

March 11, 2020

Kandas Bondarchuk
Community Planner
55 Ste. Marie Street, Unit 302
Collingwood, ON
L9Y 0W6

Dear Kandas:

**RE: Blackmoor Gates Public Meeting Comments
OUR FILE 1948A**

This letter is intended to address all correspondence and comments regarding the Blackmoor Gates development received following the Public Meeting of July 23, 2018. Please do not hesitate to contact the undersigned if you have any questions or concerns.

#	Comment	Responder	Comment Response
Town of Collingwood Environmental Services (May 31, 2018) – Peggy Salma, P.Eng Manager, Contact: 705-445-1581 ext. 3301 or psalma@collingwood.ca			
1	The subject property has a 19mm diameter service located off Findlay Drive, a 19mm diameter service located off Hurontario Street, and a 19mm diameter service located off Campbell Street, as shown in the figure below. Prior to demolition, the Water Department requirements must be met. These include a turn off by the water department and disconnection of the services at the curb stop by the Water Department at the owner's cost. We acknowledge the developers intention to maintain the current service to the Hurontario Street property. The 2 properties fronting Findlay Drive are to be serviced with new 19mm dia. services off Findlay Drive. The existing water services on Campbell Street and Findlay Drive must be disconnected at the main by the Towns Water Department prior to demolition. This should be noted on the drawings.	CAPES Engineering	Noted. This has been added to the drawings as requested.
2	A new watermain will need to be installed, at the owner's cost, making connections on Campbell Street and Hurontario Street, with looping of the watermain through the development. As a	CAPES Engineering	Noted.

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	general principle, the Town discourages watermain system dead ends. We acknowledge the developers intention to service the development with a 150mm dia. watermain looping through the development making connections on Campbell Street and Hurontario Street. The size of the watermain will be confirmed through the Towns water model. Please provide plan and profile drawings for the proposed watermain including water services to each lot. The Towns standards for Watermains are for watermains to be located on the North and West of the property lines.		
3	A new water service will be required to be installed off Findlay Drive for the new proposed lots/ detached units. These will be installed by the Town of Collingwood Water department by live tap, at the Developer's expense.	CAPES Engineering	Noted.
4	A Functional servicing report has been submitted. Please provide a drawing demonstrating 45m hydrant radius for proposed and existing hydrants in the proposed development.	CAPES Engineering	An updated report has been provided including drawings showing 45 m and 90 m radius from existing and proposed fire hydrants.
5	The proposed water system will need to be added to the Town water model to ensure adequate water flow and pressure for all demands including fire. In order to do this the Town Water Department will require proposed water demands and digital plans showing the watermain layout and topographic information (AutoCad). This information will be forwarded to our consultants for modeling. This work is to be carried out at the developer's cost. This work shall be completed that the Site Plan approval stage.	CAPES Engineering	Water demands and digital plans have been included in the revised design report and included in this submission.
6	For condominium developments, we require an easement over the water infrastructure so that the infrastructure is under our ownership and operation. The easement should extend to the individual building curb stops or building isolation valve.	CAPES Engineering	Noted. An easement has been noted and will be created by the Owners.
7	A completed Form 1 and appendix signed and stamped by a Professional Engineer will need to be submitted to Town Water for approval all at the developer's cost.	CAPES Engineering	A completed Form 1 will be provided once the design in principal has been completed and no additional changes are proposed.
8	As a general principal each property shall have one service and one meter. This note should be added to the engineered drawings and included on the development agreement. The Town Water	CAPES Engineering	This note has been added to the plans as requested along and the size of the required meter will be provided 6 weeks prior to the installation date as requested.

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	Department requires that the meters are located within a building. The Town Water Department will provide the water meter at the Developer's cost, however the Developer must have an engineer size the meter. The Town Water Department will need to know this size 6 weeks prior to the meter being installed in order to ensure that it is available for installation.		
9	It should be noted that all Town water mains and services are to be constructed in accordance with the Town Water Department standards. That is ductile iron water mains and copper services.	CAPES Engineering	This has been noted on the drawings.
10	Any connections to the Town water system are to be installed by the Town of Collingwood Water department by live tap, at the Developer's expense.	CAPES Engineering	This has been noted on the drawings.
11	A construction water fee in accordance with the current fees and charges Bylaw is due when a building permit is obtained.	CAPES Engineering	Noted.
12	The Communal Amenity Building and any irrigations systems will require premise protection backflow prevention devices as per CSA B64.10-11/B64.10.1-11, OBC and the Town water by-law. It should be noted that the device will require annual testing, with all associated costs the responsibility of the owner.	CAPES Engineering	This has been noted on the drawings.
Town of Collingwood Planning Services (June 14, 2018) – Trevor Houghton, Senior Planner, Contact: 705-445-1290 ext. 3270 or thoughton@collingwood.ca			
1	The development of the land for single-detached and semi-detached dwellings is permitted in the Low Density Residential designation.	MHBC	Acknowledged.
2	The Low Density Residential designation shall have a minimum density of 15 dwelling units per gross hectare and a maximum density not exceeding 20 dwelling units per gross hectare. Based on a total lot area of approximately 1.7 ha the minimum density of the subject property is 26 units and the maximum density is 34 units. A proposal to development the whole of the property as 34 units conforms to the allowable density range.	MHBC	Revised Plan will have 28 units. Density of development is 18.91 units per hectare.
3	If desired the proposed ZBA can also remove the R2-13 zone from the balance of the 33 Findlay Drive that is proposed to be severed into two (2) lots for single detached units and can also address the expected request for reduction of lot frontage.	MHBC	Acknowledged.

