

File 121052-2

March 27, 2026

Stefanie Thorne, C.Tech.
Development Engineering
Town of Collingwood
97 Hurontario Street
Collingwood, Ontario L9Y 3Z5

Re: 172 Hurontario, Town of Collingwood
Street Spa Expansion Development Functional Servicing Brief

Dear Stefanie:

INTRODUCTION

We are providing this document in support of a Minor Site Plan Control Application to confirm development flows, and the exiting services have adequate capacity in terms of water supply, sanitary sewage collection, stormwater management, parking and utility servicing.

EXISTING CONDITIONS

The existing building has recently been completely renovated from an apartment building to a boutique hotel, with the main floor consisting of a 220 sqm restaurant complete 94 seats, while the upper 2 stories include a total of 31 hotel suites. The existing building/hotel/restaurant has been in operation since 2022 without incident in terms of servicing deficiencies, maintenance or upgrades.

The existing 100 mm diameter water service providing potable water to the building is connected to the existing 150mm diameter water main along the west side of Hurontario Street. The 100 mm diameter is reduced to a 50 mm diameter service at the existing shut off valve and backflow preventor before being distributed throughout the building.

The existing 150mm diameter PVC sanitary service is connected to the existing 450 mm diameter sanitary sewer along the centerline of Hurontario Street.

Access to the rear of the building is provided by a 3.5 m wide asphalt access easement and includes 12 existing parking spaces dedicated to hotel overnight guests and back-of-house access into the hotel. Access into the front of the hotel and restaurant is through a set of double front doors from the Town's brick-paver boulevard which includes street parking and a 4 bicycle bike-rack, immediately fronting the building.

Stormwater runoff from the rear of the existing building is collected in series of existing catch basins and maintenance holes and is conveyed by two existing 300 mm diameter storm sewers installed within the 3.5m wide access easement between the existing and adjacent building to the south, which are directly connected to the existing 375 mm diameter storm sewer along the east side of Hurontario Street. Stormwater runoff from the front of the building drains into an existing catch basin located on the west side of Hurontario Street immediately in front of the existing building and is also connected to the existing 375 mm diameter storm sewer along

the east side of Hurontario Street. Roof drainage is provided by a series of scuppers and downspouts which are indirectly and directly connected to the Town's storm sewer collection system described above.

The front of the hotel consists of architectural lighting however the Town's street light system provides the primary lighting during nighttime. The rear of the hotel is lit with commercial lighting mounted to the building and provides safe sufficient lighting for staff and guests.

All utilities including hydro, communications and gas are provided in the immediate area and are sufficient for the existing hotel and restaurant needs.

PROPOSED DEVELOPMENT

The proposed Spa Expansion is to supplement the existing hotel operations and will consist of a gross 190 square metre (2000 square foot) addition located on the roof of the existing hotel building. The spa will consist of a reception area, sauna, hot-tub, steam room, massage tables, cold plunge and washrooms complete with showers and will have an expected maximum occupancy of 15 hotel guest patrons and 3 staff. Access to the Spa Expansion will be provided by an internal staircase within the existing hotel building and also by an external staircase and elevator located on top of the existing one storey building located at 168 Hurontario Street immediately adjacent to the hotel. Architectural drawings showing the proposed Spa Expansion internal layout, external footprint and various façades, as well as the accesses, is provided in Appendix A.

WATER DEMAND

The proposed water supply will be connected to the existing water distribution system within the existing building in accordance with the Ontario Building Code (OBC). The existing and proposed water demands have been calculated for the hotel suites, restaurant and Spa Expansion and were based on Table 8.2.1.3 B of the OBC as follows:

Existing Residential Space (31 boutique hotel suites)

Average Daily flow = 0.322 L/s

Maximum Day Demand = 0.57 L/s

Peak Hour Demand = 0.87 L/s

Existing Commercial Space (94 Seat Restaurant)

Average Daily flow = 0.136 L/s

Maximum Day Demand = 0.24 L/s

Peak Hour Demand = 0.37 L/s

Proposed Commercial Space (190 sq.m Spa)

Average Daily flow = 0.009 L/s

Maximum Day Demand = 0.015 L/s

Peak Hour Demand = 0.023 L/s



Total Water Demands (Entire Building Existing & Proposed)

Average Daily flow = 0.322 L/s

Maximum Day Demand = 0.57 L/s

Peak Hour Demand = 0.87 L/s

Detailed water demand calculations are provided in Appendix B.

To summarize the above, the Average Daily Water Demand for the entire building, including the proposed Spa, is 0.322 L/s with only 0.009 L/s being allocated for the Spa Expansion. Therefore, the Spa's impact on the overall building's water consumption will be negligible (less than 2.80% of the water demand for the entire building) or less than 1.0 SDU.

SANITARY SEWAGE

The proposed Spa Expansion sewage flows will be connected internally to the existing sewage collection within the existing building and will adhere to the OBC. The impact to the existing sanitary sewage flows from the proposed Spa Expansion will be similar to the water demands in that the impact will be negligible. The existing and proposed sewer flows have been calculated for the hotel suites, restaurant and Spa and also were based on Table 8.2.1.3 B of the OBC as follows:

Existing Residential Space (31 Boutique Hotel Suites)

Average Daily flow = 0.177 L/s

Existing Commercial Space (94 Seat Restaurant)

Average Daily flow = 0.136 L/s

Proposed Commercial Space (190 sq.m Spa)

Average Daily flow = 0.009 L/s

Total Sanitary Flow (Entire Building Existing & Proposed)

Average Daily flow = 0.322 L/s

Peak Flow = 1.34 L/s

Detailed sewage flow calculations are provided in Appendix C.

To summarize the above, the Average Daily Sewage Flow for the entire building, including the proposed Spa, is 0.322 L/s with only 0.009 L/s being allocated for the Spa Expansion. Therefore, the Spa's impact on the overall building's sewage flows will be negligible (less than 2.80% of the water demand for the entire building).

STORMWATER MANAGEMENT

The proposed Spa Expansion and external access stairs and elevator will not impact the existing storm water management strategy for the existing building. Stormwater will continue to be directed to the appropriate roof top scuppers (existing or proposed) as the expansion and access will be constructed on top of the existing impervious building(s) as per the architectural plans provided in Appendix A.



As the detailed architectural design advances, there may be some opportunity to provide stormwater management on the proposed roof however, this will not be a requirement as part of the Minor Site Plan Amendment process.

