



Cover Letter

November 24th, 2020

Melissa Mohr
Community Development Planner
Town of Caledon 6311 Old Church Road Caledon, ON L7C 1J6

**Re: Application for Zoning By-law Amendment and Site Plan Approval
Nitin Malhotra (N Architecture Inc.)
12544 Highway 50 Town of Caledon
Town File: RZ 2015-0008 & SPA 15-0067
Region File: RZ-15-008C & SP-15-067C**

Regional staff have reviewed the above noted zoning by-law amendment and site plan application and offer the following comments:

Regional Requirements

The following requirements shall be completed by the applicant to the satisfaction of the Region prior to approval of the Zoning By-law Amendment.

Site Servicing and Capacity Review

- Prior to approval of the Zoning By-law amendment a satisfactory Functional Servicing Report must be submitted to determine the adequacy of existing services on site. The Report shall be in digital format.
[n] : Noted
- A Functional Servicing Report dated November 10th, 2015 and prepared by Caledon Hills Engineering LTD. has been received for review. Please be advised that revisions will be required prior to approval of the report and clearance of the application. Please ensure to address the following:
 - The FSR is not stamped by a Professional Consulting Engineer, please resubmit the stamped FSR to the Region of Peel.

[n] : Revised

The following requirements shall be completed by the applicant to the satisfaction of the Region



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prior to Site Plan Approval.

Development Planning

- Prior to Site Plan approval the applicant is required to resubmit four (4) full sized print copies of any revised materials and a digital submission (USB, CD or Dropbox link).
- The Region will enter into a Site Plan Agreement with the applicant. A processing fee will be required prior to its execution. As per By-law 55- 2017, a certified cheque for \$2,000.00 can be made payable to the "Region of Peel".
- The subject land is located within the regulated area of the Toronto Region Conservation Authority. We rely on the environmental expertise of the Toronto Region Conservation Authority for the review of development applications located within or adjacent to the regulated area in Peel and their potential impacts on the natural environment. We therefore request that Town staff consider comments from the Toronto Region Conservation Authority and incorporate their requirements appropriately. Final approval of this application requires all environmental concerns to be addressed to the satisfaction of the Toronto Region Conservation Authority.
 - Note: The submitted Planning Justification Report outlines that the proposed development will maintain a 10-metre buffer from the TRCA regulated area, coupled with a 57.25-metre rear yard setback.
- The Region of Peel will require a certified cheque made out to the "Region of Peel" for \$1040.00 (One-thousand and forty dollars) for the cost of the peer review for the Environmental Site Assessment conducted by WSP.

Development Engineering

- Prior to Site Servicing approval, please include the non-refundable First Submission Application fee of \$400.00 as per fee by-law 55-2017 (all connections must conform to Regional standards and specifications and design criteria). All fees may be subject to change on an annual basis pending Council approval. Site Servicing approvals are required prior to issuance of a building permit. Payment can be made to:

*Development Services Public Works, Region of Peel
10 Peel Centre Drive, Suite B, 4th Floor Brampton, On L6T 4B9*

We will not be able to accept or process the payment without the following information:

1. Person or company name, phone number, and full registered municipal address providing the funds.
2. The associated Planning File (SP-15-067C).



- Prior to Site Plan approval, a Storm Water Management Report (SMWR) satisfactory to the Region is required to determine the effect of the proposal on the existing structures and drainage within the existing regional right-of-way.
 - A Storm Water Management Report dated April 9th, 2019 and prepared by N Architecture has been received for review. Please be advised that revisions may be required prior to approval of the report and clearance of the application. Detailed engineering comments will be sent directly to the consultant.

[n] : Noted

- The site servicing and grading drawings have been received and assigned to a site servicing technician for review. Detailed engineering comments will be sent directly to the consultant.

[n] : Revised.

Legal

Landscape Plan

- There are deciduous proposed within the limits of the widening, these trees will be required to be relocated within the limits of the applicant's land.

[n] : Noted.

Regional Road

Access Requirements

- The Region is supportive of a right-in/right-out access to Highway 50 as proposed, however, the owner must establish cross easements to the properties immediately to the north and south to achieve internal roadway connectivity.

[n] : Noted.

- At such time that the properties immediately to the north and south proceed with an application to develop lands, the Owner shall pursue reciprocal permanent easements.

Site Plan

- Please revise the Site Plan, the 0.3 metre reserve should be behind the property line. Whereas, the 0.3 metre reserve is currently shown in front of the property line.

[n] : Revised.

- Please ensure that the stop sign is relocated to be on the developer's side of the property. In addition, please clarify why the stop sign is proposed on the side of ingressing vehicles, it's purpose is unclear.

[n] : Revised.



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Notes

For further assistance, please review the notes below:

Engineering Requirements

- A detailed engineering submission will be required for our review and comment, designed, stamped and signed by a Licensed Ontario Professional Engineer. The engineering submission must include the removal, new construction and grading, typical sections and pavement markings and signage drawings. All works within Region of Peel's right of way must be designed in accordance to the Public Works, "Design Criteria and Development Procedures Manual" (http://www.peelregion.ca/pw/other/standards/linear/design/pdfs/desig_nroads-july2009.pdf) and "Material Specifications and Standard Drawings Manual".
[n] : Notes added to the drawings
- A detailed cost estimate of the proposed road and access works within the Regional right of way will be required.
[n] :
- The Owner may be required to submit the following prior to the commencement of works within the Region's right-of-way:
 - Securities in the amount of 100% of road and access works along Highway 50;
 - A 7% engineering and inspection fee based on the estimated cost of the road works (minimum \$1,724.41);
 - Completed [Road Occupancy Permit](#) and permit fee of \$450;
 - Completed [Notice to Commence Work](#);
 - Provide proof of insurance with the Region of Peel added to the [certificate](#) as an additional insured with \$5 million minimum from the Contractor.
- All costs associated with the road and access works are 100% paid by the applicant.



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December 9, 2019

Comments sent via email

N Architecture Inc. (c/o Nitin Malhotra) 23 Bonnington Place
Toronto, ON, M2N 4V2

Dear Mr. Malholtra,

Re: Site Plan Control Application (Full Stream) and Zoning By-law Amendment Nitin Malhotra (N Architecture Inc.)
Part of Lot 3, Concession 6 (ALB) 12544
Highway 50
File: SPA 15-0067 & RZ 15-08

Town of Caledon staff received the third (3rd) circulation of applications for a Zoning By-law Amendment and Site Plan Approval (full) on June 17, 2019. The application is for a gas station, convenience store, autobody shop and offices above each building. The submission packages received by the Town included the following:

1. Cover Letter prepared by n Architecture Inc. dated May 24, 2019; received June 17, 2019
2. Response to Comments prepared by n Architecture Inc. dated May 24, 2019; received June 17, 2019
3. Planning Justification Report prepared by Martin Rendl Associates revised April 2019; received June 17, 2019
4. Draft Zoning By-law Amendment received June 17, 2019
5. Engineering Letter of conformance prepared by n Architecture Inc. dated May 24, 2019; received June 17, 2019
6. Internal Cost Estimate prepared by n Architecture Inc. dated June 21, 2019; received June 21, 2019
7. External Cost Estimate prepared by n Architecture Inc. dated June 21, 2019; received June 21, 2019
8. Landscape Letter of conformance prepared by Marton Smith Landscape Architects dated May 29, 2019; received June 21, 2019
9. Landscape Cost Estimate prepared by Marton Smith Landscape Architects dated June 21, 2019; received June 21, 2019
10. Parcel Register (Abbreviated) for Property Identifier PIN 14350-0100 (LT) received June 17, 2019
11. Arborist Report prepared by Bruce Tree Expert Company Ltd. dated November 19, 2015; revised October 14, 2016; received June 17, 2019
12. Brief of Urban Design prepared by n Architecture Inc. dated March 31, 2017; received June 17, 2019
13. Traffic Impact Study prepared by LMM Engineering Inc. dated March 20, 2017; received June 17, 2019
14. Functional Servicing Report prepared by Caledon Hills Engineering Ltd. dated November 10, 2015; received June 17, 2019
15. Stormwater Management Report prepared by n Architecture Inc. dated April 9, 2019; received June 17, 2019