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4	The submitted ZBA as applied seeks a R3-Exception zone. Planning staff will not support a R3-Exception zone in a Low Density Residential designation. As noted previously we recommend a R2-Exception zone.	MHBC	Acknowledged. The revised ZBA application seeks to rezone the lands to an R2-Exception Zone.
5	If a "vacant-lot" plan of condominium tenure is sought the proposed ZBA as submitted will not exempt the owner from conforming to zoning provisions for the individual units. If this form of condominium is wanted the proposed ZBA will have to be revised so that the development is considered as one contiguous lot for the purposes of zoning compliance despite being internally subdivided into individual units.	MHBC	Noted. The ZBA has been revised to be considered as one contiguous lot for the purposes of zoning compliance.
6	Planning staff will not support a 0.8 m setback to abutting property lines of neighbouring lands outside of the plan of condominium development. A typical setback for a single-detached or semi-detached dwelling in the R2 zone (Low Density Residential designation) is a minimum 1.2 m	MHBC	The revised plan maintains a minimum setback of 5.0 metres from proposed dwellings to all lot lines.
7	Provision 5.3 titled Entrance Width. The minimum entrance width for the "Group or Cluster" condominium component of the development is 7.5 m. The entrance onto Hurontario Street is proposed as 6.0 which does not conform. This will need to be recognized as part of the zoning by-law amendment.	MHBC/ Architect	The Hurontario access is an emergency access only.
8	Provision 5.5.1 titled Number of Entrances. Based on approximately 23.0 m combined frontage (Findlay Drive & Hurontario Street) two (2) entrances are permitted, however their combined width cannot exceed 30% of that frontage. 30% of 23.0 m frontage is a 6.9 m entrance width while a total of 13.5 m entrance width is proposed. This will need to be recognized as part of the ZBA.	MHBC	This has been recognized as part of the ZBA.
9	Provision 5.11 titled Accessible Parking. The By-law would require a minimum of three (3) accessible parking spaces (4.5 m wide) are required for a development requiring 70 parking spaces. The applicant proposes one accessible space. By contrast the AODA would require one accessible space (4.9 m wide) where accessible parking is based on the amount of required visitor parking (8 spaces in this case) as per the AODA explanation below;	MHBC	The site plan has been revised to include two accessible spaces on site, with one in the northern visitor parking area, and one in the southern parking area.

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	If a portion of any off-street parking facility includes these spaces must meet the requirements in the requirements for accessible parking will apply not to the other parking spaces in parking facilities owned by owners/tenants in multi-unit residential housing townhouse or condominium. Landlords and tenants must accommodate employees or unit owners/tenants under the Ontario Human Rights Code. We would recommend having two accessible spaces (1 – Type A, 1 – Type B) in the north visitor parking area and a third accessible space (1 – Type B) in the south visitor parking area.		
10	The Landscape Concept indicates the proposed location of the 16 bicycle spaces. Have them shown on the site plan and provide bike rack details on the landscape plans. It would be ideal to split the bike racks up so that they are spread throughout the development.	MHBC	Bicycle racks shown on Site Plan.
11	Section 6-O Lighting: It is unclear from the photometric drawing that light from the development will not cast over the abutting properties (0.0 lumens). Please provide confirmation.	Electrical Consultant	There will be spill lighting at the Right of Way. The requirement for zero spill light cannot be satisfied due to extremely tight ROW. On average, approximately 1.5 Lux falls on the ROW (typical municipal roadway levels are 12-15 Lux)
12	Section 6-P Trash & Recycling: Is a garbage depot proposed and will a contractor be picking the garbage up at each driveway?	CAPES Engineering	Garbage will be picked up from each individual unit.
13	Section 6-R Snow Storage/Melt: Identify where snow storage will be on the site plan and coordinate same with the landscape plan.	CAPES Engineering/ Landscape Architect	Snow storage areas have been identified on the drawings and has been coordinated with the Landscape plans.
14	Section 7-S Residential Standards: Require scaled building elevations (all four elevations) for proposed dwelling "Types A, B & C" and the "Community Building".	MHBC	Acknowledged.
15	We note a few typos in the WSP Traffic Impact Study to be corrected; Pg. 4, Section 1.1: 2 semi-detached units off Findlay Drive are 2 single-detached units. Pg. 7, Section 2.1: Campbell Street, Maple Street, Findlay Drive are local not collectors. Pg. 17, Section 3.1, 3rd para: Liberty Pretty River Estate, missing the "r".	CAPES Engineering	WSP is no longer a consultant on the file and although we note the typos we do not believe the correction alters the conclusions of the report and as such respectfully request that the WSP report stand as-is without further modification, or CAPES Engineering could provide an addendum letter noting the typos which could accompany the report.
16	The development will be required to proceed	CAPES	Noted.

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	through the Town's Site Plan Control Agreement process.	Engineering	
17	If the proposed form of the plan of condominium is to be a "vacant-lot" condominium this type of condominium cannot be exempted under the Condominium Act. A further public planning process will later be required similar to that of a regular Plan of Subdivision including conditions of draft approval. Also it is noted from the survey that there are encroachments over the development lot line by abutting property owners (shed, garden, mowed lawn). The applicant should consult with their legal counsel as such encroachments could affect their plan of condominium and associated application for absolute title (Land Titles).	MHBC	Absolute land titles will need to be pursued prior to registering the condominium.
18	Applicant to confirm if the land transfers in ownership has rendered the requirement for a Deeming By-law unnecessary	MHBC/ Owner	Acknowledged.
19	Applicant is advised to consult with the Town's Building Department to determine if dwelling units spaced as shown on the site plan require non-combustible wall construction.	MHBC	Noted.
20	The site plan shows that "Type A" dwelling has space for two cars without encroaching onto the private road but it is not clear from the "Type A" floor plans how this is to be accomplished. More details are required.	MHBC/ Architect	One space is accommodated in the garage of the unit, and one space in tandem on the driveway.
21	All final drawings and plans (including colour copies of building elevations) to be submitted digitally along with 5 sets of the paper hard copies. Planning Services requires the building elevations as coloured renderings in digital format to prepare the Town staff PowerPoint presentation. All final plans are required one week prior to the Staff Report being presented to the Development & Operations Services standing committee.	All Consultants	Noted
22	All final drawings and plans (including colour copies of building elevations) to be submitted digitally along with 5 sets of the paper hard copies. Planning Services requires the building elevations as coloured renderings in digital format to prepare the PowerPoint presentation for Council. All final plans are required one week prior to the Staff Report being presented to the	All Consultants	Noted

