



August 20, 2026

541-26

Via Email & Delivered

Mr. Tim Vrooman, BES, MCIP, RPP
Area Planning Manager, Development Planning (East)

City of Hamilton
71 Main Street West, 5th Floor
Hamilton, ON, L8P 4Y5

Dear Mr. Vrooman,

**RE: Official Plan Amendment and Zoning By-law Amendment Applications
1310 South Service Road, Hamilton, Ontario**

UrbanSolutions Planning & Land Development Consultants Inc. ("UrbanSolutions") is the authorized planning consultant acting on behalf of Forum Properties c/o Mr. Toby Singlehurst, the registered owner of the subject lands municipally known as 1310 South Service Road in the City of Hamilton. On behalf of the owner, we are pleased to submit the enclosed Official Plan Amendment and Zoning By-law Amendment applications in support of the proposed development, as described.

The subject lands are currently designated 'Neighbourhoods' on Schedule E-1 – Urban Land Use Designations of the Urban Hamilton Official Plan and both 'Medium Density Residential 2' and 'Site Specific Policy – Area O' on Map B.7.4-1 – Land Use Plan of the Fruitland-Winona Secondary Plan. The lands are zoned 'Mixed Use Medium Density (C5, 851, H112)' in the City of Hamilton Zoning By-law No. 05-200.

As outlined within Section 2 of the enclosed Planning Justification Report, for the purpose of the enclosed applications, the southerly portion of the subject lands is described as "Block 1" while the northerly portion is identified as "Block 2". Block 1 of the subject lands is proposed to be severed from Block 2 and merged with the lands to the south located at 1360 South Service Road (through a future Consent application) to accommodate an expansion to Costco's existing surface parking lot with 204 additional vehicle parking spaces. Block 2 of the subject lands is proposed to be developed with two (2) 9-storey multiple dwellings each containing 115 residential units, collectively accommodated by 279 surface parking stalls. For a more detailed description of the proposed development, please refer to Section 2 of the enclosed Planning Justification Report and Concept Plan prepared by UrbanSolutions.

It should be noted that the scope of the enclosed Zoning By-law Amendment application is limited to the proposed parking lot expansion within Block 1, while the Official Plan Amendment application is applicable to both the proposed parking lot expansion (within Block 1) and residential development within Block 2.

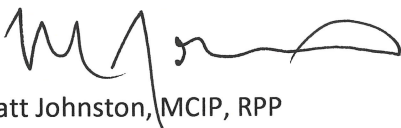
A forthcoming Zoning By-law Amendment will be submitted under separate cover to facilitate the proposed residential development within Block 2 from a zoning perspective.

In keeping with preliminary discussions held with City Planning staff, please find the following materials enclosed in support of the subject applications:

- One (1) copy of the Topographic Survey prepared by SOS Surveyors;
- One (1) copy of the Draft Reference Plan identifying the proposed severance line prepared by SOS Surveyors;
- One (1) copy of the Planning Justification Report prepared by UrbanSolutions;
- One (1) copy of the Draft Official Plan Amendment prepared by UrbanSolutions;
- One (1) copy of the Draft Zoning By-law Amendment prepared by UrbanSolutions;
- One (1) copy of the Landscape Package prepared by WSP;
- One (1) copy of the Functional Servicing Brief prepared by WSP;
- One (1) copy of the Stormwater Management Design Brief prepared by WSP;
- One (1) copy of the Civil Engineering Package, inclusive of preliminary Grading and Storm Servicing Plans prepared by WSP;
- One (1) copy of the Traffic Brief prepared by GHD;
- One (1) copy of the Public Consultation Summary Report prepared by UrbanSolutions;
- One (1) copy of the Zoning Compliance Review completed by the City of Hamilton;
- One (1) copy of the completed Official Plan Amendment and Zoning By-law Amendment Application Form, inclusive of a Cost Acknowledgement Agreement;
- One (1) cheque in the amount of **\$47,500.00** made payable to the City of Hamilton, representing payment of the required Official Plan Amendment Application Fee; and,
- One (1) cheque in the amount of **\$33,005.00** made payable to the City of Hamilton, representing payment of the required Zoning By-law Amendment Application Fee.

We trust that the enclosed is in order; however, please feel free to contact the undersigned with any questions.

Kind Regards,
UrbanSolutions



Matt Johnston, MCIP, RPP
Principal



Matthew LeBlanc, MCIP, RPP
Intermediate Planner

cc: Mr. Toby Singlehurst, Forum Properties
Mr. Brian Flynn, Forum Properties