and building elevations are attached as Appendix 7.

Building Height and Setbacks

To maintain a comfortable pedestrian scale, the Design Guidelines set out that buildings will generally be two to six storeys in height along the street edge, with taller elements stepping back into the property. The Design Guidelines further state that buildings taller than six storeys should include a well-defined podium section along the street frontage. Floors above the podium should be set back at least 3.0 m from the front edge of the podium. Front yard setbacks for new buildings should be setback no greater than 5.0 m from the street line.

The proposed building is eight storeys tall at the street edge and does not step back beyond the first six storeys. The building setback ranges from 3.85 m to 5.01 m from the current property line. When the road allowance widening is dedicated, the building will be set much closer to the new property line, however the physical placement of the building does not change. The actual setback will range from 0.14 m to 1.31 m from the new property line. If a similar road allowance widening is dedicated from other properties along the street, buildings on those properties will have similar setbacks to the proposed building. In particular, other apartment buildings on the street are located in line with the proposed building. The existing apartment buildings do not step back

beyond their first six storeys. Staff have considered the existing buildings on the street and are satisfied that the proposed building design, without a setback above six storeys, maintains the established character of the street.

The proposed building contains a covered front entrance which projects into the Church Street road allowance when widened. The Design Guidelines support encroachments of entryways which provide shelter and create more vibrant streetscapes. The proposed covered entrance is a positive addition to the streetscape. Staff recommends that Council authorize an encroachment agreement for the entrance and a portion of a cornice which extend into the Church Street road allowance, as widened.

The proposed building uses material and colour to soften the impact of the building on the street, achieving the intent of the Design Guidelines with respect to height and setbacks.

Building Massing, Detailing and Character

The Design Guidelines direct buildings to be visually divided into smaller, identifiable parts to reflect a more human-scale and traditional development pattern. The construction of large flat walls will be avoided through appropriate vertical and horizontal articulation.

The proposed building uses material, colour, façade relief and cornices in a manner which divides the building horizontally and vertically into smaller building modules. The lower storeys of the Church Street building elevation are clad in brick veneer and granite veneer in a manner which separates the building into four distinct building modules, of heights varying from three to six storeys. The lower floor materials wrap around the side elevations to give massing to the separate building modules. The upper storeys of the front elevation are clad in two different colours of stucco. The architect also uses cornices to break up building height. The varying front yard setbacks of the building help to break up the massing from Church Street.

Landscape Design

The Design Guidelines state that front yard landscaping should complement surrounding landscaping patterns to help establish a sense of continuity and significant green presence. Church Street is characterized by well-maintained front gardens between the building edge and the sidewalk. Front yard landscaping for the proposed development will be achieved on private and public property. Through the site plan agreement on the property, it will be ensured that landscaping will be located and designed in consideration of surrounding properties.

Site Plan Control

A concurrent site plan agreement application has been processed with the Official Plan and Zoning By-law Amendment applications. All departments and agencies have had the opportunity to review the site plan control drawings and there are no major changes required. Through site plan control, the building and site will be designed in a manner which maintains the intent of the Urban Design Guidelines. In addition to height

setbacks, massing, detailing, character and landscape design, several other design elements will be controlled through the site plan agreement, including but not limited to:

- Windows and Doors
- Fencing
- Pedestrian Access
- Parking & Driveways
- Engineering
- Waste Collection

Public Open House

Planning and Building Services staff hosted a public open house on June 1, 2017, which seven members of the public attended. The purpose of the open house was to present the applicant's proposal and provide an opportunity for questions to be asked and comments to be received by City staff before formulating a recommendation.

Public comments received at the open house are summarized below, with corresponding Staff responses.

Affordability

Comment: What does affordable mean?

Response: The property owners will lease the entire building to Bethlehem Housing and Support Services (BHSS), who in turn will lease to tenants. BHSS will use a "blended" approach with this building. Monthly rents will be at or below average market rent for St. Catharines, as set by Niagara Regional Housing (NRH). An additional 20 units will be eligible for the NRH Housing Allowance Program. Another 30 to 50 units may be rented at 80% of average market rent for St. Catharines, as set by NRH.

Comment: How are tenants selected?

Response: BHSS will work with NRH to seek potential tenants and priority will be given to qualified households from the NRH waitlist. BHSS has a current waitlist for permanent affordable housing and will receive application for tenants just like any other apartment building. All tenant applications are reviewed and selected based on their need and income thresholds. The 20 units eligible for the NRH Housing Allowance Program are selected from the NRH waiting list.

Crime

Comment: Has a study been completed to evaluate impacts of crime in the area?

Response: A study of this nature has not been done as part of the planning application submission. The owner believes that the building will help to reduce impacts from crime in the area.

Streetscape

Comment: How will the main floor engage Church Street?

Response: The draft building elevations (presented at the Open House) have been improved. The architect has changed the pattern of cladding on the building so as to create a pedestrian feel at the street level. The entrance to the building has been enlarged to create a stronger presence. The front yard landscaping will be designed to enhance the streetscape.

Day Care

Comment: Who can attend the day care?

Response: There is a strong need for day care in the City and the Downtown. The day care will be available to the public and not only residents of the building.

Damage to Surrounding Buildings

Comment: What if there is damage to surrounding buildings as a result of the proposed construction?

Response: The owners will conduct inspections prior to construction commencing and when construction is finished. The owner will be responsible for repairing damages.

Public Notice

In accordance with established procedures, notices for the public meeting have been circulated.

Second Planning Opinion Advisory

Should Council consider not supporting the Staff Recommendation provided in this report, Council is advised to defer its decision until such time as a second planning opinion from an outside consultant can be obtained. In the event the second planning opinion is supported by Council, and Council makes a decision based on that second planning opinion, and if and when the matter should be heard before the Ontario Municipal Board, then the planner who has provided the second opinion shall be retained for the purpose of a hearing before the Ontario Municipal Board.

Financial Implications

All costs associated with this development are at the expense of the developer. No financial impacts to the City are triggered by these approvals.

Relationship to Strategic Plan

The approval of this development proposal will serve to support the goals for economic and social sustainability by:

- Facilitating private investment through development in the City; and
- Providing for affordable housing options.

Conclusion

In summary, Staff is satisfied that the proposal submitted makes efficient use of these lands and is compatible with the surrounding neighbourhood. The proposed applications facilitate the development of an 8-storey mixed use building with 128 dwelling units and a day care facility. The dwelling units are proposed to be rented at affordable rates by Bethlehem Housing and Support Services. The proposal is consistent with provincial, regional and municipal planning policies, providing for high density mixed use growth within the Urban Growth Centre for the City of St. Catharines and Region of Niagara Region. The proposed building is designed in a manner which supports the objectives of the Downtown Urban Design Guidelines.

Notification

It is in order to advise:

- Brent Larocque of The Larocque Group, 12 Lyman Street, St. Catharines, ON, L2R 5M7, the owner's agent
- 2533785 Ontario Inc., 12 Ontario Street, St. Catharines, ON, L2R 7M3, the owner
- Bethlehem Housing and Support Services, 166 James Street, St. Catharines, ON, L2R 5C5

Prepared by:

Aaron Butler, MCIP, RPP
Planner I

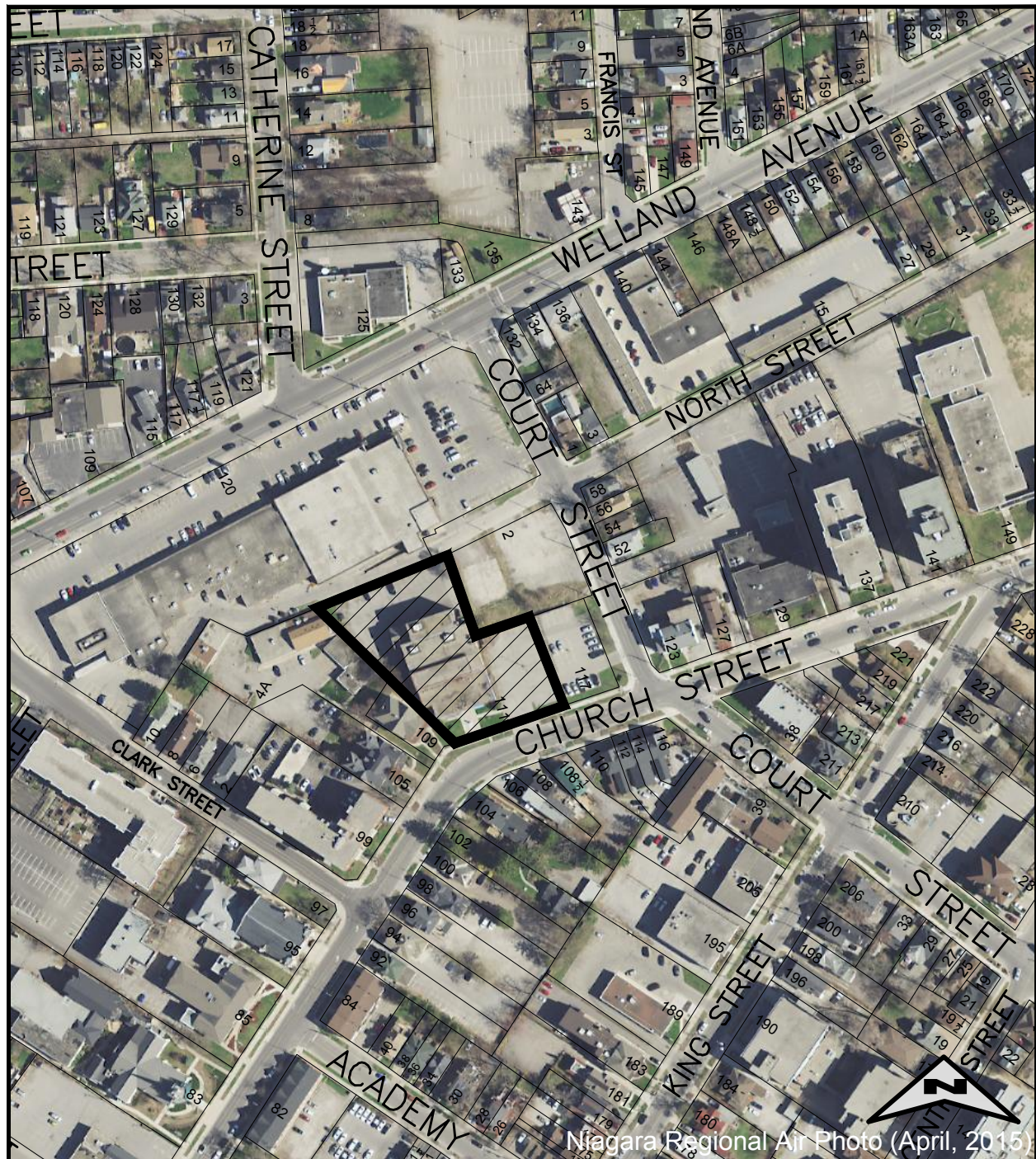
Submitted by:

Judy Pihach, MCIP, RPP
Manager of Planning Services

Approved by:

James N. Riddell, M.PL., MCIP, RPP
Director of Planning and Building Services

Location Map



Niagara Regional Air Photo (April, 2015)



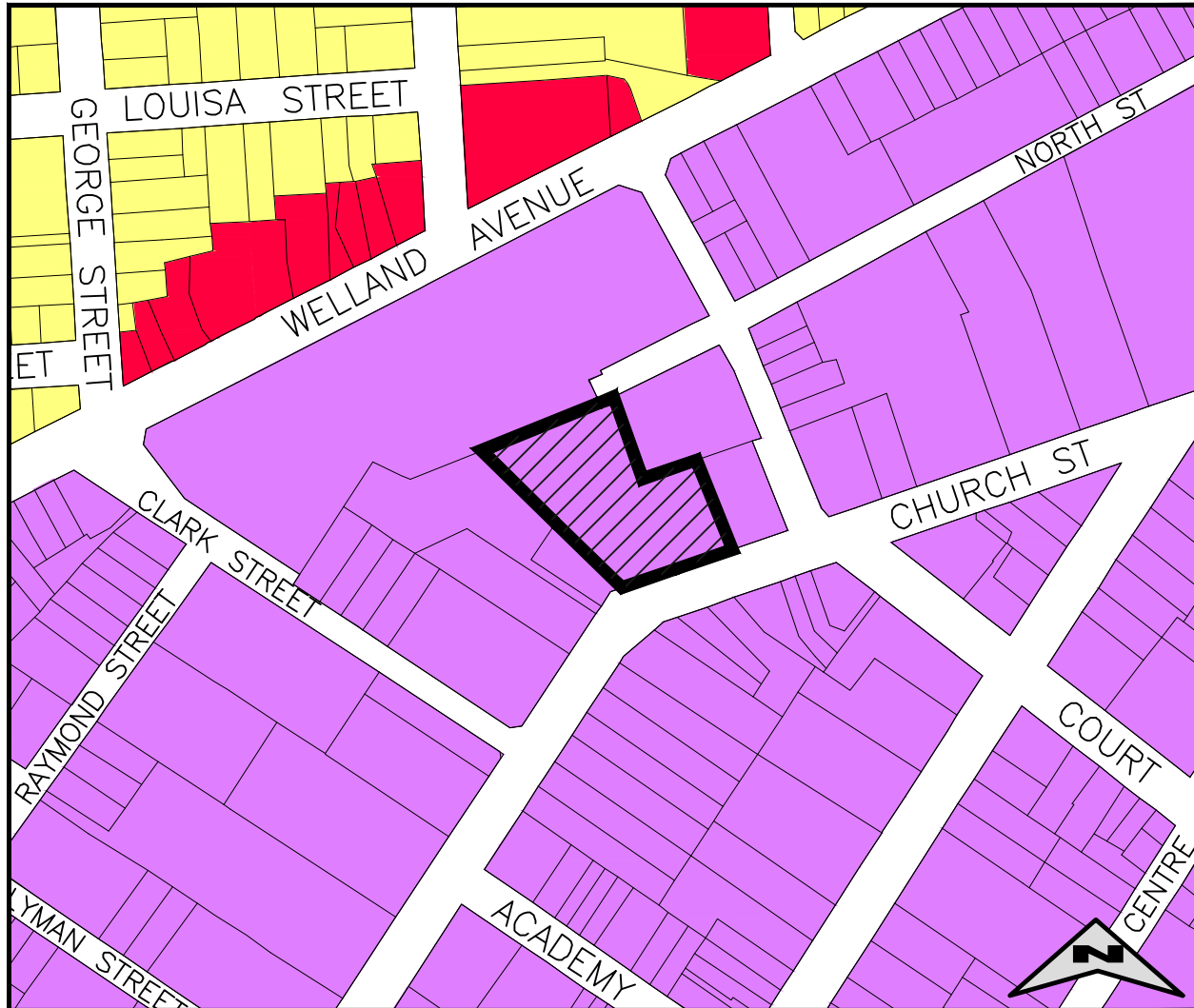
Subject Lands


111 Church Street

Files: 60.30.330, 60.35.1027




Existing Land Use Designation

(General Land Use Plan D1 - Garden City Plan)