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	Development, Operations & Environmental Services standing committee.		
23	A rectangular space for the "APPROVED" stamp is to be added to the bottom right hand corner of each drawing (dimension 3.5 in x 2 in.)	All Consultants	Noted
24	Applicant is to provide the name(s) of who(m) has the Authority to bind the Corporation (or the Owner) as well as their title (if any) for preparation of the Agreement.	Owner	Blackmoor Gates GP
25	If there is, or will be, a mortgage on the property the applicant will provide the necessary information including the signing official name and title, any mortgagee, the mortgage amount and the registration numbers for preparation of the Agreement. Mortgagee will need to sign the Agreement and agree to postpone their registered mortgage in priority to the Town's Agreement being first on title. We will also need any mortgagee contact information for the Agreement.	Owner	Acknowledged.
26	Applicant will provide a Letter of Credit or cash for 100% of site works and landscaping once the updated cost estimates have been approved by the Town. The submission of securities is required prior to Agreement being forwarded to Council for authorization.	Owner	Acknowledged.
27	The applicant will provide proof of an insurance policy in the amount of \$5,000,000.00 naming the Corporation of the Town of Collingwood as insured so as to indemnify the Town. Submission of insurance is required prior to Agreement being forwarded to Council for authorization.	Owner	Acknowledged.
28	Applicant shall pay a \$5,000.00 deposit fee to be applied to the legal and administrative costs for the preparation of the Agreement. This deposit is required prior to Agreement being forwarded to Council for authorization. The unspent balance of this deposit is returned once the file is closed.	Owner	Acknowledged.
29	The applicant shall pay a Public Works & Engineering Department administration fee (non refundable) that will be 3% of the total for the site works (site works & landscaping combined) cost estimates.	Owner	Acknowledged.
30	Applicant will have to pay a cash-in-lieu of parkland dedication of 5% of the value of the land (if land is not to be conveyed for parkland	Owner	Acknowledged.

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	purposes) prior to issuance of the building permit.		
31	The Applicant is responsible to provide written clearance from external agencies that all concerns and issues have been cleared.	Owner	Acknowledged.
32	The applicant is responsible to pay any additional costs and expenses regarding this application that shall be determined by staff of Town.	Owner	Acknowledged.
Town of Collingwood Building Services (December 19, 2017) – Greg Miller, Chief Building Official, Contact: 705-445-1030 ext. 3241 or gmiller@collingwood.ca			
1	Two full sets of construction drawings are required for building department review.	CAPES Engineering	Noted
2	We require digital information including documents, drawings, and supporting reports. The drawings are required in AutoCAD, DWG, and PDF file in release 2000 or newer. You can supply via flash drive or other on-line transfer means (drop box etc.)	CAPES Engineering	Noted
3	A Building Code Matrix to be completed and submitted by the owner's Architect.	Architect	Acknowledged.
4	General Review certificates are required from all Engineers and Architects involved with the design of the building(s). Letter of Undertaken required from Owner.	CAPES Engineering/ Architect	Acknowledged.
5	All construction to comply with the Ontario Building Code.	CAPES Engineering/ Architect	Noted
6	All Permit Fees and Development Charges to be paid at time of building permit being issued. Please contact the Building department for the current rates. Applicable Development Charges are as follows; a. Town of Collingwood D.C. b. Simcoe County D.C. c. Education Levy Black Ash Creek Development Charge (may be applicable if located in the special policy area)	Owner	Understood
7	Nottawa Valley Conservation Authority approval may be required. If it is required, a copy of their approval must be received by the Building Department prior to any Building permits being issued.	CAPES Engineering	The NVCA have previously commented that the site is not within a regulated area and does not require a permit and have deferred review of the SWM design to the Town of Collingwood.
8	All signage must comply with the Town of Collingwood's Sign Bylaw and a sign permit is	CAPES Engineering	Noted

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	required.		
9	Civic addressing, also known as 911, is administered by Building Services. If your project requires addressing please access The Street Naming Policy and Civic Addressing By-Law 2014-028 which is on our website http://www.collingwood.ca/files/BL2014-028%20Civic%20Addressing 0. Pdf Contact information for Lynn Cowan, Administrative Assistant with Building Services is as follows lgowan@collingwood.ca or 705-1030 Ext. 3243 for the full details.	Owner	Acknowledged.
Town of Collingwood Parks, Recreation and Culture (January 2018) – Wendy Martin, Manager of Parks, Contact: 705-444-2500 ext. 3290 or wmartin@collingwood.ca			
1	To ensure that adequate public open space is available to meet the recreational needs of the community, Council shall require the conveyance of up to a five percent (5%) parkland dedication in the case of new residential development and up to a two percent (2%) parkland dedication in the case of new commercial or industrial development. In addition, Council may accept 'cash-in-lieu' of parkland payment when deemed appropriate. • 2% land for industrial/commercial development • 5% land for residential development • Cash-in-lieu 2% or 5% The applicant shall pay Building Services a prescribed percentage of the appraised value of the lands as "Cash-in-lieu" of parkland that will be determined by an appraisal that has been completed by a professional Appraiser one day prior to Building Permit Issuance. • Mixed Use Developments: The respective rate shall be applied in the same proportion that the gross floor area of industrial/commercial uses to the gross floor area of residential uses. Not Applicable	Owner/ MHBC	Acknowledged.
Town of Collingwood Engineering Services (June 22, 2018) – Stuart West, Engineering Technologist, Contact: 705-445-1292 ext.4202 or swest@collingwood.ca			
1	We have received the revised site plan dated June 19, 2018, and note minor revisions to the number of proposed units. However, our comments provided refer to the original site plan provided in May 2018, and we believe all comments are still	CAPES Engineering	Noted

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	applicable		
2	Show the centreline radii and curb radii for the fire route on the site plan. It is not clear if the fire route meets the requirements of 3.2.5.6. of the Ontario Building Code	CAPES Engineering	Radii have been added to the site plan and meet the requirements of 3.2.5.6 of the OBC
3	Architectural drawings and Typical Type "A" to Type "C" building envelopes do not allow for a full parking space within the driveway. Further, Type "C" buildings are not a double car garage, as indicated on the site plan. The parking configurations on the site plan do not match the architectural concepts, and there appears to be insufficient parking provided on the site plan.	MHBC	Type C model has been removed. Refer to site plan for parking configurations.
4	We require a 4.35m road widening along the Hurontario Street frontage, to be shown on the site plan, engineering drawings, and reference plan.	CAPES Engineering/ MHBC	Noted. Plans have been updated.
5	Provide privacy fencing details around the perimeter of the development.	CAPES Engineering	Privacy fencing has been added to the design.
6	There appears to be a small 15" culvert buried within the south boulevard of Campbell Street according to Town records and field verification. The proposed storm sewer will have to cross under this culvert, and the culvert must be restored/maintained. This 15" culvert is to be shown on future Plan & Profile drawings to ensure no conflicts exist.	CAPES Engineering	Noted. The culvert has been added to the design drawings and will be restored/maintained as requested.
7	The proposed sanitary sewer is located along the gutter line of the road. Section 5.1 states sanitary is located in the centre of the road. Please revise.	CAPES Engineering	The sanitary sewer has been relocated to the centerline of the road.
8	Provide hydraulic drops in all storm & sanitary manholes per Town standards.	CAPES Engineering	Hydraulic drops have been added in all storm and sanitary manholes.
9	The capacity of the downstream sanitary sewer is summarized in the attached letter brief for your review. Engineering Services is satisfied with the downstream sanitary capacity	CAPES Engineering	No response required.
10	Include 33 Findlay Drive as part of the analysis, consistent with the FSR.	CAPES Engineering	33 Findlay Drive has been added to the SWM design analysis.
11	Based on field review, the backyard of 33 Findlay Drive and half of the rooftop appear to contribute to the drainage catchment areas. Please update the SWM report and post development drainage area plan.	CAPES Engineering	The SWM report has been updated to reflect the inclusion of 33 Findlay Drive.

