



Hamilton

Formal Consultation Document

Meeting Date:	December 05, 2025	File No:	FC-25-071
Owner:	Elfrida Community Builders Group Inc.		
Applicant:	Elfrida Community Builders Group Inc.		
Agent:	Bousfields Inc.		

PROPERTY INFORMATION

Address and/or Legal Description:	Multiple address within Elfrida lands, Stoney Creek and Glanbrook
Lot Area:	19.84 hectares
Official Plan Designation:	"Agricultural" "Rural" "Open Space" on Schedule D of the Rural Hamilton Official Plan
Secondary Plan Designation:	n/a
Current Zoning:	"A1" Agriculture - 464 Glanbrook "A" Agricultural - 3692-92 Stoney Creek "E2" Existing Rural Industrial/Rural Industrial - 3692-92 Stoney Creek "HC" Highway Commercial - 3692-92 Stoney Creek "IS" Small Scale Institutional - 3692-92 Stoney Creek "MR" Rural Industrial - 3692-92 Stoney Creek "MR-1" Rural Industrial - 3692-92 Stoney Creek "MR-3" Rural Industrial - 3692-92 Stoney Creek "MR-5-H" Rural Industrial - 3692-92 Stoney Creek "OS" Open Space - 3692-92 Stoney Creek "RC" Rural Commercial - 3692-92 Stoney Creek "RR" Rural Residential - 3692-92 Stoney Creek

Description of current uses, buildings, structures and natural features on the subject lands:

The subject lands have a mix of uses, including: residential, agricultural, commercial, institutional, and industrial.

The subject lands contain natural heritage features, and portions of the lands are regulated by the Niagara Peninsula Conservation authority.

Brief description of proposal:

The application proposes an Official Plan Amendment to implement a Secondary Plan for the Elfrida Lands, identifying land uses in Elfrida with a mix of residential, mixed-use, commercial, open space and natural heritage system lands. A preliminary road structure that builds on the existing road network on the abutting lands is also proposed.

The proposed Secondary Plan is on lands that are subject to Urban Boundary Expansion applications (UHOPA-25-007 / RHOPA-25-008), which were denied by City Council. The decision was appealed by the applicant, and the applications are subject to a future hearing at the OLT.

APPLICATIONS REQUIRED

Rural Hamilton Official Plan Amendment	X
Urban Hamilton Official Plan Amendment	X
Secondary Plan Amendment	<input type="checkbox"/>
Zoning By-law Amendment	<input type="checkbox"/>
Subdivision	<input type="checkbox"/>
Condominium	<input type="checkbox"/>

Note: *The City of Hamilton is in the process of creating a new comprehensive Zoning By-law for the entire City. The new Zoning By-law is being prepared in phases by Land Use topic. New zoning may be implemented which could be different than the current zoning. Accordingly, additional applications may be required. If a Building Permit has not been issued by the City prior to the new zoning coming into effect, the approved site plan may be affected, related to zoning compliance, which may require further planning approvals (i.e. Minor Variance, Zoning Amendment, etc.).*

FEES:

Refer to application fees on the City of Hamilton website:

[Planning Division Fees | City of Hamilton](#)

Notwithstanding the current fees listed on the City of Hamilton website, all fees are payable based on the rate in the fee schedule by-law in effect on the date the payment is made. Further fees may be required at a later date as per the fee schedule. Please note separate cheques are payable to the City of Hamilton and the applicable Conservation Authority.

A Cost Acknowledgement Agreement for potential costs at the Ontario Land Tribunal (OLT) may also be required.

Design Review Panel review required? Yes No

ANALYSIS

A full policy review can be found in **Appendix A**.

The following summarizes staff's recommendation(s) with respect to the proposal.

The subject lands are designated "Agricultural", "Rural", and "Open Space" on Schedule D of the Rural Hamilton Official Plan.

The lands are currently zoned:

- "A1" Agriculture – in the 464 Glanbrook Zoning By-law, and
- "A" Agricultural - 3692-92 Stoney Creek
- "E2" Existing Rural Industrial/Rural Industrial - 3692-92 Stoney Creek
- "HC" Highway Commercial - 3692-92 Stoney Creek
- "IS" Small Scale Institutional - 3692-92 Stoney Creek
- "MR" Rural Industrial - 3692-92 Stoney Creek
- "MR-1" Rural Industrial - 3692-92 Stoney Creek
- "MR-3" Rural Industrial - 3692-92 Stoney Creek
- "MR-5-H" Rural Industrial - 3692-92 Stoney Creek
- "OS" Open Space - 3692-92 Stoney Creek
- "RC" Rural Commercial - 3692-92 Stoney Creek
- "RR" Rural Residential - 3692-92 Stoney Creek

An Official Plan Amendment is required to permit the proposed development on the subject lands. At this stage, there is insufficient information to determine whether the application meets the criteria for developing a secondary plan, as outlined in provincial and municipal planning policy

REQUIRED INFORMATION AND MATERIALS

All comments related to the table (FC review) below can be found in **Appendix B**.

All reports, studies, and/or plans that must be submitted before an application is deemed complete are identified below.

Planning		
Draft Urban Hamilton Official Plan Amendment and Draft Rural Hamilton Official Plan Amendment	Sustainable Communities Steve.Burke@hamilton.ca	
Land Use/Commercial Needs Assessment	Sustainable Communities Steve.Burke@hamilton.ca	
Housing Needs Assessment	Sustainable Communities Steve.Burke@hamilton.ca	
Planning Justification Report	Sustainable Communities Steve.Burke@hamilton.ca	
Secondary Plan Report (can be combined with Planning Justification Report)	Sustainable Communities Steve.Burke@hamilton.ca	
Summary Response to Formal Consultation Comments	Urban Boundary Expansion Justin.Waud@hamilton.ca	
Urban Design and Architectural Guidelines	Urban Design Samantha.Carnevale@hamilton.ca	
Residential Development Phasing Strategy	HWCD SB Comforts@hwcdsb.ca	
Environmental		
Energy and Environmental Assessment Report (Can be addressed in Planning Justification Report)	Sustainable Communities Steve.Burke@hamilton.ca	
Environmental Impact Statement (EIS)	Natural Heritage Melissa.Kiddie@hamilton.ca	
Karst Assessment/Karst Contingency Plan (Can be addressed in Planning Justification Report)	Natural Heritage Melissa.Kiddie@hamilton.ca	
Linkage Assessment	Natural Heritage Melissa.Kiddie@hamilton.ca	
Sub-watershed Plan and/or update to existing Sub-Watershed Plan	Natural Heritage Melissa.Kiddie@hamilton.ca	

(Can be addressed in Planning Justification Report)		
Tree Protection Plan (TPP)	Natural Heritage Melissa.Kiddie@hamilton.ca	
Environmental/Servicing and Infrastructure		
Hydrogeological Study	Growth Management Matt.Bigness@hamilton.ca	
Grading Plan	Growth Management Matt.Bigness@hamilton.ca	
Master Drainage Plan	Growth Management Matt.Bigness@hamilton.ca	
Stormwater Management Report/Plan and/or update to an existing Stormwater Management Plan	Growth Management Matt.Bigness@hamilton.ca	
Phasing Plan	Growth Management Matt.Bigness@hamilton.ca	
Financial		
Financial Impact Analysis and Financial Strategy	Sustainable Communities Steve.Burke@hamilton.ca	
Servicing and Infrastructure		
School Accommodation Issues Assessment	HWDSB Nthibeau@hwdsb.ca	
Water and Wastewater Servicing Master Plan	Growth Management Matt.Bigness@hamilton.ca	
Updated Terms of Reference for a Stormwater Servicing plan, including a summary of all work completed to date	Kpeters@npca.ca	
Land Use Compatibility		
Agricultural Impact Assessment	Sustainable Communities Steve.Burke@hamilton.ca	
Landfill Impact Study/Odour Impact Assessment	Sustainable Communities Steve.Burke@hamilton.ca	
Transportation		
Transportation Management Study	Sustainable Communities Steve.Burke@hamilton.ca	

(Can be addressed in Planning Justification Report)		
Pedestrian Route and Sidewalk Analysis (Can be addressed in Planning Justification Report)	Transportation Planning tplanning@hamilton.ca	
Transportation Assessment	Transportation Planning tplanning@hamilton.ca	
Cycling Route Analysis	Transportation Planning tplanning@hamilton.ca	
Transportation Demand Analysis	Transportation Planning tplanning@hamilton.ca	
Right of Way Dedications	Transportation Planning tplanning@hamilton.ca	
Daylight Triangle Dedications	Transportation Planning tplanning@hamilton.ca	
Transit Assessment (Can be addressed in Planning Justification Report)	Transportation Planning tplanning@hamilton.ca	
Cost Recoveries		
Cost Acknowledgement Agreement	Growth Management Matt.Bigness@hamilton.ca	
Public Consultation Summary and Comment Response	Sustainable Communities Steve.Burke@hamilton.ca	
Other: Indigenous Community Consultation Summary and Comment Response		

The Terms of Reference for the above report, studies and/or plans can be found at the following link [Planning Policies & Guidelines | City of Hamilton](#)

PLEASE BE ADVISED OF THE FOLLOWING:

1. The purpose of this document is to identify the information required to commence processing a complete application as set out in the Planning Act. Formal Consultation does not imply or suggest any decision whatsoever of the City of Hamilton.
2. This document expires 18 months from the date of signing or at the discretion of the Director of Development Planning.

3. In the event the proposal changes (not including revisions requested by the City of Hamilton through this Formal Consultation Document) after the Formal Consultation Document is issued, or the Formal Consultation Document expires, a new Formal Consultation application must be submitted.
4. If an application is submitted without the information and materials identified in this Formal Consultation Document the City of Hamilton may deem such an application incomplete and refuse to accept the application.
5. In accordance with the *Planning Act*, it is the policy of the City of Hamilton to provide public access to all *Planning Act* applications and supporting documentation submitted to the City. Therefore, the information contained in an application and any documentation, including reports, studies and drawings, provided in support of an application, by the owner, or the owner's agents, consultants and solicitors, constitutes public information and will become part of the public record. With the filing of an application, the applicant consents to the City of Hamilton making the application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.
6. It may be determined during the review of the application that additional studies or information will be required as a result of issues arising during the review of the *Planning Act* application.
7. Should a peer review of any of the requested studies be warranted, all associated costs shall be borne by the owner / applicant and shall be submitted to the satisfaction of the City of Hamilton, Director of Planning and Chief Planner.
8. The above requirements for deeming an application complete are separate and independent of any review under the Ontario Building Code (OBC) as part of the Building Permit review process. In the event that a building permit application does not comply with the OBC, a letter outlining the deficiencies or areas of non-compliance will be issued to the owner and/or agent. Formal consultation and building permit review are separate and independent processes.

ACKNOWLEDGEMENT

I/We hereby acknowledge the above noted statements and that above listed reports, studies, plans and fees are required to deem any required application(s) complete.

I/We further acknowledge that this letter shall not be modified or edited.

<u>Justin Waud</u> Planning Staff	 _____ Planning Staff Signature	<u>12/19/2025</u> Date
<u>Dave Heyworth</u> Planning Staff	 _____ Planning Staff Signature	<u>12/19/2025</u> Date
_____ Owner	_____ Owner Signature	_____ Date
_____ Applicant (I have the authority to bind the Owner)	_____ Applicant Signature	_____ Date
<u>David Falletta c/o Bousfields Inc.</u> Agent (I have the authority to bind the Owner)	 _____ Agent Signature	_____ Date

SUMMARY OF POLICY REVIEW

The following policies, amongst others, apply to the proposal.

Provincial Policy Statement (2020)	
Policy: 2.1.4 2.1.6	<ul style="list-style-type: none"> • Policy 2.1.4 states that planning authorities must maintain a 15-year supply of designated residential land and, where growth is occurring, a 3-year supply of zoned and serviced housing units. • Policy 2.1.6 outlines elements that support the achievement of complete communities.
	To be determined.
Policy: 2.2.1 2.3.1 2.3.2	<ul style="list-style-type: none"> • Policy 2.2 speaks to housing supply and affordability, outlining how planning authorities are to plan for a full range and mix of housing, support intensification, set affordable housing targets, and align land use, servicing, and transit planning to meet current and future community needs. • Policy 2.3.1-2.3.2 speaks to how settlement areas are planned, used, and expanded, outlining the policy framework for managing growth, intensification, and boundary expansions to ensure development occurs in a compact, efficient, and orderly manner.
	To be determined.
Policy: 2.8.1.3	<ul style="list-style-type: none"> • Policy 2.8.1.3 speaks to protecting employment areas from land use conflicts, outlining how nearby development must avoid or manage potential impacts to ensure the long-term economic viability of employment uses.

	To be determined.
Policy: 2.9	<ul style="list-style-type: none"> • Policy 2.9 outlines the approaches for planning authorities to reduce GHG emissions and prepare for the impacts of climate change
	To be determined.
Policy: 3.1.1 3.1.2	<ul style="list-style-type: none"> • Policy 3.1.1 speaks to ensuring infrastructure and public service facilities are planned efficiently, financially sustainable over their lifecycle, and coordinated with land use planning and growth management to meet current and projected needs. • Policy 3.1.2 relating to use of existing infrastructure and prioritizing the optimization and re-use before considering the development of new facilities
	To be determined.
Policy: 3.2.1 3.2.2 3.2.3 3.3.1	<ul style="list-style-type: none"> • Policy 3.2.1 speaks to providing transportation systems which are safe, efficient, and capable of supporting projected travel demands, including the transition to zero- and low-emission vehicles. • Policy 3.2.2 speaks to maximizing the use of existing and planned transportation infrastructure, including through transportation demand management strategies, before expanding capacity. • Policy 3.2.3 connectivity within and among transportation systems should be planned for as part of a multimodal transportation system • Policy 3.3.1 requires planning authorities to plan for a protect corridors and rights-of-way for infrastructure
Policy: 3.5.1 3.5.2	<ul style="list-style-type: none"> • Policy 3.5.1 speaks to ensuring major facilities and sensitive land uses are planned to avoid or mitigate adverse effects and protect public health, safety, and facility viability. • Policy 3.5.2 speaks to safeguarding industrial, manufacturing, and other major facilities from encroachment, allowing adjacent sensitive land uses only if adverse effects on both the sensitive use and the facility are minimized and mitigated.