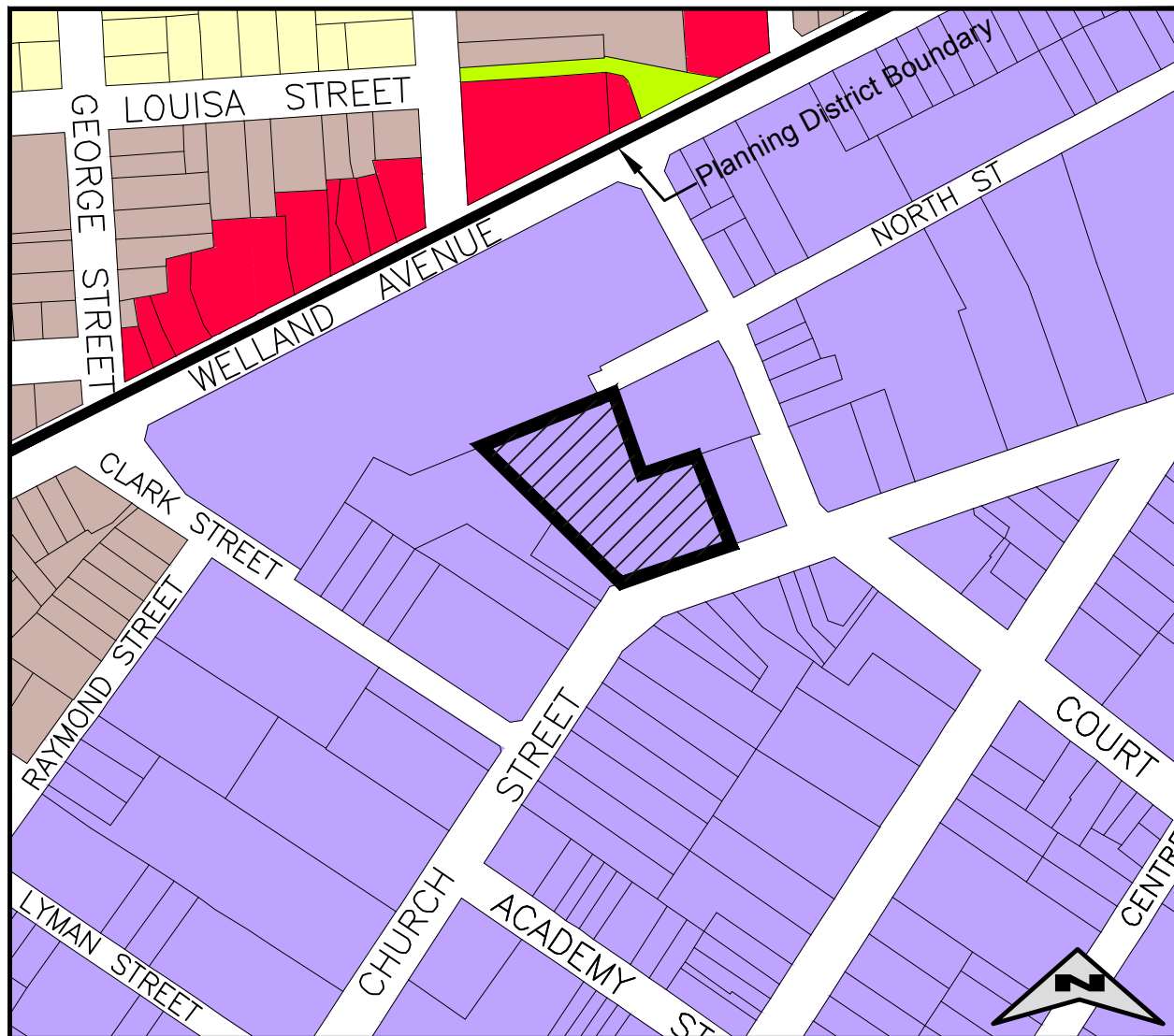
 111 Church Street

Land Use Designations

- | | |
|---|--|
|  Neighbourhood Residential |  Downtown |
|  Commercial | |






Files: 60.30.330 & 60.35.1027

Existing Land Use Designation (Downtown Planning District E10 - Garden City Plan)



 111 Church Street

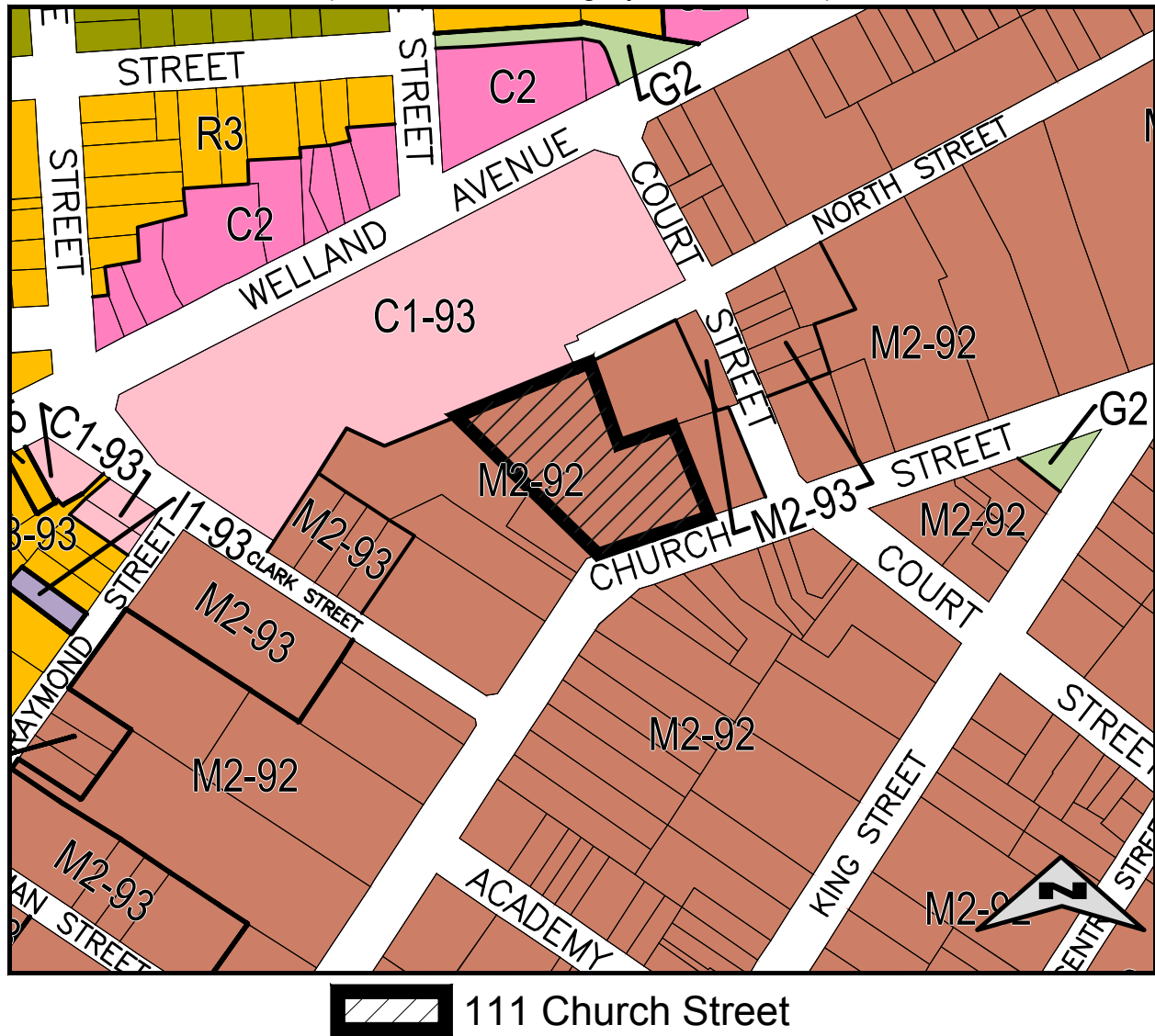
Land Use Designations

 Medium Density Residential	 Low Density Residential
 Mixed Medium High Density Residential / Commercial	 Community Commercial
	 Parkland & Open Space

Files: 60.30.330 & 60.35.1027

Existing Zoning

(Schedule A - Zoning By-law 2013-283)