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12	Account for external drainage areas from private properties south-east of the development (at the corner of Hurontario St & Findlay Dr), any minor drainage area from Notre-Dame Catholic School, and areas south-west of the development.	CAPES Engineering	The SWM report and analysis has been updated accordingly.
13	How will roof leaders direct roof drainage to the rear yard swale and storage culvert within catchment 102? The side yards appear to be back-to-front draining.	CAPES Engineering	Where required roof drains may need to be connected to lot level pipe systems to transmit flow to the SWM infrastructure
14	No Oil-Grit Separator (OGS) has been specified in the report or shown on the plans.	CAPES Engineering	An OGS has been added to the design.
15	No analysis provided for the uncontrolled section of roadway along the entrance of Campbell Street? The entrance road appears to drain uncontrolled to Campbell Street, and does not enter the storage box culverts.	CAPES Engineering	The design has been updated to control more of the entrance roadway connecting to Campbell Street. We have accounted for any uncontrolled flow offsite in the total offsite flow calculations.
16	40 cubic meters of storage is assumed within six (6) manholes of 2400mmØ size within the hydrologic analysis. These manholes are not illustrated on the plans, and storage should be removed from the calculations.	CAPES Engineering	The HGL analysis has been updated using PCSWMM and has been included in the updated report.
17	Please provide the appendix material for the 2yr to 50yr HydroCAD output for verification purposes.	CAPES Engineering	We have revised the report to use PCSWMM rather than HydroCAD. We have included the 2 to 100 year output information in the report as requested.
18	We acknowledge that controlling the peak 100yr "post" event to the 2yr "pre" event is a best practise approach to reducing the capacity issues on Maple Street. Additional volume is now proposed to drain to Maple Street, but the timing of peaks for the overall watershed should allow Maple Street to drain before receiving the peak flow from the subject development, approximately 35 minutes after the peak of the surrounding areas. However, there are still some existing capacity concerns by draining to Maple Street, even with the proposed reduction of peak flow. Please confirm if analysis has been done to drain to the Hurontario Street drainage system as an option. We believe we have provided record drawings and previous design information regarding this storm system previously, but the Town can provide this information again if necessary.	CAPES Engineering	An analysis has been completed which demonstrates that a connection to Hurontario Street is preferred due to the capacity of the storm sewer on Hurontario compared to Maple Street.
19	Confirm the requirements for a PTTW and hydrogeological study.	MHBC	Still to be confirmed.

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20	Add a detail to the drawings recommending the road structure including asphalt and granular depths.	CAPES Engineering	The detail has been added.
21	There is some considerable variation in groundwater elevations, however the "basements" or first floors within the plans are shown as generally above existing grade or slab-on-grade, and the site is being filled. Separation of 0.5m between basement slab and high groundwater is required if basements are below existing grade, but more information is required.	CAPES Engineering	Noted. We have noted the minimum separation to groundwater and have indicated proposed elevations on the units to reflect that.
22	We acknowledge that the increase in traffic to the Campbell Street & Hurontario Street intersection is a marginal increase, and generally acceptable.	CAPES Engineering	No response required.
23	Based on the architectural drawings, two full parking spaces do not appear to be provided per unit. Driveways are not long enough for many lots to provide an additional parking space. Adjustments to the architectural or site plan is required to meet the parking requirements for the site	MHBC	The revised Site Plan accommodates two-cars per unit (plus visitor/accessible parking).
24	Provide lot numbers for the units for ease of making reference to the plans.	CAPES Engineering/ MHBC	Units numbers have been added.
25	Please provide plan and profiles of the roadways to ensure no servicing conflicts, a sediment and erosion control plan, general notes and details to Town standards, a composite utility plan, and landscape plans in the 2nd submission.	CAPES Engineering	Plan and Profile Drawings have been provided
26	Identify snow storage areas on the plans. There does not appear to be enough room in front of the houses, and residents do not have sufficient room to shovel their driveways based on the width and spacing of the driveways.	CAPES Engineering	Snow storage areas have been noted, however excess snow accumulation may require removal from site by private contractor as noted on the drawings.
27	Photometric plan is received, but we require a grid of the lighting levels throughout the property, to identify if light pollution is a concern for existing residents around the property.	Electrical Consultant	A larger plan showing lighting levels can be provided. Please refer to the explanation for regarding spill lighting in response to comment number 11 from Trevor Houghton
28	A typical road section(s) should be provided for the development. It appears as though water and sanitary sewer is changing location within the private roads.	CAPES Engineering	A typical section has been provided and water, sanitary and storm sewer are all now in a consistent location within the proposed ROW.
29	Not clear where utilities will be located? Minimal boulevard is available and separation distances	CAPES Engineering/	The ROW is narrow, however we believe based on

