



June 3rd, 2026

JDE Project 25096

12 Stewart Road Inc.

Email: acarter@assante.com

**RE: Traffic Letter
12 Stewart Road, Town of Collingwood**

On behalf of **12 Stewart Road Inc.** [the Owner], **JD Northcote Engineering Inc.** [JD Engineering] is pleased to submit the following Traffic Letter in support of the proposed private recreational facility redevelopment, located on the south side of Stewart Road, west of High Street, Town of Collingwood [Town].

1.0 Project Background

The subject site is bound by Stewart Street to the north, existing residential lands to the west and existing industrial and commercial lands to the east and south.

Figure 1 illustrates the location of the subject site in relation to the surrounding area. The conceptual Site Plan (by CAPES Engineering Ltd.) is included in the **Appendix**.

The subject site is currently operating as a 24hrs fitness gym with a total GFA of 316 sq.m. The proposed redevelopment will maintain the existing building footprint and provide two indoor racquet sport (squash) courts.

The proposed development will maintain the existing full-movement access driveway onto Stewart Road [Site Access].

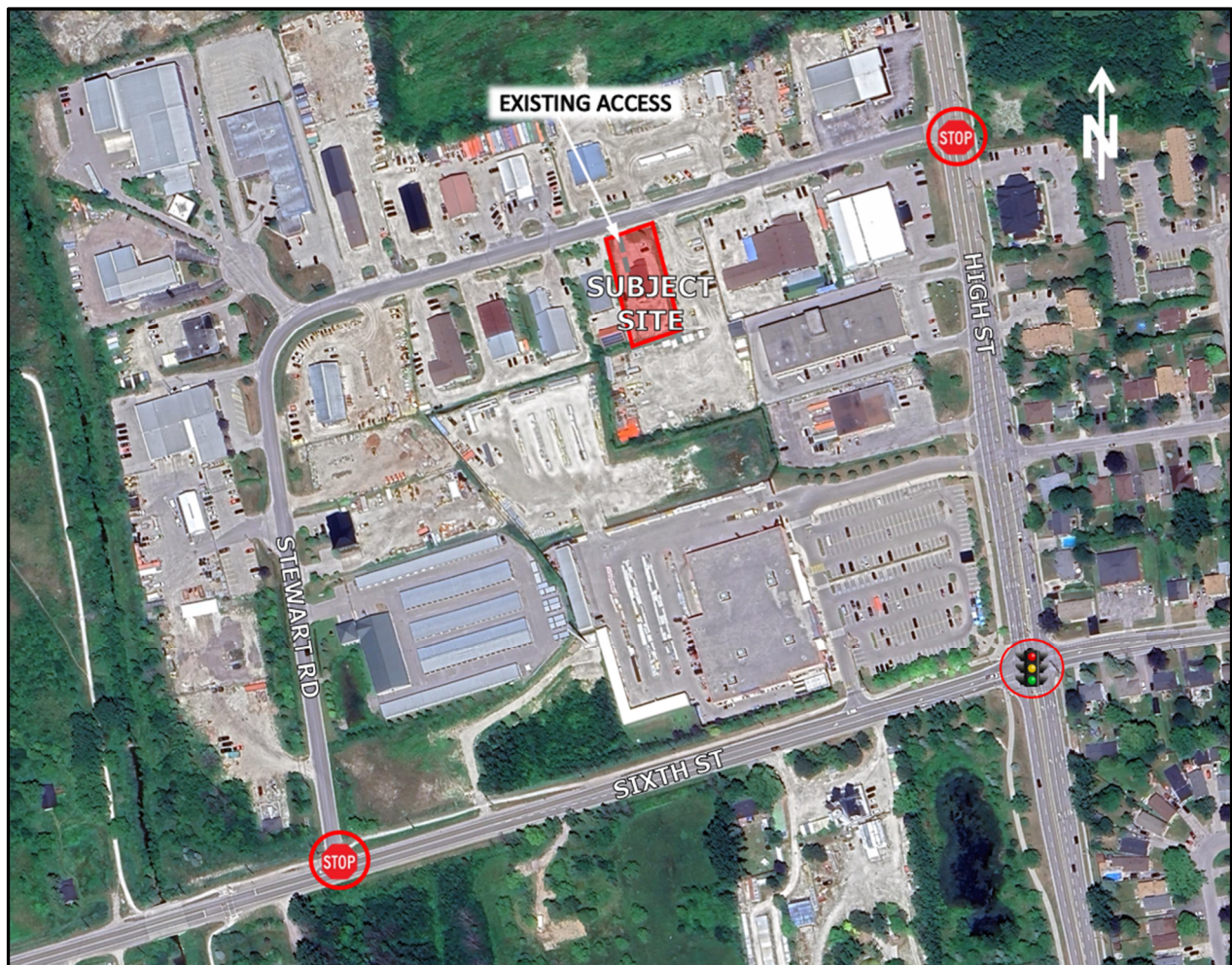
Based on our correspondence with the Town, the following intersection will be analysed as part of the study:

- Site Access / Stewart Road (Functional Review)



JD Engineering
705.725.4035
Admin@JDEngineering.ca

Figure 1 – Site Location and Study Area



1.0 Street and Intersection Characteristics

Stewart Road is a two-lane local road with a rural cross section, and a gravel or asphalt shoulder on both sides of the road. Stewart Road West has an assumed (unposted) speed limit of 50km/h and is under the jurisdiction of the Town.