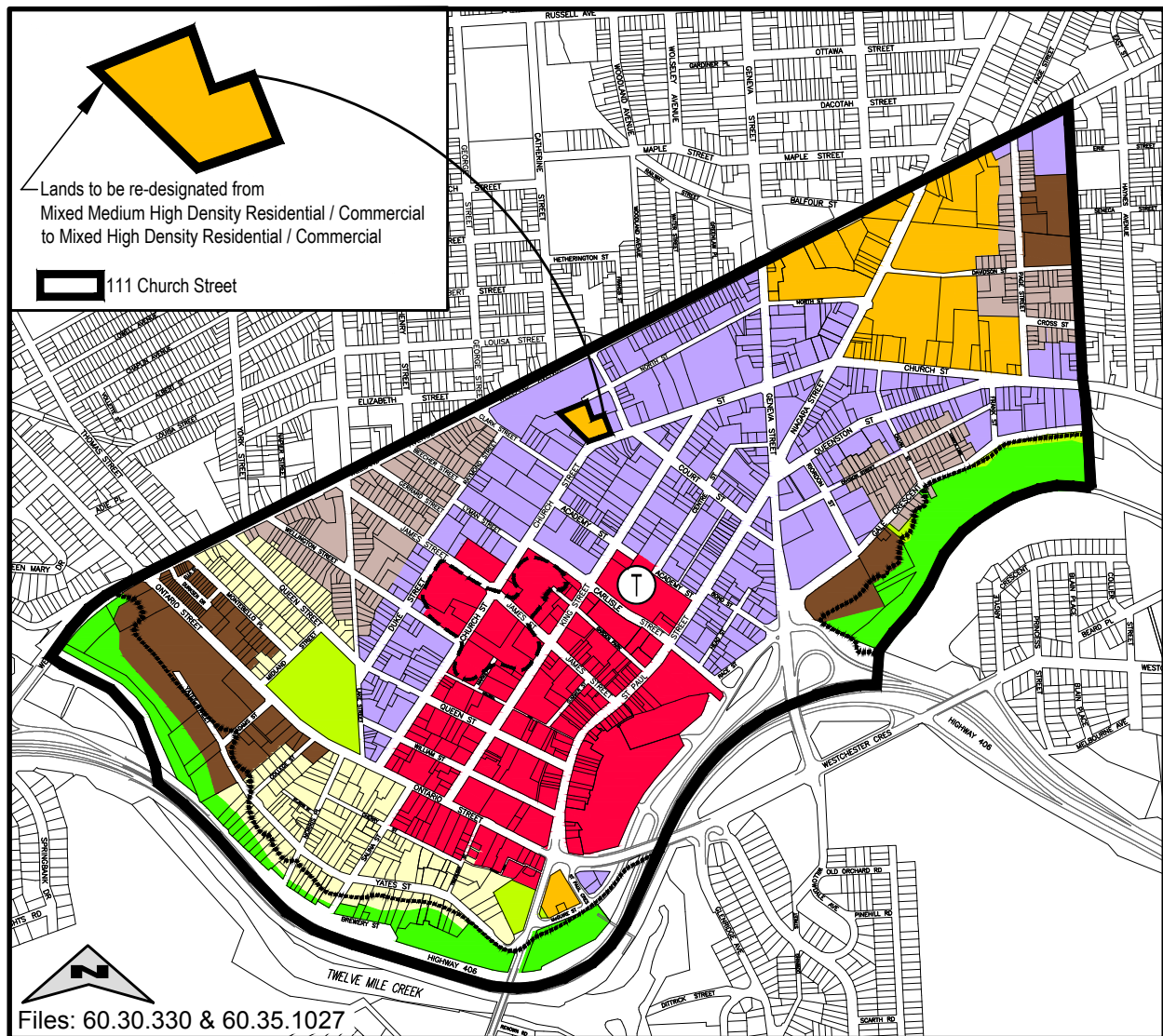
Zones

- R2 Low Density Residential
- Traditional Neighbourhood
- R3 Medium Density Residential
- C1 Local Convenience Commercial
- C2 Community Commercial

- M2 Medium / High Density Mixed Use
- G2 Minor Green Space
- L1 Local Neighbourhood Institutional

Files: 60.30.333 & 60.35.1027

Proposed Official Plan Amendment, Schedule E10 - District Land Use Plan



Land Use Designations

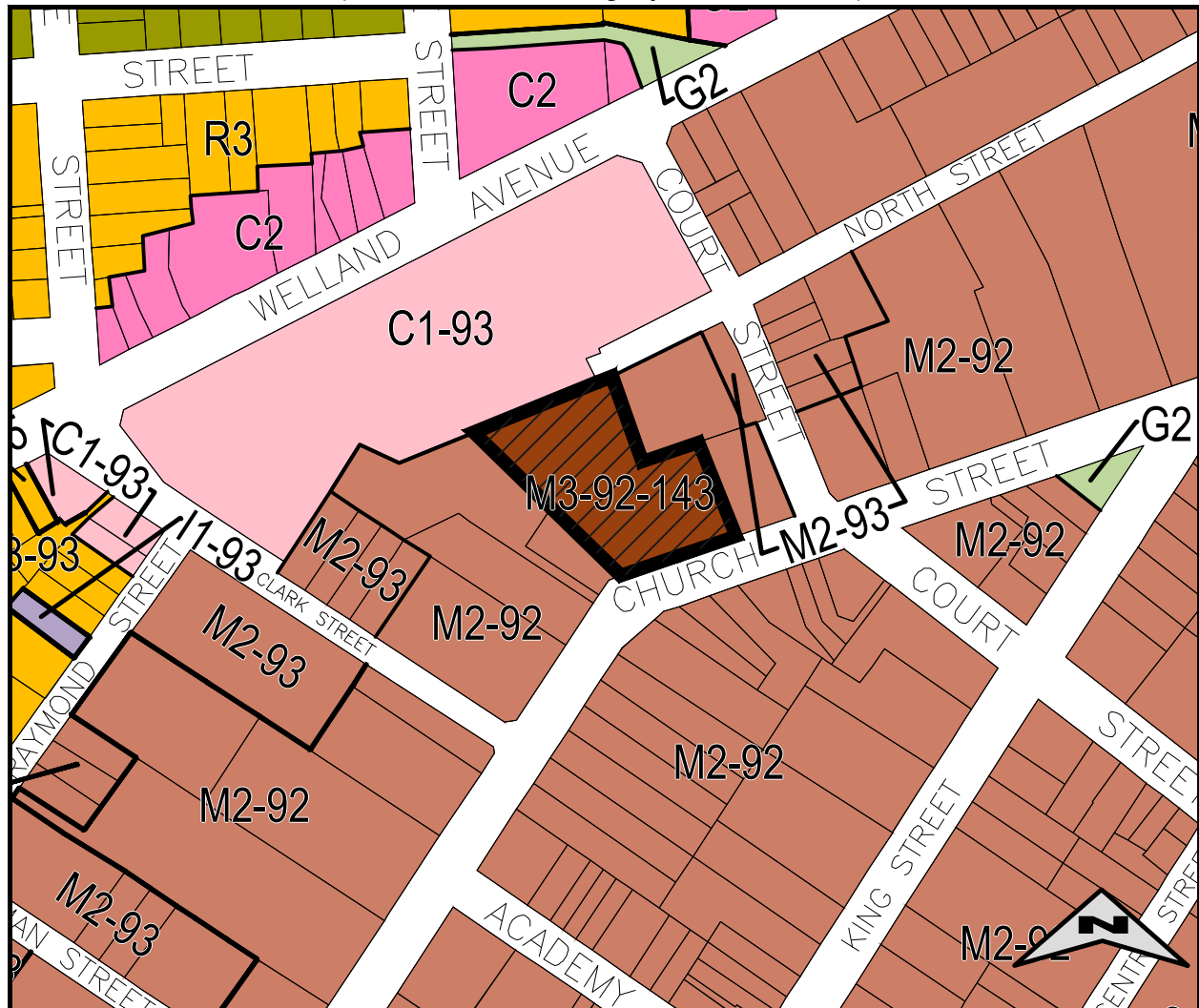
- Low Density Residential (20 to 32 units / ha)
- Medium Density Residential (25 to 99 units / ha)
- Medium High Density Residential (60 to 198 units / ha)
- Mixed Medium High Density Residential / Commercial (60 to 198 units / ha)
- Mixed High Density Residential / Commercial (85 units / ha or greater)