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	may be difficult during construction.		other similar projects that the utilities can be located within the provided width. A composite utility plan has been prepared and submitted for review which shows the proposed locations.
30	No water, storm or sanitary service laterals are shown on the plans. If crawlspaces or groundwater sump pits are proposed for the buildings, storm service laterals are required to each lot.	CAPES Engineering	Service laterals have been added to the design drawings.
31	Identify the existing and proposed service locations for the two new units on Findlay Drive.		The service locations have been added to the drawings.
32	Justify the use of 0.45 as a run-off coefficient in some of the drainage areas in the post development drainage plan. With the roadway, sidewalk, and rooftop areas shown, this seems low.	CAPES Engineering	Runoff coefficients are no longer being used as PCSWMM uses actual measurements of impervious and pervious areas.
33	A street light is shown in conflict with a proposed driveway location.	CAPES Engineering	Noted. The streetlight location have been reviewed and adjusted to ensure no conflict.
34	Provide additional construction details of the proposed connections to municipal storm, sanitary and watermain on the drawings, and road restoration details within the municipal right-of-way. Include this on the plan & profile drawings.	CAPES Engineering	Additional construction details have been added to the drawings.
35	Slope labels should be included on the site grading plan. No information was provided on finished floor elevations, basement/garage elevations, corner lot grades, and minimal existing elevations on the property lines are shown. Include grading details for the two proposed units on Findlay Drive. More details and sections on the grading plan is required.	CAPES Engineering	Noted. Additional labels have been added.
36	Insufficient cover is shown for the main storm box culvert (2400mmx1200mm) under the entrance road.	CAPES Engineering	The storm infrastructure has been redesigned to ensure proper sizing, cover and constructability.
37	A concern of the Town is that the installation of the concrete box culvert will impact the foundation at #24 Campbell Street. Provide confirmation from a geotechnical engineer and a stamped report on the constructability and installation recommendations for this box culvert. We anticipate that structural support for vehicle loads will be required for a shallow box culvert of this type.	CAPES Engineering	The storm infrastructure has been redesigned to ensure proper sizing, cover and constructability.
38	The typical section on drawing SS-2 shows the	CAPES	Noted the grading has been revised.

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	entrance road boulevard being graded onto private property. Please revise to show no drainage impacts to external properties.	Engineering	
39	Provide an operations and maintenance manual for flushing the box culverts for the use of the future condominium corporation.	CAPES Engineering	The SWM design has been updated and an O&M Manual has been prepared for the site.
40	Review the sidewalk layout and connectivity through the site. There may be security concerns with the sidewalk being through backyard areas in the south portion of the site. The sidewalk on the south road section is a dead-end. Provide more detail on the emergency access sidewalk to Hurontario Street.	CAPES Engineering/ MHBC	Unit are designed to "front" the open space and "back" onto the lane.
41	Review if the sidewalk stairs can be replaced with AODA compliant ramps. Eliminating the stairs also assists with winter maintenance and safety concerns.	CAPES Engineering	Accessibility with respect to AODA ramps has been reviewed and implemented where possible.
42	Cost of construction securities for the development will need to be provided for asphalt, granular materials, concrete curbs & sidewalks, landscaping quantities, sediment & erosion controls, 100% of watermain components and all external works. A 3% Engineering Review fee is based on security costs or a minimum of \$2,000.00.	CAPES Engineering	A Construction Cost Estimate has been prepared for this submission as requested.
County of Simcoe Planning Department (June 13, 2018) – Tiffany Thompson, Planner III, Contact: 705-726-9300 ext.1185 or tiffany.thompson@simcoe.ca			
1	The subject lands are designated 'Settlement' within the Schedule 5.1 Land Use in County of Simcoe Official Plan. The subject lands are located within of the delineated built boundary and are considered intensification. County Official Plan policy 3.5.24 states that Collingwood is to achieve a 40% intensification target within the build boundary. The proposed development would contribute towards the Town of Collingwood's intensification target.	MHBC	Noted.
2	The County is not obligated to provide waste collection services on private roads. However, the County may be able to provide waste collection services to ground oriented units if it has been designed and built to comply with the County of Simcoe's draft Waste Collection Road Design Policy (see attached). While in draft form, the	CAPES Engineering	The site has been designed for private waste collection

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	Waste Collection Road Design Policy provides clarification on the County's previous Multi-Residential and Private Road Waste Collection document.		
3	The County Solid Waste Management staff note the following: - The paved road width must be 6 metres or greater. It appears that the right-of-way is proposed to be generally 10 metres with 8.2 metres as the lowest width. The paved road width appears to be 7.2 metres. - The road layout has been modified from the 2017 submission. There is one access point from Campbell Street with an emergency access from Hurontario Street. While generally there is a continuous flow path for vehicle movement, it is likely that the County will be unable to service three of the units located on the dead-end road (connecting to the emergency access). As detailed in the policy, waste collection vehicles can only reverse 20 metres to provide collection services. All units must meet the County's waste collection design standards. The required curb radius is 11 metres. The curb radius was not shown on the proposed site plan. A Turn Path Analysis will be required to determine appropriate truck movement.	CAPES Engineering	The site has been designed for private waste collection
4	County Solid Waste Management staff would welcome the opportunity to review a revised site plan and turn path analysis when available to assess compliance with the standards and to discuss the application process with the applicant.	CAPES Engineering	The site has been designed for private waste collection
5	If the County is unable to service the ground oriented units, the County will request conditions as part of site plan approval. It will be the responsibility of the property owner or condominium corporation to arrange for waste collection services for the residential dwelling units through a private contractor, to be paid for by the property owner or condominium corporation.	CAPES Engineering	The site has been designed for private waste collection
6	If the County is able to service the development, the County will request conditions as part of the	CAPES Engineering	The site has been designed for private waste collection

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	site plan approval to ensure that the development is constructed to the standards required for waste collection vehicles.		
7	Please circulate a copy of any future notices associated with this proposal along with any required engineering drawings/turn path analysis if County waste collection services are desired.	CAPES Engineering	The site has been designed for private waste collection
County of Simcoe Engineering, Planning and Environment Department (April 13, 2018) – Waste Collection Road Design Policy			
1	To ensure that waste collection service can be provided efficiently and safely, roads must be designed to accommodate the safe travel of County waste collection vehicles and collection of waste at the curb. Attention to the design of roads is particularly important in light of intensification in urban areas and the increasing number of curbside diversion programs. This policy outlines the requirements for curbside waste collection services on public (municipal) and private roads.	CAPES Engineering	The site has been designed for private waste collection
2	The County endeavors to provide waste collection services to as many properties as possible throughout the County of Simcoe.	CAPES Engineering	The site has been designed for private waste collection
3	The Waste Collection Road Design Policy has been prepared to provide information to developers and local municipalities regarding the County's requirements for the provision of curbside waste collection services. The County is responsible for residential waste collection services on public roads, as per the Municipal Act, and can provide waste collection on private roads that have been approved by the County. Industrial, commercial and institutional (IC&I) location may be serviced however are subject to the same limits as residential collection per property.	CAPES Engineering	The site has been designed for private waste collection
4	The County strives to provide pre-consultation comments on Solid Waste Management services on all development and redevelopment proposals in the County of Simcoe. The specifications in this policy are minimum requirements and the County reserves the right to enact additional requirements during the review of development projects. All requirements of the County's Waste Management By-law must be complied with for waste collection services to be provided.	CAPES Engineering	The site has been designed for private waste collection