	To be determined.
Policy: 3.6.1	<ul style="list-style-type: none"> • Policy 3.6.1 outlines the planning requirements for sewage and water services • Policy 3.6.8 details requirements for coordinated stormwater management planning.
3.6.8	To be determined.
Policy: 3.9.1	<ul style="list-style-type: none"> • Policy 3.9 outlines methods to promote healthy, active, and inclusive communities
	To be determined.
Policy: 4.1.1 4.1.2 4.1.3 4.1.4 4.1.5 4.1.6 4.1.7 4.1.8	<ul style="list-style-type: none"> • Policy 4.1.1 provides protection for Natural features and areas for the long term. • Policy 4.1.2 The diversity, connectivity, and ecological function of natural heritage systems should be maintained, restored, or improved. • Policy 4.1.3 Natural heritage systems must be identified in the relevant Ecoregions, recognizing variation in size and form across settlement, rural, and prime agricultural areas. • Policy 4.1.4 and 4.1.5 Development and site alteration are not permitted in significant wetlands, coastal wetlands, woodlands, valleylands, wildlife habitat, and areas of natural and scientific interest, unless negative impacts can be avoided. • Policy 4.1.6 and 4.1.7 Development and site alteration in fish habitats and habitats of endangered or threatened species are prohibited except as allowed under provincial and federal requirements. • Policy 4.1.8 Development and site alteration not permitted on adjacent lands to natural heritage features and areas identified in policies 4.1.4, 4.1.5, and 4.1.6 unless it is demonstrated that there will be no negative impacts on features and functions

	<p>To be determined.</p>
<p>Policy: 4.2.1 4.2.2 4.2.3 4.2.5</p>	<ul style="list-style-type: none"> • Policy 4.2.1. requires that planning authorities protect, improve or restore the quality and quantity of water, including through the identification and maintenance of water resource systems. • Policy 4.2.2 restricts development and site alteration near sensitive surface water features and sensitive ground water features • Policy 4.2.3 directs municipalities to undertake watershed planning to inform planning for sewage and water services and stormwater management • Policy 4.2.5 encourages municipalities to collaborate with conservation authorities with watershed planning <p>To be determined.</p>
<p>Policy: 4.3.1.2 4.3.6.1</p>	<ul style="list-style-type: none"> • Policy 4.3.1 directs planning authorities to use an 'agricultural system' approach, emphasizing the long-term protection of prime agricultural areas. • Policy 4.3.6.1 encourages planning authorities to support local food, facilitate near-urban and urban agriculture, and foster a robust agri-food network. <p>To be determined.</p>

<p>Policy: 4.6.2</p>	<ul style="list-style-type: none"> • Policy 4.6.2 prohibits planning authorities from permitting development or site alteration on lands containing archaeological resources or areas of archaeological potential unless the significant archaeological resources have been conserved.
	<p>To be determined.</p>
<p>Policy: 5.2.4</p>	<ul style="list-style-type: none"> • Policy 5.2.4 speaks to the preparation by planning authorities for impacts of climate change that may increase the risk associated with natural hazards
	<p>To be determined.</p>

<p>Official Plan:</p>	<p>Rural Hamilton Official Plan</p>
<p>Existing Designation:</p>	<p>Agricultural, Rural, Open Space</p>
<p>Proposed Amendment/Site Specific Policy:</p>	<p>Neighbourhoods (Urban Hamilton Official Plan)</p>
<p>Policy: Volume 1 – Parent Policies (Policy) Section B.2.1.a)</p>	<p>Section B.2.1.a) indicates that it is the intent of the City of Hamilton to maintain a firm urban boundary and directs that lands shall not be removed from the boundaries of Rural Hamilton and added to the Urban Area.</p>

	The proposal does not comply with this policy.
Policy: Volume 1 – Parent Policies (Mapping)	<ul style="list-style-type: none"> • Schedule B: Identifies Natural Heritage System “Linkages” and “Core Areas” on site • Schedule B-8: Identifies “Key Hydrologic Feature Streams” on site. • Schedule C: Identifies “Collector Roads” and “Arterial Roads” on site • Schedule D: Designates the lands are “Rural”, “Agricultural” and “Open Space” • Appendix D: The southwestern portion of the subject lands is within “2010 NEF Contour -25 dB
	To be determined.

Official Plan:	Urban Hamilton Official Plan
Existing Designation:	n/a
Proposed Amendment/Site Specific Policy:	Urban Boundary Expansion - Neighbourhoods
Policy A.2.4.2	<p>Secondary plans and development proposals for Urban Expansion Areas shall implement the goals, objectives and policies of this Plan, including but not limited to:</p> <ul style="list-style-type: none"> a) The creation of complete communities that have a strong sense of place and enable residents to meet most of their daily needs within a short distance of their home. b) Provision for a range of housing types, forms, and tenures, including affordable housing and housing with supports.

	<ul style="list-style-type: none"> c) Development of an integrated transportation network that is planned based on a Complete Streets approach, which prioritizes transit and active transportation, provides safe and accessible travel options, accounts for equity, and prioritizes connectivity. d) Street design and street layouts that provide for urban greening and supports active transportation and transit use while minimizing reliance on single occupant vehicles. e) Protection and enhancement of the Natural Heritage System, including preserving ecological functions and the natural beauty and distinctive character of the landscape, adopting a design with nature approach. f) Adaptation to climate change, including innovative approaches to storm water management and protection of communities and infrastructure from risks associated with natural hazards. g) Implementation of strategies to reduce greenhouse gas emissions through enhancement of the tree canopy, energy efficiency, electricity generation, and approaches to design that reduce reliance on single occupant vehicles. h) Development of financial strategies to recover the lifecycle costs of infrastructure and community facilities. <p>To be determined.</p>
<p>Policy: Volume 1 – Section F.1.2.3</p>	<p>1.2.3 Prior to commencing the preparation of a secondary plan, the City shall prepare a terms of reference which shall set out the need for the secondary plan, the intended scope, the process of plan preparation and the opportunities for public participation and involvement. Any privately initiated secondary plans shall require a terms of reference that is approved by the City prior to initiating work on any required studies, undertaking public consultations or initiating any other work related to the preparation of a secondary plan. The terms of reference shall be to the satisfaction of the Director of Planning and Chief Planner.</p>
	<p>To be determined.</p>

<p>Policy: Volume 1 – Section F.1.2.4</p>	<p>1.2.4 Secondary plans shall generally include the following:</p> <ul style="list-style-type: none"> a) a statement of the basis or rationale for the preparation of the secondary plan and rationale for varying or supplementing the Volume 1 policies and designations; b) a description of the secondary plan area, including a reference map, the role and relationship of the planning district and/or area under study to the City as a whole; c) a statement of the desired land use of the area along with relevant and related environmental, social and economic goals; d) the goals and objectives appropriate for the area including a statement demonstrating how they are in keeping with the strategic directions and general goals of this Plan and provincial legislation, policies and appropriate guidelines; e) new designations and policies for the secondary plan area that amend or detail those policies and designations found in Volume 1; and, f) cultural heritage resources shall be identified, evaluated and conserved. This identification and protection of cultural heritage resources may be accomplished through the preparation and inclusion of a cultural heritage conservation plan statement within the secondary planning or neighbourhood planning process.
	<p>To be determined.</p>
<p>Policy: Volume 1 – Section F.1.2.5- F.1.2.7</p>	<p>1.2.5 Where appropriate, the secondary plan shall follow a coordinated secondary planning process under the Planning Act, R.S.O., 1990 c. P.13 and the Municipal Engineers Association Municipal Class Environmental Assessment process.</p> <p>1.2.6 Secondary plans may be undertaken and coordinated where and when appropriate in conjunction with community strategies to address a wider range of issues which cannot be addressed through land use planning alone.</p> <p>1.2.7 In addition to Policies F.1.2.1 to F.1.2.6 and Section A.2.4 – Growth Management - Hamilton, secondary planning shall be completed for urban expansion areas established by a privately</p>

	<p>initiated application. An application for plan of subdivision, zoning by-law amendment or consent shall not be approved for lands within urban expansion areas until a secondary plan is in effect.</p>
	<p>To be determined.</p>
<p>Policy: Volume 1 – Section F.1.2.8</p>	<p>1.2.8 The following requirements shall apply to the preparation of secondary plans for urban expansion areas established by a privately initiated application:</p> <ul style="list-style-type: none"> a) Any secondary plan for an urban expansion area shall cover the entirety of the lands located within that urban expansion area. b) All secondary planning processes for urban expansion areas shall require the implementation of a public consultation strategy that recognizes the critical role of engagement with the public at all phases of the secondary planning process. c) Indigenous nations shall be engaged with at all phases of the secondary planning process. d) The secondary planning for urban expansion areas shall consider opportunities to coordinate the provision of infrastructure and community facilities with other urban expansion areas and adjacent areas within the urban boundary. e) Secondary planning for new neighbourhoods within the urban expansion areas shall emphasize the importance of public ownership over roads, parks, community facilities and other infrastructure. Development relying on privately owned condominium roads and infrastructure shall be discouraged. f) Secondary planning for urban expansion areas shall address the Ten Directions to Guide Development identified in Section A.2.1 – Our Future Hamilton. g) The following studies, amongst others, may be required to support the preparation of secondary plans for urban expansion areas: <ul style="list-style-type: none"> i) Agricultural Impact Assessment; ii) Planning Justification Report; iii) Commercial Needs and Impact Assessment; iv) Recreation Needs Assessment; v) Energy and Environmental Assessment Report; vi) Financial Impact Analysis and Financial Strategy;

	<ul style="list-style-type: none">vii) Housing Report;viii) Public Consultation Strategy;ix) Servicing Master Plan;x) Sub-watershed Plan;xi) Urban Design Guidelines; and,xii) Transportation Management Plan / Study. <ul style="list-style-type: none">h) The City shall identify the studies required to be submitted as part of a complete application for an Official Plan Amendment through the Formal Consultation process.i) A Servicing Strategy shall be completed concurrently with the preparation of any secondary plan for an urban expansion area. Where possible, the Servicing Strategy should plan servicing to the local street level.j) To ensure effective coordination of development and infrastructure, phasing of development will be required in all urban expansion areas, in accordance with the City's Staging of Development Report as approved by Council.k) Council has adopted Secondary Planning Guidelines for urban expansion areas which outline the required process for preparing any secondary plan for the urban expansion areas. Secondary plan phasing, components, public engagement, and final reporting for urban expansion areas shall be completed in accordance with the Guidelines. The City may revise the Secondary Plan Guidelines for Urban Expansion Areas from time to time.l) The City shall require the applicant to submit a final report demonstrating compliance with the Secondary Plan Guidelines for urban expansion areas as part of a complete application for an Official Plan Amendment.m) In addition to Policy F.1.2.3, the terms of reference for any secondary plan for an urban expansion area shall establish the expected role of any existing landowner group that represents multiple landowners within an urban expansion area, and outline the management, structure and operational details of the landowner group and if applicable, procedures for sharing costs. <p>To be determined.</p>
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<p>Policy: Volume 1 – Section F.1.2.9</p>	<p>In addition to Policy F.1.2.7 and Section A.2.4 – Growth Management – Hamilton, development within an urban expansion area with a completed secondary plan shall not proceed until a landowners group consisting of landowners within the urban expansion area has been established. The members of the landowners group shall enter into a cost sharing agreement amongst themselves and coordinate the phasing and staging of development within the secondary plan area. The City shall not be party to the cost sharing agreement. The cost sharing agreement shall equitably allocate development costs associated with community and infrastructure facilities within the secondary plan area, including but not limited to parks, public spaces, roads, streetscape improvements, storm water management facilities, utilities and schools. Individual applications for draft plan of subdivision, zoning by-law amendment, and site plan approval within an Urban Expansion Area shall require confirmation that the applicant has become a party to the cost sharing agreement prior to the application being deemed complete.</p> <p>To be determined.</p>
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File: FC-25-071

Property Address: Multiple Addresses – Elfrida Lands, Stoney Creek (Ward 9) & Glanbrook (Ward 11)

The City of Hamilton and external stakeholders offer the following feedback:

Corporate Real Estate Van Hua Dec 2, 2025
<p>The Corporate Real Estate Office has been working with a few city departments to locate certain municipal services (eg. Fire, EMS, HSR) on city land within the Elfrida area. Our work with these city departments is ongoing and while we do not have an objection to this FC application – Secondary Plan at this time, we will continue to monitor the Elfrida UBE file as it progresses and would like to continue to stay involved.</p>
Required Submission Items:
n/a

Cultural Heritage Meg Oldfield Nov 27, 2025
<p>Archaeology:</p> <p>The subject property meets five (5) of the ten criteria used by the City of Hamilton and Ministry of Citizenship and Multiculturalism for determining archaeological potential:</p> <ol style="list-style-type: none">1) Within 250 metres of known archaeological sites;2) Within 300 metres of a primary watercourse or permanent waterbody, 200 metres of a secondary watercourse or seasonal waterbody, or 300 metres of a prehistoric watercourse or permanent waterbody;3) In the vicinity of distinctive or unusual landforms;4) In areas of pioneer Euro-Canadian settlement; and5) Along historic transportation routes. <p>These criteria define the property as having archaeological potential. Accordingly, Section 2 (d) of the <i>Planning Act</i> and Section 4.6.2 of the Provincial Planning Statement apply to the subject application.</p>

A Stage 1 archaeological assessment, P449-0049-2017, has been submitted to the City of Hamilton and the Ministry of Citizenship and Multiculturalism. The Province signed off on the reports for compliance with licensing requirements in a letter dated June 5, 2020.