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16. Draft R Plan prepared by Greater Toronto Acres Surveying Inc. dated 2018; received June 17, 2019
17. Building – A & B OBC Matrix & EBF Calculation Drawing No. A-1.5 prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 19, 2019
18. Site Plan Drawing No. A-1.0 prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
19. Building – A Elevations Drawing AA-3.0a prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
20. Building -A Elevations Drawing No. AA-3.1a prepared by nArchitecture Inc. revision no. 3 dated April 30, 2019; received June 17, 2019
21. Building – B Elevations Drawing No. AB-3.0a prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
22. Building -B Elevations Drawing No. AB-3.1a prepared by nArchitecture Inc. revision no. 3 dated April 30, 2019; received June 17, 2019
23. Building -C Gas Canopy & Plan Elevations Drawing No. AC-3.0 prepared by nArchitecture Inc. revision no. 3 dated April 30, 2019; received June 17, 2019
24. Building -A Retail & Office First Floor Plan Drawing No. AA-2.0 prepared by nArchitecture Inc. revision no. 3 dated April 30, 2019; received June 17, 2019
25. Building -A Office Second Floor Plan Drawing No. AA-2.1 prepared by nArchitecture Inc. revision no. 3 dated April 30, 2019; received June 17, 2019
26. Building – B Car Wash & Office First Floor Plan Drawing No. AB-2.0 prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
27. Building – B Second Floor Plan Drawing No. AB-2.1 prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
28. Building -C Gas Canopy Plan Drawing No. AC-2.0 prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
29. Garbage Truck Turning Movement Drawing No. A-1.1 prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
30. Fire Route Turning Movement Drawing No. A-1.2 prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
31. Details Drawing No. A-1.3 prepared by nArchitecture Inc. revision no. 3 dated April 20, 2019; received June 17, 2019
32. Landscape Plan Drawing No. L1 of 3 prepared by Marton Smith Landscape Architects revision no. 5 dated April 15, 2019; received June 17, 2019
33. Landscape Details Drawing No. L2 of 3 prepared by Marton Smith Landscape Architects revision no. 5 dated April 15, 2019; received June 17, 2019
34. Landscape Details Drawing No. L3 of 3 prepared by Marton Smith Landscape Architects revision no. 5 dated April 15, 2019; received June 17, 2019
35. Grading Plan Drawing No. C-1 prepared by nArchitecture Inc.; revision no. 2 dated April 2019; received June 17, 2019
36. Servicing Plan Drawing No. C-2 prepared by nArchitecture Inc.; revision no. 2 dated April 2019; received June 17, 2019



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June 17, 2019

37. Erosion & Sediment Control Plan Drawing No. C-3 prepared by nArchitecture Inc., revision no. 2 dated April 2019; received June 17, 2019
38. Standard Details Drawing No. C-4 prepared by nArchitecture Inc., revision no. 2 dated April 0219; received June 17, 2019

Town of Caledon, Community Services, Planning & Development

Proposal

1. The purpose of the applications is to amend the Zoning By-law to permit two buildings two include a Motor Vehicle Gas Bar, Convenience Store, Motor Vehicle Body Shop, Motor Vehicle Car Wash, Business Office, Accessory and other site works.

Planning Documents

1. The property is located in the Growth Centre of Bolton and is designated Rural Service Centre on Schedule 'D', of the Region of Peel Official Plan (Region of Peel Regional Structure). The property is located in the Built-up area of the Growth Plan Policy Areas on Schedule 'D-4' of the Region of Peel Official Plan (Growth Plan Areas in Peel).
2. The property is located within the Settlement Area of Bolton and is designated Bolton Highway 50 Commercial, Schedule "C" - Bolton Land Use Plan and is zoned Bolton Highway Commercial (CHB).

Planning Comments:

1. There are many comments that have carried forward from previous submissions that have not been adequately addressed (e.g. landscape, zoning, engineering, planning etc.). Please refer to previous summary letters. Staff will not proceed with a report to Council until the outstanding comments are addressed to the satisfaction of the Town of Caledon and partner agencies.

[n]: Noted

2. There have been many recommended actions provided by Town staff and our partner agencies that have not been addressed or incorporated into the proposal and resubmission. Staff strongly recommend that your team review these recommendations and incorporate them into the proposal and next submission in order to proceed in a timely manner with staff support.

[n]: Noted

3. There are discrepancies between the plans submitted and the draft by-law. Please ensure all documentation provided are consistent and refer to comments provided and track change draft by-



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law.

[n]: Revised

4. The Planning Justification Report indicates that the site is currently used to park transport trucks. Please note that the parking transportation trailers is not permitted and any uses operating on site without the appropriate approvals is not supported by staff and should be rectified. Update the Planning Justification Report to reflect the above comment.

[n]: Revised

5. The Planning Justification Report indicates that one of the proposed uses is a retail store, however the draft by-law and supporting documentation indicates a proposed convenience store. Please provide clear direction as to what the proposed uses are and provide consistency in all resubmission documents.

[n]: Noted

6. Staff acknowledge that the applicant has provided various sections of the Provincial Policy Statement and the Growth Plan in the Planning Justification Report, however an analysis of these sections (in each document) with subsequent rationale of how the proposal is consistent with the references policies is required. Please identify the designation area.

[n]: Revised

7. Provide an analysis in the Planning Justification Report of the applicable sections of the Region of Peel Official Plan and conformity with this document.

[n]: Revised

8. The Site Plan does not indicate a turn-around area for vehicles parking behind Building 'B'. Please revise the plans to reflect vehicle movement.

[n]: Revised

9. Please note that the site plans current configuration does not comply with the By-law supplied for the third review of RZ 15-08 and SPA 15-67. In addition, staff do not support the current draft zoning by-law.

[n]: Noted

10. Please provide the Town Digital Submission Standards (refer to attached document) with your next submission.

[n]: Noted

11. Revise the draft by-law to ensure italics and bold have been added to the requested permitted uses.



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[n]: Revised

12. The Draft By-law, Planning Justification Report and all Plans shall be amended to ensure the Natural Heritage System is placed in an appropriate zone category which has the effect of prohibiting development and encroachment. The applicant must amend the Draft By-law to ensure that all lands within the Natural System (i.e. the outermost limit of either the Regional Floodplain or dripline of continuous vegetation plus an applicable 10 metre buffer) is appropriately zoned. The recommended zone shall be Environmental Protection Area-1 (EPA-1) Zone. (*Comments shared by TRCA*).