- Commercial Core
- Parkland & Open Space
- Natural Areas
- Major Transit Station
- Civic Square Area
- Natural Area Extent Line

CITY OF ST. CATHARINES
PLANNING AND BUILDING SERVICES
OFFICIAL PLAN JULY 31, 2012









NOTWITHSTANDING LAND USE DESIGNATIONS SHOWN ON THIS SCHEDULE, THE USE OF LAND WITHIN OR ADJACENT TO THE NATURAL AREA EXTENT LINE MAY BE SUBJECT TO ADDITIONAL REGULATION OR RESTRICTION. REFER TO PART D, SECTION 13.2. NATURAL AREA POLICIES, ALSO SEE SCHEDULES F2, F3, F4 AND F5

Proposed Amendment to Zoning By-Law 2013-283 (Schedule A - Zoning By-law 2013-283)

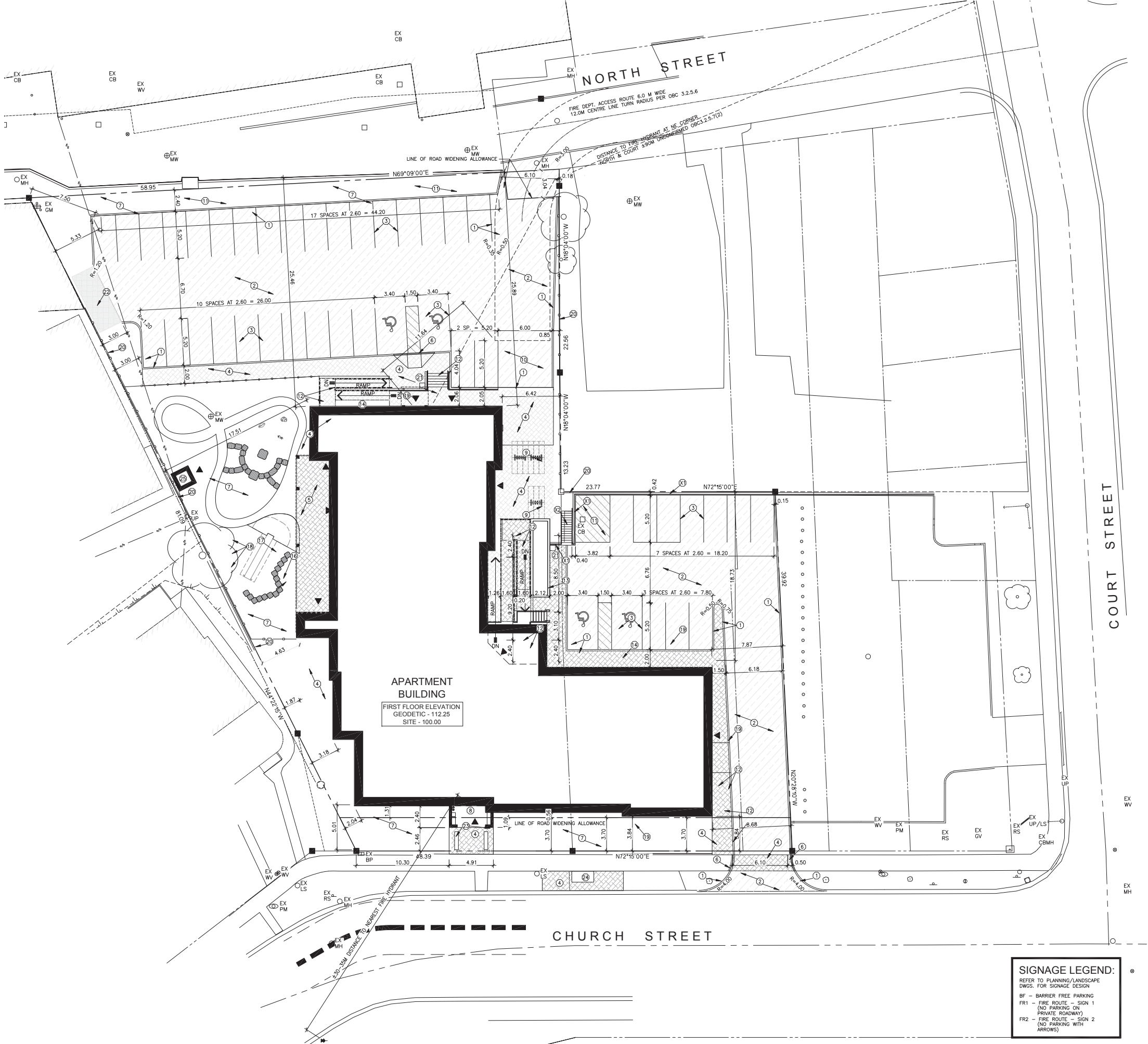


 111 Church Street

Subject lands to be re-zoned from
Medium / High Density Mixed Use with Special Provision 92 (M2-92)
to
High Density Mixed Use with Special Provisions 92 and 143 (M3-92-143)

Zones	
 R2 Low Density Residential - Traditional Neighbourhood	 M2 Medium / High Density Mixed Use
 R3 Medium Density Residential	 M3 High Density Mixed Use
 C1 Local Convenience Commercial	 G2 Minor Green Space
 C2 Community Commercial	 LG2 Local Neighbourhood Institutional
Files: 60.30.333 & 60.35.1027	

FILE PATH: C:\Users\jvong\p\Documents\6680 - 111 Church Street Social Housing\Working\A1.1 SITE - RL.dwg
TIME: 11:08 PM
PLOT DATE: 2017-06-19



SITE DATA:		
MUNICIPAL ADDRESS:	111 CHURCH STREET	
LEGAL DESCRIPTION:	PART OF LOTS 280, 281 AND 282, CORPORATION PLAN 2, CITY OF ST. CATHARINES, REGIONAL MUNICIPALITY OF NIAGARA SITE PLAN INFORMATION TAKEN FROM TOPOGRAPHIC PLAN OF SURVEY PREPARED BY KIRKUP MASCOE-URE SURVEYING LTD., DATED MAY 6, 2016.	
ZONING:	M2-92 - MEDIUM/HIGH DENSITY MIXED USE	
SITE AREA:	198 UNITS/ha (80 UNITS)	0.404 HECTARES (0.99 ACRES)
SITE DENSITY:	20.0 m	128 UNITS
LOT FRONTAGE:	20.0 m	48.39 m
REQUIRED BUILDING SETBACKS:		
FRONT YARD:	3.0 m FOR BLDG. HT. LESS THAN 14 m 5.0 m FOR BLDG. HT. GREATER THAN 14 m	5.0 m
INT. SIDE YARD:	1.2 m	1.72 m
EXT. SIDE YARD:	3.0 m FOR BLDG. HT. LESS THAN 14 m 5.0 m FOR BLDG. HT. GREATER THAN 14 m	N/A
REAR YARD:	4.5 m FOR BLDG. HT. UP TO 14 m/ ADD. 0.5 m FOR EACH ADD. 1 m IN BLDG. HT.	25.14 m
BUILDING AREA	1,238.89 m ²	(13335.3 ft ²)
GROSS FLOOR AREA	10,817.07 m ²	(116,433.97 ft ²)
GROSS NON-RESIDENTIAL FLOOR AREA	397.87 m ²	(4282.64 ft ²)
BUILDING HEIGHT	8 STORIES WITH PARTIAL WALKOUT BASEMENT	
BUILDING FOOTPRINT	1,238.89 m ²	(13335.3 ft ²)
LOT COVERAGE	BLDG. FOOTPRINT/SITE AREA: 1,238.89 m ² / 4,038.48 m ² = 30.676%	
TOTAL LANDSCAPE/HARDSCAPE AREA PROVIDED:	1,371.26 m ²	(14,760.1 ft ²)
TOTAL ASPHALT/PARKING AREA:	1430.04 m ²	(15,392.8 ft ²)
PARKING REQUIRED:	SITE IS SUBJECT TO A PARKING EXEMPTION PUBLIC PARKING PROVIDED PER AGREEMENT RE: 136 James Street	
PARKING PROVIDED:	39 STANDARD PARKING SPACES 4 BARRIER FREE PARKING SPACE WITH ACCESS AISLE 43 TOTAL SPACES PROVIDED	
LOADING SPACES REQUIRED:	1 LOADING REQ'D	
LOADING SPACES PROVIDED:	1 GRADE LEVEL	
REFUSE/RECYCLING:	REFUSE/RECYCLING WILL BE STORED INTERNALLY COLLECTION BY PRIVATE REFUSE/RECYCLING SERVICE	