The report recommends that further archaeological work be conducted to address the archaeological potential of the subject property. The Ministry and Heritage Staff concur with the recommendations in the assessment, and require that the following requirements be addressed as policies as part of the Secondary Plan and be conducted as part of any future redevelopment applications:

- Any future developments within the study area, beyond those portions that have been cleared of any further archaeological concern, must be preceded by a Stage 2 archaeological assessment prior to any approvals.
- Sites AhGw-73, AgGw-19, and AgGw-61 have been documented within the limits of the study area require further archaeological assessment. During Stage 2 Archaeological Assessments in their vicinities, fieldwork methodologies must be adjusted in an effort to relocate the sites and appropriately evaluate cultural heritage value or interest.
- The historical Swayze Family cemetery is located within the study area at 370 Regional Road 5. This area will require a Stage 3 Cemetery Investigation subsequent to any Stage 2 Archaeological Assessment in the immediate vicinity of the cemetery (e.g. within 10 metres). The investigation must be carried out in accordance with the requirements of the *Funeral, Burial and Cremation Services Act, 2022, S.O. 2002*. The Stage 3 work must include the following:
 - o Historical Documentation (e.g. archival research) as per Section 3.1 Standard 1 of the S & G; and
 - o Mechanical topsoil removal extending to a minimum of 10 metres beyond the existing cemetery boundary to document any unmarked graves that may be present, as per Section 4.3, Standard 1, Table 4.1 of the S & G.
 - o Consultation with the Bereavement Authority of Ontario (BAO) is required prior to a Stage 3 Cemetery Investigation, as an Investigation Order may be required for this work.

Required Submission Items:

***The following items must be addressed as policies in the Official Plan Amendment:**

- Sites AhGw-73, AgGw-19, and AgGw-61 have been documented within the limits of the study area require further archaeological assessment. During Stage 2 Archaeological Assessments in their vicinities, fieldwork methodologies must be adjusted in an effort to relocate the sites and appropriately evaluate cultural heritage value or interest.
- The historical Swayze Family cemetery is located within the study area at 370 Regional Road 5. This area will require a Stage 3 Cemetery Investigation subsequent to any Stage 2 Archaeological Assessment in the immediate vicinity of the cemetery (e.g. within 10 metres). The investigation must be carried out in accordance with the requirements of the *Funeral, Burial and Cremation Services Act, 2022, S.O. 2002*. The Stage 3 work must include the following:
 - o Historical Documentation (e.g. archival research) as per Section 3.1 Standard 1 of the S & G; and
 - o Mechanical topsoil removal extending to a minimum of 10 metres beyond the existing cemetery boundary to document any unmarked graves that may be present, as per Section 4.3, Standard 1, Table 4.1 of the S & G.
 - o Consultation with the Bereavement Authority of Ontario (BAO) is required prior to a Stage 3 Cemetery Investigation, as an Investigation Order may be required for this work.

Development Charges

Shehzam Khalid Nov 7, 2025

DCs will need to be assessed at building permit issuance. The applicant is encouraged to contact DCRequest@hamilton.ca for preparation of an informational estimate.

Required Submission Items:

Hamilton Street Railway

Sarah Hague Nov 27, 2025

New investments in transit infrastructure (such as rapid transit) are costly, and (as stated in the Transit Oriented Development (TOD) Guidelines For Hamilton which were adopted by Council in 2010) the City should not allow development that does not support transit whether in scale, design, or function. The TOD Guidelines recognize the

important relationship between land use and transit planning and can be used to ensure development proposed near transit facilities encourages, rather than discourages, transit use.

- As such, the TOD Guidelines need to be used; Please refer to the City of Hamilton's Transit Oriented Development Guidelines for more information:
<https://www.hamilton.ca/build-invest-grow/planning-development/planningpolicies-guidelines/transit-oriented-development>.
- Please note that the development site is noted as a Greenfield Node in Volume 2: Transit Oriented Development Guidelines for Hamilton, but given the scale of this application, could easily be considered a Community Node, once built out, so please pay special attention to these sections, specifically the goals and applications of greenfield development and its integration with transit, including clustering of residential dwellings, rear parking, neighbourhood nodes, and the integration of transit from the beginning of new developments' lifespans.

A Transit Assessment (TA) will be required and should reference the HSR Next: Moving Hamilton Forward implementation plan and report in relation to future planned service around the area. HSR Next is the implementation of the previous (Re)envision the HSR Network report, highlighting the gradual phasing of transit service in preparation for the opening of the Hamilton B-Line LRT.

- Please refer to this site for more information on HSRNext, including the HSR Next council meeting report and final report, and other documents:
<https://www.hamilton.ca/home-neighbourhood/hsr/hsr-next>
- The TA is required to:
 - Address how the TOD Guidelines are being implemented to ensure the development will promote and facilitate transit as an alternative mode of transportation
 - Identify the projected mode share of the development, and how it will contribute it the City's mode share target (resulting in a reduction in auto trips to other modes of transportation)
 - Outline how the development will connect to the existing or future transit services.
 - Outline the expected change in ridership due to the development proposal.
 - Provide recommendations on changes to existing transit service and planned transit service to support the development such as increased frequency or route modifications/extensions.
 - Please specifically consider impacts to:
 - Current Service:
 - 43 Stone Church
 - 44 Rymal

- Planned Service (HSR Next):
 - Heritage Greene myRide Zone
 - 14 Stoney Creek Gray
 - 34 Mohawk
 - 36 Rymal
 - 40 E Line
- Identify the need for new transit service to support the development and proposed routing and frequency of service.
 - Please specifically consider:
 - A circular route within Heritage Greene/Elfrida
 - A route connecting Heritage Greene to the West end via Twenty Road
 - A route connecting Heritage Greene to Binbrook
 - Any other recommendations
- Provide recommendations on transit stop or station upgrades to enhance user comfort and experience

Required Submission Items:

- **Transit Assessment**

Natural Heritage

Melissa Kiddie Nov 27, 2025

The subject properties are located within the boundaries of the Rural Hamilton Official Plan (RHOP). Based on Schedule B (Natural Heritage System) within the RHOP, Core Areas and Linkages have been identified within the subject properties. In this case, the Core Areas have been identified as Significant Woodlands, wetlands (Provincially Significant, non-Provincially Significant, unevaluated), and watercourses. Core Areas are also located within the adjacent urban areas. The watercourses and wetlands are also regulated by the Niagara Peninsula Conservation Authority (NPCA) and Hamilton Conservation Authority (HCA).

It is important to note that not all Core Areas have been identified within the RHOP/Urban Hamilton Official Plan (UHOP) mapping. This includes significant wildlife habitat and significant habitat for threatened and endangered species. This has been recognized within RHOP policy C.2.2.5/UHOP policy C.2.2.4. Additional Core Areas may be mapped and identified through specific studies (i.e.

Environmental Impact Statements, Watershed Studies).

In addition, a Linkage (hydro corridor) has been identified within the subject properties. This provides an ecological connection to the Core Areas.

- Directions to guide development have been identified within the UHOP (Volume 1 policy A.2.1). Direction #9 states “*protect ecological systems and the natural environment, reduce waste, improve air, land and water quality, and encourage the use of green infrastructure*”. Further, specific natural heritage policy goals have been outlined within the UHOP. These goals highlight the importance the City has placed upon the protection and enhancement of the natural environment. These goals need to be considered in the Secondary Plan process. These goals are:
 - Protect and enhance biodiversity and ecological functions
 - Achieve a health, functional ecosystem
 - Conserve the natural beauty and distinctive character of Hamilton’s landscape
 - Maintain and enhance the contributions made by the Natural Heritage System to the quality of life of Hamilton’s residents
 - Restore and enhance connections, quality, and amount of natural habitat
- As per UHOP Volume 1 policy C.2.3, Core Areas are to be preserved and enhanced. Any development or site alteration within or adjacent to them shall not negatively impact their environmental features or ecological functions.
- Linkages are to be protected, restored, or enhanced to sustain the Natural Heritage System (UHOP Volume 1 policy C.2.7). Secondary Plans are to identify and evaluate Linkages including those already identified and those newly identified. As per UHOP Volume 1 policy C.2.7.4, policies protecting/enhancing linkages as well as mapping are to be included within Secondary Plans.

A Concept Plan has been provided. A preliminary Natural Heritage System (identified by Stantec) has been labelled on the Plan, however, it is not representative of existing conditions. In addition, hedgerows and other linkages have not been taken into consideration. The RHOP Natural Heritage System is to be used as the basis for the Natural Heritage System and is to be enhanced as a result of field work inventories that are to be undertaken.

With the Urban Boundary Expansion application, a Constraints Memo was prepared by Palmer (SLR)/GeoProcess Research Associates (Nov.14, 2024). This was not reflective of an Environmental Impact Statement (EIS) or Linkage Assessment. To address UHOP natural heritage policies (specifically C.2.3), an Environmental Impact Statement (EIS) and Linkage Assessment would be required to be completed as part of the Secondary Plan.

- When an EIS is being prepared, the Linkage Assessment can be included as part of the EIS (UHOP Volume 1 policy C.2.7.5). The EIS/Linkage Assessment is to be prepared in

accordance with the City's Council adopted EIS/Linkage Assessment Guidelines (March 2015).

- The Elfrida Subwatershed Final Phase 1 prepared by Aquafor Beech Limited (May 24, 2018) formed the basis of the field inventories discussed within the Constraints Memo. There is concern that this information is outdated (more than 5 years old). In addition, it was identified that field work would be completed in the fall of 2025 to inform a future Secondary Plan. It is unclear what inventories have been completed. A Terms of Reference (ToR) is to be prepared and approved by Natural Heritage Planning staff in consultation with NPCA and HCA prior to the start of any field surveys.

By providing a ToR, all applicable surveys (which are to be completed during appropriate timeframes and protocols) as well as expectations are identified.

Core Areas are identified within the City's Rural and Urban Official Plans (Schedule B-Natural Heritage System), however, these boundaries are general. Since nature is dynamic, natural area boundaries, ecological community composition, and species at risk, can change over time. As outlined within the City's Council adopted EIS Guidelines (revised March 2015), Core Areas are to be staked in the field when an EIS is being prepared. This is to occur prior to the completion of the EIS.

As part of the submission materials for the Urban Boundary Expansion application, A "Limit of Core Areas and Conservation Authority Regulated Area" figure has been included within the submission, however, this is not representative of the requirements outlined within the Council adopted EIS Guidelines. The boundaries of the features are to be delineated in consultation with the City, Niagara Peninsula Conservation Authority (NPCA) or Hamilton Conservation Authority (HCA).

- To determine the extent of impacts, the appropriateness of the proposed land use change, and mitigation, a review of adjacent lands. As a best management approach adjacent lands are identified as 120 metres.
- The entire study area is to be evaluated. If access is not granted, evaluation is to occur through aerial photograph review, windshield surveys, or observations from adjacent properties.

Karst Assessment

Through the materials submitted with the Urban Boundary Expansion, it was identified that a Karst Assessment would be completed as part of the Secondary Plan process. This study has not been identified on "Attachment B-Anticipated Studies/Reports for a Complete Application Official Plan Amendment-Secondary Plan" (dated October 24, 2025).

Tree Resources

The City recognizes the importance of trees and woodlands to the health and quality of life in the community and encourages sustainable forestry practices and the protection and restoration of trees and forests (UHOP policy C.2.11.1). In addition, as per the City's Council adopted Urban Forest Strategy, a canopy cover target of 40 percent by 2050 within the urban

area has been identified. This would apply to the subject properties if they are to be included within the urban area. The retention of existing trees is an important component in meeting this target. In addition, the Council has adopted a Biodiversity Action Plan that recognizes that climate change and biodiversity are interconnected (the loss of biodiversity aggravates climate change impacts).

Understanding the composition of vegetation and determining areas of high-quality vegetation is important to the characterization of the area. A General Vegetation Inventory (GVI) prepared by SLR (February 28, 2025) was included with the Urban Boundary Expansion materials. The GVI identifies distinctive individual trees, groups of trees or larger vegetation units. The GVI was not prepared in accordance with the City's Council adopted Tree Protection Guidelines (revised October 2010).

- The number of trees (general descriptions of relative species abundance, dominant tree species, density, general tree condition, trees or groups that are significant to a community) is to be provided. The hedgerow survey was completed in 2017. This is 9 years ago and is not representative of existing conditions.
- An ad hoc methodology has been developed to determine the value of trees (high, moderation, and low retention value). This approach has not been discussed with Natural Heritage Planning staff prior to evaluation. As defined within the City's Council adopted Tree Protection Guidelines (revised October 2010), high quality vegetation is defined as "trees, groups of trees, and shrubs that are desirable in terms of health, condition, growth form, species, age, heritage value, aesthetic value, cultural significance, rare or uncommon species, of value for wildlife".
- The decision on whether to retain individual trees within a vegetation unit is to be determined based on their vigour, condition, aesthetics, age, and species

Based on the Conceptual Land Use Plan that has been provided, trees will need to be removed to facilitate the vision of the Plan. The Secondary Plan is to recognize:

- Trees provide a variety of functions to the overall community and are integral to minimizing the impacts of air pollution and climate change
- City-wide initiatives such as the Climate Change Action Strategy and Urban Forest Strategy recognize the important role trees play in a livable community. The preservation of mature trees is essential in maintaining the urban forest canopy.
- "Design with Nature" principles that protect and integrate trees within the land use plan.