[n]: Revised

13. The Region of Peel relies on the environmental expertise of their partner agency; the Toronto and Region Conservation Authority; Staff at the Town of Caledon and Region of Peel respectfully request that the area towards the rear of the property be zoned EPA as per comment C (i) above. Please note that this comment has been consistently provided and not been satisfactorily addressed. It is strongly recommended that this issue be satisfactorily addressed to assist in receiving staff support of the application. (*Comments shared by TRCA and Region of Peel*).

[n]: Noted

14. Staff acknowledge receipt of the Parking Study, however, the main assumption is that the Town will accept shared parking between uses. Please note that this was not discussed with staff and there are concerns with this approach. Please provide a rationale for this approach and alternative ways to address the parking concerns. Elaborate on the shared parking review and provide an analysis that includes how many spaces per use will be utilized at certain times of the day, how many parking spaces will be shared (what is the overlap between spaces and uses) and what is the total projected occupancy of spaces.

[n] Please refer to the provided parking justification study memo

15. The Parking Study does not address times of the day with estimated parking consumption based on use, peak parking time and changes dependent on seasonal usage. Please revise the parking study to include these factors.

[n]: Please refer to the provided parking justification study memo

16. Please note that the end user of the proposed business offices (both above the autobody and convenience store) are unknown and the Parking Study does not discuss the parking needs of the offices (e.g. number of employees and visitors). Please revise the parking study and planning justification report to include this information.

[n]: Please refer to the provided parking justification study memo



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17. The Parking Study does not include the number of employees who will use the parking spaces on a continuous basis, leaving limited parking for users of the site. Please revise the parking study and planning justification report to include this information.

[n]: Please refer to the provided parking justification study memo

18. Provide clarification in the Parking Study that the parking calculation is based on net floor area and provide a breakdown on each individual use and corresponding building.

[n]: Please refer to the provided parking justification study memo

19. Information on peak times and seasons of parking usage per building and use has not been provided. Staff are seeking additional information in the Parking Study to include peak times and seasons (AM and PM and seasons).

[n]: Please refer to the provided parking justification study memo

20. The Parking Study does not indicate the proposed uses and hours of operation per use. Please provide this in the revised study with the corresponding justification.

[n]: Please refer to the provided parking justification study memo

21. Please revise the Parking Study to include information on parking demands from other similar sites with similar lot sizes and uses in the Town of Caledon.

[n]: Please refer to the provided parking justification study memo

22. Staff suggest including parking utilization and methodology section in the Parking Study to provide further justification for parking reduction.

[n]: Please refer to the provided parking justification study memo

23. Provide recommendations in the Parking Study with the next submission.

[n]: Please refer to the provided parking justification study memo

24. Please note that the draft by-law and site plan need to be consistent. Staff have identified some inconsistencies (but are not limited to) the following:

- a. A landscape strip proposed along the south property line of 1.5 metres, however, the landscape strip width appears to fluctuate along the front, south and north property lines. Through comments provided on the second submission, staff requested a 2 metre planting strip width. Please note that at the entrance to the site, the setback appears to be nil. Staff request that a 2 metre planting strip width from any lot line (front, and north and south side lot lines) be implemented. This has not been reflected in the draft by-law or on the site plan.

[n]: Noted



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- b. The site plan shows two accessible spaces adjacent to the proposed 2-storey C- Store/office. Please note that as per comments provided (1st and 2nd submission), the accessible parking spaces do not meet Schedule K of By-law 2015-058. Staff shall not support any changes to the accessible spaces. Compliance with Schedule K of By-law 2015-058 is required (attached for reference). This will affect the number of proposed parking spaces and the parking ratio. Please ensure this is addressed to the Town's satisfaction.

[n]: Revised

- c. Please note that as per previous comments (1st and 2nd submission), staff recommend a front yard setback of 2 metres. The current draft by-law and site plan indicate a reduced setback of 1.7 metres. Please note that this is not supported and the plans and draft by-law should be revised to the Town's satisfaction.

[n]: The front yard setback has been revised.

- d. Please note that the Region of Peel requires the 0.3 metre reserve to be located adjacent to the land dedication. The required setbacks and landscape criteria will be required from the 0.3 metre reserve. Please revised the plans and ensure this is satisfactorily addressed in the next submission. (*comments shared by Region of Peel*).

[n]: Revised

- e. Please note that the Town recommends a setback of 2 metres for a landscape strip width. The third submission proposes a landscape strip width of 0.825 metres. Please note that staff do not support the proposed planting strip width of 0.825 metres and recommend that you revise the site plan, landscape plans, draft by-law and planning justification report to include the 2 metre planting strip width as indicated in comments provided within the first and second submissions of your application.

[n]: The landscape strip has been revised.

- f. Please note that the minimum parking space setback from a building is 2 metres. You have proposed a 1.8 metre sidewalk. Please note that this provision was included in the second submission, however it was removed from the second submission without any notes as to why the provisions was removed. Please either update the sidewalks around the buildings to comply with the zoning by- law or include a provision within the draft by-law and ensure this standard is met and accessibility requirements are met.

[n]: The parking space setback has been revised to 2m.

- g. Please note that as per previous comments (1st and 2nd submission), staff note inconsistencies within the Planning Justification Report ("PJR"), Site Plan and draft by-law. Please note that the setback of 7.5 metres as proposed in the draft By-law does not match



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the information provided within the PJR and site plan for the setback of Building A. Building A does not comply with the By-law in its current form and as per previous comments provided by staff, compliance with this setback is recommended. Please revise the PJR, Site Plan and draft By-law accordingly.

[n]: Noted

- h. Please note that as per previous comments (1st and 2nd submission), staff note inconsistencies within the PJR, Site Plan and By-law relating to the parking ratios and calculations. (e.g. PJR and draft by-law states the proposed parking ratio for the convenience store is 26 m², the Site Plan shows the parking ratio for the convenience store is 20 m² and the Parking Study does not include any proposed calculations). Please ensure all documents are consistent and the parking calculation is based on the net floor area. Please review the documents accordingly. It is only until all documents are consistent that staff can provide comment on the appropriateness of the proposed parking ratio and calculation. If the convenience store is to be considered a Retail Store, Accessory, note that as per footnote (2) an accessory retail store shall not exceed 93 m² net floor area. Please add this standard to the draft by-law. (*Comments shared by Zoning*).

[n]: The parking ratios have been revised.

- i. Please note that access aisles shall be 6 metres to facilitate two-way traffic internal to the site. Staff note that a setback of the gas canopy to the car stalls adjacent to Building A is proposed as 5.456 metres. As per comments provided in the first and second submission of the proposal, staff indicated that the gas canopy cannot overlap the travel route. Please ensure the access aisle of 6 metres is maintained and revise the draft by-law and site plan. (*Comments shared by Zoning and Fire Staff*).

[n]: [n]: The drive aisles have been revised.

25. Please note that the draft R-Plan and the Site plan do not match. Please address Town of Caledon and Region of Peel comments relating to the Draft R-Plan and have the site plan updated to the 0.3 m reserve on the private side of the site. In addition, please have the road dedication on the site plan excluded from the entrance way into the site.

[n]: The road dedication has been revised on the drawings.

26. Please note that as per the draft R-Plan, the 0.3 metre reserve shall not intersect the driveway on the site plan. In addition, the driveway width proposed on the draft-r plan (7.5 m) does not match the driveway width on the site plan (9 m approximately). Please ensure both the draft r-plan and site plan as well as all subsequent plans match accordingly.

[n]: The driveway width has been revised to 9m.