SITE LEGEND:		
PROPERTY LINE	EX CB □	EXISTING CATCH BASIN
BUILDING EXIT	EX MH ○	EXISTING MANHOLE
BF - DENOTES BARRIER FREE	EX CBMH □	EXISTING CATCH BASIN MANHOLE
FF - DENOTES FIRE FIGHTER PRINCIPAL ENTRANCE	EX FH ○	EXISTING FIRE HYDRANT
GRADE LEVEL OVERHEAD DOOR	EX RS ○	EXISTING ROAD SIGNAGE
DENOTES FIRE ROUTE MIN. 6.0m WIDE WITH MIN. 12.0m CENTRELINE RADIUS	EX GV ●	EXISTING GAS VALVE
BARRIER FREE PARKING	EX GM ○	EXISTING GAS METER
CB □	EX UP ○	EXISTING UTILITY POLE
DCB □	EX LS ○	EXISTING LIGHT STANDARD
MH ○	EX UP/LS ○	EXISTING UTILITY POLE/LIGHT STANDARD
CBMH □	EX MW ○	EXISTING MONITORING WELL
NEW WATER VALVE	EX PM ○	EXISTING PARKING METER
FDC - NEW FIRE DEPARTMENT CONNECTION	EX BP □	EXISTING BELL PEDESTAL
OR LS - NEW LIGHT STANDARD	---	EXISTING OVERHEAD WIRES
NEW WALL MOUNTED LIGHT	---	EXISTING CHAINLINK FENCE
NEW SOFFIT LIGHT	NOTE: UNMARKED RADII TO BE 1.00m	
BLACK VINYL CHAINLINK FENCE		
NEW TRAFFIC SIGNAGE REFER TO SIGNAGE LEGEND		
CONCRETE PAVING		
PRECAST PAVING STONE		

- SITE PLAN NOTES**
- CONCRETE CURB - REFER TO CIVIL DWGS.
 - STANDARD DUTY ASPHALT
 - PAINTED LINE MARKINGS AND GRAPHICS
 - CONCRETE SIDEWALK - REFER TO CIVIL/LANDSCAPE DWGS.
 - PRECAST PAVING STONE - REFER TO CIVIL/LANDSCAPE DWGS.
 - BARRIER FREE FLUSH CURB AT BARRIER FREE PARKING STALLS ACCESS AISLE AND MUNICIPAL SIDEWALK
 - SODDED/GRASS SEEDDED AREA
 - FIRE DEPARTMENT CONNECTION
 - BICYCLE RACKS(24 BIKES) - REFER TO LANDSCAPE DWGS.
 - LOADING SPACE/GARBAGE PICK-UP
 - SNOW STORAGE AREA
 - CONCRETE STEPS/RAMP/SLOPED WALKWAY c/w REQUIRED GUARD/HANDRAILS
 - CAST IN PLACE CONCRETE PLANTER - REFER TO LANDSCAPE/STRUCTURAL DWGS.
 - PLANTING BED - REFER TO LANDSCAPE DWGS.
 - CONCRETE RETAINING WALL - REFER TO LANDSCAPE/CIVIL/STRUCTURAL DWGS.
 - PRECAST PAVING STONE LANDSCAPED STEPS - REFER TO LANDSCAPE DWGS.
 - PLAYGROUND SLIDE BUILT INTO GRADE - REFER TO LANDSCAPE DWGS.
 - GRADING CONTOUR LINES - REFER TO LANDSCAPE/CIVIL DWGS.
 - LINE OF CANOPY ABOVE
 - 1.8 M HIGH BOARD FENCE
 - PARKING TOLL MACHINE
 - TURFSTONE TURN ASSIST AREA
 - BENCHES - REFER TO LANDSCAPE DRAWINGS
 - BUS SHELTER BY CITY OF ST. CATHARINES
 - DAY CARE STORAGE SHED
 - CONCRETE RETAINING WALL AND EMERGENCY GENERATOR

- EXISTING SITE PLAN NOTES**
- EXISTING CONCRETE RETAINING WALL
 - EXISTING METAL STEPS TO LOWER GRADE - REMOVE AND REPLACE WITH NEW PRECAST CONCRETE STAIRS AND STEEL HANDRAILS.

SIGNAGE LEGEND:	
REFER TO PLANNING/LANDSCAPE DWGS. FOR SIGNAGE DESIGN	
BF - BARRIER FREE PARKING	
FR1 - FIRE ROUTE - SIGN 1 (NO PARKING ON PRIVATE ROADWAY)	
FR2 - FIRE ROUTE - SIGN 2 (NO PARKING WITH ARROWS)	

PROPOSED 128 UNIT APARTMENT DEVELOPMENT

111 CHURCH STREET, ST. CATHARINES, ONTARIO

SITE PLAN

DRAWING TITLE

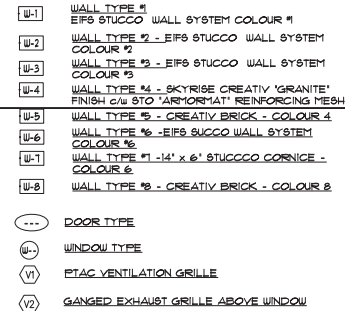
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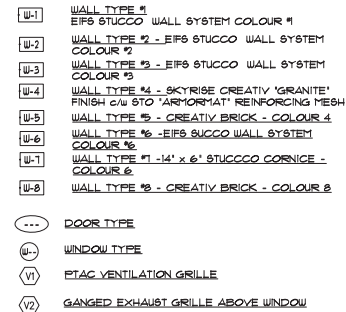
A1.1

AGENDA ITEM #5.1

Gregory M. Ward Architect

111 Church Street, St. Catharines, Ontario
N2A 1A5
Phone: 905-684-7794
Fax: 905-684-7794
Email: gward@gregmward.com





FILE PATH: C:\Users\l\imgprva\Documents\Documents\6680 - 111 Church Street Social Housing\Working\A3.0-4 ELEVATIONS.dwg
PLOT DATE: 2017-06-19
TIME: 2:59:04 PM