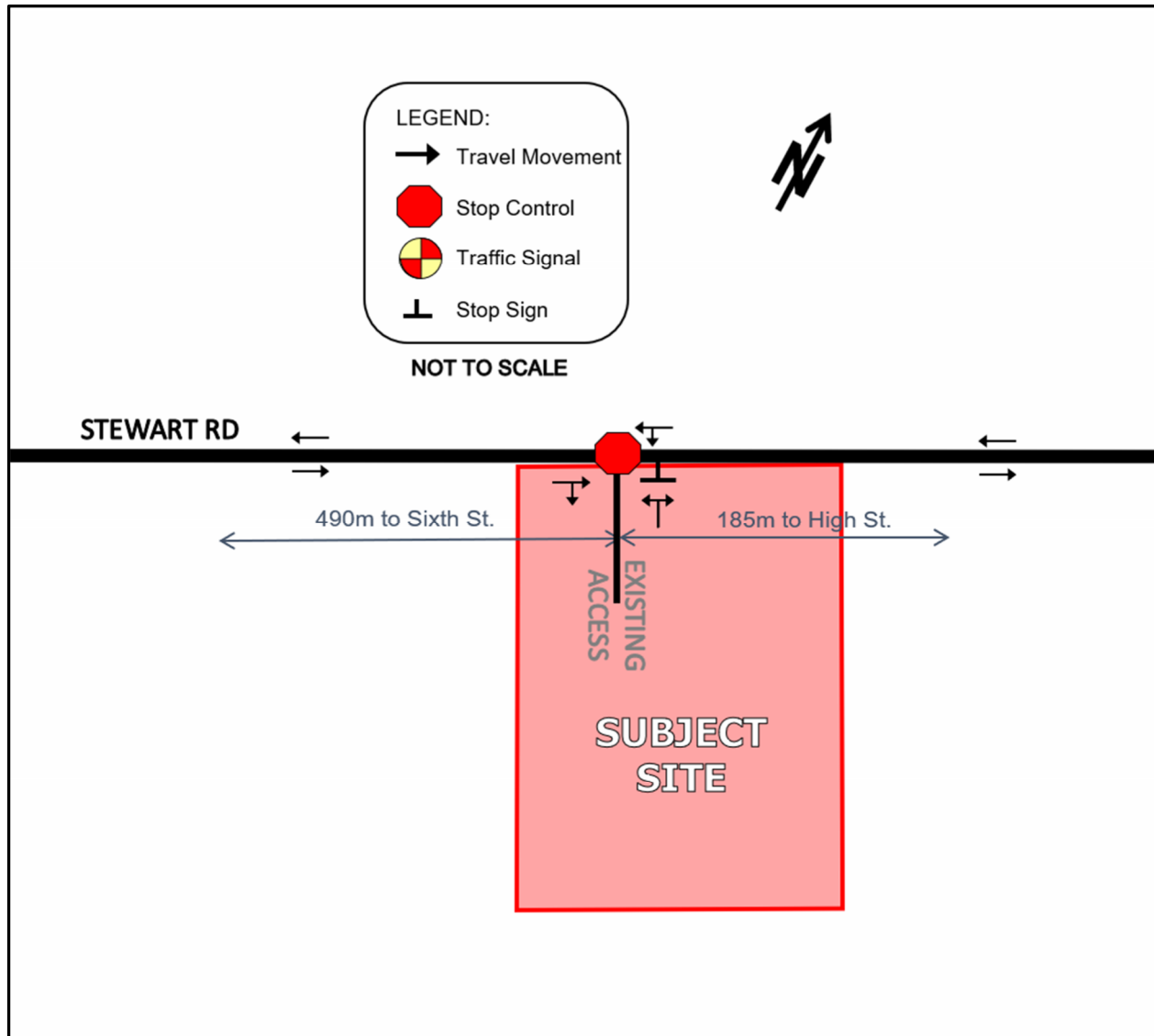
The existing lane configuration within the study area is illustrated in **Figure 2**.

2.0 Local Transportation Infrastructure Improvements

Based on the Town's Official Plan (December 2023, modified on January 30th, 2026) [OP] and the Town's 2025 Planned Road Work and Infrastructure Projects, there are no planned improvements within the study area.

As a local road, Stewart Road has a typical planning capacity of 400 vehicles per hour per lane (vphpl).

Figure 2 – Existing Lane Configuration within Study Area



3.0 Subject Site Traffic Generation

The traffic generation for the proposed development have been estimated based on the data provided in the Institute of Transportation Engineers [ITE] Trip Generation Manual (12th Edition) [ITE Trip Generation Manual]. The following ITE land use has been applied to estimate the traffic for the proposed development:

- ITE land use 491 (Recreational – Racquet/Tennis Club) – General Urban/Suburban Setting.

For the purpose of this report, it is assumed that the trip generation provided in the ITE Trip Generation Manual only accounts for clients of the proposed development. In order to be conservative, employee trips have been included in addition to the ITE trip generation rate. It is assumed that up to one employee trip would enter during the AM peak hour and one employee trip would exit during the PM peak hour.

The ITE Trip Generation Manual does not have data for the AM peak hour for this land-use. Consequently, in order to be conservative, the trip generation for the AM peak hour has been assumed to be equal to the trip generation for the PM peak hour.

The ITE Trip Generation Manual does not include directional distribution for this land-use. For the purpose of this report, it is assumed that the trip distribution will include half of the trips entering the site and half of the trips exiting the site during the peak periods.

The estimated trip generation for the proposed development is illustrated below in **Table 1**.

Table 1 also includes an estimate of the traffic generation for the existing development, for comparison purposes. The traffic generation for the existing development has also been calculated using the data provided in the ITE Trip Generation Manual. The following ITE land use has been applied to estimate the traffic for the existing development:

- ITE land use 492 (Recreational – Health/Fitness) – General Urban/Suburban Setting.

Table 1 – Estimated Traffic Generation – Subject Site

Land Use		Trip Basis / Size	AM Peak Hour			PM Peak Hour		
			IN	OUT	TOTAL	IN	OUT	TOTAL
Existing Land use - 24-hour fitness gym - ITE Trip Generation Manual (12 th Edition)								
Health/Fitness ITE Land Use: 492		3,401 ft²	3	3	6	7	6	13
Proposed development - (two indoor racquet sports (squash) courts)								
Racquet/Tennis Club ITE Land Use: 491	Employee	2 courts	1	0	1	0	1	1
	Clients		4	4	8	4	4	8
Total			5	4	9	4	5	9
Net			+2	+1	+3	-3	-1	-4

As indicated, the proposed development will result in a net trip increase of 3 AM hour trips and a reduction of 4 PM peak hour trips, compared to the existing land-use traffic generation.