A Tree Protection Plan (TPP) (instead of a General Vegetation Inventory) is required. This study has not been identified on "Attachment B-Anticipated Studies/Reports for a Complete Application Official Plan Amendment-Secondary Plan" (dated October 24, 2025).

A TPP is to be prepared by a recognized tree management professional (i.e., certified arborist, registered professional forester, or landscape architect) in accordance with the City's Council adopted Tree Protection Guidelines (revised October 2010).

Typically, a review fee is required to be submitted with the TPP. The 2025 review fee is \$735.00.

It is important to note that the woodlands within the subject areas may be currently regulated by the Rural Woodland Conservation By-law (R00-054).

Subwatershed Study

The Natural Heritage System is a key component of land use planning. A Subwatershed Study would characterize the area on a comprehensive scale (not just natural heritage but stormwater and hydrology) as well as identify areas of protection, land use impacts and mitigation measures. This is important in determining the principles used in development of Secondary Plan. Based on policy F.3.1.6.2, recommendations of a Subwatershed Study are to be implemented within a Secondary Plan. A Terms of Reference should be prepared for this study.

Natural Heritage Planning staff require the following studies:

- Environmental Impact Statement
 - Terms of Reference: The EIS is to follow the City's EIS Guidelines (revised March 2015) and a Terms of Reference (ToR) needs to be approved by Natural Heritage Planning staff in consultation with Niagara Peninsula Conservation Authority (NPCA) staff prior to the start of any field investigations.
 - Demarcation of the Boundaries of Core Areas: As part of the EIS process, the limits of the woodland and wetland need to be staked and surveyed by the environmental consultant in consultation with Natural Heritage and NPCA/HCA staff.

- Linkage Assessment
 - Terms of Reference: The Linkage Assessment is to be completed in accordance with the City's Linkage Assessment Guidelines (March 2015). Since an EIS is to be prepared, the Linkage Assessment can be included within this report. This is to be incorporated within the ToR for the EIS.

- Tree Protection Plan (review fee is required; 2025 fee is \$735.00)
- Karst Assessment
- Subwatershed Study

Required Submission Items:

- **Environmental Impact Statement**
- **Linkage Assessment**
- **Tree Protection Plan**
- **Karst Assessment**
- **Subwatershed Study**

Office of Climate Change Initiatives
Lynda Lukasik Dec 5, 2025

The OCCI continues to be concerned about the current gap that exists between the original Urban Boundary Expansion (UBE) application submitted for the Elfrida area due to the inadequate nature of the Energy & Climate Change Assessment Report that was prepared as part of that submission. The report was deemed to be inadequate on several key fronts:

- Failure to model the greenhouse gas emission impacts of the proposed development.
- Failure to propose and commit to integrating mitigation measures to address anticipated greenhouse gas emissions and, in so doing, to demonstrate how the development will be undertaken to ensure that Hamilton's ability to realize Net Zero Carbon by 2050 is not compromised.

Our request is that the proponent be required to address these inadequacies in the E&CCA report as part of the report/study work they are required to undertake for the Secondary Plan.

It is also important to note that other City divisions raised fundamental concerns at the UBE application stage related to shortcomings on the climate adaptation side. These include concerns around loss of natural habitat and the biodiversity supported in these areas, and the failure to consider these areas from a holistic, ecosystem services perspective. As recommended by Planning Division staff, this must include consideration of relevant actions and targets in Hamilton's Climate Action Strategy, Biodiversity Action Plan, and Urban Forest Strategy. The loss of agricultural lands also impacts on ecosystem functions by disrupting any natural corridors in these working lands that connect core natural features, but also in the loss of any native flora found in agricultural fields, that help to support biodiversity.

Loss or modification of these natural and farmed areas also impacts on natural attenuation capacity, a natural ecosystem service that is essential in locations like the Elfrida lands, which are in the upper reaches of 5 subwatersheds (Upper Davis, Hannon, Twenty Mile, Sink Hole, and Stoney Creeks). There are already elevated impacts & risks from upper watershed urbanization for downstream communities. Extreme wet weather flows in the Red Hill Valley watershed provide evidence of these elevated impacts. For example, an extreme weather event in 2009 – a microburst storm – was a situation arguable made far worse due to upper watershed urbanization, flooding and damaging parts of the Red Hill Creek Expressway and

hundreds of basements in lower city neighbourhoods adjacent to the Valley. City staff dealing with stormwater management have expressed concern about the absence of a climate resilience assessment in the UBE application package and this shortcoming must be rectified, along with consideration of how low impact development and other stormwater management measures must be utilized to ensure that resilience is achieved.

Ideally, these fundamental elements related to climate mitigation and adaptation require thorough consideration at the outset, prior to any approval of an urban boundary expansion. The challenge in this current context will be to ensure that proper and thorough consideration is given to these elements as part of a secondary planning process.

It is further recommended that stormwater-related climate resilience assessment, and natural areas/heritage elements/evaluations be required to be ‘first phase’ efforts that then direct how development plans must be adjusted. This must include identification of any necessary measures that must be put in place to effectively mitigate the development’s greenhouse gas emissions and ensure that existing levels of climate adaptation capacity and support for local biodiversity provided by the Elfrida lands in their current state is not compromised or lost altogether.

Required Submission Items:

- **Address inadequacies in the Environment and Climate Change Assessment report**
- **Stormwater-related climate resilience assessment**
- **Natural areas/heritage elements evaluation**

Stormwater, Growth Management

Matt Bigness, Timothy Winterton, Mark Hartley Dec 3, 2025

Growth Management Division has previously received a request for comments an Urban Boundary Expansion (UBE) for the Elfrida Lands (bound by Upper Centennial Parkway, Mud Street East, Second Road East and Hendershot Road, Golf Club Road, Trinity Church Road and a Hydro Corridor) in Stoney Creek & Glanbrook in November 2024. On June 21, 2025, Planning Committee and Council supported the staff recommendations in Report PED25179 to deny the Official Plan Amendments proposed for the Elfrida urban boundary expansion lands.

The applicant now proposes to prepare a Secondary Plan for the Elfrida Urban Boundary Expansion Lands. It is noted that an Urban Hamilton Official Plan Amendment and Rural Hamilton Official Plan Amendment will still be required to implement the proposal prior to commencing the Secondary Plan.

The Formal Consultation Application submission included the following documents for review by Growth Management:

- Formal Consultation Cover Letter, Bousfield, October 27, 2025
- Secondary Plan Concept Plan – Elfrida lands, MHBC, October 22, 2025
- Submission Requirements, October 24, 2025
- Topographical Survey, AT McLaren, Undated

Only documents included with this submission have been considered in the provided comments.

1.0 General Comments (includes UBE comments)

- a. All comments previously provided by Growth Management in a memo dated April 18, 2025, in response to the UBE submission made in November 2024, remain outstanding. To the extent that the subject lands remain outside the Urban Boundary, the following comments should be read in conjunction with the previous comments.
- b. All UBE applicants have been advised that general conformity with “PED24109 Draft Framework for Processing and Evaluating Urban Boundary Expansion Application” under the proposed Provincial Planning Statement will allow staff with the materials necessary to provide a recommendation related to UBE applications. This conformance includes adherence to the Secondary Plan Guidelines for Urban Expansion Areas (Appendix B to PED23144).
- c. In accordance with Hamilton’s Secondary Plan Guidelines for Urban Expansion Areas, any privately initiated Secondary Plan requires City approval of a detailed Terms of Reference (ToR), including each technical report/study, before the Secondary Plan process can begin. The ToR must:
 - Align with the Urban Hamilton Official Plan Policy F.1.2.3.
 - Include all minimum standards outlined in the Secondary Plan Guidelines.
 - Identify all required supporting studies that will inform the Secondary Plan.

2.0 Required Studies

The application included the following list of studies (submission requirements to support a Secondary Plan application) that relate to municipal servicing infrastructure (water, wastewater, storm water):

- Concept Plan
- Phasing Plan
- Subwatershed Study
- Water and Wastewater Servicing Master Plan

e) Concept Plan

No comment.

e) Phasing Plan

A Development Phasing Report detailing the expected phasing strategy, including an infrastructure implementation strategy that demonstrates that a satisfactory level of service for all proposed phases of development can be achieved.

The Development Phasing Report should include an analysis of the subject lands to determine the merits of developing using a Block Servicing Strategy approach.

e) Subwatershed Study (SWS)

As identified in the April 18, 2025 memo, the UBE submission lacked sufficient detail to determine if the concept plan was feasible because the Phase 1 SWS previously prepared by the City has not been updated or provided calibration with respect to the hydrologic and hydraulic modelling and consideration of flow monitoring and historical rain data. No material has been submitted in this submission to address that comment. The updated Phase 1 SWS is required to develop the impact assessment and management strategy as part of the Secondary Plan. The Proponent is to provide, for review, new draft Terms of Reference for Stages 2 and 3 of the SWS that must, at a minimum, meet the criteria previously established in the attached Terms of Reference (C3-10-14) as well as alignment with the Province's Draft Subwatershed Planning Guide (MECP, 2022).

The Subwatershed Study will need to investigate and inventory the natural resources which could potentially be impacted by future urban development and identifies

development limitations and opportunities associated with the proposed land use changes. The study should include a Natural Heritage Review/Environmental Impact Statement including assessments of features as they relate to water resources. The findings of the study will be used to develop a comprehensive Subwatershed Management Plan, to support the Secondary Plan, including stormwater management and natural heritage strategies, which will protect, rehabilitate and enhance the environment within the Elfrida study area limits, as well as downstream.

e) Water and Wastewater Servicing Master Plan

Per the memo dated April 18, 2025, prior to the development of a Water and Wastewater Servicing Master Plan for a Secondary Plan, studies need to be completed, at the UBE level, to demonstrate sufficient capacity in the existing and planned water and wastewater systems to accommodate the proposal. The proponent will be required to demonstrate any impacts on the upstream and downstream/receiving water, wastewater, and stormwater systems. Additionally, the proponent will be required to identify any external infrastructure projects required in support of the Secondary Plan lands, accounting for full build-out of planned City intensification within the existing Urban Boundary.

If system capacity is established for the subject lands, then the Water and Wastewater Servicing Master Plan would provide the next level of detail in support of the Secondary Plan.

The Water and Wastewater Servicing Master Plan needs to identify the required infrastructure to support the Concept Plan, including upgrades to existing/planned infrastructure upstream/downstream of the subject lands that is currently meant to support approved growth. The Master Plan should contain sanitary design calculations and watermain hydraulic analysis to demonstrate that the flows generated from the proposed development will not adversely impact the hydraulic performance of the City's sanitary sewer system and to show that the municipal watermains can provide the required fire flow (RFF) and domestic flow to support the proposed development. Servicing plans should be prepared detailing connections to the municipal system and demonstrate compliance with the City's and Provincial sewer and watermain guidelines, e.g. City's Consolidated Linear Infrastructure Environmental Compliance Approval.

Stormwater Management should also be included in the Master Plan and be compatible with the grading plan (see below). The Applicant is required to provide storm drainage plans for pre- and post- development conditions and identify the required quantity and quality criteria and controls.

The Master Plan should include discussion about potential phasing of development including identification of any interim or temporary servicing constraints. Note that the Master Plan should also include all stormwater related servicing components not covered within the Subwatershed Study scope.

e) Other Items

In addition to the studies identified in the submission, the following items will be required in support of a Secondary Plan application.

Hydrogeological Investigation Study

A Hydrogeological Investigation shall be completed by the proponent to support the Secondary Plan for the Subject Lands. The study shall characterize soil and groundwater conditions and assess hydrogeological constraints and opportunities relevant to the proposed land use framework and demonstrate that the Secondary Plan can be accommodated in a sustainable manner with respect to groundwater and surface water resources without resulting in adverse impacts, and also ensuring that there is no permanent discharge of groundwater into the municipal sewer infrastructure. This shall include an assessment of groundwater-surface water interactions, seasonal high groundwater conditions, site and feature-based water balance, construction phase groundwater control and dewatering, hydrogeological impacts and a monitoring and contingency framework. The study shall inform the Subwatershed Study and subsequent site-specific development applications.

A detailed Hydrogeological Study Terms of Reference shall be developed in consultation with Hamilton Water for this study which will also address subsequent planning and detailed design stages, as required.

Grading Plan

A conceptual Grading and Drainage Plan, either independent or part of the stormwater management studies/reports, which provides preliminary grading of the submitted Concept Plan, including the proposed local road layout, and ensures compatibility with existing topography. The grading plan should be prepared concurrently with the Water and Wastewater Servicing Master Plan to identify and confirm functional design of key components such as the local/trunk servicing, SWM ponds, overland flow routes, channels, pumping stations, etc.

Cost Sharing

In accordance with Urban Hamilton Official Plan F.1.2.9, the members of the landowners group shall enter into a cost sharing agreement amongst themselves and coordinate the phasing and staging of development within the secondary plan area. The City shall not be party to the cost sharing agreement. The cost sharing agreement shall equitably allocate development costs associated with community and infrastructure facilities within the secondary plan area, including but not limited to parks, public spaces, roads, streetscape improvements, storm water management facilities, utilities and schools.