PARKING

It is anticipated the proposed Spa Expansion will be used primarily by hotel guests, however will also be available to the public and therefore require an additional 3 parking spaces according to the Town's by-law requirements. The Town recognized during the pre-consultation process that there are no opportunities to provide additional parking on the property and have advised they will accept cash-in-lieu of parking as an alternative and will require the Developer to acquire a Minor Variance for parking. Additional bicycle storage will be provided inside the building as well for guests and patrons.

LIGHTING & UTILITIES

Lighting for the proposed Spa Expansion will be completed as part of the final design process and adhere to the Town's night-sky-friendly policy.

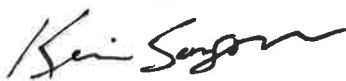
Based on review of the available background information and knowledge of the area from past developments located along Hurontario Street, utility servicing is readily available in the immediate area including hydro, communications and gas. Utility service providers have been contacted and have no initial objections to the proposed Spa Expansion relating to exiting service capacity and/or required upgrades to the service the proposed development. Detailed utility servicing design will be completed during detailed building design.

CLOSING

We trust the information provided is sufficient to facilitate pre-consultation discussions for the proposed development. Should there be any questions or comments, please feel free to contact us at your convenience.

Yours truly,

Tatham Engineering Limited



Kevin Sansom B.A.Sc., P.Eng

Senior Engineer

KRS:

copy: Kristine Loft
Chris Millsap

Loft Planning
Dorchester Holdings

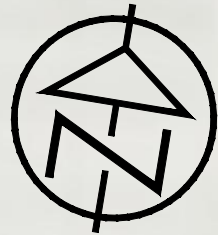


Kristine@loftplanning.com
chrismillsap@mvpholdings.ca



Appendix A: Architectural Plans





SITE STATISTICS

LEGAL DESCRIPTION
168 HURONTARIO STREET
ROLL NUMBER: 433 105 000 102 400
TOWN OF COLLINGWOOD COUNTY OF SIMCOE

ZONING REVIEW

EXISTING ZONING DOWNTOWN COMMERCIAL HERITAGE (C1)
PROPOSED ZONING DOWNTOWN COMMERCIAL HERITAGE (C1)
PROPOSED USE COMMERCIAL RETAIL/RESTAURANT

MINIMUM YARD DIMENSIONS

	EXISTING	PROPOSED
LOT FRONTAGE	13.59m	13.59m
LOT AREA	676.93m ²	676.93m ²
BUILDING AREA	488.40m ²	488.40m ²
BUILDING ADDITION AREA	0.0m ²	44.26m ² (0m ² GFA)
LOT COVERAGE	72.15%	72.15%
BUILDING HEIGHT (12m MAX)	9.45m	12m
LANDSCAPE	N/A	N/A
PARKING (1.5/100m ²)	5	4
BIKE PARKING	4 (STREET)	4 (STREET)

LEGAL DESCRIPTION

172 HURONTARIO STREET
ROLL NUMBER: 433 105 000 102 500
TOWN OF COLLINGWOOD COUNTY OF SIMCOE

ZONING REVIEW

EXISTING ZONING DOWNTOWN COMMERCIAL HERITAGE (C1)
PROPOSED ZONING DOWNTOWN COMMERCIAL HERITAGE (C1)
PROPOSED USE COMMERCIAL RETAIL/RESTAURANT/HOTEL

MINIMUM YARD DIMENSIONS

	EXISTING	PROPOSED
LOT FRONTAGE	17.23m	17.23m
LOT AREA	885.64m ²	885.64m ²
BUILDING AREA	562.07m ²	562.07m ²
BUILDING ADDITION AREA	0.0m ²	191.02m ² (165m ² GFA)
LOT COVERAGE	63.46%	63.46%
BUILDING HEIGHT (12m MAX)	9.45m	12m
LANDSCAPE	N/A	N/A
PARKING (1.5/100m ²)	6	6
BIKE PARKING	4 (STREET)	4 (STREET)

LEGAL DESCRIPTION

168 & 172 HURONTARIO STREET
ROLL NUMBER: 433 105 000 102 400 (166)
ROLL NUMBER: 433 105 000 102 500 (172)
TOWN OF COLLINGWOOD COUNTY OF SIMCOE

ZONING REVIEW

EXISTING ZONING DOWNTOWN COMMERCIAL HERITAGE (C1)
PROPOSED ZONING DOWNTOWN COMMERCIAL HERITAGE (C1)
PROPOSED USE COMMERCIAL RETAIL/RESTAURANT/HOTEL