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5	The Director of Solid Waste Management has the authority to grant or deny waste collection services and has the authority to override this policy to allow for service to a development should he/she deem it reasonable to do so on a case by case basis. The decision of the Director of Solid Waste Management may be appealed to the General Manager (GM) of Engineering, Planning and Environment. The decision of the GM is final and binding.	CAPES Engineering	The site has been designed for private waste collection
6	The County is responsible for waste collection services to all properties that front onto a public road and contain up to five residential units. The design of public roads should incorporate the specifications listed in this document in order to ensure that waste collection services can be provided in a safe manner for both residents and collection contractors.	CAPES Engineering	The site has been designed for private waste collection
7	If the County is able to provide waste collection services to the development, clause(s) may be requested by County Planning staff in the Conditions of Draft Approval, Subdivision Agreements, Condominium Agreements, and Site Plan/Development Agreements.	CAPES Engineering	The site has been designed for private waste collection
8	If all options have been exhausted and the public road still cannot be serviced by County waste collection vehicles, one of the following options may be provided at the sole discretion of the Director of Solid Waste Management: a. A provisional common collection point designed to the specifications detailed in the Technical Standards for Waste Collection Road Design and at the sole cost of the owner/developer, or; A disposal permit issued to each unit which entitles the unit to deliver the same quantities of waste as allowed weekly to a County waste management facility at no cost.	CAPES Engineering	The site has been designed for private waste collection
9	Should the development not be serviceable by the County, the developer shall provide specific advisory clause(s) in applicable development agreement (e.g. Subdivision Agreement, Development Agreement, Condominium Declaration) with respect to the method of waste collection, either a common collection point or disposal permit, and these clauses are to be included in agreements of purchase and sale or	CAPES Engineering	The site has been designed for private waste collection

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	lease for all residential dwelling units and shall be registered on title.		
10	The County is not required to provide waste collection services on private roads. However, waste collection services may be provided in site-specific locations, where the development meets this policy. Developments that meet the road design requirements may apply for waste collection by submitting a completed Application for Waste Collection Services for Private Roads form, and the required supporting materials, to the County's Solid Waste Management department. The road design requirements must be met to the satisfaction of the Director of Solid Waste Management before the County will provide waste collection services.	CAPES Engineering	The site has been designed for private waste collection
11	The County may require specific advisory clause(s) with respect to waste collection services to be included in agreements of purchase and sale or lease for all residential dwelling units and that the clause(s) be registered on title.	CAPES Engineering	The site has been designed for private waste collection
12	If all options have been exhausted and the private road is not able to be serviced by County waste collection vehicles, one of the following options may be provided at the sole discretion of the Director of Solid Waste Management: a. A provisional common collection point designed to the specifications detailed in the Technical Standards for Waste Collection Road Design and at the sole cost of the owner/developer. A financial subsidy to offset the locations' privately provided waste management costs. More information with respect to the subsidy may be obtained by contacting the County of Simcoe	CAPES Engineering	The site has been designed for private waste collection
13	Roads must be designed, built and maintained to accommodate County waste collection vehicles. Detailed specifications and further technical details on vehicle dimensions can be found in the document titled Technical Standards for Waste Collection Road Design which may be updated periodically and includes information with respect to: 1. Continuous collection without requiring the waste collection vehicle to reverse including the use of t-turnarounds and cul-de-sacs;	CAPES Engineering	The site has been designed for private waste collection

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	2. Maximum distance a collection vehicle is permitted to reverse; 3. Width of the paved or travelled portion of the road; 4. Turning radius for all turns; 5. Road base and surface strength; 6. Access & egress to the development; 7. Appropriate overhead clearance over the paved portion of the road; 8. Street parking and pedestrian walkways/sidewalks; 9. Road maintenance including snow removal and snow storage; 10. Unobstructed access to the waste from the travelled portion of the road; 11. The set out location must be large enough to accommodate all Waste containers; 12. Ownership of waste; 13. Laneways must meet the road design requirements; 14. One-way roads must meet the road design requirements; 15. Temporary roads and dead-ends; 16. Provisional common collection points are approved at the sole discretion of the Director of Solid Waste Management; and 17. The method of waste collection is to be consistent for all residential dwelling units in a development, unless otherwise approved by the Director of Solid Waste Management.		
14	Further technical details on vehicle dimensions can be obtained from the Technical Standards for Waste Collection Road Design which may be updated periodically based on changes in collection vehicle or collection contractor.	CAPES Engineering	The site has been designed for private waste collection
1	The following information and documentation is to be provided to the County, during the preconsultation process, for a determination on the provision of curbside waste collection services in accordance with the Waste Collection Road Design Policy: a. Type(s) and total number of residential dwelling units in the development; b. Engineering drawings that demonstrates the roadway has	CAPES Engineering	The site has been designed for private waste collection

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	been designed to meet the standards for County waste collection vehicles; c. Phasing plans in the event of the entire development is not being built at once. Should more information be required to determine if waste collection services may be provided the County may request additional engineering drawings, including a truck turn path analysis. Review fees will be applied.		
2	As-built engineering drawings may be required to be submitted to the County following construction of the road which demonstrates that the development has been constructed as per the plans reviewed by the County, prior to the County confirming that waste collection services can be provided to the development. If the as-built drawings do not conform to the approved engineering drawings, the County reserves the right to refuse provision of or revise the method of waste collection services.	CAPES Engineering	The site has been designed for private waste collection
1	All requirements of the County's Waste Management By-law must be complied with for waste collection services to be provided. For private roads all requirements set out in the Application for Waste Collection Service for Private Roads document must also be complied with.	CAPES Engineering	The site has been designed for private waste collection
2	For new residents, the County will provide recycling bins, organics containers and a waste management calendar for each unit in the development. The developer or property manager is required to schedule a pick-up of these items and distribute one of each to every residential dwelling unit upon occupancy. Pick up may be arranged by contacting the County's Customer Service Centre at 705-735-6901.	CAPES Engineering	The site has been designed for private waste collection
3	Should residential dwelling units within the development require collection prior to completion of construction, the County's service provider will use their discretion and only enter the property if the roadways are safe to travel and access is unobstructed. Should the waste not be collected, it is the responsibility of the owner/developer to manage.	CAPES Engineering	The site has been designed for private waste collection
External Agency, Enbridge (May 31, 2018) – Alice Coleman, Municipal Planning Coordinator, Contact: 416-495-5386 or municipalplanning@enbridge.com			