Required Submission Items:

- **Phasing Plan**
- **Subwatershed study**
- **Water and Wastewater Servicing Master plan**
- **Hydroeological Investigation Study**
- **Grading Plan**
- **Cost agreement**

- **All comments and required submissions noted previously by Growth Management in a memo dated April 18, 2025, in response to the UBE submission made in November 2024, remain outstanding.**

Sustainable Communities

Steve Burke Dec 3, 2025

The applicant proposes the preparation of a Secondary Plan for the Elfrida urban boundary expansion lands. An Urban Hamilton Official Plan Amendment and Rural Hamilton Official Plan Amendment will be required to implement the proposal.

Secondary Plan Area:

Elfrida:

- **Planned ROW (Map: Elfrida Secondary Plan Area)**
- **Potential Linear Greenway (Map: Elfrida Secondary Plan Area)**
- **Hydro Corridor (Map: Elfrida Secondary Plan Area)**
- **Potential Residential (Map: Elfrida Secondary Plan Area)**
- **Potential Intensification Hub (Map: Elfrida Secondary Plan Area)**
- **Potential Intensification Corridor (Map: Elfrida Secondary Plan Area)**
- **Potential Higher Order Transit (Map: Elfrida Secondary Plan Area)**

- **Planned Elfrida Gateway Station (Map: Elfrida Secondary Plan Area)**

Elfrida is a proposed Secondary Plan area with Planned Rights-of-Way, Potential Linear Greenway, Hydro Corridor, Potential Residential, Potential Intensification Hub, Potential Intensification Corridor, Potential Higher Order Transit, and Planned Elfrida Gateway Station elements. In addition to the goals and objectives of the Official Plan, the following policies apply:

General Comments

On July 14, 2023, the City of Hamilton Council passed By-law No. 23-134 adopting Urban Hamilton Official Plan Amendment No. 185 and approved [Secondary Plan Guidelines for Urban Expansion Areas](#), establishing a secondary planning policy framework for urban expansion areas. Prior to the adoption of the OPA/Framework Council approved the recommendations of Report PED21067(d) which outlined various potential approaches to Secondary Planning and recommended that the City lead all Secondary Planning processes for urban expansion areas.

It is also important to note that the secondary planning framework was developed and approved prior to the adoption of Bill 150 in December 2023 which has the effect of restoring the no urban boundary expansion growth strategy approved by City Council in 2022.

The guideline document provides specific direction for privately initiated secondary plan applications including public notification and consultation processes, phases in developing a secondary plan, components of a secondary plan and submission requirements. The guidelines and UHOP policy F.1.2.8 I) require the submission of a final Secondary Plan Report demonstrating compliance with the guidelines.

Level of Detail in Secondary Plan Mapping

The concept plan submitted as part of the Formal Consultation application does not provide enough detail and information to form part of a complete Official Plan Amendment to establish the Elfrida Secondary Plan. The following information must be included as part of the Official Plan Amendment land use schedules and/or included as part of the secondary plan report:

The boundaries of:

- Residential areas (with density ranges)
- Mixed-use areas
- Employment areas
- Parks and open space network
- Core Areas and Linkages

- Institutional uses (schools, community centres, etc.). The type of school (e.g. elementary, high school) must be labeled.
- Phasing areas for development (aligned with the applicant's Phasing Plan)

The location of:

- All proposed major, minor and arterial collector roads.
- Any proposed community nodes, transit-oriented communities and community gateways
- Utility corridors

A table which provides:

- A detailed summary of the total land area for each land use designation identified in the Secondary Plan mapping schedule.
- Projected total number and mix (low, medium, high density) of dwellings within the Secondary Plan area.
- Breakdown of projected floor area for all other Industrial, Commercial and Institutional uses.

This level of detail is required inform other technical studies submitted as part of an Secondary Plan Application (specifically the Financial Impact Analysis, Housing Assessment and Functional Servicing Report) as well as provide a visual aid to illustrate the vision for the proposed Elfrida community. This list is not exhaustive.

Rural Hamilton Official Plan Amendment

As noted in the applicant's cover letter the lands are currently designated Agriculture and Rural in Schedule D1 of the Rural Hamilton Official Plan and that there is an active application at the Ontario Land Tribunal requesting to bring these lands into the Hamilton urban boundary.

As the Elfrida lands remain in the Rural Hamilton Official Plan, an application to establish a Secondary Plan for the Elfrida area must include a Rural Hamilton Official Plan Amendment to bring the area into the urban area. Should the Ontario Land Tribunal issue a decision bringing the Elfrida lands into the urban area prior to the submission of a privately initiated secondary plan application, a Rural Hamilton Official Plan Amendment may still be required to implement any edge management recommendations identified in the Agricultural Impact Assessment.

Complete Submission Requirements:

Based on the Secondary Plan Guidelines for Urban Expansion Areas and policies of F.1.2 and Schedule I off the Urban Hamilton Official Plan, Sustainable Communities recommend

the following technical information be included as part of a complete application for privately initiated Secondary Plan for the Elfrida area:

- Agricultural Impact Assessment
- Planning Justification Report
- Commercial Needs and Impact Assessment
- Recreation Needs Assessment
- Energy and Environmental Assessment Report
- Financial Impact Analysis and Financial Strategy
- Housing Report
- Landfill Impact Assessment / Odour Impact Assessment
- Official Plan Amendment (Rural & Urban Hamilton OP)
- Public Consultation Strategy
- Secondary Plan Report (can be combined with the Planning Justification Report)
- Servicing Master Plan
- Sub-watershed Plan
- Urban Design Guidelines;
- Transportation Management Plan / Study.

This list is not exclusive and staff from other City departments and external review agencies may identify additional submission requirements.

As stated in Secondary Plan Guidelines for Urban Expansion Areas any privately initiated Secondary Plans shall require City approval of a detailed Terms of Reference prior to the commencement of a Secondary Plan, in accordance with Policy F.1.2.3 of the Urban Hamilton Official Plan. The Terms of Reference shall be to the satisfaction of the Director of Planning and Chief Planner. Detailed terms of references shall include all minimum standards outlined in these guidelines. The detailed terms of references should also identify all supporting/aligning studies that will provide input to the Secondary Plan process. Staff note that a draft Terms of Reference for a Secondary Plan process was provided to the City previously on October 6, 2023 for a hybrid a City-led and proponent-led Secondary Plan process. Staff request that this be revised and resubmitted for review to reflect the current privately-initiated process.

Staff also note that as part of the Elfrida Growth Area Study, extensive consultation and background work occurred to develop a preferred community structure concept for the Elfrida lands, should they be added to the Urban Boundary. Although the lands ultimately were not added to the Urban Boundary at the time of the study, any privately initiated Secondary Plan should have regard for this prior work and seek to incorporate its key considerations into an application submission.

Sustainable Communities staff have no further comments. (AS 2025-11-28)

The following policies are provided for informational purposes:

F.1.2 Secondary Plans and Neighbourhood Plans

F.1.2.1 Secondary plans may be prepared as needed for planning districts, neighbourhoods, nodes, corridors or any other area of the City, and in particular:

a) large tracts of vacant or underutilized land to ensure the appropriate and orderly use of land, co-ordinate local development with City-wide planning infrastructure strategies and ensure the efficient provision of infrastructure; and,

F.1.2.3 Prior to commencing the preparation of a secondary plan, the City shall prepare a terms of reference which shall set out the need for the secondary plan, the intended scope, the process of plan preparation and the opportunities for public participation and involvement. Any privately initiated secondary plans shall require a terms of reference that is approved by the City prior to initiating work on any required studies, undertaking public consultations or initiating any other work related to the preparation of a secondary plan. The terms of reference shall be to the satisfaction of the Director of Planning and Chief Planner. (OPA 185)

F.1.2.4 Secondary plans shall generally include the following:

a) a statement of the basis or rationale for the preparation of the secondary plan and rationale for varying or supplementing the Volume 1 policies and designations;

b) a description of the secondary plan area, including a reference map, the role and relationship of the planning district and/or area under study to the City as a whole;

c) a statement of the desired land use of the area along with relevant and related environmental, social and economic goals;

d) the goals and objectives appropriate for the area including a statement demonstrating how they are in keeping with the strategic directions and general goals of this Plan and provincial legislation, policies and appropriate guidelines;

e) new designations and policies for the secondary plan area that amend or detail those policies and designations found in Volume 1; and,

f) cultural heritage resources shall be identified, evaluated and conserved. This identification and protection of cultural heritage resources may be accomplished through the preparation and inclusion of a cultural heritage conservation plan statement within the secondary planning or neighbourhood planning process.

F.1.2.5 Where appropriate, the secondary plan shall follow a coordinated secondary planning process under the Planning Act, R.S.O., 1990 c. P.13 and the Municipal Engineers Association Municipal Class Environmental Assessment process.

F.1.2.6 Secondary plans may be undertaken and coordinated where and when appropriate in conjunction with community strategies to address a wider range of issues which cannot be addressed through land use planning alone.

F.1.2.7 In addition to Policies F.1.2.1 to F.1.2.6 and Section A.2.4 – Growth Management - Hamilton, secondary planning shall be completed for urban expansion areas established by a privately initiated application. An application for plan of subdivision, zoning by-law amendment or consent shall not be approved for lands within urban expansion areas until a secondary plan is in effect. (OPA 185)(OPA 218)

F.1.2.8 The following requirements shall apply to the preparation of secondary plans for urban expansion areas established by a privately initiated application: (OPA 185)(OPA 218)

- a) Any secondary plan for an urban expansion area shall cover the entirety of the lands located within that urban expansion area.
- b) All secondary planning processes for urban expansion areas shall require the implementation of a public consultation strategy that recognizes the critical role of engagement with the public at all phases of the secondary planning process.
- c) Indigenous nations shall be engaged with at all phases of the secondary planning process.
- d) The secondary planning for urban expansion areas shall consider opportunities to coordinate the provision of infrastructure and community facilities with other urban expansion areas and adjacent areas within the urban boundary.
- e) Secondary planning for new neighbourhoods within the urban expansion areas shall emphasize the importance of public ownership over roads, parks, community facilities and other infrastructure. Development relying on privately owned condominium roads and infrastructure shall be discouraged.
- f) Secondary planning for urban expansion areas shall address the Ten Directions to Guide Development identified in Section A.2.1 – Our Future Hamilton.
- g) The following studies, amongst others, may be required to support the preparation of secondary plans for urban expansion areas:
 - i) Agricultural Impact Assessment;
 - ii) Planning Justification Report;
 - iii) Commercial Needs and Impact Assessment;
 - iv) Recreation Needs Assessment;

- v) Energy and Environmental Assessment Report;
 - vi) Financial Impact Analysis and Financial Strategy;
 - vii) Housing Report;
 - viii) Public Consultation Strategy;
 - ix) Servicing Master Plan;
 - x) Sub-watershed Plan;
 - xi) Urban Design Guidelines; and,
 - xii) Transportation Management Plan / Study.
- h) The City shall identify the studies required to be submitted as part of a complete application for an Official Plan Amendment through the Formal Consultation process.
- i) A Servicing Strategy shall be completed concurrently with the preparation of any secondary plan for an urban expansion area. Where possible, the Servicing Strategy should plan servicing to the local street level.
- j) To ensure effective coordination of development and infrastructure, phasing of development will be required in all urban expansion areas, in accordance with the City's Staging of Development Report as approved by Council.
- k) Council has adopted Secondary Planning Guidelines for urban expansion areas which outline the required process for preparing any secondary plan for the urban expansion areas. Secondary plan phasing, components, public engagement, and final reporting for urban expansion areas shall be completed in accordance with the Guidelines. The City may revise the Secondary Plan Guidelines for Urban Expansion Areas from time to time.
- l) The City shall require the applicant to submit a final report demonstrating compliance with the Secondary Plan Guidelines for urban expansion areas as part of a complete application for an Official Plan Amendment.
- m) In addition to Policy F.1.2.3, the terms of reference for any secondary plan for an urban expansion area shall establish the expected role of any existing landowner group that represents multiple landowners within an urban expansion area, and outline the management, structure and operational details of the landowner group and if applicable, procedures for sharing costs.

F.1.2.9 In addition to Policy F.1.2.7 and Section A.2.4 – Growth Management – Hamilton, development within an urban expansion area with a completed secondary plan shall not proceed until a landowners group consisting of landowners within the urban

expansion area has been established. The members of the landowners group shall enter into a cost sharing agreement amongst themselves and coordinate the phasing and staging of development within the secondary plan area. The City shall not be party to the cost sharing agreement. The cost sharing agreement shall equitably allocate development costs associated with community and infrastructure facilities within the secondary plan area, including but not limited to parks, public spaces, roads, streetscape improvements, storm water management facilities, utilities and schools. Individual applications for draft plan of subdivision, zoning by-law amendment, and site plan approval within an Urban Expansion Area shall require confirmation that the applicant has become a party to the cost sharing agreement prior to the application being deemed complete. (OPA 185)

Required Submission Items:

- Agricultural Impact Assessment
- Planning Justification Report
- Commercial Needs and Impact Assessment
- Recreation Needs Assessment
- Energy and Environmental Assessment Report
- Financial Impact Analysis and Financial Strategy
- Housing Report
- Landfill Impact Assessment / Odour Impact Assessment
- Official Plan Amendment (Rural & Urban Hamilton OP)
- Public Consultation Strategy
- Secondary Plan Report (can be combined with the Planning Justification Report)
- Servicing Master Plan
- Sub-watershed Plan
- Urban Design Guidelines;
- Transportation Management Plan / Study.

As a general rule, the required submissions outlined at the time of the Elfrida Urban Boundary Expansion Application should be addressed through the associated OLT appeal hearing. However, if they are not addressed through the Elfrida Urban Boundary Expansion Appeal Hearing, as determined by the Ontario Land tribunal, they must be addressed through the associated Secondary Planning application.