27. The Region of Peel is supportive of a right-in/right-out access to Highway 50 as proposed, however,



the owner must establish cross easements to the properties immediately to the north and south to achieve internal roadway connectivity. (comments shared by *Region of Peel*). Note: further approvals required if cross access easements are pursued. (*comment shared by Planning and Zoning*).

[n]: Noted

28. At such time that the properties immediately to the north and south proceed with an application to develop lands, the Owner shall pursue reciprocal permanent easements. (comments shared by *Region of Peel*).

[n]: Noted

Town of Caledon, Community Services, Planning & Development, Zoning

General Zoning Comments:

1. The applicant is required to amend the draft Zoning By-law Schedule to meet the Town Digital Standards and to include the EPA zone
 - a. Provide confirmation of uses proposed in the EPA zone.
 - b. Provide Template and digital submission requirements (attached for reference).

[n]: Noted
2. Italics and bold are required in the draft by-law for the permitted uses (refer to attached track change document for revisions).

[n]: Noted
3. Please provide confirmation of the use for the proposed convenience store and if the proposed use is better defined as a Retail Store, Accessory. If so, please add Footnote (2): An accessory retail store shall not exceed 93 m² net floor area to the draft by-law.

[n]: Building A has a proposed Convenience Store.
4. Site plan indicates a frame shed on the subject lands, please confirm if this shed has been removed or add a note to the site plan indicating future removal.

[n]: The existing shed on the subject lands will be demolished prior to construction.
5. Barrier free parking in front of Building A is missing the required aisle width of 1.5m. please revise the site plan to adhere to By-law 2015-058, Schedule K.

[n]: The 1.5m aisle has been added to the barrier free parking.
6. Provide clarification for the rationale for a stop bar at the entrance/exit of the site.

[n]: The Stop bar is provided to control the exiting traffic at the site entrance.



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7. Parking behind building B indicates a 6 metres length for parking spaces but there appears to be a concrete curb which reduces the length. Staff seeking confirmation of this and note that any modifications to zone provisions must be included in the draft by-law.
[n]: The barrier curbs do not reduce the parking space.
8. Staff suggest that the applicant consider removing some of the uses to accommodate parking, etc.
[n]: Noted
9. Section 4.11 Garbage standard has not been included on Site Plan or indicated if stored in building, etc. Revise the site plan and zoning by-law matrix to address this standard.
[n]: Moloks have been provided on the site for waste management.
10. Section 5.2.19 Illumination note has not been included on Site Plan. Revise the site plan and zoning by-law matrix to address this standard.
[n]: Revised on Site Plan.
11. Staff seeking confirmation as to the intended use for the Propane Tank. Further comments will be provided once staff receives confirmation.
[n]: Propane tank is intended for sale of propane on site.
12. Building Height for proposed gas canopy. Staff seeking revised elevations that illustrates the top of the canopy from the grade and provide confirmation if there are any roof top mechanical or ornamental features proposed which would alter the overall building height calculation.
[n]: There are no rooftop units proposed over the canopy.
13. Staff seeking confirmation as to the Building Height for the proposed convenience/retail store as elevation appears to be 9.5m.
[n]: The building height is 8.8m to the median of the ridge and eaves of the roof.
14. Staff seeking confirmation as to the Building Height for the proposed Body Shop as it appears to be 11.54m to top of parapet. This provision should be rounded for clarity. Refer to Building Height definition in the Zoning By-law to provide confirmation how it is measured. Staff suggest that if Building Heights are required for Buildings and Canopy and do not meet the CHB parent zone Building Height of 10.5m that the zoning proposed illustrate for each building/canopy.
[n]: The building height is 10.7m to the median of the eave and the ridge of the roof.
15. Staff seeking confirmation if any air conditioners, heat source is proposed on the roof of the building as this will alter the overall building height and calculation.



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[n]: The building height will not be altered.

16. Staff seeking confirmation that the proposed community mailbox does not interfere with the width of the sidewalk that is required. Please provide confirmation of the dimensions and location on the revised site plan.

[n]: The location of the mailbox have been revised.

17. Staff advise that the proposed Canada Post community mail box will not be located within any parking spaces, delivery spaces, landscaping, etc.

[n]: Revised.

18. Staff seeking confirmation if a mutual access is being proposed and required. If mutual access is required site plan to indicate and the correct dimensions are provided on the site plan.

[n]: Revised.

19. Pursuant to Section 4.3.3, Staff are seeking confirmation of the minimum entrance setback shall be 9 metres.

[n]: Revised.

20. Pursuant to Section 4.3.5, Staff are seeking confirmation that the maximum entrance width shall be 12.5 metres and to be indicated along street line.

[n]: Revised.

21. Pursuant to Section 4.3.4, Staff are seeking confirmation the minimum entrance separation is 22.5 metres. If proposing a mutual access then a standard is required to be included in the zoning by-law.

[n]: Revised.

22. Section 4.3.6 minimum entrance widths for institutional, commercial and industrial zones shall be 9 metres for a two-way entrance and 6 metres for a one-way entrance and for all other zones the minimum shall be 3 metres. Staff are seeking confirmation of this provision.

[n]: The entrances are 6m wide.

23. Pursuant to Section 4.7.10, Staff are seeking confirmation as it appears that the standards noted below do not comply.

a. In addition to any other planting strip requirements otherwise set out:

- A minimum 2-metre-wide *planting strip* is required on both sides of a *queuing lane* except where the lane is adjacent to a *building*.



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- Notwithstanding any other setback requirement, a minimum 3 metre *landscaping strip* is required where a drive-through service facility is located adjacent to a park, open space, or an EPA zone.

[n]: Noted

Comments relating to Zoning By-law [Section 4.26](#) Planting Strips:

24. Section 4.26.1: A *planting strip* referred to in this subsection may form part of any *landscaping area* required by this By-law.

[n]: Noted

25. Section 4.26.2: Where a *driveway* or *walkway* extends through a *planting strip*, it shall be permissible to interrupt the *planting strip* within 3 metres of the edge of such *driveway* or within 1.5 metres of the edge of such *walkway*.

[n]: Revised.

26. A sidewalk along Highway 50 is proposed and appears to be located within the planting strip. Please provide a revised plan and clarification for this provision for staff to review.

[n]: Revised.

27. When calculating lot area, the entire lot area will be used and the most restrictive of the minimum lot area standards shall apply. Please ensure the zoning matrix and site plan are updated with the most accurate information for staff to review.

[n]: Revised.

28. Staff require confirmation that the Toronto Region Conservation Authority are supportive of the 10 metre buffer and EPA zone. Once confirmed, this provision must be included in the draft by-law and schedule.

[n]: 10m buffer has been shown on the drawing.

29. Staff seeking confirmation regarding potential right turn and reciprocal mutual access easements shared with the parcel to the south requires any changes to site plan.

[n]: Noted

30. Staff seeking confirmation as to where cars for the Motor Vehicle Body Shop will be parked (must be licensed). Vehicles for repair must not be parked in any visitor or required parking spaces for the other uses proposed.

[n]: The cars will be parked inside the Body Shop- Building B.



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31. Staff seeking confirmation regarding planting strip as there appears to be a residential use on the north side. If residential use then planting strip of 1.5m metres to be indicated and not reduced.

