



PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE

27 November 2023

Lindsay Ayers, MCIP, RPP
Manager, Planning
Town of Collingwood
97 Hurontario Street, PO Box 157,
Collingwood, ON L9Y 3Z5

Dear Ms. Ayers:

**RE: Draft Plan of Subdivision & Zoning By-law Amendment Applications
7926, 7914, and 7896 Poplar Sideroad, Town of Collingwood
(Summitview Phase 3)**

OUR FILE: Y219I

Town REFS: PLDRPS2023097 & PLZAMA2023098

MacNaughton Hermson Britton Clarkson Planning Limited ("MHBC") have been retained by Poplar Developments I Inc. (the "Applicant") to submit formal applications for a Draft Plan of Subdivision (the "DPS") and a Zoning By-law Amendment (the "ZBA") at 7926, 7914, and 7896 Poplar Sideroad (the "Site").

We note that applications for a DPS and ZBA were submitted 13 June 2023, however, the application was deemed incomplete by the Town due to the absence of a Phase 2 ESA. Through further discussions with Town staff it was agreed that a "Phase Two First Stage Letter" could be provided for the purpose of the first ZBA and DPA applications, in order for the applications to be deemed complete and so as to allow the formal review of the files to commence. This letter is now included with the submission and therefore, the file should be in a position to be deemed complete.

The following documents are submitted in support of this application:

- Application Forms;
- Archaeological Assessment prepared by ARA Ltd dated November 2015;
- Archaeological Assessment prepared by AA Ltd dated October 2018;
- Draft Plan of Subdivision prepared by MHBC dated February 2023;
- Draft Text and Schedule for ZBA prepared by MHBC;
- Functional Servicing Report prepared by Tatham dated May 2023;
- Geotechnical Letter of Opinion prepared by Soil Engineers Ltd dated January 2023;
- Hydrogeological Assessment prepared by Soil Engineers Ltd dated May 2023;

- Letter from the Ministry regarding Archaeology dated October 2019;
- Noise Impact Study prepared by Bouwmeester & Associates dated May 2023;
- Parcel Register;
- Phase One ESA prepared by Soil Engineers Ltd dated May 2023;
- Phase Two ESA 1st Stage prepared by Soil Engineers Ltd dated November 2023;
- Planning Justification Report prepared by MHBC dated May 2023;
- Service Capacity Allocation Policy (SCAP) Matrix dated June 2023;
- Stormwater Management Report prepared by Tatham dated May 2023;
- Traffic Impact Study prepared by Tatham dated April 2023;
- Tree Management Plan prepared by Hill Design Studio dated May 2023; and
- Urban Design and Architecture Control Guide prepared by MHBC dated May 2023.

Additionally submitted is a Comment Response Matrix – which address all comments raised during the pre-consultation submission.

The application was previously submitted through the online application portal. The references to these submissions are: PLDRPS2023097 & PLZAMA2023098. The resubmission of documents is provided through a Microsoft Office SharePoint link. The only documents which differ from the June 2023 submission are this cover letter and the Phase 2 ESA. The requisite fees were provided by cheques submitted by registered post, and confirmed as received by the Town on 23 June 2023.

Should you have any queries regarding any of the above or regarding the submission, please do not hesitate to contact us.

Yours truly,

MHBC



Kory Chisholm BES, M.Sc., MCIP, RPP
Partner



Opani Mudalige Hon BA, M.Sc., MRTPI
Intermediate Planner

cc. Chris Matson | Matson Planning and Development Inc.