To this end, the following should be noted with regards to land use compatibility/odour impact. Following the submission of the Elfrida Urban Boundary Expansion Application, EXP Services Inc. (EXP) was retained by the City of Hamilton to complete a peer review of the 'Land Use Compatibility and Preliminary Air Quality and Odour Impact Study - Elfrida Community'

prepared by SLR Consulting (Canada) Ltd. (SLR). EXP's peer review, dated June 3, 2025, concluded that:

"Based on the odour survey findings, history of complaints, and non-compliance of the Stoney Creek Landfill with their ECA and MECP orders, the following is recommended before considering the project compatible:

- Conduct additional study [i.e., Air Quality Study] once more details of the project are known.
- Updating the study with respect to CLC complaint history.
- Updating the report with respect to available data on the Hamilton Air Monitoring Network.
- Updating the report with respect to Table 2 and Table 3 numbering and reference in the report.
- Consideration of updating Table 2 with information noted in response in section 5.4 .
- Provide comment on the status of the MECP order and the likelihood of continued operations in compliance with the ECA and Design and Operations Report"

These requirements should be addressed as part of the Secondary Plan application if they are not dealt with at the Urban Boundary Expansion application phase.

Transportation Planning

Domenic Di Flavio Nov 27, 2025

DISCLAIMER: The following information provided by the Transportation Planning section at the Formal Consultation stage is intended to help educate and inform the Applicant about required studies, applicable policies and key issues in advance of submitting a formal Planning Act application.

These comments do not address all transportation issues and/or details that may affect final approval of the site, and which may be identified at the next stage of Planning Act approvals.

It is the Applicants' responsibility to review all relevant City plans and guidelines such as the Official Plans and Secondary Plans, Zoning By-laws, the Transportation Master Plans, Site Plan Guidelines/Design Standards and Comprehensive Development Guidelines & Financial policies, as well as relevant transportation industry reference material, guidelines and standards from the Transportation Association of Canada

(TAC), Ontario Traffic Council (OTC) and other Provincial and National organizations.

Specific Secondary Plan Requirements

1. The Secondary Plan proposal shall include detailed information related to the following:
 - a. Transportation network: road layout, right-of-way requirements, daylighting triangle dedications and functional road classifications to facilitate and ensure adequate transportation network to support proposed Secondary Plan land use and density.
 - b. Specific transportation network policies and requirements based on functional road classification.

Transportation Assessment – Required

1. A Transportation Master Plan shall be submitted to support the Secondary Plan. The Master Plan shall evaluate the traffic impacts by the proposed developments within the Secondary Plan Area. The Master Plan will satisfy the study requirement of the City of Hamilton Official Plan Policy C.4.5.12. The Master Plan shall be required to:
 - a. meet the requirements of the 2024 City of Hamilton Transportation Assessment Guidelines;
 - b. include multi-modal level of service (MMLOS) assessments for the segments and intersections in the study area, as appropriate;
 - c. identify truck routes to/through the area and consider the sensitive land uses and location and transportation needs of existing and future employment areas and future roadways;
 - d. include analyses that reflect any future external road widenings/additional capacity provisions, as appropriate. Transportation Planning will provide details on the assumptions to be in the Master Plan, as required;
 - e. provide a road phasing plan that outlines the timing of road improvements and (new) road implementation to ensure adequate access is provided to and through the Secondary Plan Area as development proceeds, and;
 - f. assess the need for additional escarpment crossings.
2. A macro transportation model, beyond the scope of the City's model, shall be developed to assess the changes in travel patterns (i.e. to determine trip distribution and assignment) attributed to the build-out of the Secondary Plan Area due to the provision of new road connections or road improvements / upgrades. Transportation Planning will work with the Applicant to determine the model requirements and assumptions.
3. The Transportation Consultant is to provide a proposed scope for review and approval by Transportation Planning prior to commencement of the study. The

Consultant shall refer to the 2024 City of Hamilton Transportation Assessment Guidelines for information regarding the scope submission requirements.

Cycling Route Analysis – Required

1. The transportation consultant is required to submit a Cycling Route Analysis within a separate section of the overall Transportation Assessment document.
2. The Analysis is to provide information regarding cycling options for local roads (on-street bike lanes, multi-use path, etc.) and opportunities to provide additional paths or trails to facilitate active transportation for users of all ages and abilities throughout the Secondary Plan Area.
3. The City's Cycling Master Plan identifies the following facilities planned adjacent to or within the Secondary Plan Area:
 - a. Highland Road East from Upper Centennial to First Road East: bike lane
 - b. Highland Road East, eastward from First Road East: paved shoulder
 - c. First Road East between Mud Street and Highland Road East: paved shoulder
 - d. Hydro Corridor: multi-use trail
 - e. Trinity Church Road from north of hydro corridor to Golf Club Road: paved shoulder
 - f. Regional Road 56 from hydro corridor to south of Golf Club Road: multi-use trail

However, timing of these improvements is currently unknown. The Analysis is to provide a plan proposing the implementation timing for the facilities to ensure an external network is in place to connect to and support cycling within and to/from the Secondary Plan Area.

4. The Analysis shall provide recommendations on the need for and location of protected intersections within the Secondary Plan Area and at the external road connections.
5. It is recommended the transportation consultant contact Transportation Planning staff to discuss the cycling route analysis requirements.

Pedestrian Route & Sidewalk Analysis – Required

6. The transportation consultant is required to submit a Pedestrian Route and Sidewalk Analysis within a separate section of the overall Transportation Assessment document. The Analysis shall include:
 - a. Information on the internal Secondary Plan Area sidewalk provisions that align with the Official Plan and Complete Streets requirements for each roadway, based on classification and typology, to promote walking trips between land uses within the development area.
 - b. Recommendations on the need for and location for controlled pedestrian crossings and/or raised intersections, specifically near schools and at multi-use path road crossings.

11. It is recommended that the transportation consultant contact Transportation Planning staff to discuss the Pedestrian Route and Sidewalk Analysis requirements prior to the undertaking, including confirmation of appropriate road typologies.
12. The Analysis is to provide a plan proposing the implementation timing for the identified active transportation facilities to ensure an external network is in place to connect to and support the pedestrian facilities proposed for the Secondary Plan Area.

Transit Assessment – Deferred to HSR

13.

Transportation Planning defers comments and approval of the Transit Assessment to the Manager, Transit Strategic Planning (HSR).

Transportation Demand Management – Required

14. The transportation consultant is required to include a separate section of the overall Transportation Assessment document specific Transportation Demand Management measures that are proposed for the Secondary Plan Area. These measures may be included in the transportation policies of the Secondary Plan proposal.

Infrastructure Improvements – Required, To be Determined Based on Transportation Assessment

15. The Applicant / Owners will be responsible for any road improvements that are identified in direct association with the Secondary Plan, all at their cost. The required improvements will be identified through the Transportation Assessment and other studies, to the satisfaction and approval of the Manager, Transportation Planning and Manager, Transportation Operations.

Right-of-Way Dedications – Required

16.

The existing right-of-way on Trinity Church Road is approximately 20 to 28 metres. As per the Council Approved Urban Official Plan: Schedule C-2 – Future Right-of-Way Dedications, Trinity Church Road is to be 26.213 metres. Right-of-way dedications are not required to be provided on the east side of Trinity Church Road along the frontage of the proposed Secondary Plan Area.

17. The existing right-of-way on Swayze Road is approximately 30 to 33 metres. As per the Council Approved Urban Official Plan: Chapter C – City Wide Systems and Designations, 4.5 Road Network Functional Classification, 4.5.2, local roads are to be 20.117 metres. Right-of-way dedications are not required to be provided.
18. The existing right-of-way on Rymal Road East between Swayze Drive and Upper Centennial Parkway varies between approximately 33 to 50 metres. As per the Council Approved Urban Official Plan: Schedule C-2 – Future Right-of-Way Dedications, Rymal Road East is to be 36.576 metres between Glancaster Road

and Upper Centennial Parkway. Right-of-way dedications are not required to be provided along the south side of Rymal Road East along the limits of the Secondary Plan Area.

19. The existing right-of-way on Regional Road 20 is approximately 36 metres. As per the Council Approved Rural Hamilton Official Plan: Schedule C-1 – Future Right-of-Way Dedications, Regional Road 20 is to be 36.576 metres between Regional Road 56 and Westbrook Road. Right-of-way dedications are not required to be provided.
20. It is expected that Regional Road 20 will be classified as a Major Arterial road if incorporated into the Urban Boundary with a right-of-way of 36.576 metres.
21. The existing right-of-way on Upper Centennial Parkway varies between approximately 36 to 47 metres. As per the Council Approved Urban Official Plan: Schedule C-2 – Future Right-of-Way Dedications, Upper Centennial Parkway is to be 36.576 metres from King Street East to Rymal Road. Right-of-way dedications are not required to be provided.
22. Notwithstanding the above, additional right-of-way may be required to support long-range transportation capacity within this corridor.
23. The existing right-of-way on Mud Street East, from Upper Centennial Parkway to 305 metres east of Upper Centennial Parkway is approximately 20 to 45 metres. As per the Council Approved Urban Official Plan: Schedule C-2 – Future Right-of-Way Dedications, Mud Street is to be 60.960 metres from Winterberry Drive to 305 metres east of Upper Centennial Parkway. Right-of-way dedications of up to 20 metres could be required to be provided from Upper Centennial Parkway to 305 metres east of Upper Centennial Parkway on the northerly limits of the Secondary Plan Area.
The remainder of Mud Street East along the northerly limits of the Secondary Plan Area has a right-of-way varies between approximately 20 and 27 metres. It is expected that Mud Street East will be classified as a Major Arterial road if incorporated into the Urban Boundary, with a right-of-way of 60.960 metres. Approximately 7.5 to 20 metres are to be dedicated to the right-of-way.
24. The existing right-of-way on 2nd Road East is approximately 20 metres. As per the Council Approved Rural Official Plan: Chapter C – City Wide Systems and Designations, 4.5 Road Network Functional Classification, 4.5.2, collector roads are to be 36.0 metres. Approximately 8 metres are to be dedicated to the right-of-way. It is expected that 2nd Road East will be classified as a Minor Arterial road if incorporated into the Urban Boundary, with a right-of-way of 36.576 metres. Approximately 8 metres are to be dedicated to the right-of-way.
25. The existing right-of-way on Hendershot Road is approximately 20 metres. As per the Council Approved Rural Official Plan: Chapter C – City Wide Systems and

Designations, 4.5 Road Network Functional Classification, 4.5.2, collector roads are to be 36.0 metres. Approximately 8 metres are to be dedicated to the right-of-way. It is expected that Hendershot Road will be classified as a Minor Arterial road if incorporated into the Urban Boundary, with a right-of-way of 36.576 metres. Approximately 8 metres are to be dedicated to the right-of-way.

26. The existing right-of-way on Golf Club Road between Trinity Church Road and Hendershot Road varies between approximately 18 and 23 metres. As per the Council Approved Rural Official Plan: Schedule C-1 – Future Right-of-Way Dedications, Golf Club Road is to be 26.213 metres. Approximately 1.5 to 4 metres are to be dedicated to the right-of-way.
27. A survey conducted by an Ontario Land Surveyor, and at the Applicant's expense, will determine the ultimate right-of-way dedications. The Applicant's surveyor is to contact Geomatics and Corridor Management to confirm the ultimate dedication.

Daylighting Triangle Dedications – Required

28.

As per the Council Approved Urban Official Plan: Chapter C: City Wide Systems and Dedications, 4.5 Road Network Functional Classification, 4.5.7 Daylighting Triangles, the Application will be required to dedicate daylighting triangles at the intersections within the proposed urban boundary expansion area and at the external road network connections as follows:

Local Road to Local Road: 4.57 metres x 4.57 metres
 Collector Road to Collector Road: 9.14 metres x 9.14 metres
 Collector Road to Local Road: 9.14 metres x 9.14 metres

Arterial Road to Arterial Road: 12.19 metres x 12.19 metres
 Arterial Road to Collector Road: 12.19 metres x 12.19 metres

Arterial Road to Local Road: 12.19 metres x 12.19 metres

Required Submission Items:

- **Specific Secondary Plan Requirements (see above)**
- **Transportation Assessment – Required**
- **Cycling Route Analysis – Required**
- **Pedestrian Route & Sidewalk Analysis – Required**
- **Transit Assessment – Deferred to HSR**
- **Transportation Demand Management – Required**
- **Infrastructure Improvements – Required, To be Determined Based on Transportation Assessment**
- **Right-of-Way Dedications – Required**

• **Daylighting Triangle Dedications – Required**

Urban Design

Samantha Carnevale Nov 27, 2025

Urban Design Staff have reviewed the drawings and documents with the cover letter dated October 27, 2025, and have the following comments regarding the FC for Secondary Plan of Elfrida:

As per the comments previously provided by Urban Design staff regarding the Urban Boundary Expansion, the following comments should be addressed and integrated as part of the Secondary Plan and related Urban Design Guidelines for the Elfrida Lands, should the UBE be implemented. Additionally, as noted in the text below, this should include collaboration with the City of Hamilton Urban Design staff.

Please see the comments related to requirements of the secondary plan below. (Please note that these comments overlap with previously provided comments dated April 23, 2025).

Please note that this review and commentary is based on the concepts provided, with the understanding that the included documents and drawings are preliminary illustrations. Should the UBE be implemented, Urban Design staff will require further attention to the points and policies summarized in these comments. The plan will be developed through subsequent steps in the secondary planning process based on collaboration with Urban Design staff in order to arrive at a vision and framework that meets the city's standards and UHOP policies (see **Notable Urban Hamilton Official Plan Policies** below).