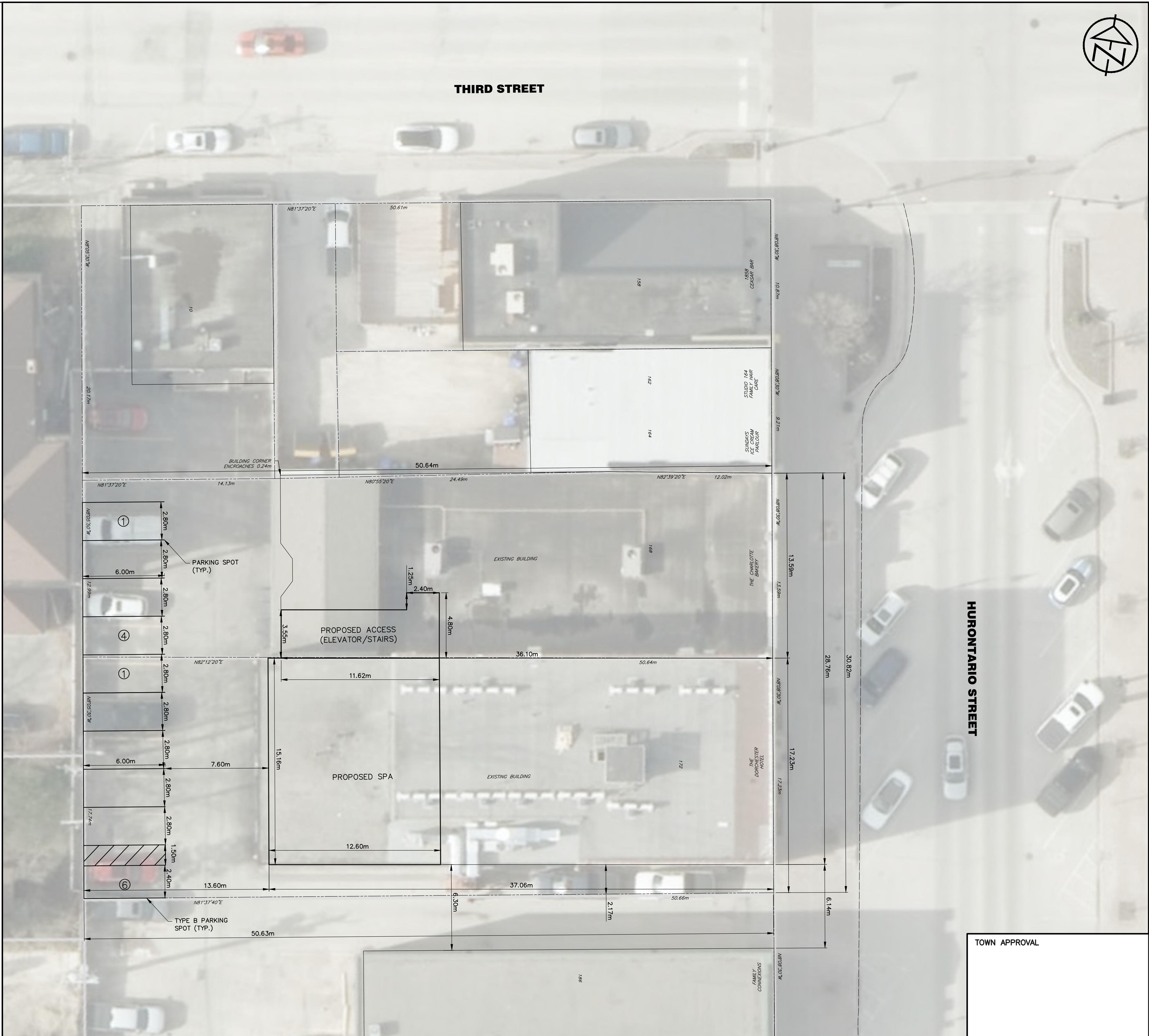
MINIMUM YARD DIMENSIONS

	EXISTING	PROPOSED
LOT FRONTAGE	30.82m	30.82m
LOT AREA	1,562.57m ²	1,562.57m ²
BUILDING AREA	1,050.47m ²	1,050.47m ²
BUILDING ADDITION AREA	0.0m ²	235.28m ² (ABOVE)
LOT COVERAGE	67.23%	67.23%
BUILDING HEIGHT (12m MAX)	9.45m	12m
LANDSCAPE	N/A	N/A
PARKING (1.5/100m ²)	11	10
BIKE PARKING	4 (STREET)	4 (STREET)

*PLUS 3 ADDITIONAL SPACES FOR PROPOSED 165m² GFA BUILDING ADDITION:

165m² x 1.5 SPACES = 2.48 ≈ 3.0 SPACES
100m²

(MINOR VARIANCE REQUIRED)



TOWN APPROVAL

DISCLAIMER AND COPYRIGHT

CONTRACTOR MUST VERIFY ALL DIMENSIONS AND BE RESPONSIBLE FOR SAME. ANY DISCREPANCIES MUST BE REPORTED TO THE ENGINEER BEFORE COMMENCING WORK. DRAWINGS ARE NOT TO BE SCALED.

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BENCHMARKS

NOTES

LEGAL INFORMATION BY ZUBEK, EMO AND PATTEN LTD. PLAN 51R-18885, DATED MAY 1, 1989.

PROPOSED ADDITION DIMENSIONS BASED ON THE DORCHESTER (4TH FLR IVY SPA ADDITION) BY WADDELL ENGINEERING LTD. DATED SEPTEMBER 18, 2025.

No.