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1	Enbridge Gas Distribution does not object to the proposed application(s).	CAPES Engineering	No response required.
2	This response does not constitute a pipe locate or clearance for construction.	CAPES Engineering	No response required.
3	The applicant shall contact Enbridge Gas Distribution's Customer Connections department by emailing SalesArea50@enbridge.com for service and meter installation details and to ensure all gas piping is installed prior to the commencement of site landscaping (including, but not limited to: tree planting, silva cells, and/or soil trenches) and/or asphalt paving.	CAPES Engineering	Noted
4	If the gas main needs to be relocated as a result of changes in the alignment or grade of the future road allowances or for temporary gas pipe installations pertaining to phase construction, all costs are the responsibility of the applicant.	CAPES Engineering	Noted
5	Easement(s) are required to service this development and any future adjacent developments. The applicant will provide all easement(s) to Enbridge Gas Distribution at no cost.	CAPES Engineering	Noted
6	In the event a pressure reducing regulator station is required, the applicant is to provide a 3 metre by 3 metre exclusive use location that cannot project into the municipal road allowance. The final size and location of the regulator station will be confirmed by Enbridge Gas Distribution's Customer Connections department. For more details contact SalesArea50@enbridge.com.	CAPES Engineering	Noted
7	Enbridge Gas Distribution reserves the right to amend or remove development conditions.	CAPES Engineering	Noted
External Agency, Envision- Tatham (June 21, 2018) – David Wood, President			
1	Given the mature vegetation along the boundaries of the proposed development and neighbouring residential properties, we recommend that a detailed tree survey/inventory, arborist report, and Tree Preservation Plan be prepared. The arborist report should conclude with recommendations for tree preservation and the engineering and landscape drawings should demonstrate adherence to the recommendations.	MHBC	An Arborist Report and Tree Protection Plan for the Site has been completed by WSP, dated December 22, 2017.
2	The Tree Preservation Plan should identify trees to be retained/protected and trees proposed for	MHBC	This information is provided within the Arborist

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	removal. It is particularly important to demonstrate that boundary trees (with shared ownership) are not being affected by construction and associated grading. The plan should define preservation limits and be supported by details and specifications for temporary protection measures and construction restrictions related to tree preservation zones (TPZ's).		Report and Tree Protection Plan, WSP 2017.
3	All plans should show the trees to be preserved/protected with accurate size and canopy spread depicted.	MHBC	This information is provided within the Arborist Report and Tree Protection Plan, WSP 2017.
4	Based on the close proximity of proposed road works and box culvert trenching to existing residential properties, we anticipate that some boundary trees will be adversely affected. We note that should the proposed works negatively impact neighbouring trees or trees with shared legal rights, we recommend that written permission to harm or destroy trees be obtained from the affected landowners.	MHBC	Trees anticipated to be impacted by the proposed development are outlined within the Arborist Report and Tree Protection Plan, WSP 2017. Trees with the potential to be impacted by the proposed development on lands not owned by the proponent should have an agreement in place with the appropriate landowner.
5	Generally, the pedestrian network provided throughout the development is well conceived, with the exception of a few isolated areas where sidewalk sections are not connected to the network. To permit safe access for residents and visitors with mobility issues, we recommend that the Site Plan be adjusted to ensure that continuous sidewalks are provided on at least 1-side of all streets within the development (which has almost been achieved). We note that this objective is supported by the Ontario Building Code (OBC), Article 3.8.3.2. - Exterior Walks and is consistent with the intent of the Planning Justification Report's claim that the Accessibility for Ontarians with Disabilities Act (AODA) standards will be met throughout the development.	CAPES Engineering/ MHBC	Continuous sidewalks are provided where possible given the site constraints.
6	Accessible curb ramps and pedestrian crossings should be accurately depicted on all drawings and labelled for clarity.	CAPES Engineering	Noted
7	Typical accessible curb ramp details should be provided to demonstrate compliance with OBC Article 3.8.3.2. (3) and AODA Articles 80.23 and 80.26.	CAPES Engineering	Noted
8	The Site Plan provides one accessible parking stall within the 9 spaces allocated for visitor parking. Based on AODA, requirements for accessible	MHBC	Two accessible parking spaces have been incorporated into the design.

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	parking in condominiums only applies to visitor/guest spaces. With 9 spaces provided, we concur that only 1 van-accessible space (Type A) is required. We understand that this calculation is contrary to Collingwood's Comprehensive Zoning By-law and as such, we leave it to the Town's interpretation as to which takes precedence.		
9	The accessible parking space should be revised to comply with AODA requirements as follows: a) The accessible stall should be a van-accessible stall (Type A) with a minimum width of 3.4m plus a 1.5m hatched access aisle (total width = 4.9m). b) 'Van accessible' signage is required in addition to the accessible parking signage required under the Highway Traffic Act. All accessible parking signage should be identified on the Site Plan. An accessible curb ramp should be provided at the terminus of the 1.5m access aisle.	CAPES Engineering/ MHBC	Noted. The parking spaces have been revised.
10	Waste/recycling storage and collection facilities have not been considered in the Site Plan layout and should be added.	CAPES Engineering	The site has been designed for private waste collection
11	The Town of Collingwood Standard Detail for a 'Residential Screen Fence' (STD No. 504) is proposed along the boundaries of existing residential properties. Given the nature of the development, we recommend that a more robust fence detail be required. We suggest utilizing STD No. 502 as an alternative.	CAPES Engineering/ Landscaper	Privacy fence 502 has been specified on the drawings.
12	It is expected that residents will store bicycles in their homes (garage) and visitors will likely park their bikes in the driveway of the home they are visiting. Based on this likelihood, the 2 proposed bike parking locations seem disconnected and are unlikely to be used. As such, we recommend relocating some of the bike parking closer to the Community Building.	CAPES Engineering/ MHBC	Proposed bicycle racks have been relocated on the revised site plan, located at the community building.
13	We note that the submitted Landscape Concept and landscape drawings are considered conceptual and are viewed as an expression of intent. As such, a detailed peer review of the landscape plans is premature. To assist in the advancement of the design, we offer the following comments and recommendations: a) The landscape design shall be in	MHBC	As the current landscape drawings are conceptual at this stage these detailed comments will be addressed as part of more detailed landscape drawings in a future submission.