Staff will be looking for improvements in the following areas or for development of the following themes:

1. There is initial apprehension with the scale and interface with the 'Potential Intensification Hub'. Should this be adopted as part of the plan, a clear vision and justification for the Intensification Hub will need to be created. A detailed masterplan will need to be developed for this area in collaboration with staff. Staff will need to understand the hierarchy for this area within Hamilton's UHOP policies with thresholds for building heights, impacts and separations established. A set of detailed master planning and design guidelines will be required that outlines the street networks, open spaces, built form principals, and streetscaping. There will need to be an understanding and commitment to the ground floor uses and how they contribute to the needs of the community.
2. The Intensification Corridors is another area of initial apprehension. Urban Design will require more information on the interface between these areas and the street ROW and the adjacent residential areas. There will need to be more understanding on the transition between the built form and the adjacent uses. There will need to be an understanding and commitment to the ground floor uses and how they contribute to the needs to the community.

3. A more detailed vision and set of principals is required between the Natural System Areas and the development areas. There would need to be a clear delineation and separation from development and an approach to the spatial separation between development and these areas.
4. There is a lack of coherent parks and open space planning represented in the initial concept for the community. Parks and Open space will need to be part of the planning of the community and will be part of the organization and structure. Urban Design requires reviewing this interface and distribution across the framework plan.
5. There is a lack of community related uses represented throughout the plan and there needs to be clear policies and guidelines on their location and integration within the community.

Urban Design staff have the following requirements and larger concerns to be integrated into the proposal. Please note that the following list is a summary of major points, not all items to be addressed from the Urban Design perspective:

- **Urban Design Guidelines** - Urban Design staff require an Urban Design Guideline to accompany the Secondary Plan, should the UBE be implemented. A detailed Terms of Reference will be developed and provided by staff if there is further consideration that the UBE is needed.
- **Related Policies and Guidelines** - Other adjacent Policies, Guidelines and Secondary Plans should be reviewed and addressed in relation to the proposal.
- Integrate and demonstrate how the proposal relates to the City-Wide Corridor Planning Principles and Guidelines, specifically at the continuation of Rymal Road.

Please ensure that the following items are captured within the Secondary Plan and related Urban Design Guidelines:

- **Corridors** should be provided with a vibrant pedestrian environment, facilitate active transportation, and serve as a focal point within the area. Demonstrate how this activation will occur.
- **Transit Supportive Communities** - The proposal should create communities that are transit-supportive and promote active transportation.
- **Schools'** locations should be chosen based on access, distribution requirements and integration into the community.
- **Parks and Parkettes** should be strategically located to engage with the surrounding/existing natural heritage. Additionally, they should be easily accessible to residents.
- **Sense of Place** - As per the UHOP, the secondary plan for urban boundary expansion should demonstrate the creation of "complete communities that have a strong sense of place." Please demonstrate how this item is being addressed.
- **Focal Point** - As per UHOP E.3.7 Residential Greenfield Design, new greenfield communities should be provided with a "focal point." This item should be demonstrated.
- **Pedestrian Focus Streets**, as per UHOP E.2.3.2.13 pedestrian focus streets should be integrated that relate to the surroundings, be provided with active frontages and encourage/aid in pedestrian travel/use.
- **Linear Greenway** - the Potential Linear Greenway is currently proposed along the Hydro Corridor. This item should be reviewed for conflicts regarding combining these 2 distinct uses (linear greenway/trail and hydro corridor) and how the pedestrian and

vehicular connections converge with these uses. Additionally, the relationship to the surrounding Natural Heritage Systems should be demonstrated.

- **Natural Heritage Systems** – Conservation and integration of Natural Heritage Systems should be reviewed at an earlier stage to ensure that this aspect of the proposal is properly addressed, as the retention of these systems is important, specifically within a greenfield area. Clarify the integration of the “Preliminary Natural Heritage System Area” into the “Potential Residential,” noted on the Concept Plan.
- **Greenery and Landscaping** - The overall concept should incorporate sufficient greenery/landscaping related to street design as well as sufficient planting to aid in sustainability and climate concerns.
- **Environmental Design** – The proposal should encourage energy efficiency, promote the reduction of greenhouse gas emissions and be adaptable to impacts of climate change, with a focus on environmental design. Hamilton’s Green Building Standards need to be embedded into the policies and guidelines for the area.
- **Commercial and Employment Uses** - Existing Commercial and Employment Uses are discussed within the Planning Rationale however, no Employment or Commercial Areas are proposed on the Concept Plan. The integration of these uses should be reviewed and integrated, as it is an important aspect of a “complete community.”
- **Mix of Uses** – The combination between residential uses, public uses (including schools, parks etc.), employment areas, and commercial uses is an integral aspect of a “complete community for future residents.” Access to uses that serve diverse needs should be provided within a reasonable distance for residents. Please ensure this aspect is integrated into the proposal.
- **Connectivity** – As per the note above, connectivity throughout the site, both pedestrian and vehicular, is essential to the well-being of the future inhabitants. Please ensure that this item is addressed and demonstrated.

Please demonstrate the inclusion of the following –

Notable Urban Hamilton Official Plan Policies:

A.2.4 Growth Management – Hamilton

A.2.4.2 Since Urban Expansion Areas are greenfield areas, this presents a bold opportunity to plan for new communities that are more sustainable and inclusive than those built in the past. These communities may look and function very differently than past development in greenfield areas. Secondary plans created for Urban Expansion Areas shall implement the goals, objectives and policies of this Plan, including but not limited to:

- a) The creation of complete communities that have a strong sense of place and enable residents to meet most of their daily needs within a short distance of their home.
- b) Provision for a range of housing types, forms, and tenures, including affordable housing and housing with supports.
- c) Development of an integrated transportation network that is planned based on a *Complete Streets* approach, which prioritizes *transit* and *active transportation*, provides safe and accessible travel options, accounts for equity, and prioritizes connectivity.
- d) Street design and street layouts that provide for urban greening and supports *active transportation* and *transit* use while minimizing reliance on single occupant vehicles.

- e) Protection and enhancement of the Natural Heritage System, including preserving *ecological functions* and the natural beauty and distinctive character of the landscape, adopting a design with nature approach.
- f) Adaptation to climate change, including innovative approaches to storm water management and protection of communities and *infrastructure* from risks associated with natural hazards.
- g) Implementation of strategies to reduce greenhouse gas emissions through enhancement of the tree canopy, energy efficiency, electricity generation, and approaches to design that reduce reliance on single occupant vehicles.

B.3.2 Housing Policies -

B.3.2.1 Urban Housing Goals

B.3.2.1.1 Provide for a range of housing types, forms, and densities to meet the social, health and well-being requirements of all current and future residents.

B.3.2.1.2 Provide housing within *complete communities*.

B.3.2.1.7 Promote subdivision design and building orientation to maximize energy efficiency and conservation, improve air quality, reduce greenhouse gas emissions, *promote green infrastructure* and preserve and/or enhance natural features.

B.3.3.1 Urban Design Goals -

B.3.3.1.1 Enhance the sense of community pride and identification by creating and maintaining unique places.

B.3.3.1.2 Provide and create quality spaces in all public and private *development*.

B.3.3.1.3 Create pedestrian oriented places that are safe, accessible, connected, and easy to navigate for people of all abilities.

B.3.3.1.4 Create communities that are transit-supportive and promote *active transportation*.

B.3.3.1.5 Ensure that new *development* is *compatible* with and enhances the character of the existing environment and locale.

B.3.3.1.6 Create places that are adaptable and flexible to accommodate future demographic and environmental changes, including the *impacts of a changing climate*.

B.3.3.1.7 Promote *development* and spaces that respect natural processes and features and contribute to environmental sustainability.

B.3.3.1.8 Promote *intensification* that makes appropriate and innovative use of buildings and sites and is *compatible* in form and function to the character of existing communities and neighbourhoods.

B.3.3.1.9 Encourage innovative community design and technologies.

B.3.3.1.10 Create urban places and spaces that improve air quality and support active, healthy lifestyles that reduce greenhouse gas emissions and are resistant to the impacts of climate change.

B.3.3.2 General Policies and Principles -

Principles

B.3.3.2.3 Urban design should foster a sense of community pride and identity by:

- e) conserving, maintaining, and enhancing the natural heritage and topographic features of the City and its communities;

- f) demonstrating sensitivity toward community identity through an understanding of the character of a place, context and setting in both the public and private realm;
- g) contributing to the character and ambiance of the community through appropriate design of streetscapes and amenity areas;

B.3.3.2.4 Quality spaces physically and visually connect the public and private realms.

Public and private *development* and *redevelopment* should create quality spaces by:

- a) organizing space in a logical manner through the design, placement, and construction of new buildings, streets, structures, and landscaping;

- d) creating streets as public spaces that are accessible to all;

- e) creating a continuous animated street edge in urban environments;

B.3.3.2.8 Urban design should promote the reduction of greenhouse gas emissions, ability to adapt to the *impacts of a changing climate* now and in the future, and protect and enhance the natural urban environment by:

- a) achieving compact *development* and resulting built forms that promotes the reduction of greenhouse gas emissions;

- b) integrating, protecting, and enhancing environmental features and landscapes, including existing topography, forest and vegetative cover, green spaces and corridors through building and site design;

- c) encouraging on-site storm water management and infiltration through the use of techniques and technologies, including storm water management

ponds, green roofs, vegetated swales, and *low impact development techniques* and *green infrastructure*;

- d) encouraging the use of Leadership in Energy and Environmental Design (LEED), R-2000 Home, Passive House, Canadian Green Building Council's Zero Carbon Standard, or other environmental building rating tools and techniques that reduce energy consumption and greenhouse gas emissions for buildings and infrastructure for all *development* and *redevelopment*;

- e) encouraging the reduction of resource consumption in building and site development and avoiding the release of contaminants into the environment, including promoting building conservation and *adaptive reuse* and encouraging the use of locally sourced and reclaimed building materials to reduce the amount of embodied carbon; and,

- f) encouraging energy efficiency in neighbourhood design and *development* as set out in Section B.3.7.1.

B.3.5 Community Facilities/Services Policies

B3.5.1 Policy Goals

B.3.5.1.1 Create a vibrant, active and supportive City by providing *community facilities/services* that support a high quality of life for all residents.

B.3.5.1.2 Achieve equitable and efficient access, distribution, and integration of *community facilities/services* which meet the needs of people of all ages, backgrounds, and capabilities throughout all stages of their lives and across the City.

B.3.5.1.3 Provide *community facilities/services* in an efficient sustainable manner that optimizes their use, minimizes their environmental impacts, and promotes their flexibility to adapt to changing needs.

E.3.7 Residential Greenfield Design

E.3.7.1: New greenfield communities shall be designed with a unique and cohesive character. Buildings, streetscapes, street patterns, landscaping, open spaces, and infrastructure shall be designed to contribute to this character.

E.3.7.3: The configuration of streets, trails, and open spaces shall ensure clear and convenient pedestrian, cycling, and vehicular connections from within the greenfield community to the focal point and adjacent neighbourhoods.

E.3.7.5 New residential *development* in *greenfield areas* shall generally be designed and planned to:

b) preserve existing trees and natural features;

Required Submission Items:

Required to support the preparation of a secondary plan:

- Urban Design Guidelines, including:
 - Urban Design Brief
 - Streetscape Masterplan
 - Consideration of Microclimate

Additional documents that may be required at a later stage:

- Wind Study
- Sun Shadow Study

Relevant Urban Design Policies and Guidelines:

- Hamilton's Urban Official Plan:
 - UD Policies (UHOP, Vol. 1, Section B.3.3)
 - Residential Intensification (UHOP, Vol. 1 Section B.2.4)
 - Residential Greenfield Design (UHOP Vol.1 E.3.7)
- Site Plan Guidelines
- Green Building Standards
- City-Wide Corridor Planning Principles and Design Guidelines Complete Street Design Guidelines

Waste Management

Jaime McIntosh Nov 10, 2025

The applicant proposes the preparation of a Secondary Plan for the Elfrida urban boundary expansion lands. An Urban Hamilton Official Plan Amendment and Rural Hamilton Official Plan Amendment will be required to implement the proposal. On June 21, 2025, Planning

Committee and Council supported the staff recommendations in Report PED 25179 to deny the Official Plan Amendments proposed for the Elfrida urban boundary expansion lands. The applicant has appealed that decision to the Ontario Land Tribunal and while one Case Conference has been held, no Hearing date has been set, although it is likely to be the end of 2026 or beginning of 2027.

Waste Management requirements are not applicable at this application stage but must be addressed at later stages of the development process.

Applicants will be required to apply the [City of Hamilton Waste Requirements for Design of New Developments and Collection](#), dated 2021. These requirements outline specific design considerations for different development types and ensure safe and efficient waste collection services. Key principles include:

1. Facilitating the efficient movement of waste collection vehicles on private and public roadways, and
2. Ensuring all occupants have equal access to both garbage disposal and waste diversion programs—or providing greater access to diversion programs than garbage disposal.

Private Waste Collection

It is the responsibility of the developer to inform the City in all development applications if there is a desire to retain private waste collection services for the development. The City may allow for an eligible development to be designed in a manner that does not conform to the design requirements and retain private waste collection services but only if staff determine the site has constraints that make it impossible for all the applicable requirements in the Design Requirements to be met without having a significant negative impact on the development with respect to the City's objectives related to land use, urban design and density.

The developer shall provide a waste management plan identifying the waste design considerations for the development and the proposed method of providing waste collection services. Information which should be included in the waste management plan includes the size and locations of internal and external storage areas, waste collection services to be provided, waste collection method, and collection frequency.

Additional Information

All new developments must apply for waste collection services to be provided by the City. Developers must contact Waste Management Customer Service through email at wastemanagement@hamilton.ca or by calling the City's Customer Contact Centre at 905-546-CITY(2489) to request and schedule the start of Waste Collection Services.