REVISION DESCRIPTION

DATE

ENGINEER STAMP



172 HURONTARIO STREET
TOWN OF COLLINGWOOD

CONCEPT SITE PLAN

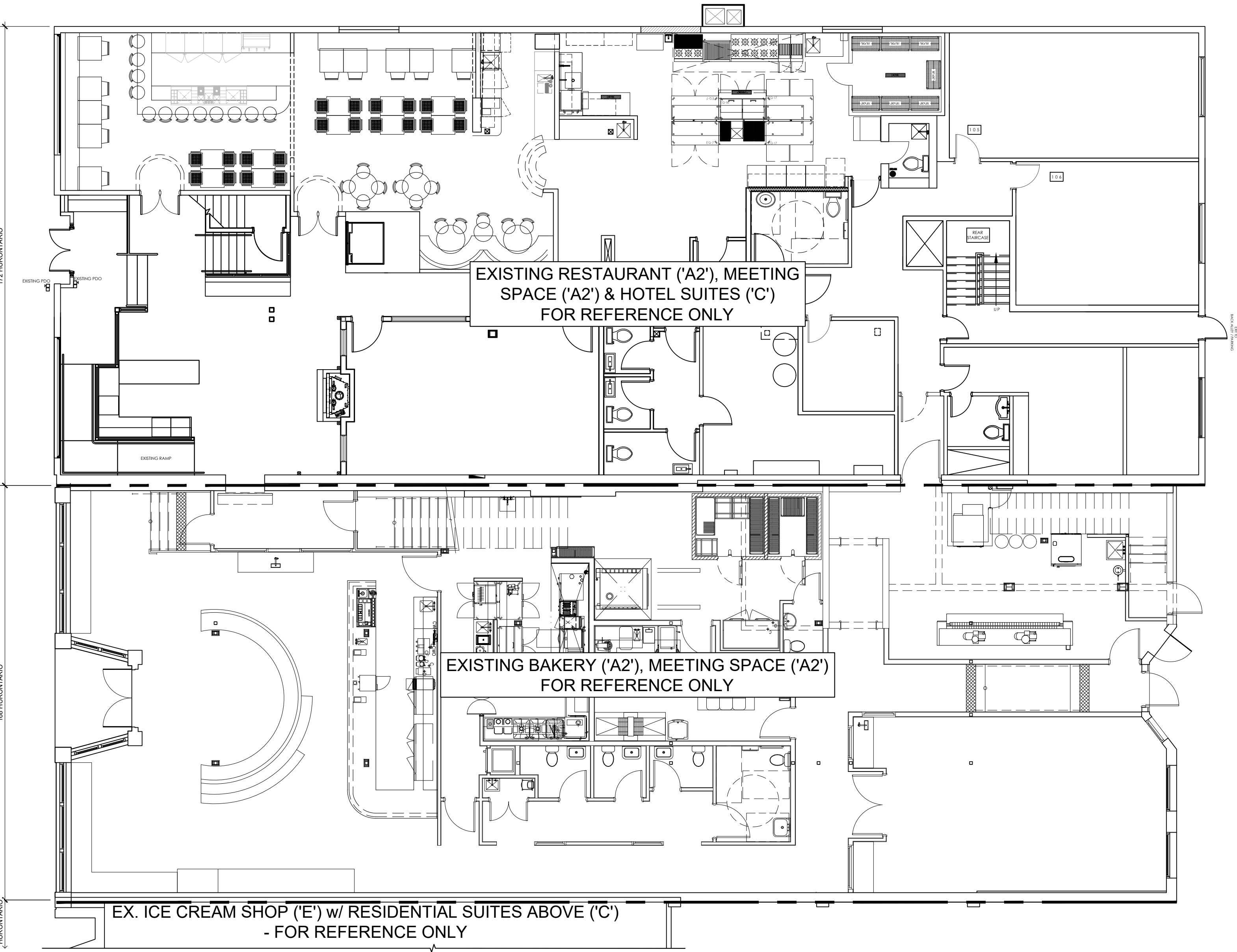


DESIGN: KS/EJW	FILE: 121052	DWG: SP-1
DRAWN: EJW	DATE: FEB 2026	
CHECK: KS	SCALE: 1:150	

Ivy Spa (4th Floor Addition)

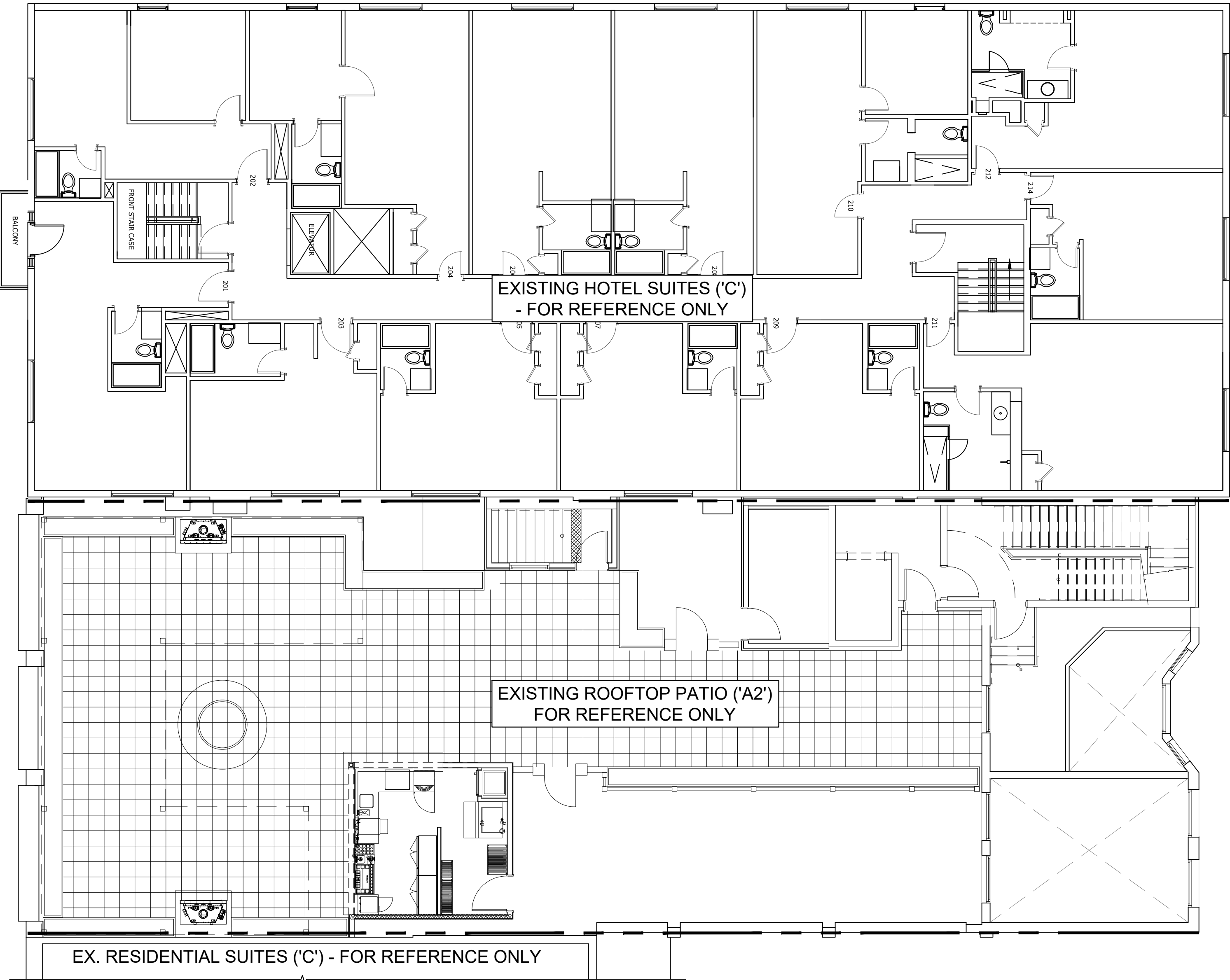


KEYPLAN
N.T.S.



EXISTING GROUND FLOOR PLAN
ALL EXISTING - EXCEPT AS NOTED ON PROPOSED PLANS

1/8"=1'-0"



EXISTING SECOND FLOOR PLAN
ALL EXISTING - EXCEPT AS NOTED ON PROPOSED PLANS

1/8"=1'-0"

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REV	BY	DATE	ISSUED FOR ZONING REVIEW	DESCRIPTION
1	AG	2025-10-24		

gbarchitect
438 CHURCH STREET
STRAITON, ONTARIO N6A 1J2
PHONE (519) 272-0073 FAX (519) 272-1433

"Guy R. Belderson, B. Arch, OAA, MRAC, Principal Architect of GB ARCHITECT INC. is the designer for this project with respect to all architectural work identified on this drawing sheet. The Ontario Association of Architects has assigned Guy R. Belderson as GB ARCHITECT INC. as per requirement of the Ministry of Municipal Affairs & Housing Bill 124."