4.0 Traffic Operations

As noted in Section 1.0, Stewart Road, is a local Road with an assumed planning capacity of 400 vphpl. The total traffic generation from the subject site amounts to less than 2.5% of the full traffic capacity for Stewart Road (9 AM and 9 PM peak hour trips).

Based on our review of the local road network, local development density and the minor number of trips generated by the subject site, the proposed development will not adversely affect capacity or result in any traffic safety issues on the surrounding road network.

The surrounding road network can accommodate the additional traffic generated by the proposed development.

The Site Access at Stewart Road will operate efficiently as a full-movement access, with one-way stop control for northbound movements. No lane improvements are recommended on Stewart Road at the Site Access. A single northbound and southbound lane at the Site Access will provide the necessary capacity to service the proposed development.

5.0 Swept Path Analysis

A swept path analysis has been provided in the **Appendix** to illustrate that the following vehicles can access the site as intended:

- Passenger Vehicle (TAC P);
- Loading Vehicle (TAC LSU Truck); and
- Fire Truck (Smeal 50').

Waste collection for the proposed development will be provided via curbside pickup.

The proposed travel path around the building is approximately 4.0-meters-wide, which can accommodate one-way traffic for passenger vehicles and the light single unit truck. Based on the layout of the site, it is recommended that the travel direction is designated in a counter clockwise direction, as illustrated in the swept path analysis.

6.0 Conclusion

This chapter summarizes the conclusions and recommendations from the study.

- 1) The Site Access driveway and the surrounding road network have excess capacity and will be able to accommodate additional traffic from the redevelopment of the subject site.
- 2) The configuration of the Site Accesses driveway provides the necessary capacity to service the proposed redevelopment.
- 3) No infrastructure improvements are required within the study area as a result of the proposed development.

We trust you will find this submission acceptable. Should you have any questions or concerns or require any additional information in this regard, please contact our office.

Yours truly,
JD Northcote Engineering Inc.

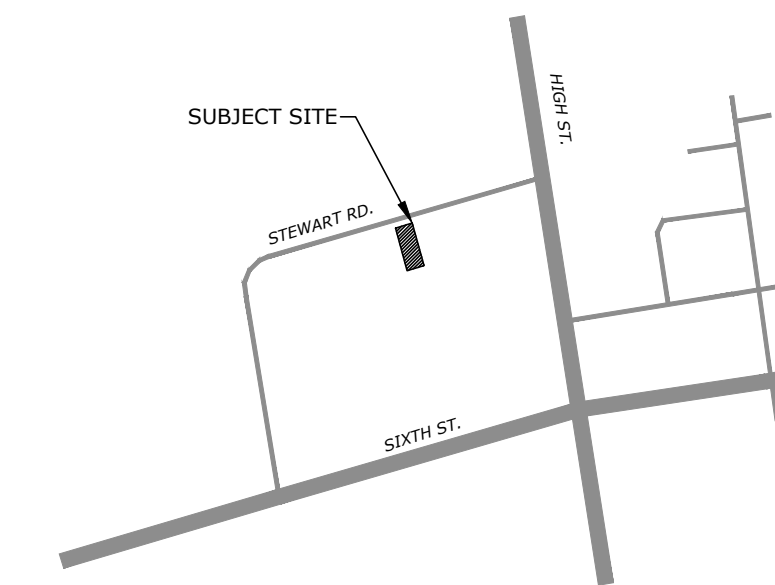
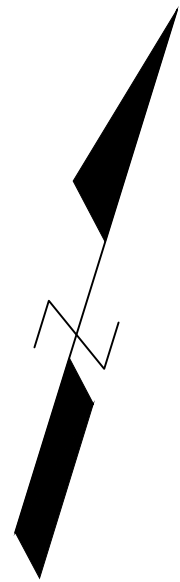