[n]: The planting strip on the North side is revised to be 1.5m

Comments relating to Zoning By-law [Section 4.35.2](#): Natural Gas Distribution Systems:

32. No *building* or *structure* shall be located any closer than 7 metres to any natural gas pipeline right-of-way, or any above-ground natural gas facility or equipment operated as part of a natural gas distribution system. Please provide confirmation of compliance with this provision

[n]: Noted

Comments relating to Zoning By-law [Section 5](#): Parking, Loading and Delivery Standards:

33. Staff require a breakdown of calculations for the net floor area and gross floor area for all proposed uses. Project statistics table to be amended to be labeled as Zoning Matrix and include all standards (refer to [site plan manual](#) for template).

- a. Staff are not supportive of the reduction in parking spaces and suggest that the parking spaces be amended: Retail Store requires 1 *parking space* per 20 m² of *net floor area* or portion thereof. Staff require the zoning by-law matrix and site plan to be revised to reflect the correct net floor area of the proposed retail store/convenience store. Further comments will be provided once confirmation of use and net floor area is received.

[n]: The parking calculations have been revised.

- b. As it relates to a *Motor Vehicle Body Shop, Motor Vehicle Repair Facility and Motor Vehicle Service Centre*, 3 *parking spaces* per service bay plus 1 *parking space* per 20 m² or portion thereof of *net floor area* for the office and any retail use is required. Staff require the zoning by-law matrix and site plan to be revised to reflect the correct net floor area of the proposed retail store/convenience store. Further comments will be provided once confirmation of use and net floor area is received.

[n]: The parking calculations have been revised.

- c. As it relates to a *Business Office*, 1 parking space per 30m² is required for the office above the body shop. The site plan indicates that a Business Office is also proposed in the retail/convenience store. Staff require the zoning by-law matrix and site plan to be revised to reflect the correct net floor area of the proposed retail store/convenience store. Further comments will be provided once confirmation of use and net floor area is received.

[n]: The parking calculations have been revised.

Comments relating to Zoning By-law [Section 5.2.18](#) *Parking Area Location on A Non- Residential Lot*:

1. Notwithstanding any other provisions of this By-law, *parking areas* shall be set back a minimum of 2.0 metres from any *building* or *structure*. The Parking area location from building does not comply, the site plan indicates a 1.8 metre setback.



[n]: Revised

2. Zoning staff require the planting strips to comply and align with the other buildings along Highway 50.

[n]: Noted

3. Staff require a zoning overlay and site plan to reflect the correct zone provisions and boundaries for each proposed zoned area (EPA and Commercial Exception zones).

[n]: Noted

4. The most restrictive of the minimum landscaping area standards shall apply and are used in the calculations. Staff seeking confirmation of the total landscape area (EPA and Commercial Exception zone) and to be included in the revised zoning matrix

[n]: Noted

Comments relating to Zoning By-law [Section 5.3.5](#) Exclusive Use of a *Loading Space*:

5. Any required *loading space* shall be unobstructed and available for loading purposes and used exclusively for that purpose at all times, unless otherwise specified in this By- law.

[n]: Noted

Comments relating to Zoning By-law [Section 5.3.6](#) Location of Required *Loading Spaces*:

6. Required *loading spaces* shall:
 - a. not be permitted in the *front yard* or *exterior side yard*;
 - b. not be located closer than 20 metres from any *street line* or Residential Zone boundary but may be permitted within this area if the *loading space* is located entirely within a *structure* on a floor above the *first storey* or below established grade.

[n]: Noted

7. Staff seeking confirmation as it relates to the Loading Space requirements. Two loading spaces required and not indicated on site plan and the site statistics indicates two.

[n]: The loading spaces are depicted on the site plan.

8. Staff seeking confirmation as each loading space must be 14 metres long, 3.5 metres wide and have a vertical clearance of at least 3.35 metres.

[n]: The loading spaces are 14m long, 3.5m wide and have a vertical clearance of 3.5m

Comments relating to Zoning By-law [Section 5.3.7](#) Surface Treatment:

9. All required *loading spaces* and all *driveways* to any *loading space* shall be maintained with a stable



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surface which may include asphalt, concrete, concrete pavers, gravel or similar material which is treated so as to prevent the raising of dust or loose particles.

[n]: Noted

Comments relating to Zoning By-law [Section 5.4](#) Delivery:

10. 1 delivery space per building per lot is required.

[n]: Noted

11. Staff note that delivery space is proposed at each building, however Staff are seeking confirmation of this provision.

[n]: Yes, 2 delivery/loading spaces are proposed on the site.

Zoning staff advise that further comments will be provided once a revised site plan, elevations, etc, draft zoning by-law is received.

Town of Caledon, Community Services, Planning & Development, Engineering

1. The [Site Plan, Grading Plan and Servicing Plans](#) prepared by n Architecture Inc., revised April 2019 is to be revised to address the following:

a. Please resubmit scalable engineering plans with a scale bar.

[n]: Noted

b. Please include all hatching, symbols, features and details in the legend on all plans.

[n]: Noted

c. Indicate the sidewalk location on the plan. Please note that the sidewalk should align with the sidewalk to the north and be located approximately 1 meter from the property line within the right of way. The sidewalk is to continue through the driveways; and

[n]: Noted

d. The buildings sidewalk connection to the municipal right of way should end at the sidewalk and not continue to the roadway

[n]: Noted

2. The [Grading Plan](#) prepared by n Architecture Inc., revised April 2019, are to be revised to address the following:

a. Please add the latest version of the Towns Standard notes to the Site Grading and Servicing Plans. The notes can be found in a separate document attached to the comments.

[n]: Revised



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- b. The proposed FFE of Building A is 241.20. Please revise, as drainage is to be directed away from the building.

[n]: Revised

- c. Please provide additional snow storage that is sufficient for the property.

[n]: Revised

- d. Existing property line grades are to be matched. This is to be clearly identified and included on the grading plan.

[n]: Revised

- e. Please include spot elevations and slopes for the landscape strips. Please be advised that site storm drainage is to be self-contained and shall not adversely affect adjacent properties. Please identify swales to direct drainage.

[n]: By adding barrier curb landscape sloped towards inside of the property

- f. Revise Ponding Area 1 such that it does not extend further than the northern curb line as indicated by the max ponding elevation and top of curb elevations.

[n]: Revised

- g. Please clarify and provide additional spot elevations in the area of the stormwater chambers. The top elevation of the jellyfish is proposed at the same height of the top of the curb.

[n]: Revised, the top of curb is 241.27

- h. Please ensure spot elevation markers are clearly legible and identified and in the correct location.

[n]: Revised

- i. Please include reference to the OPSD number for the sidewalk and concrete curbs on the engineering plans.

[n]: Notes added.

- 3. The Servicing Plan prepared by n Architecture Inc., revised April 2019, are to be revised to address the following:

- a. Please identify and specify any pipes to be insulated on the plans. Please refer to Section 6.7 of the Town Standards for insulated pipe requirements.

[n]: Revised



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- b. Catchbasins shall be located in the driving lane of the parking lot and outside of designated parking areas (CB1, CB5, MHCB3).

[n]: Revised

- c. Please clarify and remove the indication of “STM” from the water service line that runs to Building B.

[n]: Revised

- d. The sanitary connection for Building A is to be relabeled from “STM” to “SAN”. Additionally, the connection should be shown connected all the way to the building.

[n]: Revised

- e. The Stormwater Management Report references a culvert at the proposed entrance location. Please include a callout note with the culvert details.

[n]: Revised

- f. Please confirm all pipe slopes and invert elevations as many of the pipe slopes are incorrect/mislabeled. Please be advised that the minimum slope of pipes shall not be less than 0.40%; however, if conditions require a slope of less than 0.40%, then self-cleaning velocities must be maintained. This should be included on the plan.