Stamp: The Architect above has exercised responsible control with respect to design activities. The Architect's seal number is their BCIN number.

WADDELL ENGINEERING LTD.
119 PINEBUSH RD, UNIT C
CAMBRIDGE, ON Phone: 519-287-6789
N4R 7J8 Fax: 1-866-388-0650
www.waddelleng.com info@waddelleng.com

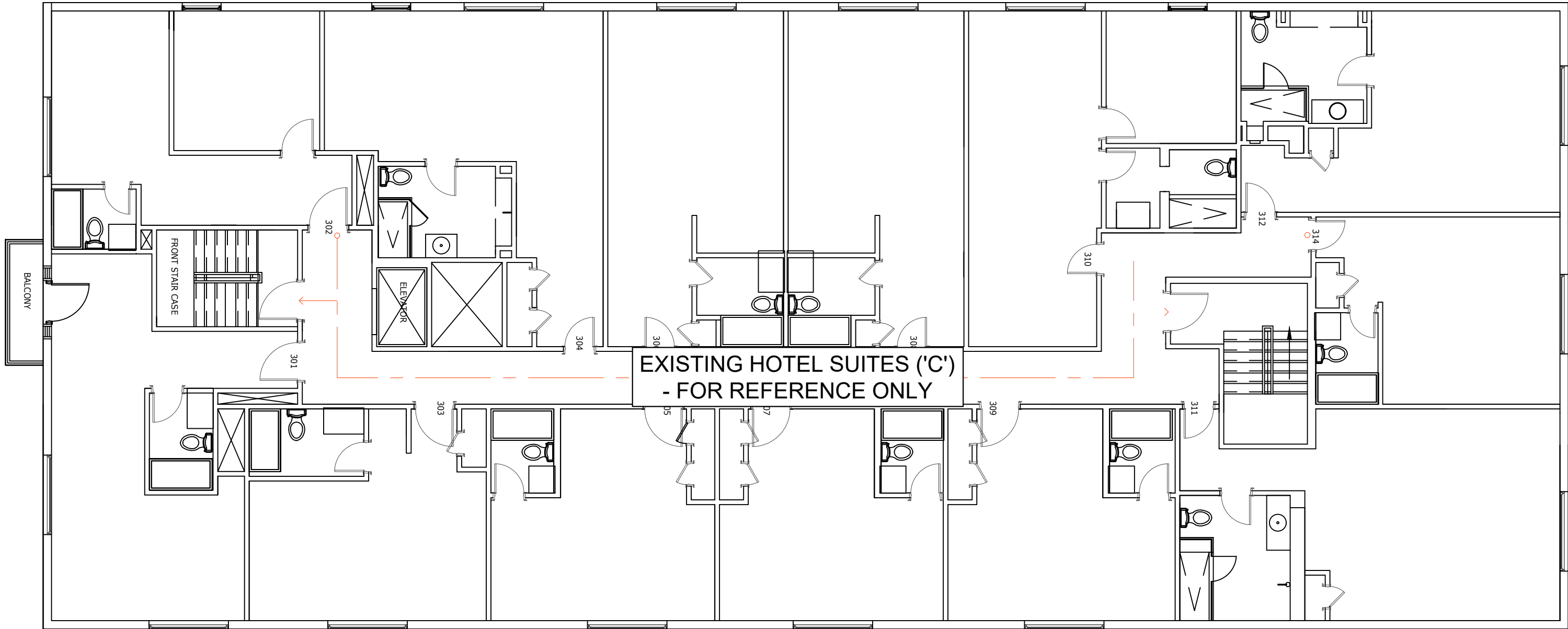
PROJECT: THE DORCHESTER (4th FLR IVY SPA ADDITION)
168 & 172 HURON/ONTARIO ST L9Y2M2
CLIENT: COLLINGWOOD, ON