John Northcote, P.Eng.
President

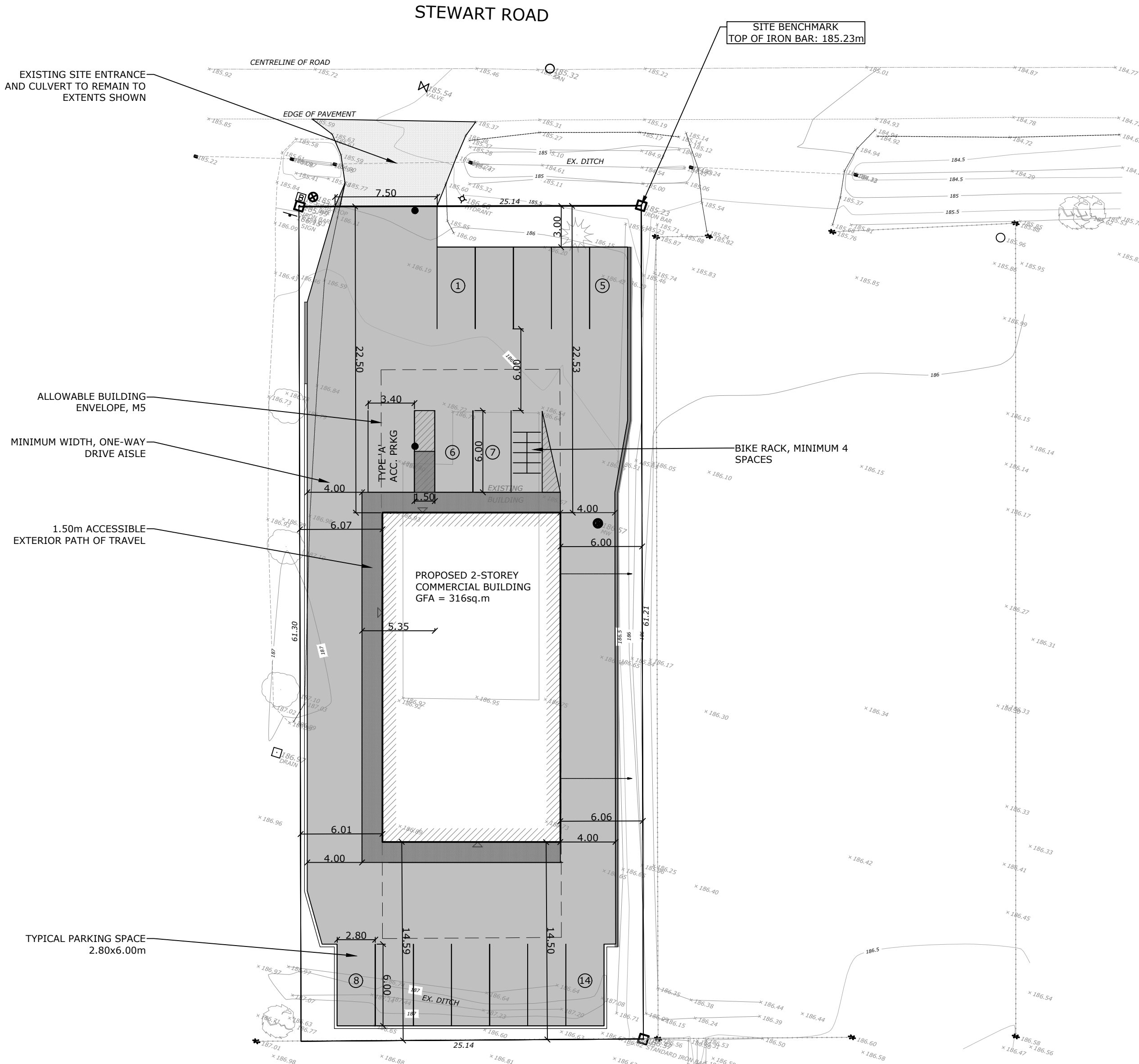


Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. JD Engineering accept no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this project.

APPENDIX



KEY PLAN



ACCEPTED FOR
CONSTRUCTION
TOWN OF COLLINGWOOD

PER
DATE:

- Notes
- This drawing is the exclusive property of CAPES Engineering Ltd. The reproduction of any part without express written consent of this Corporation is strictly prohibited.
 - The contractor shall verify all dimensions, levels, and datums on site and report any discrepancies or omissions to CAPES Engineering Ltd. prior to construction.
 - This drawing is to be read and understood in conjunction with all other plans and documents applicable to this project.
 - CAPES Engineering Ltd. accepts no responsibility for interpretation of third party information, contractor to verify all third party information prior to construction.
 - This is not a plan of survey. Any and all representation of property boundaries are approximate only.

No	Revision	Date
1	FOR CLIENT REVIEW	2025-07-14

THIS IS NOT A PLAN OF SURVEY. ALL BOUNDARIES SHOWN ARE APPROXIMATE ONLY, AND SHALL BE CONFIRMED BY LICENSED ONTARIO LAND SURVEYOR (OLS). ELEVATIONS SHOWN HEREON ARE GEODETIC DERIVED FROM GPS REAL TIME NETWORK OBSERVATIONS USING THE 'CAN-NET' VRS NETWORK. DATUM: CGVD 2028:78. ALL COORDINATES AND ARE IN "GRID" DISTANCES, NAD83 - UTM 17N (CANADA)

SITE BENCHMARK:
TOP OF IRON BAR, NORTHEAST LOT CORNER
ELEV. 185.23m

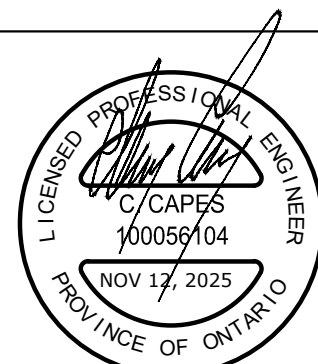
FIELD WORK COMPLETED: 08-MAY-2025 JoeTOPO SURVEYS AND CADD INC.

TOWN OF COLLINGWOOD ZONING BY-LAW, M5 ZONING			TOTAL BUILDING AREA = 316sq.m GROSS FLOOR AREA, 2 STOREY = 316sq.m APPROX.
PROVISIONS	REQUIRED (M5)	PROVIDED	
MINIMUM LOT AREA (sq.m)	2,000	1540	
MINIMUM LOT FRONTAGE (m)	30.0	25.14	
MINIMUM FRONT YARD (m)	12.0	22.50	
MINIMUM INTERIOR SIDE YARD (m)	6.0	6.00	
MINIMUM REAR YARD (m)	7.5	14.50	
MAXIMUM HEIGHT (m)	15.0	15.0	
MAXIMUM LOT COVERAGE (%)	50	20.5	
MINIMUM LANDSCAPED OPEN SPACE (%)	15	15	
PARKING SETBACK FROM STREET (m)	3.0	3.0	
ENTRANCE WIDTH (m)	7.5 - 15.0	EX. 7.50	
PARKING REQUIREMENTS			
PARKING SPACES	3/100sq.m GFA	14	
DELIVERY SPACES	SEE BELOW	0	
LOADING SPACES	SEE BELOW	0	
ACCESSIBLE PARKING SPACES	SEE BELOW	1, TYPE 'A'	
BICYCLE SPACES	10% OF REQ'D PARKING (NO LESS THAN 4)	4	

Table 5.9.1.1 Required Number of Delivery Spaces	
Uses	Number of Delivery Spaces Required
Hotel or Motel	1 space per 150 suites
Hospital or School	1 space
Any other main building in a Commercial, Industrial or Community Services Zone	1 space for any building between 460 m ² of GFA and 2500 m ² of GFA. Any building larger than 2500 m ² of GFA is automatically subject to Section 5.10 entitled Loading Space Regulations

Table 5.10.1.1 Required Number of Loading Spaces	
Gross Floor Area	Number of Loading Spaces Required
From 2,501 m ² GFA to 7,000 m ² GFA	1 space
From 7,001 m ² GFA to 10,000 m ² GFA	2 spaces
For every additional 2,500 m ² GFA beyond 10,000 m ² GFA	1 additional space

5.11 Accessible Parking	
5.11.1	The minimum number of required accessible parking spaces shall be in accordance with Table 5.11.1.1 entitled Required Number of Accessible Spaces.
Table 5.11.1.1 Required Number of Accessible Parking Spaces	
Total Number of Parking Spaces Required	Number of Accessible Parking Spaces Required
1 to 25 spaces	Minimum of 1 space
26 to 50 spaces	Minimum of 2 spaces
51 to 100 spaces	Minimum of 3 spaces
Over 100 spaces	2% of the total required parking spaces
5.11.2	Parking spaces for the disabled shall be included as part of the total calculation of required parking spaces for any lot, building or use.