[n]: Revised

- g. Please clarify and revise the stormwater tank details (inlet and outlet invert elevations), pipe slopes and MH invert elevations in the area of the infiltration chamber as there are inconsistencies. The pipe slopes and invert elevations do not correspond.

[n]: Revised and inlet, outlet details shown on C-2

- h. Please revise the MH2 inverts as they appear to be mixed up. Please revise the directions for the inverts at MHCB3. The East invert is currently labelled South.

[n]: Revised

- i. Please revise the directions for the inverts at MHCB3. The east invert is currently labeled south.

[n]: Revised

- j. There are multiple discrepancies between the Storm Drainage Design Chart and Site Servicing Drawing regarding pipe sizing and slopes (e.g. MH1 to MH3, JF to ST, ST to MH2, MH2 to HW). Please revise accordingly and ensure the report and drawing correlate.



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[n]: Revised

- k. Cross Section B details do not correspond with the details shown on the site servicing plan (e.g. pipe length, slope, inverts). Please clarify and revise.

[n]: Revised

- 4. The Standard Details prepared by n Architecture Inc., revised April 2019, is to be revised to address the following:
 - a. Please provide OPSD reference for the catchbasin frame and grates. The beehive grate identified is not suitable.

[n]: Revised

- 5. The ESC plan prepared by n Architecture Inc., revised April 2019 is to be revised to address the following:
 - a. Remove silt fence from blocking the construction access.

[n]: Revised

- b. Identify on the plan how drainage from the site will reach the temporary storm pond during each phase of construction.

[n]: Revised

- c. Include notes on the plan for how the temporary storm pond will be drained when required and how the pond will be decommissioned.

[n]: Revised

- d. Please add the latest version of the Towns Standard ESC notes to the plan. The notes can be found in a separate document attached to the comments.

[n]: Revised

- 6. The Functional Servicing Report prepared by Caledon Hills Engineering Ltd. Dated November 10, 2015 is to be signed and stamped by a Professional Engineer.

[n]: Revised

- 7. Review of the Stormwater Management Report is respectively deferred to the TRCA and the Region of Peel. This site is within the Humber River watershed and falls under the authority of the Toronto and Region Conservation Authority (TRCA); therefore, a permit will be required pursuant to Ontario Regulation 166/06. In this regard all hydrology and hydraulics proposed for the site will require TRCA approval. Further, this site drains towards the Regional Road 50; therefore, approval from the Region of Peel may be required.



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[n]: Noted

8. Please revise the typo "ICJ" to "ICI" in the Engineering Letter of Conformance.

[n]: Revised

9. The Engineering Cost Estimate is to be revised to address the following:

- a. The cost estimate has a line item for 32 meters of armourstone retaining wall, however none of the plans identify a location of said retaining wall. Confirm if this cost item is correct and if it is, identify the retaining walls location on the Site Plan and the Engineering Plan.

[n]: The armourstone is shown on plans.

- b. Cost estimate is to include the cost for the Jellyfish Filter

[n]: Revised

- c. Please revise the Engineering Cost Estimate to include a 10% contingency.

[n]: Revised

- d. The cost estimate total is miscalculated. Please revise the cost estimate total to accurately reflect the cost estimate.

[n]: Revised

- e. Please be advised that the Engineering Securities Policy at the Town of Caledon has recently changed. The new engineering securities policy will require engineering securities to be posted based on 50% of the engineering cost estimate for internal works, to a minimum of \$20,000 and a maximum of \$1,000,000.

[n]: Noted

10. Development Engineering requests that the Engineer provide a response letter with the resubmission package including reiterating the Town's comments and detailing how each of the above comment is addressed. Should you require any further clarification or additional information, please do not hesitate to contact this department directly.

[n]: Noted

Town of Caledon, Finance & Infrastructure Services, Finance

1. For property tax purposes, 12544 Highway 50 is currently assessed as Vacant Commercial Lands (\$1.45 million CVA). The Town's share of taxes levied, based on the current value assessment is approximately \$7,400. The property tax account as at July 19, 2019 is determined to be in multiple years arrears. **Payments are required immediately. Staff will not proceed with a report or by-**



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law to Council until such time this matter is rectified.

[n]: Noted

2. If the proposed development were to proceed as planned, (includes a gas station, convenience store and offices) the taxable assessment value of the property may change to reflect the development that occurs.

[n]: Noted

3. Activities that are expected to take place out of the proposed development, are all classified as 'retail' under current Town Development Charges By-laws. Development Charges will therefore be at these Non-residential Other rates:
 - a. Town of Caledon: \$55.22 per m² of added floor space (will be \$56.16 per m² effective August 1, 2019).
 - b. Region of Peel: \$222.51 per m² of added floor space ((will be \$226.30 per m² effective August 1, 2019).
 - c. Education: \$9.69 per m² of added floor space (no change on August 1, 2019).

[n]: Noted

4. The Development Charges comments and estimates above are as at July 19, 2019 and are based upon information provided to the Town by the applicant, current By-laws in effect and current rates, which are indexed twice a year. Development Charges are calculated and payable at the time of building permit issuance. Development Charge By- laws and rates are subject to change. Further, proposed developments may change from the current proposal to the building permit stage. Any estimates provided will be updated based on the Development Charges By-law and rates in effect at the time of building permit, and actual information related to the construction as provided in the building permit application.

[n]: Noted

Town of Caledon, Community Services, Building & Support Services Section, Signage

1. Notwithstanding site plan approval illustrating the proposed signs, building permits are required for all wall and ground signs prior to installation. Two sets of structural drawings and site plan are required upon submission of the building permit application.

[n]: Noted

2. Refer to Section 6.1 and 6.2 of the Town of Caledon Sign By-Law 2017-54 for Sign requirements.

[n]: Noted



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Town of Caledon, Community Services, Open Space Design (Landscape)

1. The Development Team, Landscape has reviewed the revised submission landscape plans for SPA 2015-0067 and RZ 2015-0008. The landscape submission includes the following:
 - a. Arborist Report, dated October 14, 2016, prepared by Bruce Tree Expert Company Ltd.
 - b. Landscape Plans L1-L3, revision #5 dated April 15th, 2019, prepared by Marton Smith Landscape Architects.
 - c. Landscape Cost Estimate, dated June 21, 2019, prepared by Marton Smith Landscape Architects, in the amount of \$10,399.39.
 - d. Landscape Architect Letter of Conformance, dated May 29, 2019, prepared by Marton Smith Landscape Architects.

Detailed Zoning By-law Amendment (RZ 2015-0008) comments are provided below and revisions to the landscape submission and draft by-law are required:

1. Please provide Minimum 6 metre landscape buffer area on frontage along Highway 50. (*comment shared by Planning*)
[n]: Noted
2. Please provide Minimum 6 metre landscape strip along both interior side yard.
[n]: Noted

Detailed Site Plan Application (SPA 2015-0067) comments are provided below and revisions to the landscape submission and draft by-law are required:

1. The arborist report identifies trees on the adjacent properties to be removed. Written permission from the adjacent landowner is required for Town records prior to the removal of such trees and Site Plan Approval. If written consent is not provided to the Town, the trees shall be preserved. Please update the report accordingly.
[n]: Revised
2. Please provide full size (36'x24') tree protection plans, TPP1 and TPP2 shall be submitted as part of the landscape set.
[n]: Revised
3. Please note Items 5, 7, 8, 9, 10 and 11 in section "Tree Protection Prescription" in the arborist report need to be included as notes on TPP1 or TPP2.
[n]: Revised



4. As discussed at the Development Applicant Review Team 'DART' meeting, a sidewalk, impressed concrete maintenance strip and boulevard trees shall be installed as per the Highway 50 Master Plan. Please locate proposed sidewalk along road close to road widening line as required by Peel Region.