MVP HOLDINGS

DRAWING TITLE: OVERALL EXISTING PLANS

DRAWN BY	AG	DATE	2025-09-18
DESIGN BY		SHEET NO.	
SCALE	AS NOTED		
PROJECT NO.	25-02-131		

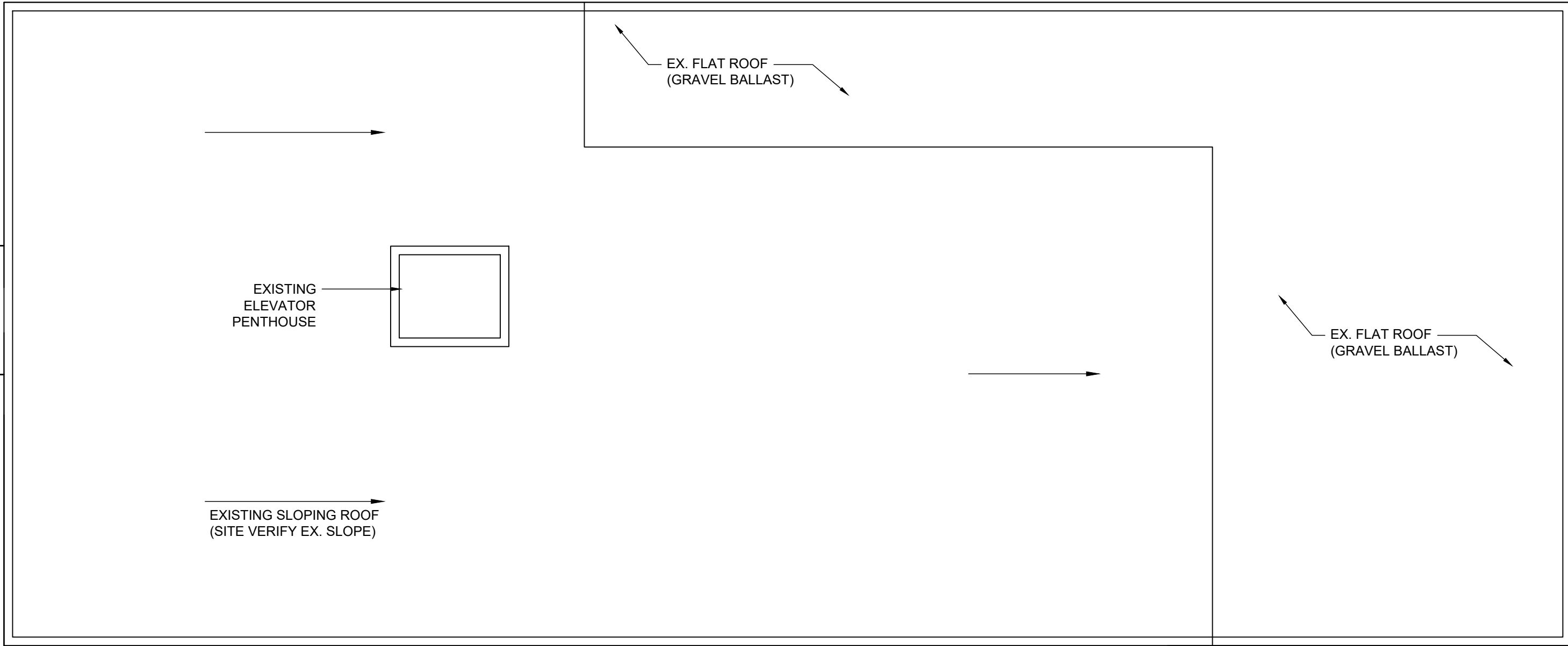
A1.0



EXISTING THIRD FLOOR PLAN

ALL EXISTING - EXCEPT AS NOTED ON PROPOSED PLANS

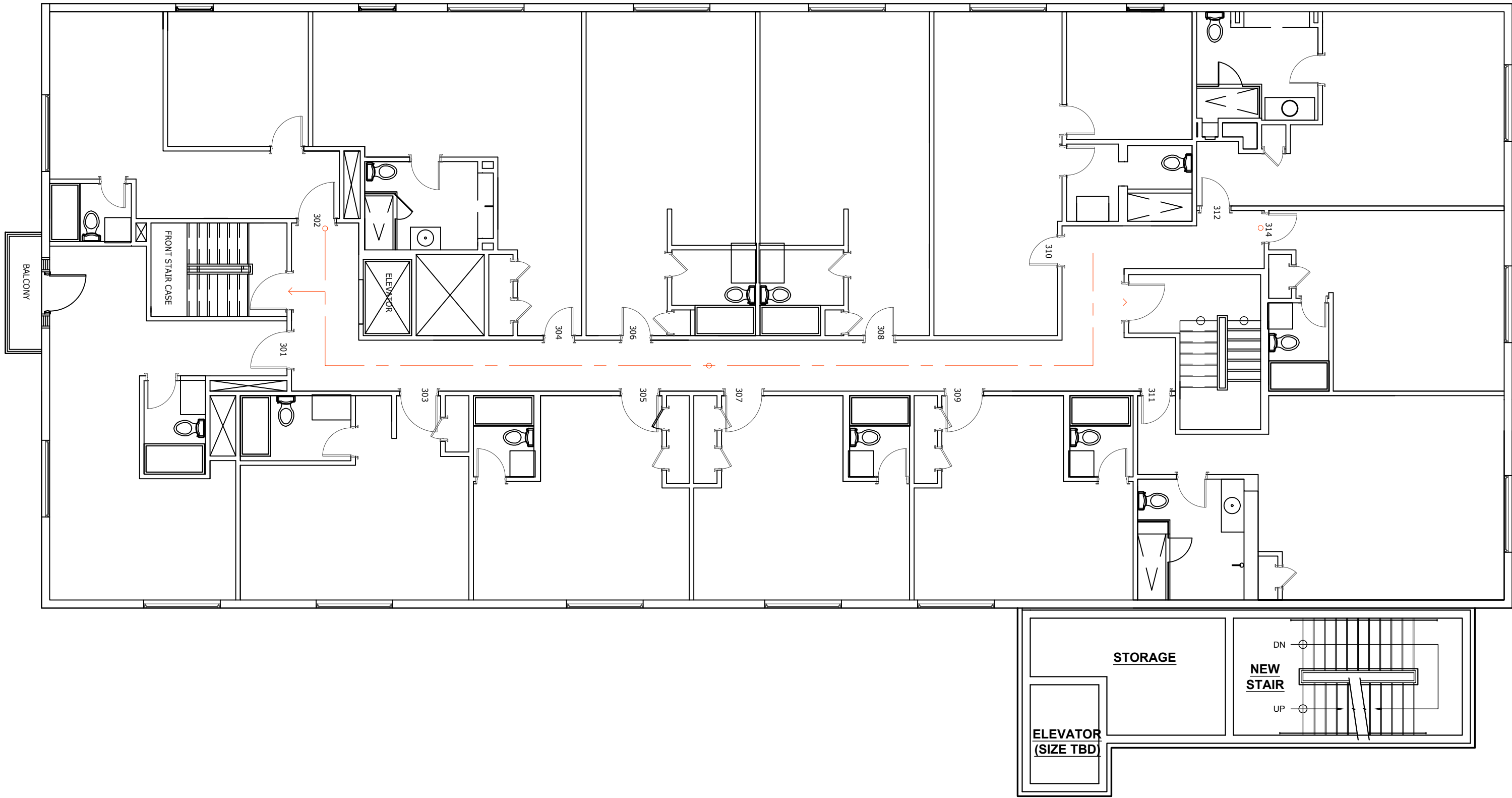
1/8"=1'-0"