Client
ALEX CARTER

CAPES
ENGINEERING

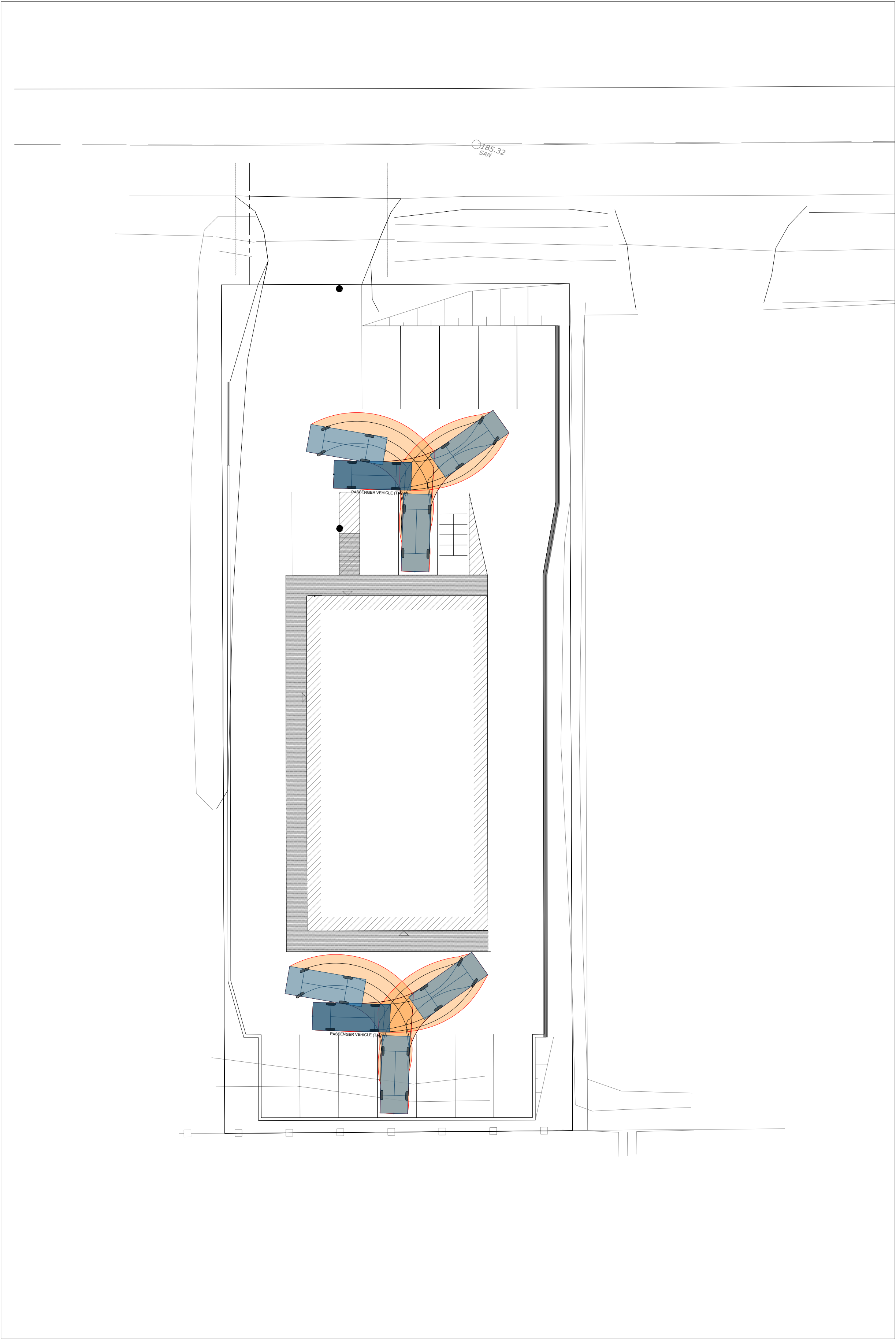
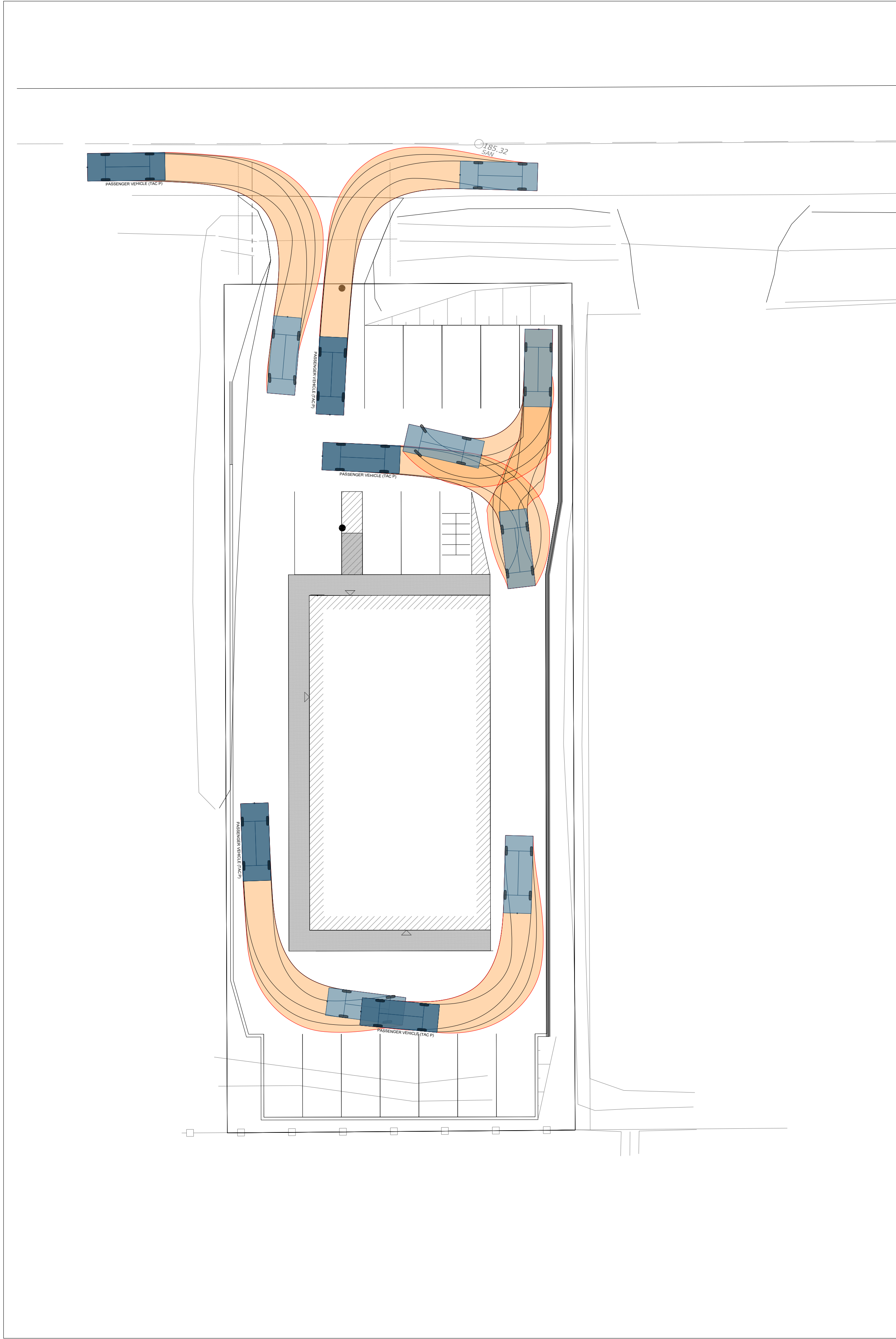
WWW.CAPESENGINEERING.COM