[n]: Revised

5. Please show proper proposed road sidewalk location on landscape plan.

[n]: Revised

6. Please show adjacent property land use.

[n]: Revised

7. Please match the symbols listed in legend to these applied to landscape plan on drawing L1.

[n]: Revised

8. Please label all concrete sidewalk.

[n]: Revised

9. Please identify more possible snow storage area on landscape Plan.

[n]: Revised

10. Please label and provide detail reference for Molok waste disposal solution on drawing L1. Please provided detail reference number for 1.8m HT. wood fence to screen garbage enclosure.

[n]: Revised

11. Please clearly identify permeable pavement area and provide detail reference.

[n]: Revised

12. Please add more species on landscape strip to keep proposed plants more diversity and year-round appearance. Please ensure the trees planted within future widening line meet the Peel Region's requirement.

[n]: Revised

13. Please show existing vegetation to be preserved and include in legend on the plan.

[n]: Revised

14. Please show details of pylon sign on landscape plan.



[n]: Revised

15. As per the Industrial Commercial Design Guidelines 'ICDG's', high branching deciduous trees shall be planted along the side lot lines. Please revise accordingly.

[n]: Revised

16. As per the Industrial Commercial Design Guidelines 'ICDG's' where more than 20 continuous parking spaces are proposed they must be broken up by 5.0m wide landscaped peninsulas. Specifically, the parking spaces along the northern property line shall be broken up by landscaped peninsulas.

[n]: Revised

17. Please show 10m buffer line for Drip Line as Staked out by TRCA on May 7, 2015 as indicated in Urban Design Brief. Please ensure that the species within the buffering area meet the TRCA guidelines for naturalized planting. It would be beneficial to add preservation fencing along the drip line to ensure there is no grading beyond the limits, and to prevent materials or vehicles from being stored beyond the drip line during construction.

[n]: Revised

General Comments:

18. Please revise and resubmit the Landscape cost estimate based on the comments provided above. The cost estimate is to be **stamped and signed** by an OALA licensed landscape architect. The cost estimate will be used to determine site plan securities. The amount of landscape securities the Town will require is based on 100% of the total cost of the landscape cost estimate.

[n]: Noted

19. Cash-in-lieu of parkland dedication ("CIL") is a requirement of the site plan process. The applicant must pay CIL prior to the issuance of a building permit. In order to determine the amount of CIL payment, the applicant shall have a long narrative market value appraisal completed for the subject property. The appraisal must be prepared by an AACI certified appraiser. The Town will review the appraisal, this typically takes two weeks. If there is a concern about the value of the appraisal, a peer review of the report may be required. The peer review shall be done at the cost of the applicant. An appraisal is only valid for six months so the applicant should ensure that an appraisal is done at an appropriate time in the site plan process so as to not delay the issuance of a building permit or cause an updated appraisal to be done. CIL payment shall be based on 2% of the approved appraised value of the subject lands.

[n]: Noted



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20. Please note that for final approval, **two full size** sets of landscape plans with an **original stamp, signature and date** are required.

[n]: Noted

21. Please provide a letter from the landscape architect summarizing how each of the above items has been addressed.

[n]: Noted

Town of Caledon, Corporate Services, Legislative services, Accessibility

1. Site Plan shall indicate that exterior lighting at the main entrance and in close proximity to the accessible parking space(s) shall be a minimum lighting level of 35 lux.

[n]: Noted

2. Site Plan shall indicate that accessible parking spaces are in compliance with 2015-058 Schedule K. Access Aisles need to be on both sides of an accessible parking space.

[n]: Noted

Town of Caledon, Community Services, Planning & Development, Municipal Numbers

1. The re-circulation letter (and current Town records) identify that a municipal number of 12544 Highway 50 was issued for this property. This address was issued in relation to the existing driveway configuration/location for the residential use (now demolished). Should the application be approved, the municipal address of this lot will cease to exist and new addresses will be issued for the proposed development due to the new location of the entrance. The address will be issued in accordance with the Town's Municipal Numbering By-law and Guidelines.

[n]: Noted

2. The Municipal Numbering By-law and Guidelines requires that each non-residential building shall have a municipal address issued in increments of 10. Should the non-residential building contain units, the building shall have a municipal number and each unit within the building have a numerical unit number.

[n]: Noted

3. Staff require confirmation from the applicant that a municipal number will be identified on a ground sign or sign located on each building (or both). It is strongly suggested that the building be clearly identified to assist in emergency service response. If the addresses are not identified on a sign, a green municipal number sign for each building will be required to be installed at the entrance to the



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property. The green sign and pole will be provided to the applicant at their cost and it is their responsibility to have the sign installed in accordance with the Municipal Numbering By-law and Guidelines. A municipal number will not be issued until such time that appropriate signage to identify the number has been approved. The site plan and elevations are to include the location of the address.

[n]: Noted

- Staff will require a copy of the cover letter, application form, certificate of lot area and lot frontage and site plan in order to provide additional comments and issue municipal numbers. As part of each submission, Town staff require a copy of the site plan in a digital format (cad or gis) which meets the Town's Submission Standards (refer to attached).

[n]: Noted

Urban Design Peer Review

- Site Plan and Landscape Plan: The landscape plan shows a pylon sign facing Highway 50. We require details of the sign to ensure that it is attractive, scaled to its intended users, and does not create visual clutter on the street. This has not been addressed from the previous submissions, please address this comment on your next resubmission.

[n]: Noted

- Convenience Store and Office Elevations: Provide more detail on the wall sign, including size and type. This has not been addressed from the previous submissions, please address this comment on your next resubmission.

[n]: Noted

- Car Wash and Body Shop Elevations: Provide more detail on the wall signs, including size and type. This has not been addressed from the previous submissions, please address this comment on your next resubmission.

[n]: Noted

Hydro One

- Underground locates be obtained prior to excavation.
[n]: Hydro One note added to C-2
- No open trenching within 1.5m of Hydro poles and/or anchors.
[n]: Hydro One note added to C-2



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3. Maintain 1.0m clearance from Hydro One plant during any horizontal directional drilling operations.
[n]: Hydro One note added to C-2
4. PUCC owner is responsible for addressing conflicts with Hydro One plant and requesting resolution when required.
[n]: Hydro One note added to C-2
5. Ensure industry standard utility separations and clearance minimums are maintained
[n]: Hydro One note added to C-2
6. Grade changes affecting Hydro One plant be identified and addressed prior to commencing work.
[n]: Hydro One note added to C-2
7. Plant affected by grade changes requiring post-construction adjustment by Hydro One will be subject to 100% labour and material costs (if not identified and addressed prior to commencing work).
[n]: Hydro One note added to C-2

Canada Post

1. Canada Post has reviewed the proposal and has determined that this **multi-tenant commercial complex** will be serviced by centralized mail delivery provided through a **Community Mailbox**. Please address the following comments in your next submission.
[n]: Noted
2. In order to provide mail service to this building, Canada Post requests that the owner/developer comply with the following conditions:
 - a. The owner/developer will consult with Canada Post to determine suitable permanent location for the placement of a Community Mailbox and indicate this location on appropriate servicing plans.
[n]: Noted
 - b. The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.
[n]: Noted
 - c. The owner/developer will install a concrete pad (as required) for the Community Mailbox



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location as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings.