Change of Service Notice

As of April 1, 2025, the City of Hamilton has transitioned its residential Blue Box recycling program to a full producer responsibility system under Ontario’s Resource Recovery and Circular Economy Act, 2016. Under this system, producers are required to make recycling services available to eligible sources based on the eligibility criteria and timelines set out in Ontario Regulation 391/21. For more information, visit the City’s [Blue Box Transition webpage](#) or cirularmaterials.ca/Hamilton.

Please contact the undersigned if further information regarding City waste management service is required.

Jaime McIntosh
Senior Project Manager, Waste Policy and Planning
Waste Management

Required Submission Items:

Zoning

Ross McIntosh Nov 25, 2025

Re: Zoning Districts: Predominantly A1 – Agriculture under Hamilton Zoning By-law 05-200

The above, under cover of your letter dated March 13, 2025, has been examined and the following comments are offered.

Comments

1. At this time, the proposed zoning for this property is has not been identified; therefore, there are no zoning regulations in place for the proposed use from which to conduct a review. A full zoning review shall be conducted at such time that the zoning is in place and is finalized.

2. Please be advised that a portion of this property is within an area regulated by Niagara Peninsula Conservation Authority (NPCA). Please contact the NPCA prior to any development

Required Submission Items:

**Hamilton International Airport
Aramis Pacitto Nov 10, 2025**

John C. Munro Hamilton International Airport (the "Airport") seek City confirmation that the Airport application/ agency fee of \$1750.00 plus HST = \$1977.50 (HST registration number 890273931) for this review has been collected during the City's administrative process. Kindly make arrangements with the applicant to have that payment in total delivered to our office or paid directly via <https://business.flyhamilton.ca/invoicing and payments/> prior to completion of the Airport's review.

The applicant should enter the Application File Number as the Invoice Number when making the payment online. The airport has completed its review with the understanding that the City will address this request or make the same payment directly to the Airport. The Airport has reviewed the submission, by Bousfields Inc., on behalf of the Elfrida Community Builders Group Inc. in regard to the proposed urban boundary expansion. The document *05_ElfridaLands_SecondaryPlanConceptPlan_25-10-22.pdf-2025-10-27 14.24.18* was used as the basis of assessment.

This application was assessed against *TP 312 4th Edition and 5th Edition Obstacle Limitation Surfaces (OLS), John C. Munro Hamilton International Airport Zoning Regulations SOR/2017-200 (AZR)* and the *Airport Noise Exposure Forecast (NEF)* contours.

The assessment shows that the proposed development falls outside of the Airport's OLS, however the southeastern part of the land lies under the AZR – Approach 30. The Airport considers the City of Hamilton's development review process in place for assessing individual applications suitable for safeguarding the AZR in regard to these lands. Considering NEF part of the land falls between the current NEF 25-28 contours. It should also be noted that NEF and NEP contours may change in the future.

Any future development that would fall under the 25NEF and above category, it is recommended that noise mitigation measures be implemented in accordance with the City of Hamilton, Ministry of the Environment and Climate Change, and Transport Canada standards/guidelines.

In summary, the Airport has no objection to the proposed urban boundary expansion as long as existing processes are maintained in regard to height development on these lands, and suitable land use, in consultation with the Airport, is applied to protect the Airport's flight corridors.

Required Submission Items:

**Hamilton Wentworth Catholic District School Board
Spencer Comfort, Vince Remeli Nov 26, 2025**

Thank you for providing the Hamilton-Wentworth Catholic District School Board (HWCDSB) with an opportunity to review the subject application for Formal Consultation pursuant to the memorandum issued by the City dated November 7, 2025.

The subject application is related to the Elfrida Expansion Area bounded by Trinity Church Rd, Swayze Rd, Upper Centennial Pky, Mud St E, 2nd Rd E, Hendershot Rd, and Golf Club Rd. the concept urban boundary expansion area is approximately 1,209 hectares. The current concept plan does not identify the estimated number of residential dwelling units proposed for this urban expansion area. The proposed expansion area is located within the existing catchment area of Our Lady of the Assumption Catholic Elementary School (CES). Our Lady of the Assumption CES is operating at a utilization rate of 133% and currently has 10 portables on site. It is projected to further exceed capacity in 2033 by 281 students, which represents a utilization rate of 147%.

The area secondary school(s) do not have sufficient capacity to accommodate projected growth in this area. The current area secondary school is Bishop Ryan Catholic Secondary School which receiving an addition completed by spring 2025. This has helped to relieve current accommodation pressures temporarily. Bishop Ryan CS is operating at a utilization rate of 125% and currently has 16 portables on site. It is projected to exceed capacity in 2033 by 945 students, which represents a utilization rate of 155%.

The Board's current EDC by-law identifies the need for two (2) elementary schools in the Heritage Green and Binbrook areas by 2029 & 2030 respectively. The Board's by-law identifies a need for a future secondary school in Binbrook which was approved and is currently in the design phase; this secondary school will be built to 1,001-pupil places. These recommendations do not take into consideration the additional growth that is expected with a land mass of 1,209 hectares and an estimated 114,900 new residents. As a result, the Board will require elementary and secondary school site designations within this urban boundary

expansion area. As the board receives more information on the phasing, dwelling unit type and dwelling unit density, we will be able to provide updated comments with updated projections, utilization and school site needs.

Staff will closely monitor the area's enrolment and should growth forecast change in future studies, staff will advise accordingly. The Boards next EDC Background Study is to be completed July 2029. This may also inform on possible changes/updates to area secondary and elementary school requirements. In such cases, staff will advise the City accordingly.

The following school accommodation requirements are identified below to assist with addressing the significant school accommodation needs for this area.

1. A residential development phasing strategy is required to ensure that school sites are available at the appropriate time and based on the school board needs. As a result of the current student accommodation needs in the area, school sites are required in the first phase of development when completing the servicing strategies for urban boundary expansion.
2. Dwelling unit types, counts and bedroom unit counts to the smallest geographic area possible;
3. School sites should be located centrally to the catchment area that they intend to serve;
4. School sites are preferred to be located adjacent to municipal neighborhood parks;
5. Elementary schools are preferred at corner blocks, to have approximately 130 meters of frontage on a collector road and should not be on curves or adjacent to roundabouts;
6. Secondary schools are preferred to have multiple street frontages and 200 meters of frontage on an arterial road;
7. Elementary school sites shall generally be 6.0 acres in area and Secondary School sites shall generally be 17 acres in area.
8. Topography of sites should be generally flat, where the maximum slope shall not exceed 2% and be free of woodlots, ponds, creeks, and stormwater management features;
9. School sites should not be encumbered by any easements.

With respect to the HWCDSB acquisition of lands identified for future school use, we would request the Secondary Plan include Policy direction wherein the lands are protected for their intended use. Where land is to be developed by Plan of Subdivision, this objective can be achieved by including the appropriate Conditions of Draft Plan Approval. The policy should clearly state the intent, such that the lands identified for school purposes shall not be

redesignated and developed for alternative uses without the written acknowledgement of the HWCDSB.

For the information of the City and the proponents, please note that the Board owns a 5.93-acre parcel of land located on 55 Highway Regional Road 20, within the “Potential Intensification HUB” area indicated on the Secondary Concept Plan. The Board reserves the right to make submissions on future Planning applications which could potentially affect their land, including the establishment of the internal road pattern for the area and the provision of infrastructure

Following your receipt and review of this letter, please feel free to contact the undersigned should you have any questions or wish to discuss further.

Required Submission Items:

- **Residential Development Phasing Strategy**

Hamilton Wentworth District School Board

Nicole Thibeault Nov 27, 2025

Thank you for the opportunity to review the Formal Consultation Application for Secondary Plan and accompanying documents regarding the Elfrida lands. The Hamilton-Wentworth District School Board (HWDSB) is not advocating for this development; however, the administration has reviewed the application mentioned and is happy to provide the following comments.

1. As previously provided in the HWDSB response to the circulated Urban and Rural Hamilton Official Plan Amendment for the Elfrida lands, the application did not provide a School Accommodation Issues Assessment report, as required in the City of Hamilton’s Draft Framework for Processing & Evaluating Urban Boundary Expansion Applications. The Board is requesting the following data:
 - a. Dwelling unit types, counts and bedroom counts to the smallest geographic area possible
 - b. Density of the proposed expansion area
 - c. Development phasing strategy, if possible

Following the review of the requested data above, the Board can provide:

- d. Capacity, enrolment and utilization rates for schools located around the proposed development

- e. The projected number of elementary and secondary students from the proposed development
- f. The identification of the number of school sites required and site sizes based on preliminary enrolment projections from the proposed development

Without the above data, the Board cannot reasonably comment on the number and size of school sites required for the expansion lands. Furthermore, as stated in the City of Hamilton's Secondary Planning Guidelines for Urban Expansion Areas, the identification of land use needs with regards to schools is required in phase 1 of the Secondary Plan process. The data requested is vital to ensure that the institutional core infrastructure is accurately planned early in the process.

- 2. Once the number of school sites required are determined, the Board would like the following to be considered:
 - a. School sites should be located, where possible, on participating landowner parcels under the Elfrida Community Builders Group Inc. If they are not located within the landowners group holdings, the Board would request that the Elfrida Community Builders Group Ins. and the City of Hamilton provide a strategy for how these sites can be relocated as needed to meet growth needs, or how they can be serviced if the Board is required to expropriate (subject to necessary approvals under the Education Act).
 - b. An elementary school site should be located within the first phase of development for the expansion lands. With the overall number of residential units planned, a school will be required in the first phase of development, including all services and roads.
 - c. Where elementary school sites are adjacent to significant water features, such as stormwater management systems, buffering and/or barriers are required to be installed to avoid potential hazards for students. If located adjacent to such features, the Board will need to review the above to determine if student safety can be maintained.
- 3. The Board is also requesting the following general school site requirements to be considered through the next phase of secondary planning for the Elfrida Lands:
 - a. Maximum area for elementary school sites will be determined as per the Ontario Regulation 20/98- Education Development Charges. Depending on the data requested for an updated School Accommodation Issues Assessment, site sizes will be subject to the number of pupil places expected from the proposed development (i.e., 601- 700 proposed pupil places would equate to a requirement for a 7-acre site, 701 pupil places or more would be 8 acres).

- b. The Board requires the owner to submit to the satisfaction of the Board appropriate soil and environmental investigations, site grading plans, storm water management plans, site servicing plans (sanitary, water, utilities) and archaeological investigations and pipeline details (if necessary). In the event of an identified concern, the Board may commission its own studies at the cost of the landowners. Prior to registration of the plan, the owner shall certify that all properties to be conveyed to the Hamilton-Wentworth District School Board are free of contamination.
- c. School sites should be generally flat with very little changes in grades, avoiding any major topographical changes and/or features that limit the developability of the site. When adjacent to parks, there should be no major grade changes between the properties nor any swales separating the sites. If significant grade transitions are identified on future school sites, the Board will require sufficient details from proponents to confirm the developability of the site.
- d. The Board requires the owner to agree in a Subdivision Agreement, in wording acceptable to the School Board, that the services shall be installed to the mid-point of the frontage of the school site and positioned as designated by the Board, at no cost to the Board.
- e. The school site must not be encumbered by any easement. The location of any transformers must be to the satisfaction of the Board.
- f. Community mailboxes, temporary or permanent, will not be located on any boulevards adjacent to the proposed school block lands.
- g. The school site must be free of any buildings, trees, shrubs, scrub brush, debris etc., as required to accommodate a school layout on the site.
- h. Roads are to be at least 20 meters wide to accommodate school buses and their turning radius. Elementary schools should either be located at the corner of a local and collector road, or at minimum have sufficient frontage to accommodate two roadway accesses for improved traffic flow. Their primary frontages should not be located along major arterials having speed limits of 60 km/h or more. The minimum frontage of the school site should be 150m for elementary schools. The Board prefers school sites that are accessible from all directions to encourage and maximize active transportation to and from school.

Required Submission Items:

- **School Accommodation Issues Assessment Report**

Niagara Peninsula Conservation

Kim Peters Nov 28, 2025

Staff of the Niagara Peninsula Conservation Authority (NPCA) has reviewed the request for consultation for the proposed Secondary Plan for the Elfrida Urban Boundary Expansion Lands.

Earlier in the year, NPCA staff participated in a meeting with Stantec, SLR and GeoProcess consultants regarding the status of the Elfrida Subwatershed Study (SWS) work that was initiated in 2023 to support the urban boundary expansion application. Presently, it is not clear if this work is continuing in support of this secondary plan application, and whether there are updated terms of reference for this SWS. NPCA has not had contact with the project team since March 2025, and has not received updated terms of reference.

As part of the secondary plan application, NPCA staff requests an updated terms of reference for an SWS including a summary of all work completed to date. Once the updated terms of reference are approved, NPCA staff will require site visits to assess watercourses and wetlands. These site visits cannot occur before May 2026.

In addition to the review of the terms of reference for the SWS, NPCA has an interest in the following studies:

1. Natural Heritage Review/Environmental Impact Statement
2. Secondary Plan Report
3. Water and Wastewater Servicing Master Plan

If the secondary plan application requires revisions to studies that were part of the urban boundary expansion application (e.g., karst assessment, constraints memo, functional servicing report), NPCA staff will also want to re-review these studies.

Thank you for notifying NPCA of the proposed secondary plan application.

Required Submission Items:

- updated terms of reference for an SWS including a summary of all work completed to date
- Natural Heritage Review/Environmental Impact Statement
- Secondary Plan Report
- Water and Wastewater Servicing Master Plan