EXISTING ROOF PLAN

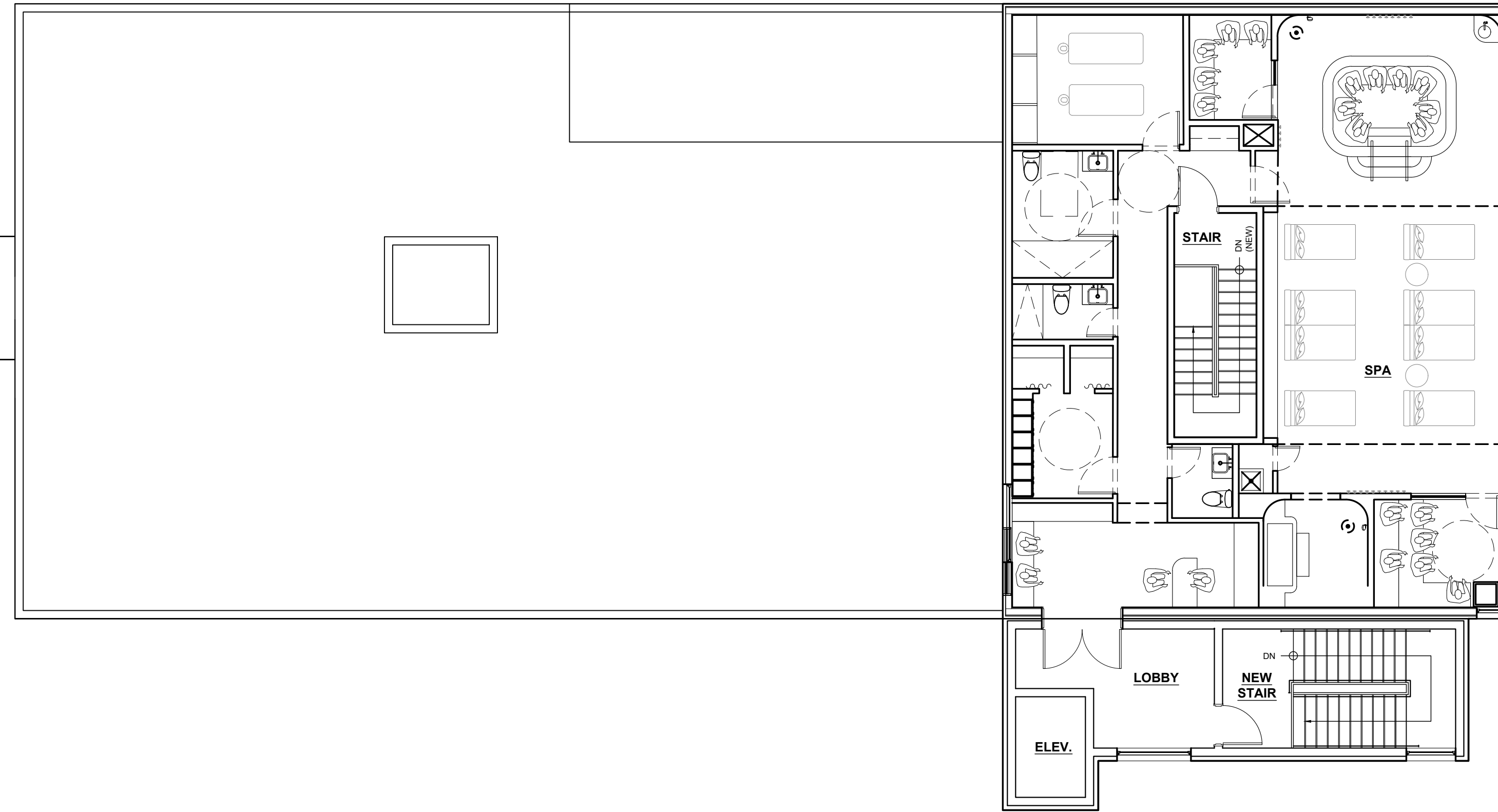
ALL EXISTING - EXCEPT AS NOTED ON PROPOSED PLANS

1/8"=1'-0"



PROPOSED THIRD FLOOR PLAN

1/8"=1'-0"



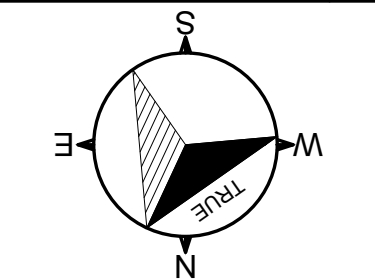
PROPOSED FOURTH FLOOR PLAN

1/8"=1'-0"

AREA CALCULATIONS:	
172 HURONTARIO	
• GFA OF ADDITION = 165m ² (PER DEF'N OF GFA OF BY-LAW)	
• AREA OF ADDITION = 192m ²	
168 HURONTARIO	
• GFA OF ADDITION = 0m ²	
• AREA OF ADDITION = 43m ²	

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NO.	REV.	DATE	DESCRIPTION
1	AG	2025-02-24	ISSUED FOR ZONING REVIEW



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The Architect above has exercised responsible control with respect to design activities. The Architect's seal number is their BCIN number.

STAMP:

WADDELL ENGINEERING LTD.
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CAMBRIDGE, ON Phone: 519-287-6789
N1R 7J8 Fax: 1-866-388-0650
www.waddelleng.com info@waddelleng.com

PROJECT:
THE DORCHESTER
(4th FLR IVY SPA ADDITION)
168 & 172 L9Y2M2
HURONTARIO ST. COLLINGWOOD, ON.
CLIENT:

MVP HOLDINGS

DRAWING TITLE:
OVERALL EXISTING & DEMOLITION PLANS

DRAWN BY:	AG	DATE:	2025-02-18
DESIGN BY:		SHEET NO.:	
SCALE:	AS NOTED		
PROJECT NO.:	25-02-131		

A1.1



WEST ELEVATION

NORTH ELEVATION (BAY FACING)

1/8"=1'-0"

Appendix B: Water Demand Calculations



PROJECT	172 Hurontario Street	FILE	121052
SUBJECT	FUS Fire Flow Calculations	DATE	2/24/2026
REVISIONS		NAME	KRS
		CHECKED	KRS

Fire Underwriters Survey Fire Flow Calculations - Long Method

Calculation Based on 1999 Publication "Water Supply for Public Fire Protection" by Fire Underwriters Survey (FUS).