[n]: Noted

The following agencies and departments has **no concerns**:

1. Town of Caledon, Community Services, Policy & Sustainability
2. Town of Caledon, Community Services, Fire & Emergency Services
3. Town of Caledon, Community Services, Policy & Sustainability, Heritage
4. Town of Caledon, Corporate Services, Legal Services

Comments from the following agencies and departments are **attached for your review**:

1. Region of Peel – August 18, 2019
2. Toronto and Region Conservation Authority – July 29, 2019

Conclusion:

Further to discussions held with the owner and applicant prior to submission (i.e. preliminary meetings and DART) and the comments provided herein, staff has concerns about the proposal. Should you proceed with a resubmission, please note the following:

1. The Town's Fees By-law requires a recirculation fee of \$1,020.⁰⁰ for any resubmission after the 4th. **You are encouraged to address all comments in the next submission.**
2. Should you have any questions or require clarification on the information provided, a comment summary meeting can be arranged with the appropriate internal and external commenting agencies. Please advise once you have had an opportunity to review the enclosed comments and I will coordinate a Comment Review Meeting accordingly. I ask that you provide an agenda a minimum of three (3) days prior to the comment review meeting.
3. Upon resubmission, it is the applicant's responsibility that the resubmission come in pre- sorted packages as per the commenting agencies and internal departments in the chart provided. When you are ready to resubmit, the material can be provided at Town Hall Offices, 4th Floor – Planning & Development.

I trust this information is of assistance to you. Please do not hesitate to contact me at extension 4064 should you have any questions.



Cover Letter

July 29, 2019

CFN 55174.01

BY E-MAIL: melissa.mohr@caledon.ca
Ms. Melissa Mohr Town of Caledon
6311 Old Church Road Caledon, ON L7C 1J6

Dear Ms. Mohr:

**Re: Site Plan Application SPA 15-0067 Zoning Bylaw Amendment 15-08 12544
Highway 50**

Ragbir Gulathy

Further to our correspondence dated February 11, 2016 and May 24, 2017, Toronto and Region Conservation Authority (TRCA) staff have reviewed the revised materials (Appendix I) related to the above noted application and offer the following comments:

Application Specific Comments:
Planning and Development:

1. Based on TRCA's review of the Draft Zoning By-law Amendment submitted in support of this application, it appears that the entirety of the site has been zoned for Commercial (CHB) uses. However, as noted within our previous correspondence, it is TRCA's expectation that the implementing Zoning By-law is amended to ensure the Natural System is placed in an appropriate zoning category which has the effect of prohibiting development and encroachment. The applicant must amend the Draft Zoning By-law to ensure that all lands within the Natural System (i.e. the outermost limit of either the Regional Floodplain or dripline of contiguous vegetation plus an applicable 10 metre buffer) is appropriately zoned (e.g. Environmental Protection Area or EPA).

Stormwater Management:

2. It appears there is a misinterpretation on how to calculate the required volume for water balance. The applicant is asked to refer to TRCA's Stormwater Management Criteria document (<https://trca.ca/planning-permits/procedural-manual-and-technical-guidelines/#stormwater-management>) for further details and guidance. It should be noted that 5 mm on-site retention is the minimum requirement and must be above any initial abstraction. In other words, no volume should be subtracted from the one required to compensate for the loss of pervious areas. The required minimum storage for water balance on the subject site would be 28.5 m³ (5,709.69 m² x 5mm) not 8.27 m³ as mentioned on page 8 of the Stormwater Management Report. The applicant must revise these calculations and adjust relevant documents and drawings accordingly.

[n]: Revised.

Erosion and Sediment Control (ESC):

3. The ESC drawing depicts silt fence located across the mud mat, blocking the entrance to the site. The applicant should update this plan to allow for access onto the site.



[n]: Revised.

4. Please note that the proposed temporary sediment pond has not been designed in accordance with TRCA standards. The applicant can refer to TRCA's Erosion and Sediment Control guidance document for more information: <http://www.trca.on.ca/dotAsset/40035.pdf>. All relevant drawings should be updated accordingly, including typical details.

[n]: Silt bag proposed in-lieu of the temporary pond

5. Notwithstanding the above, it is TRCA staff's opinion that given the size of the subject property, a temporary storm pond may be excessive. The applicant can explore other suitable (and possibly more cost effective) measures within the above Erosion and Sediment Control guidance document.

[n]: Revised.

6. Please note that the sediment control materials covering the catch basin have not been updated on the ESC drawing. In accordance with TRCA's past correspondence, please revise the material covering catch basins to 270R non-woven geotextile.

[n]: Revised.

7. ESC measures have not been proposed around stockpile areas. Per past comments issued by the TRCA, it was requested that the applicant include ESC measures to isolate stockpiles. Please revise the ESC plan to include these details.

[n]: Note added.

Landscaping:

8. Diablo Purplehead Ninebark is still being proposed by the applicant at this time. Due to the proximity of the Diablo Purplehead Ninebark to the planted buffer area, TRCA previously requested that the applicant replace this species with a native alternative (i.e. native Ninebark shrub). Please update the landscape as necessary.

Permitting

As noted above, the subject property is located within TRCA's Regulated Area. On this basis, a TRCA permit is required from this Authority prior to the proposed works commencing on the subject site, pursuant to Ontario Regulation 166/06, as amended. Details with respect to permit submission requirements are available at our website (<https://trca.ca/planning-permits/apply-for-a-permit/>).

Prior to submission of a TRCA permit for the works, the applicant is advised to continue with the Site Plan application process to ensure a final set of plans are prepared which are agreeable to the municipality and other external agencies. Any future changes to the plans approved as part of a TRCA permit will be subject to a revision application and associated fee.

Recommendation

On the basis of the comments noted above, it is our opinion that this application is **premature** as additional information and revisions are required prior to TRCA staff endorsing the subject application.



Please have the applicant address TRCA's comments and **include a response letter** with the resubmission outlining how the comments have been addressed.

I trust these comments are of assistance. Should you have any questions, please do not hesitate to contact me at the undersigned.

Appendix I: List of Materials Reviewed

The following materials, received on June 26, 2019, were reviewed by the TRCA:

- Drawing No. A1.0, Site Plan, prepared by n Architecture Inc., dated April 20, 2019;
 - Drawing No. C-1, Grading Plan, prepared by n Architecture Inc., dated April 2019;
 - Drawing No. C-2, Servicing Plan, prepared by n Architecture Inc., dated April 2019;
 - Drawing No. C-3, Erosion and Sediment Control Plan, prepared by n Architecture Inc., dated April 2019;
 - Drawing No. C-4, Standard Details, prepared by n Architecture Inc., dated April 2019;
 - Drawing No. L1, Landscape Plan, prepared by MSLA Landscape Architects, dated April 15, 2019;
 - Drawing No. L2, Landscape Details, prepared by MSLA Landscape Architects, dated April 15, 2019;
 - Drawing No. L3, Landscape Details, prepared by MSLA Landscape Architects, dated April 15, 2019;
 - Stormwater Management Report, prepared by n Architecture, dated April 9, 2019;
 - Functional Servicing Report, prepared by Caledon Hills Engineering Ltd., dated November 10, 2015;
- Arborist Report, prepared by Bruce Tree Expert Company Ltd, revised October