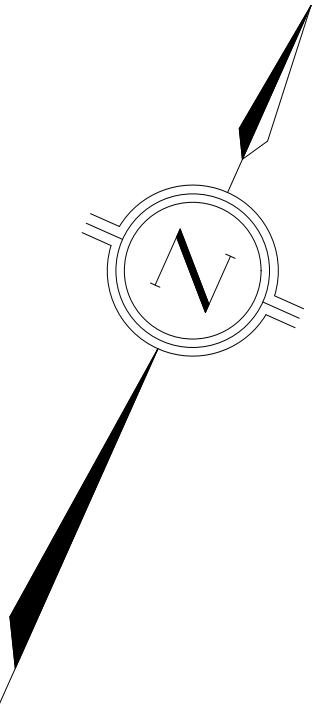
12 STEWART ROAD SITE PLAN

SITE PLAN

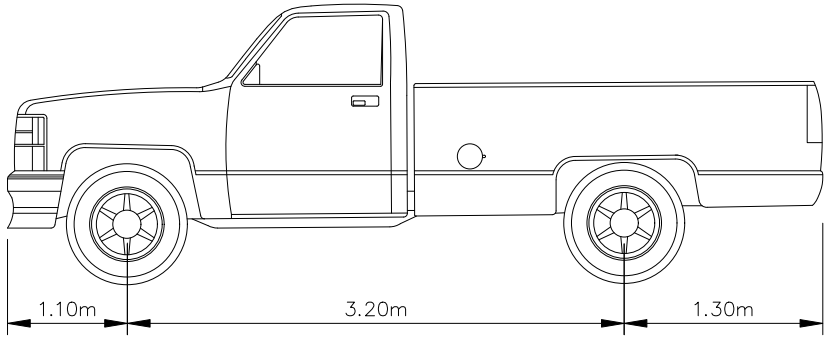
Designed K. GRIFFIN	Checked C. CAPES	Date 25/10/31	Drawing No.
Project No. 2025-054	Rev No. 1		
Scale 1:250	0 5.0 10.0 15.0m		

C1





DESIGN VEHICLE
PASSENGER VEHICLE (TAC P)
VEHICLE WIDTH: 2.00m
OUTSIDE TURNING RADIUS: 6.30m



GENERAL NOTES
1. THIS DRAWING IS NOT INTENDED FOR CONSTRUCTION.
2. DO NOT SCALE DRAWINGS.
3. THE DRAWINGS ARE THE PROPERTY OF JD ENGINEERING AND MUST BE RETURNED ON COMPLETION OF THE PROJECT.
4. BASE DRAWING PROVIDED BY CAPES ENGINEERING ON MARCH 31, 2026.

1.	MAY 2026	JN	FIRST SUBMISSION
NO.	DATE	APPROVED	REVISIONS



JD Northcote Engineering Inc.
Phone: 705.725.4035
86 Cumberland Street
Barrie, ON L4N 2P6
www.JDEngineering.ca

