TERMS OF REFERENCE
HERITAGE AND LAND USE REPORT
APPLICATION FOR TWO APARTMENT BUILDINGS AND ROW HOUSES AT 57 MARGARET'S PLACE
PROPONENT: Stonemount Enterprises
November 1, 2023

The proponent shall identify significant impacts and, where appropriate, also identify measures to mitigate impacts on land uses adjoining the subject property. All information is to be submitted under one report in a form that can be reproduced for public information and review. The numbering and ordering scheme used in the report shall correspond with that used in this Terms of Reference and a copy of the Terms of Reference shall be included as part of the report (include an electronic PDF version with a maximum file size of 15MB). A list of those persons/agencies who prepared the Heritage and Land Use Report shall be provided as part of the report. The following items shall be addressed by the proponent at its expense:

Heritage Report Component

A. Introduction to Development Site

- A location and current site plan of the property;
- A brief description of the property and its location, identifying significant features, buildings, landscapes and vistas;
- A brief description of the context of the property, including adjacent properties and cultural resources, their recognition at the municipal, provincial, and/or federal level, and any as yet unidentified or unrecognized potential heritage resources.

B. Background Research and Analysis

- A comprehensive review of the history of the property's development as documented and observed through archival, historical, archaeological, written and visual records;
- A description of the structure, including mention of original construction, and any additions, alterations, removals, conversions etc.
- An evaluation of the heritage significance of the site with emphasis on important architectural/physical features, historical associations within the City, and the situation of the site in local context;
- Reference to, or inclusion of, any relevant research materials including (but not limited to) maps, atlases, drawings, photographs, permit records, land title records, tax assessment rolls, etc.
- Include a copy of the City's and Province's Statement of Significance for St. Michael's Convent.

C. Assessment of Existing Condition

- A description of the physical condition of the structures on the site, including their exterior and interior;
- Current photographs of the property including:
    - Views of the area surrounding the property to show it in context with adjacent properties;
    - Exterior views of each elevation of the building;
    - Close-up views of all significant heritage features.

D. Description of the Proposed Development or Site Alteration

- A description of the proposed development or site alteration;
- Drawings of all building elevations;
    - The description and drawings should note which heritage feature(s) are considered for retention and which are considered for removal or alteration.
    - Building elevations to include current and proposed elevations and:
        1. Identify the height of the buildings;
        2. Identify the finish and colour of exterior building materials;
        3. Provide information on the proposed construction of patios/balconies (if applicable);
        4. Identify any rooftop structures;
        5. Include immediately adjacent buildings and spaces to inform scale/massing/context.
- Potential shadowing/loss of sunlight on adjacent public and private properties, including sidewalks;
- A description of how the proposed development aligns with the Heritage Design Standards of the St. John's Heritage By-Law.
- Provide a rendering of the proposed building from the following locations:
    - Margaret's Place along the front of the subject property; and
    - Margaret's Place near the entrance to McKee's Grove Condominiums, looking northeast toward the subject property and the end of Margaret's Place.

E. Impact of Development on Heritage Features

- A discussion identifying any impact the proposed development or site alteration may have on the heritage features of the site and character-defining elements of the building;
    - Negative impacts on heritage resources may include, but are not limited to:
        1. The destruction of any, or part of any, significant heritage feature;
        2. Alteration that is not sympathetic to the heritage feature;
        3. Isolation of a heritage feature from its surrounding environment, context, or significant relationship;
        4. Direct or indirect obstruction of significant views or vistas;
        5. A change in land use which negates the property's cultural heritage value;
        6. Land disturbances such as a grade change that alters soils and drainage patterns that adversely affect a cultural heritage resource.

F. Recommendation

- Provide clear recommendations for the most appropriate course of action for the subject property and any heritage resources within it. This may include, but not limited to:

- A mitigation strategy;
- A conservation scope of work;
- Lighting, landscaping and signage;
- Interpretation and commemoration.

Land Use Report Component

A. Public Consultation

- Prior to submitting a first draft of the Land Use Report to the City for review, the applicant must consult with adjacent property owners. The Land Use Report must include a section which discusses feedback and/or concerns from the neighbourhood and how the proposed development/design addresses the concerns.

B. Building Use

- Identify the size of the proposed buildings by:
  - Gross Floor Area, and
  - Floor Area Ratio (FAR).
- Identify all proposed uses/occupancies within the buildings by their respective floor area.
- Identify dwelling sizes (number of bedrooms) in Apartment Buildings.

C. Building Location

- Identify graphically the exact location with a dimensioned civil site plan:
  - Location of the proposed building in relation to neighbouring buildings;
  - Proximity of the buildings to property lines and identify setbacks, frontage and lot coverage;
  - Identify distance between the buildings;
  - Identify any stepbacks of higher storeys from lower storeys (if applicable);
  - Identify any encroachment over property lines (if applicable).
- Provide a Legal Survey of the property.
- Provide copies of all easements (private and public) which traverse the property.

D. Exterior Equipment and Lighting

- Identify the location and type of exterior lighting to be utilized. Identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.
- Identify the location and type of any exterior HVAC equipment to be used to service the proposed buildings and identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.

E. Landscaping & Buffering

- Identify with a landscaping plan, details of site landscaping (hard and soft).
  - Consideration should be given to tree preservation and incorporating

existing trees into future site development. Indicate through a tree plan/inventory which trees will be preserved.

- Identify the location and proposed methods of screening of any electrical transformers and refuse containers to be used at the site.
- Identify any additional street-level elements, such as weather protection measures at entrances, street furniture, etc.

F. Snow Clearing/Snow Storage

- Provide information on any snow clearing/snow removal operations. Onsite snow storage areas must be indicated.

G. Off-street Parking and Site Access

- Provide a dimensioned parking plan, including circulation details. Identify the number and location of off-street parking spaces to be provided, including accessible parking spaces.
- Provide a Parking Agreement with McKee's Grove Condominium.
- Identify the number and location of bicycle parking spaces to be provided.
- Identify the location of all access and egress points, including pedestrian access.
- A secondary access road will be required and shall be designed in accordance with Section 3.2.5.6 of the National Building Code (NBC).
- Provide a minimum 6.0m buffer between the property boundary and any onsite curb/structure.
- Indicate how garbage will be handled onsite. The location of any exterior bins must be indicated and access to the bins must be provided.

H. Municipal Services

- Provide a preliminary site servicing plan.
- Identify if the buildings will be sprinklered or not, and location of the nearest hydrant and siamese connections.
- Identify points of connection to existing sanitary sewer, storm sewer and water system.
- Provide the proposed sanitary and storm sewer generation rates.
- The proposed development will be required to comply with the City's stormwater detention policy. Provide information on how on-site stormwater detention will be managed.

I. Public Transit

- Consult with St. John's Metrobus (St. John's Transportation Commission) regarding public transit infrastructure requirements.

J. Construction Timeframe

- Indicate any phasing of the project and approximate timelines for beginning and completion of each phase or overall project.
- Indicate on a site plan any designated areas for equipment and materials during the construction period.