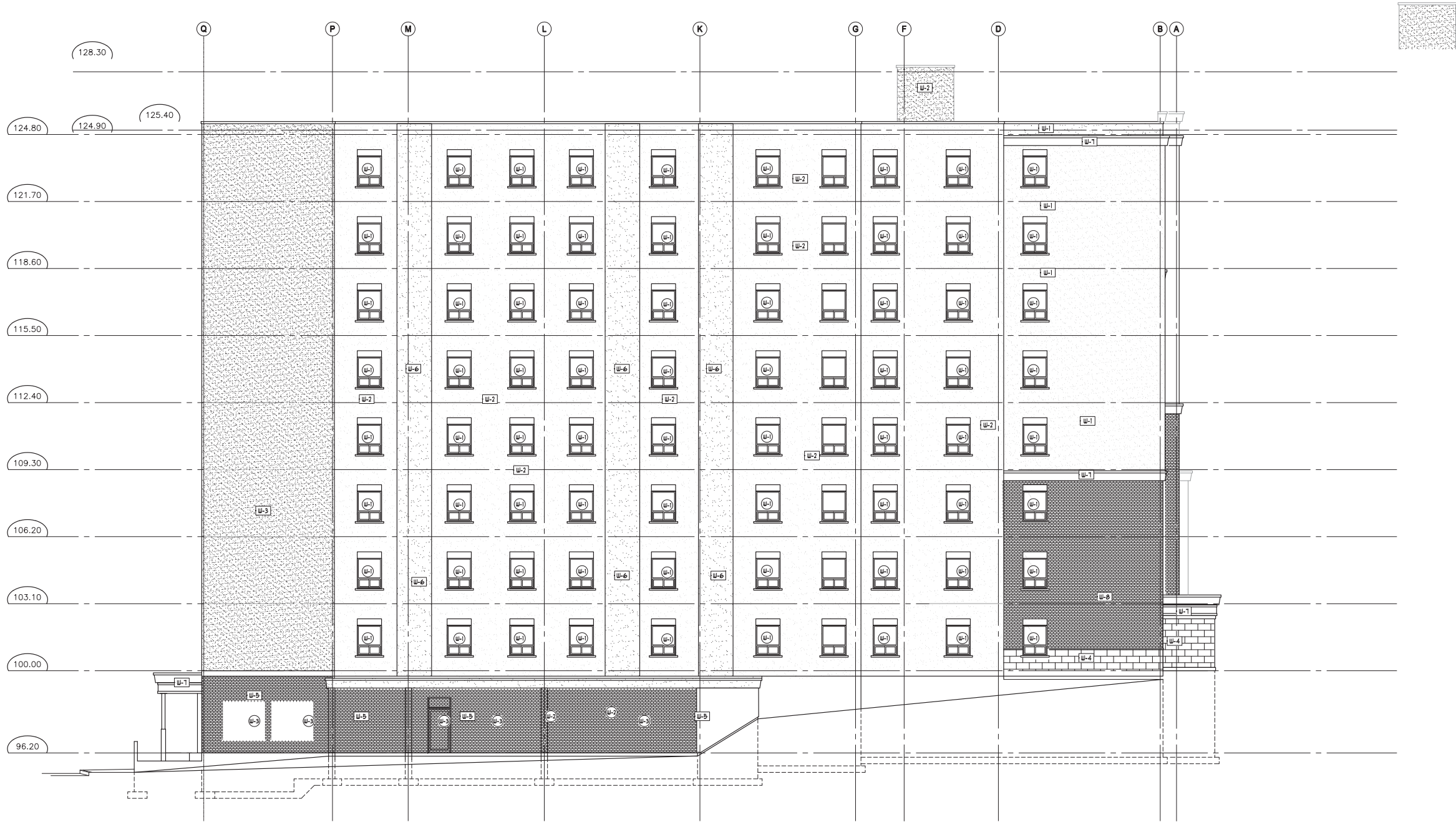
GENERAL NOTES:

- THESE NOTES ARE TYPICAL FOR ALL ELEVATION SHEETS A3.0 TO A3.3 INCLUSIVE
- FOR WALL ASSEMBLY DETAILS REFER TO OUTLINE SPECIFICATION.
 - FOR WINDOW AND DOOR SCHEDULE REFER TO OUTLINE SPECIFICATION.

LEGEND

- W-1 WALL TYPE #1 - EIFS STUCCO WALL SYSTEM COLOUR #1
W-2 WALL TYPE #2 - EIFS STUCCO WALL SYSTEM COLOUR #2
W-3 WALL TYPE #3 - EIFS STUCCO WALL SYSTEM COLOUR #3
W-4 WALL TYPE #4 - SKYRISE CREATIV 'GRANITE' FINISH c/w STO 'ARMORPAT' REINFORCING MESH
W-5 WALL TYPE #5 - CREATIV BRICK - COLOUR #1
W-6 WALL TYPE #6 - EIFS STUCCO WALL SYSTEM COLOUR #6
W-7 WALL TYPE #7 - 14' x 6' STUCCO CORNICE - COLOUR #7
W-8 WALL TYPE #8 - CREATIV BRICK - COLOUR #8
- ... DOOR TYPE
W-9 WINDOW TYPE
W-10 ETAC VENTILATION GRILLE
W-11 GANGED EXHAUST GRILLE ABOVE WINDOW

STATUS REVIEW FOLDER 111 CHURCH ST FILE 6680_A3.0-4 ELEVATIONS.dwg DATE JUNE 9, 2017 SCALE 1/8"=1'-0" DWN BY AHM CHECKED BMF JOB No. 6680		DRAWING TITLE SOUTH ELEVATION		DATE No. REVISION		PROPOSED 128 UNIT APARTMENT DEVELOPMENT 111 CHURCH STREET, ST. CATHARINES, ONTARIO		Architect Gregory M. Ward 111 Church Street St. Catharines, Ontario M2A 4G2 Tel: 905-519-8841-7994 Fax: 905-519-8841-7994 E-mail: gward@newground.ca www.newground.ca CONSULTANT NEW GROUND 140 KENNEDY DR. W. UNIT 3 MISSISSAUGA, ONTARIO, CANADA L4V 1N4 TELEPHONE: 519-747-1504 FACSIMILE: 519-747-2004	
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GENERAL NOTES:

- THESE NOTES ARE TYPICAL FOR ALL ELEVATION SHEETS A3.2 TO A3.3 INCLUSIVE
1. FOR WALL ASSEMBLY DETAILS REFER TO OUTLINE SPECIFICATION.
 2. FOR WINDOW AND DOOR SCHEDULE REFER TO OUTLINE SPECIFICATION

LEGEND

- W-1 EIFS STUCCO WALL SYSTEM COLOUR 1
W-2 WALL TYPE 2 - EIFS STUCCO WALL SYSTEM COLOUR 2
W-3 WALL TYPE 3 - EIFS STUCCO WALL SYSTEM COLOUR 3
W-4 WALL TYPE 4 - SKYRISE CREATIV 'GRANITE' FINISH C/L STO 'ARMOR'141' REINFORCING MESH
W-5 WALL TYPE 5 - CREATIV BRICK - COLOUR 4
W-6 WALL TYPE 6 - EIFS STUCCO WALL SYSTEM COLOUR 6
W-7 WALL TYPE 7 - 14" x 6" STUCCO CORNICE - COLOUR 6
W-8 WALL TYPE 8 - CREATIV BRICK - COLOUR 8
- DOOR TYPE
WINDOW TYPE
PTAC VENTILATION GRILLE
GANGED EXHAUST GRILLE ABOVE WINDOW