PROJECT
12 STEWART ROAD
TOWN OF COLLINGWOOD

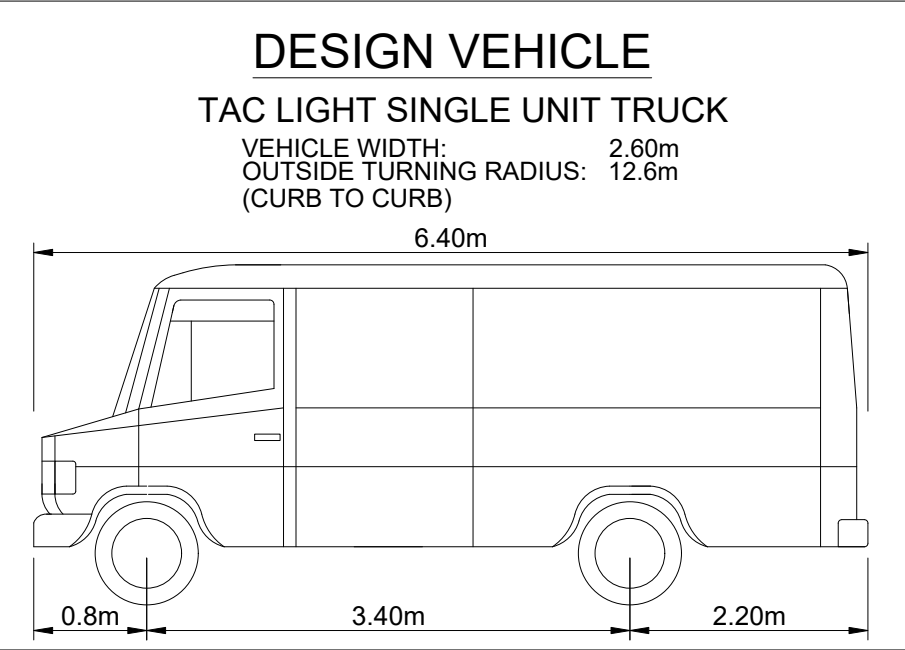
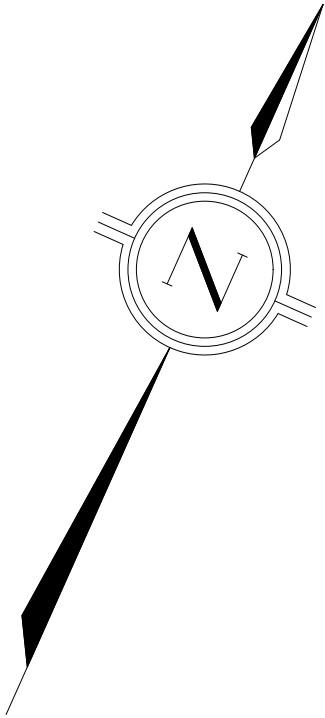
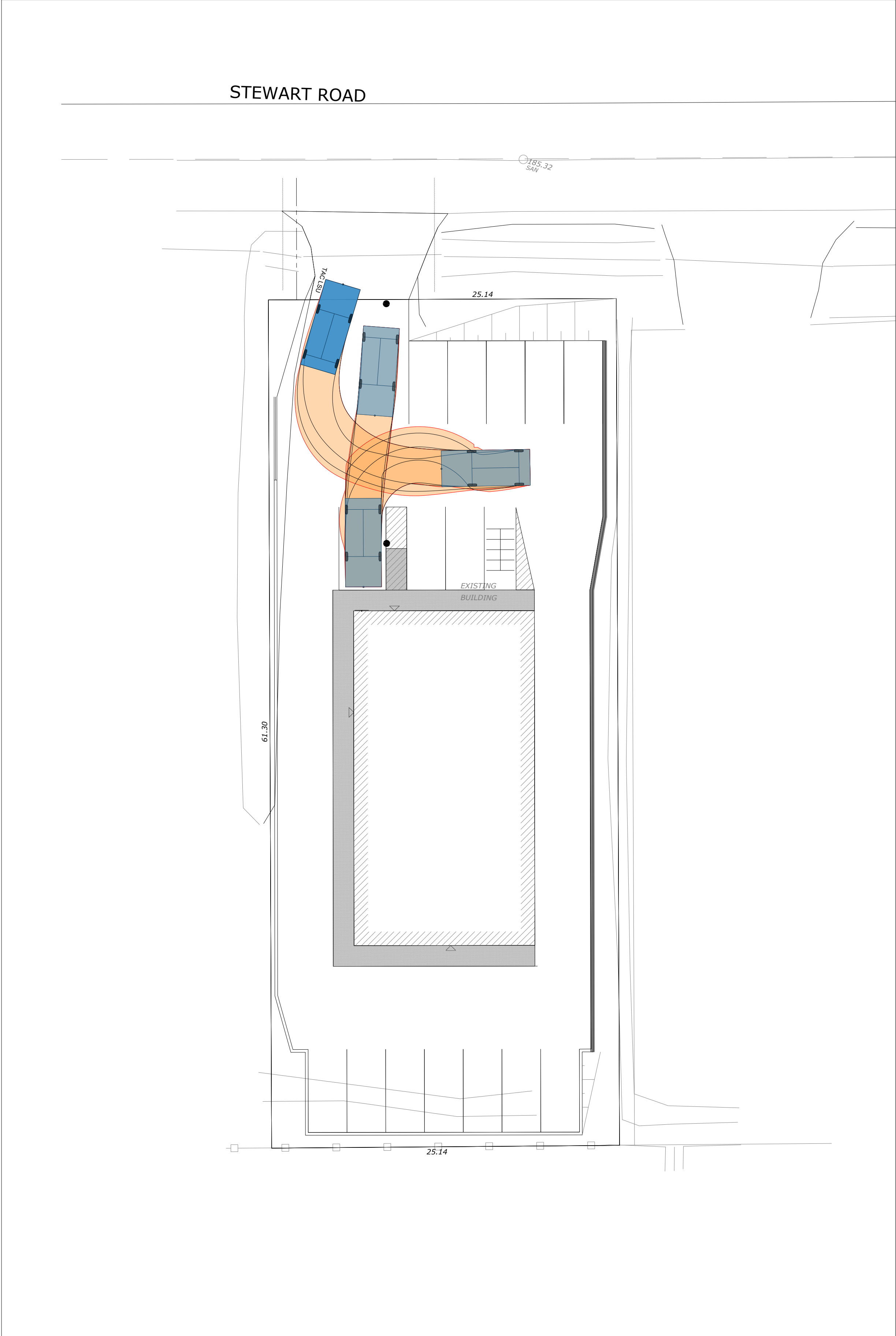
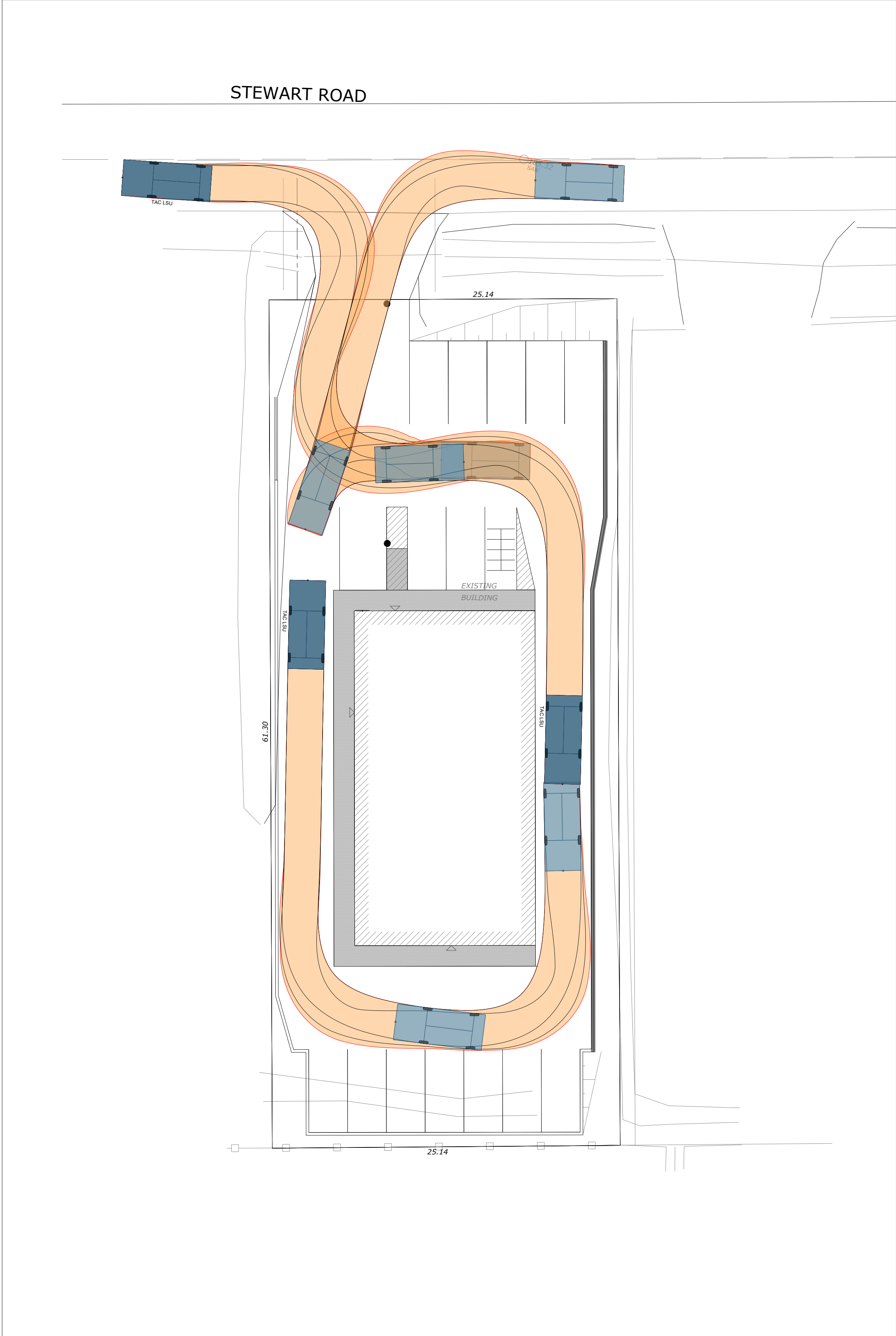
AREA MUNICIPALITY