Step	Description	Term	Options	Multiplier Associated With Option	Choose	Value Used	Unit	Total Fire Flow (L/min)	
1	Frame Use for Construction of Unit	Framing Material							
		Coefficient related to type of construction (C)	Wood Frame	1.5	Ordinary Construction	1	-	N/A	
			Ordinary Construction	1					
			Non-combustible construction	0.8					
			Fire resistive construction (<2 hrs)	0.7					
			Fire resistive construction (>2 hrs)	0.6					
2	Type of Occupancy	Floor Space Area							
		Type of Occupancy	Single Family	1	Other (Comm., Ind., etc.)	1	Units	N/A	
			Townhouse/Apartment-inform # of units	1					
			Other (Comm., Ind., etc.)	1					
2.1	No. of Storeys	Number of Floors/Storeys in the unit (do not include basement)				4	Storeys		
3	Floor Area	Total Floor Area (A) - for all storeys excluding basement				m ²	1460	m ²	N/A
		Measurement Units	Square Feet (ft ²)	0.09290304	5,838				
			Square Metres (m ²)	1					
			Hectares (ha)	10000					
4	Required Fire Flow without Reductions or Increases	Required Fire Flow without Reductions or Increases per FUS: (FF=220xCxA ^{0.5})					L/min	17,000	
5	Factors Affecting Burning	Reductions / Increases Due to Factors Affecting Burning							
5.1	Combustibility of Building Contents	Occupancy content hazard reduction or surcharge	Non-combustible	-0.25	Combustible	0	N/A	0	
			Limited combustible	-0.15					
			Combustible	0					
			Free burning	0.15					
			Rapid burning	0.25					
5.2	Reduction Due to Presence of Sprinklers	Sprinkler reduction	Complete automatic sprinkler protection	-0.3	Complete automatic sprinkler protection	-0.3	N/A	-5,100	
			Standard hoses for both system & Fire Department	-0.1					
			Supervised system	-0.1					
5.3	Separation Distance Between Units	Exposure distance between units	North Side	0-3	0.25	0.65	N/A	11,050	
			East Side	20.1 - 30 m	0.10				
			South Side	3.1-10	0.20				
			West Side	30.1 - 45 m	0.10				
6	Required Fire Flow, Duration and Volume	Total Required Fire Flow, rounded to nearest 1000 L/min, with max/min limits applied:							23,000
		Total Required Fire Flow (above) in L/s:							383
		Required Duration of Fire Flow of					23,000 L/min (hrs):	5	
		Required Volume of Fire Flow of					23,000 L/min (m ³):	6900	

* - Available fire flow to be confirmed via Town water distribution model.

	Project:	172 Hurontario Street	Date:	2/3/2026
	File No.:	121052	Designed:	KRS
	Subject:	Water Demand	Checked:	KRS

A Building Suite Design Criteria

Person per Unit =	1.9			(Collingwood Development Standards)
Units =	31			
Per Capita Flow =	260	L/day		(Collingwood Dev Stds - Staff Report PW2022-18)
Peaking Factors =	1.8	Maximum Day		(Collingwood Development Standards)
	2.7	Peak Hour		(Collingwood Development Standards)

Design Flows

Average Daily Flow =	15,314.00	L/day		
=	0.177	L/s		
Maximum Day Demand =	Average Flow		x	Peaking Factor
=	0.31	L/s		
Peak Hour Demand =	Average Flow		x	Peaking Factor
=	0.48	L/s		

B Restaurant Design Criteria

Total Seats =	94.0			(Owner/Architectural AG Designs January 2023)
Per Capita Flow =	125.0	L/day		(Table 8.2.1.3.B - Ontario Building Code)
Peaking Factors =	1.8	Maximum Day		(Collingwood Development Standards)
	2.7	Peak Hour		(Collingwood Development Standards)

Design Flows

Average Daily Flow =	11,750.00	L/day		
=	0.136	L/s		
Maximum Day Demand =	Average Flow		x	Peaking Factor
=	0.24	L/s		
Peak Hour Demand =	Average Flow		x	Peaking Factor
=	0.37	L/s		

C SPA Design Criteria

Per Staff Flow =	50	L/day		(Table 8.2.1.3.B - Ontario Building Code)
Per Guest Flow =	40	L/day		(Table 8.2.1.3.B - Ontario Building Code)
Staff =	3			(Owner/Architectural Waddell Sept 18 2025)
Guests (max) =	15			(Owner/Architectural Waddell Sept 18 2025)

Design Flows

Average Daily Flow =	750	L/day		
=	0.009	L/s		
Maximum Day Demand =	Average Flow		x	Peaking Factor
=	0.015	L/s		
Peak Hour Demand =	Average Flow		x	Peaking Factor
=	0.023	L/s		

D Total Design Flows A+B+C

Average Daily Flow =	27,814	L/day		
=	0.322	L/s		
Maximum Day Demand =	Average Flow		x	Peaking Factor
=	0.57	L/s		
Peak Hour Demand =	Average Flow		x	Peaking Factor
=	0.87	L/s		

Fire Underwriters Survey (FUS) = $220C\sqrt{A}$ (Fire Underwriters Survey)

Type of Occupancy = Apartment/Restaurant/Commercial

Coeff. of Type of Construction = 1.00 Ordinary Construction (Refer to Fire Underwriters Survey Sheet)

FUS = 16809.50 L/min
FUS Rounded to Nearest 1000 = 17000 L/min
= 283 L/s

Dist. Btwn Buildings = 0, 0-3, 20-30 & 30-45 m (Refer to Fire Underwriters Survey Sheet)
Sprinkler System = Yes (Refer to Fire Underwriters Survey Sheet)

Fire Flows = FUS + Increase - Decrease
= 23000 L/min (Refer to Fire Underwriters Survey Sheet)

Therefore, FUS Fire Flow = 383.3 L/s (Refer to Fire Underwriters Survey Sheet)

MDD + FUS = 383.90 L/s

Appendix C: Sanitary Flow Calculations



 TATHAM ENGINEERING	Project:	172 Hurontario Street	Date:	3-Feb-26
	File No.:	121052	Designed:	KRS
	Subject:	Sanitary Flow Calculations	Checked:	KRS

A Building Suite Design Criteria

	1.9	persons per unit	(Collingwood Development Standards)
	31	Units	
Total Persons =	59	persons	
	260	l/person/day	(Collingwood Development Standards)
Average Day Flow =	15314	l/day	
Average Day Flow =	0.177	l/s	

B Restaurant Design Criteria

Total Seats =	94		
Per Capita Flow =	125	L/day	(Table 8.2.1.3.B - Ontario Building Code)
Restaurant Design Flow =	11750.00	L/day	
Restaurant Design Flow =	0.136	L/s	

C SPA Design Criteria

Per Staff Flow =	50	L/day	
Per Guest Flow =	40	L/day	
Staff =	3		
Guests =	15		
=	750	L/day	
=	0.009	L/s	

D Total Design Flows A+B+C

=	27814.00	L/day	
=	0.322	L/s	

Harmon Peaking Factor (PF) =

$$1 + \frac{14}{4 + (P/1000)^{0.5}}$$
 (P= 171 As per max. building occupancy as per architectural plans)

Peak Flow =	27814.00	x 4.17	
=	116044.38	L/day	
=	1.34	L/s	