EAST ELEVATION

A3.3

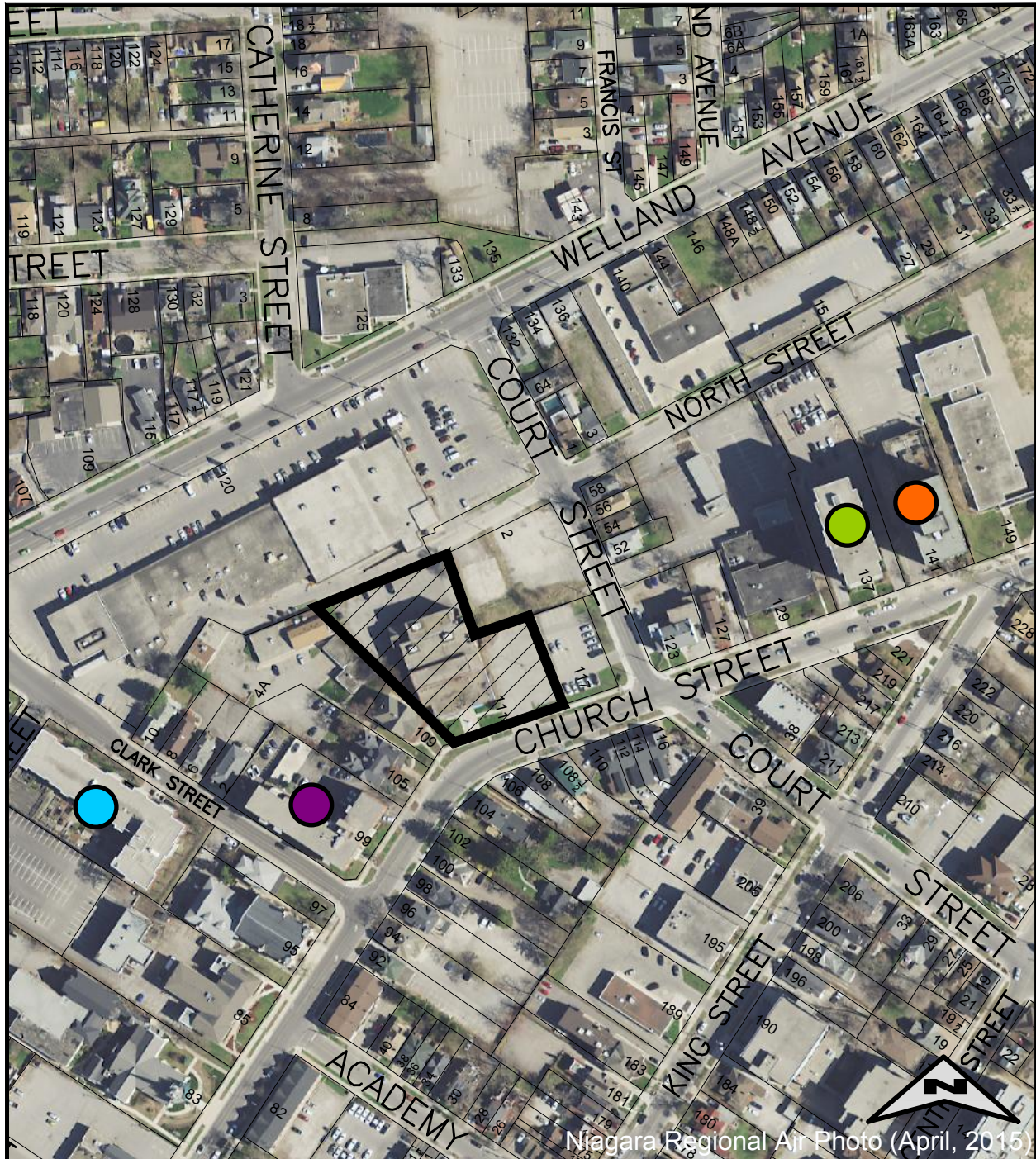
AGENDA ITEM #5.1

7/24

REV

001.1

Location of other High Density Apartment Buildings in Area



Subject Lands

● 99 Church Street

● 137 Church Street

● 141 Church Street

● 1 Clark Street

By-laws to be considered Monday, July 10, 2017

- (a) A By-law to amend By-law No. 2014-169 entitled “A By-law to appoint a Chief Building Official and Inspectors under the Ontario Building Code Act, 1992.” (One reading - with respect to updating list of appointed Inspectors. Delegation By-law 2004-277, as amended.)
- (b) A By-law to authorize a contract with Greenspace Landscaping & Property Services Inc. (One reading – with respect to Roehampton & Eastport Park Improvements, under Project No. P17-131. Delegation By-law No. 2004-277, as amended.)
- (c) A By-law to authorize a Licence Renewal Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Infrastructure. (One reading - with respect to trails in the Hydro One Corridor – Rockwood Avenue and Beatrice Street /John Dempsey Park, Pic Leeson Park and Christopher Playground. Delegation By-law No. 2004-277, as amended.)
- (d) A By-law to authorize a Licence Renewal Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Infrastructure. (One reading - with respect to trails in the Hydro One Corridor – Pelham Road Area. Delegation By-law No. 2004-277, as amended.)
- (e) A By-law to authorize the acceptance of a conveyance of certain lands from Rocco Strazzella and Linda Strazzella for the widening of Vansickle Road North. (One reading – with respect to lands municipally known as 1024 Vansickle Road North. Delegation By-law No. 2004-277, as amended.)
- (f) A By-law to authorize the acceptance of a conveyance of certain lands from Rocco Strazzella for the widening of Vansickle Road North. (One reading – with respect to lands municipally known as 1032 Vansickle Road North. Delegation By-law No. 2004-277, as amended.)
- (g) A By-law to authorize the acceptance of a conveyance of certain lands from Julian Alphonse Strazzella for the widening of Vansickle Road North. (One reading – with respect to lands municipally known as 1034 Vansickle Road North. Delegation By-law No. 2004-277, as amended.)
- (h) A By-law to authorize the acceptance of a conveyance of certain lands from Alphonse Schalbroeck and Rufina Schalbroeck for the widening of Vansickle Road North. (One reading – with respect to lands municipally known as 1036 Vansickle Road North. Delegation By-law No. 2004-277, as amended.)
- (i) A By-law to authorize a Spatial Separation Agreement with Paul Difelice and Rita Difelice. (One reading – with respect to construction of a single detached building at 30 Black Walnut Common. Delegation By-law No. 2004-277, as amended.)

- (j) A By-law to amend By-law No. 2002-81 entitled “A By-law to appoint certain employees of the Canadian Corps of Commissionaires (Hamilton) as municipal law enforcement officers.” (One reading – with respect to appointment. Delegation By-law No. 2004-277, as amended.)
- (k) A By-law to appoint Shelley Chemnitz as Acting Chief Administrative Officer. (One reading – with respect to appointment. Council, June 12, 2017, Item No. 11.4.)
- (l) A By-law to amend By-law No. 2015-240 entitled “A By-law to establish salary ranges for certain civic employees.” (One reading - with respect to certain non-union exempt positions. Council, June 26, 2017, Item No. 11.2.)
- (m) A By-law to provide for the adoption of an amendment to the Official Plan of St. Catharines. (One reading – with respect to 111 Church Street. To be considered by Council, July 10, 2017.)
- (n) A By-law to amend By-law No. 2013-283 entitled “A By-law to regulate the use of land, the bulk, height, location, erection and use of buildings and structures, the provision of parking spaces and other associated matters in the City of St. Catharines.” (One reading – with respect to 111 Church Street. To be considered by Council, July 10, 2017.)
- (o) A By-law to authorize an Encroachment Agreement with 2533785 Ontario Inc. (One reading – with respect to 111 Church Street. To be considered by Council, July 10, 2017.)
- (p) A By-law to authorize a contract with O'Hara Trucking & Excavating Inc. (One reading – with respect to Churchill Street Reconstruction, under Project No. P16-062. To be considered by General Committee, July 10, 2017.)
- (q) A By-law to authorize a contract with Nexterra Substructures Incorporated. (One reading – with respect to Barnes/Brighton/Lailey sewer replacements and watermain upgrades, under Project No. P17-002. To be considered by General Committee, July 10, 2017.)
- (r) A By-law to amend By-law No. 89-2000 entitled "A By-law regulating traffic and parking on City Roads." (One reading – with respect to installation of all-way stop signs at the intersection of Blain Place and Melbourne Avenue. To be considered by General Committee, July 10, 2017.)
- (s) A By-law to amend By-law No. 89-2000 entitled “A By-law regulating traffic and parking on City Roads.” (One reading – with respect to parking prohibition on the north side of Vergorda Circle. To be considered by General Committee, July 10, 2017.)

- (t) A By-law to authorize a Special Events Licence Agreement with Facer District Merchants & Residents Association. (One reading – with respect to “Facer European Festival (2017)” to be held on August 7, 2017. To be considered by General Committee, July 10, 2017.)
- (u) A By-law to close temporarily part of Facer Street. (One reading – with respect to “Facer European Festival (2017)” to be held on August 7, 2017. To be considered by General Committee, July 10, 2017.)
- (v) A By-law to amend By-law No. 2004-277 entitled “A By-law to authorize delegation of certain matters to staff.” (One reading – with respect to Special Events Licence Agreements. To be considered by General Committee, July 10, 2017.)
- (w) A By-law to confirm the proceedings of council at its meeting held on the 10th day of July, 2017. (One reading – with respect to confirming the proceedings of the meeting held on July 10, 2017.)