CLIENT
12 STEWART ROAD INC.

DRAWING TITLE
**VEHICLE SWEEP PATH REVIEW
GROUND LEVEL**

SUBTITLE
PASSENGER VEHICLE (TAC P)

DESIGN: RH	DATE: 05/26
DRAWN: RH	DATE: 05/26
REVIEWED: JN	DATE: 05/26
SCALE HOR. 1:300	SCALE VERT. N/A
SHEET NO. 25096 - TURN A	



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1.	MAY 2026	JN	FIRST SUBMISSION
NO.	DATE	APPROVED	REVISIONS

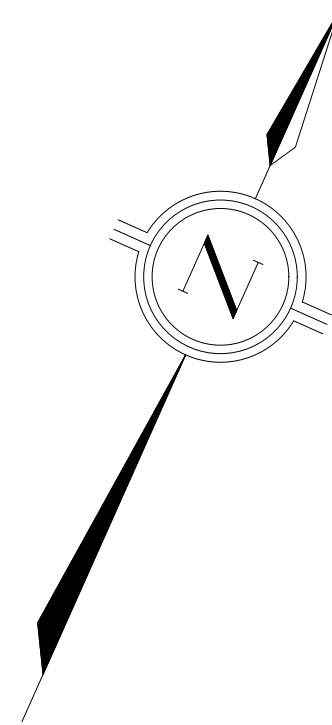


JD Northcote Engineering Inc.
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86 Cumberland Street
Barrie, ON L4N 2P6
www.JDEngineering.ca

PROJECT
12 STEWART ROAD
AREA MUNICIPALITY
, TOWN OF COLLINGWOOD
CLIENT
12 STEWART ROAD INC.

DRAWING TITLE
VEHICLE TURNING MOVEMENT ANALYSIS
SUBTITLE
**TRUCK TURNING MOVEMENTS
LIGHT SINGLE UNIT TRUCK (TAC HSU)**

DESIGN: RH	DATE: 04/26
DRAWN: RH	DATE: 04/26
REVIEWED: JN	DATE: 04/26
SCALE HOR. 1:200	SCALE VERT. N/A
SHEET NO. 25096 - TURN B	



PROJECT	12 STEWART ROAD TOWN OF COLLINGWOOD	DRAWING TITLE	DESIGN: RH DATE: 05/26	
AREA MUNICIPALITY		VEHICLE TURNING MOVEMENT ANALYSIS	DRAWN: RH DATE: 05/26	
CLIENT	12 STEWART ROAD INC.		SUBTITLE	EMERGENCY VEHICLE
		SCALE HOR: 1:300 SCALE VERT: N/A		
		SHEET NO. 25096 - TURN C		