

JULY 22, 2015

PROJECT NO: 362-4007

SENT VIA: DELIVERED

Town of Collingwood – Planning Services
55 Ste. Marie Street
Suite 302
Collingwood, ON L9Y 0W6

Attention: Nancy Farrer, Director of Planning

Re: FIRST ENGINEERING SUBMISSION – BALMORAL BLOCK 4 (MTCO)
SITE PLAN APPLICATION
HARBOUR STREET, TOWN OF COLLINGWOOD

Dear Nancy,

Enclosed, please find for the review of the municipality the first submission package for the site plan application for Block 4 of the Balmoral Village development in the Town of Collingwood. The project will be a senior retirement and residence development.

Our firm has been retained by the Owner, Collingwood Seniors GP Ltd., to act as the Engineer of Record for the development applications associated with this project. C.F. Crozier & Associates Inc. holds a valid Certificate of Authorization (#100075779) from the Association of Professional Engineers of Ontario and is duly able to provide engineering services. We hereby certify that the design has been reviewed by a senior engineer and conforms to the most current edition of the Town's Engineering Standards. A detailed transmittal is attached to this letter that lists the documentation submitted in support of this application.

The Plan of Subdivision for the Balmoral Village project was registered in April 2015, and the Owner is proceeding with a development application with the goal to execute a Site Plan Agreement before the end of 2015. Prior to execution of this agreement the Owner will also be applying for a conditional foundation permit for the early fall. Due to the unique and complex nature of this development there have been ongoing consultations with the Town and NVCA over the past three years. A formal pre-consultation meeting was held on February 20, 2015, and we have prepared the attached memo that responds to the technical comments supplied by Town Engineering staff at this meeting.

If you have any questions regarding the submission, please contact the undersigned. Thank you.

Respectfully submitted,

C.F. CROZIER & ASSOCIATES INC.



Kevin Morris, P.Eng.
Partner
KM/ch

Cc. Steve Graham, Collingwood Seniors GP Ltd.
Glenn Lucas, Lucas & Associates.

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**Town of Collingwood Pre-consultation Development Committee meeting on February 20, 2015
Balmoral Village Block 4 Senior Residence: Engineering Department Technical Comments**

	TOWN COMMENT	COMMENT RESPONSE
1	All aspects of the site plan design are to conform to the Balmoral Village Subdivision engineering drawings, reports and Subdivision Agreement.	Acknowledged.
2	A Stormwater Management Design Brief will need to be submitted on behalf of this site plan development, identifying drainage catchment areas with a detailed storm sewer design sheet. Drainage flows toward Harbour Street to incorporate quality control measures.	Acknowledged & report submitted.
3	Individual storm service laterals will be required for all buildings at the sump pump discharge points.	Acknowledged.
4	We note that this site is located within NVCA jurisdictional boundaries and will be subject to their review and comments.	Acknowledged.
5	Detailed design of sanitary servicing to be provided and shown on the site plan and plan & profile drawing(s). A Sanitary Sewer Design sheet to be provided for this site plan development.	Acknowledged. Design sheet and overall sanitary servicing plan have been provided as part of the 1 st submission package. Plan and profile drawings of all internal roadways will be completed as part of the 2 nd submission package.
6	The proposed driveway to be as per to Town's Development Standards (STD. No. 406).	Acknowledged. Entrance design is based on approved Harbour Street drawings dated March 2015.
7	Minimum width of internal roads is to be 7.2 m. This is external of the parking area laneways.	Acknowledged.
8	Provide snow storage location.	Refer to site plan by Dyck Architect. Snow will be removed from the property.
9	Parking Spaces – Accessible parking features to conform to the Integrated Accessibility Standards Regulation Guidelines, April 2014, Part 4.1 – Design of Public Spaces Standard. Provide the required accessible parking features and parking space widths.	Acknowledged. Refer to the site plan prepared by Dyck Architect.
10	Provide emergency fire route and show truck template for access analysis.	Acknowledged. Refer to the site plan prepared by Dyck Architect.

**Town of Collingwood Pre-consultation Development Committee meeting on February 20, 2015
Balmoral Village Block 4 Senior Residence: Engineering Department Technical Comments**

	TOWN COMMENT	COMMENT RESPONSE
11	The Town has concerns with the elevation difference between Harbour Street and the buildings shown. The concerns exist regarding the overall height of the buildings in relocation to Harbour Street. Building design to incorporate a half wall or exposed foundation wall (or walk out) basement design. 3:1 side slopes to First floor will not be accepted.	Acknowledged. Refer to the detailed grading plan for the relationships between the proposed retirement residence and Harbour Street ROW. A maximum 5:1 slope has been identified within the north apron of the residence.
12	The overall grading concept to conform to the overall grading plan prepared for the Balmoral Village Subdivision.	Acknowledged & confirmed.
13	1.5m concrete sidewalk to be installed as shown, remove optional label.	Refer to the site plan prepared by Dyck Architect.
14	Landscaping along Harbour Street to incorporate a streetscape enhanced tree design along the property boundary and Harbour Street as outlined in the Balmoral Village Subdivision Agreement.	Acknowledged. Refer to plans prepared by Hensel Design Group.

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**CROZIER
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TRANSMITTAL

DATE July 22, 2015 **FILE NO.** 362-4007
RE Balmoral Block 4 MTCO- 1st Submission Detailed Design Package

TO Nancy Farrer, Director of Planning Services
COMPANY Town of Collingwood
FROM Kevin Morris, P.Eng.

ENCLOSED ITEMS	NO. OF COPIES	SENT VIA
Letter of Site Plan Application Summary	1	
Site Plan Application Form	2	
Architectural Drawing Set (Renaissance Nouveau Architects)	5	
Engineering Drawing Set (Crozier & Associates)	5	
Landscaping Drawing Set (Hensel Design Group)	5	
Photometrics Plans (Mighton Engineering)	5	Delivered
Servicing & Stormwater Management Implementation Report (Crozier & Associates)	3	
Geotechnical Investigation (CMT Consultants)	3	
Noise Impact Study (HGC)	3	
CD containing PDF copies of all the above noted documents	2	
Cheque made payable to the Town of Collingwood (\$6,000.00)	1	

COMMENTS

Please find enclosed the items listed above for the first submission for the Balmoral Block 4 site plan application. If you have any questions feel free to contact the undersigned. Thank you.

C.F. CROZIER & ASSOCIATES INC.

Kevin Morris, P.Eng.
Project Engineer