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	accordance with the requirements of the Town of Collingwood's Urban Design Manual (UDM) and the Collingwood Development Standards (CDS) unless exemptions are granted by the Town. b) Shade trees should be planted to provide a minimum of 30% canopy coverage in accordance with UDM Section 10J. c) Multiple unit residential common/outdoor amenity areas shall be designed in accordance with UDM Section 7S and provide the required spatial allocations and amenities. d) All light standards, hydro transformers, servicing, and utility infrastructure should be shown on the Landscape Plans and tree layouts should respond to their locations in accordance with the minimum clearances specified in CDS - Section 4.17.2. e) Construction details and specifications should be provided for all pedestrian surfaces and landscape site amenities, features, and furnishings. Furthermore, these elements should be labeled on the appropriate drawings with proposed material types identified. f) Snow storage areas should be shown on the Landscape Plan as per UDM Section 6R to demonstrate that there are no conflicts with proposed plantings. g) With respect to the proposed plant palette, we have the following comments based on our experience with local conditions in Collingwood: i. Cercis canadensis, Platanus x acerifolia, Caryopteris x clandonensis 'Worcester Gold', Deutzia spp., Liriope muscari, and Pennisetum alopecuroides 'Little Bunny' are marginally hardy in		

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	Collingwood and we recommend limited use of these species and only in sheltered locations. ii. Pyrus calleryana 'Capital' is particularly susceptible to fireblight and we recommend considering an alternative variety, such as Pyrus calleryana 'Chanticleer'. iii. Gaultheria procumbens requires acidic soil and may not be compatible with Collingwood's typically alkaline soils. Furthermore, this species tends to be difficult to establish. As such, we recommend considering another non-invasive groundcover.		
External Agency, Collus PowerStream Corp. (January 18, 2018) – Brandon MacDonald, Engineering Technologist, Contact: 705-445-1800 ext.2307 or bmacdonald@collus.com			
1	Electrically engineered and stamped site servicing drawings using the most recent USE standards and non-linear analysis need to be supplied to Collus PowerStream for approval prior to any construction.	Collus	Acknowledged and underway.
2	Electrical engineered drawings must include required transformation based on developer's estimate of building loads.	Collus	Acknowledged and underway.
3	Where possible all electrical distribution within the proposed site will be of an "Underground" design / construction.	Collus	Acknowledged and underway.
4	Developer needs to coordinate with Collus PowerStream ASAP the scope works that Collus PowerStream will be providing and any associated fees required.	Collus	Acknowledged and underway.
5	All electrical site servicing must comply with the most recent and approved version of Collus PowerStream Conditions of Service and Electrical Safety Authority (ESA) regulations before system is energized.	Collus	Acknowledged and underway.

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6	All electrical site servicing must comply with the minimum clearances as specified in the most recent USE standards. The USE standards can be obtained from Collus PowerStream through a non-disclosure agreement.	Collus	Acknowledged and underway.
7	Developer is required to provide an access agreement for operation and maintenance of the electrical distribution infrastructure to the satisfaction of Collus PowerStream prior to the system being energized.	Collus	Acknowledged and underway.
8	Early consultation with Collus PowerStream metering department is a must to avoid delays and installation issues. i.e. Provide phone line & access key for metering room	Collus	Acknowledged and underway.
9	Note that currently there is a minimum lead time of 18 to 24 weeks for transformers from suppliers.	Collus	Acknowledged and underway.
10	Once the facilities are energized and all payments for such have been completed by the Developer Collus PowerStream will assume full ownership and responsibility for the electrical distribution system up to: • The secondary load side of any residential meter base (Max 200amp) • The secondary connection on the distribution transformer (Above 200amp) The primary disconnect ahead of any "Customer" owned 44kV substation	Collus	Acknowledged and underway.
11	Note: As background, the Economic Expansion calculation is made to determine the amount of investment in any expansion project that may be applicable to Collus PowerStream Corp. • In most cases there will be a requirement to complete an Economic Evaluation of the Electrical portion of the project to insure compliance with the Ontario Energy Board Expansion Guidelines. In order to meet this requirement a developer must provide during the coordination process the following: - o The estimated cost of the required electrical site servicing work to expand the current primary electrical system to service the proposed development for any expansion over (5) five years after electrical service has been energized.	Collus	Acknowledged and underway.

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	o The estimated number of connections to the expanded system in each of the (5) five years after electrical service has been energized. The type of connection (residential, commercial or Industrial) and the expected amount electrical load use on an annual basis if applicable.		
Nottawasaga Valley Conservation Authority (July 18, 2018) – Amy Knapp, Planner II, Contact: 705-424-1479 ext. 223 or aknapp@nvca.on.ca			
1	Thank you for the opportunity to provide comments on the proposed residential development to allow for a Group or Cluster Dwellings of single detached dwelling and semi-detached dwellings for a proposed plan of Condominium on the property located at 22 Campbell Street, 33 Findlay Drive, 750 Hurontario Street and 774 Huron, in the Town of Collingwood. The Nottawasaga Valley Conservation Authority (NVCA) has reviewed the documentation submitted in support of the above noted application and based upon this information and a review of environmental information for the area, the Nottawasaga Valley Conservation Authority (NVCA) would have no objection to the proposed application. Further, we note the property does not contain any natural heritage features and development will not be located within an area regulated under this Authority's Development, Interference With Wetlands and Alterations To Shorelines and Watercourses Regulation (Ontario Regulation 172/06). Lastly, the NVCA is also prepared to defer the review of stormwater management to the municipality. Fees Effective March 2016, the NVCA has a new fee schedule. A copy of the policy and associated fee schedule can be found online using the following link: https://www.nvca.on.ca/Shared%20Documents/NVCA_Planning_Fees_Mar_2016.pdf The review fee for the proposed zoning by-law amendment and/or official plan amendment is	CAPES Engineering	Noted.

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	\$500.		