

Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

File Number: PRE 2024-0018

Meeting Date: April 18, 2024

Lead Planner: Muhammad Shahid Mughal

Expiry Date: August 19, 2024

Purpose and Advisory Information
In accordance with the *Planning Act* and pursuant to By-law 2022-052, applicants are required to complete Pre-Consultation with the Town which consists of an Inquiry Meeting, a Preliminary (PARC) Meeting and Pre-Consultation (DART) Review, prior to submission of development applications.

It is important to note that all comments provided at the PARC Meeting and contained within this document are preliminary only and based solely on the information that was made available at the time of the meeting. This meeting does not imply or suggest any decision whatsoever on behalf of the Town of Caledon. Once the Pre-Consultation (DART) Review or an application has been submitted and is in circulation, additional information may be required during the processing of the application.

The proposal as described on this form has been reviewed at a Preliminary (PARC) Meeting and the 'complete' application requirements are outlined in this document. If an application does not contain the items outlined in this document, the application will be deemed incomplete and will not be accepted by the Town of Caledon.

As per By-law No. 2022-052, a new Preliminary (PARC) Meeting will be required should the Pre-Consultation (DART) Review or application not be submitted by the expiry date. If additional consultation is required, it should be held prior to the expiry date to ensure all matters have been addressed.

If the applicant does not contact Town Staff for clarification of this document, within 10 business days of receiving this document, the applicant acknowledges that the requirements outlined within this document must be submitted for the application to be considered 'complete'.

Section 1: Applicant and Owner Information

Applicant Name:	Grant Uyeyama, KLM Planning Partners, Inc.
Phone Number:	905-669-4055, Ext. 246 (Business) 416-871-6887 (cell)
Email Address:	guyeyama@klmplanning.com
Owner Name:	Amrit Kaur on behalf of Khalsa Gurmat Academy
Phone Number:	647-406-1104 (Business)
Email Address:	khalsagurmatacademy5@gmail.com

Section 2: Project and Property Information

Municipal Address:	6600 Mayfield Road
Legal Description:	Part of Lot 1, Concession 2 (Albion)
Roll Number:	212401000705800
Site Area:	1.1 (ha)(2.7 ac)
Project Name:	KLM Planning Partners on behalf of Amrit Kaur
Proposal:	The Applicant proposes a 3-year temporary use Zoning Bylaw Amendment, which will allow the Owner to legalize the existing use and continue operating the Place of Worship (prayers and meditation), free community kitchen, classes (language, music, martial art, scripture for 30-40 students on weekday and 70-80 student on weekends), outdoor activities (volleyball, basketball), and 20-30 parking spaces during the busiest time in the evening and 3-5 cars may be parked during the day. Occasional activities include indoor and outdoor twice a year, workshops once every couple of months, and prayer services in remembrance of death or birth in the family once or twice a month.
Existing GFA:	395.17 m ² Proposed GFA: N/A
Servicing:	Municipal Water and Private Septic System.

Section 3: Planning Policy Framework

Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Provincial Plans

Places to Grow Plan, 2020:	Greater Golden Horseshoe Growth Plan Area (Schedule 1 - GGHS Plan 2020)
Greenbelt Plan, 2017:	N/A
Niagara Escarpment Plan, 2017:	N/A
Oak Ridges Moraine Conservation Plan, 2017:	N/A
Zoned EPA1-ORM, EPA2-ORM and/or Within the Associated Buffer in the Oak Ridges Moraine:	N/A
Provincial Agricultural System:	N/A
Provincial Natural Heritage System:	N/A
Wetlands Identified by the Province:	N/A

Region of Peel Official Plan:	Schedule E-1 Urban System Further designated 2051 New Urban Area by Schedule E-1 Schedule E-3 designated Greenfield Area
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Town of Caledon Official Plan:	Schedule ‘A’ designated Prime Agricultural Area, Environmental Policy Area,
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Town of Caledon Future Official Plan:	To be determined
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Town of Caledon, Zoning By-law 2006:50, as amended:	Agricultural - A1 Environmental Policy Area 2 Zone - EPA2
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Interim Control By-law:	N/A
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GTA West Corridor:	N/A
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Heritage Interest:	Listed Heritage Property
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Archaeological Interest:	Yes
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Conservation Authority:	TRCA
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Access Authority:	Mayfield Road (Regional)
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Other Applications Affecting the Property and Their Status:	PRE 2023-0034 (Inquiry Meeting)
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Section 4: Required Approvals

In accordance with Staff Report 2022-0209, the Town is no longer accepting the submission of concurrent development applications and where public infrastructure is proposed, a Draft Plan of Subdivision will be required.

The following applications are required:

- Zoning By-law Amendment Application

The following additional approvals and/or requirements are required:

- Site Plan Application, Building Permit, Change of Use, TRCA permit.

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Section 5: Complete Application Requirements

The ‘complete’ application requirements are outlined in two tables below:

- 1) Approvals, Engagement and Consultation to be Completed prior to an Application Being Considered ‘Complete’
- 2) Material and Documentation Required for Submission for an Application to be Considered ‘Complete’

If an application does not meet the requirements outlined in this document, the application will be deemed incomplete and will not be processed by the Town of Caledon.

Approvals, Engagement and Consultation to be Completed prior to an Application Being Considered ‘Complete’

Prior to an application being considered ‘complete’ the following approvals/permissions must be in place, and the following engagement and consultation must be completed to the satisfaction of the applicable agency/department.

Required (X)	Approval, Permission, Engagement and/or Consultation Required	Scope & Detail
X	Written Confirmation to the Satisfaction of the Town of the Completion of the Pre-Consultation (DART) Review for the Project	<ul style="list-style-type: none">Please prepare the submission material as per the requirements contained within this form. Once completed, please submit the material with the Pre-Consultation (DART) Review Form to planning@caledon.ca. Planning staff will then contact you to arrange for payment of the required fee as per the fee by-law. <p>Once the Pre-Consultation (DART) Review is satisfactory, Planning staff will provide direction on how to submit the application.</p>
X	Written Confirmation to the Satisfaction of the Town of Acceptance of All Required Archaeological Assessments by the Ministry of Citizenship and Multiculturalism	<p>Prior to the temporary zoning bylaw amendment approval, Stage 1-2 Archaeological Assessment must be received and accepted by the Ministry of Citizenship and Multiculturalism (MCM).</p> <p>For more information on this process, please contact the Lead Planner as noted on this form or Town of Caledon Heritage Staff at heritage@caledon.ca.</p>

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Material and Documentation Required for Submission for an Application to be Considered ‘Complete’

The ‘complete’ application requirements are outlined in the table below. All items noted in the table below are required to be deemed satisfactory to the Town prior to an application being considered ‘complete’.

To assist you in the preparation of the required material, the Town has prepared a number of Terms of Reference for your review. These Terms of Reference are available on the Town’s website and while they offer general guidance, at the Preliminary (PARC) Meeting the Town or external agencies may have noted additional requirements and/or scoped the requirements. Any notes or guidance on this is contained within the table below. Please see 18-20 for the complete list of Zoning Bylaw Amendments Application.

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
X	Cover Letter	Submission of a satisfactory Cover Letter including but not limited to: <ul style="list-style-type: none"> A brief description of the site including municipal address, legal description, roll number, PIN, lot area, lot frontage, existing uses and surrounding land uses Consulting team contact information including but not limited to: Owner, Applicant, Planner, Engineer, Landscape Consultant, Architect/Urban Designer, Environmental Consultant, Traffic Consultant A description of the proposed development including but not limited to land uses, building size, transportation considerations (i.e. access, parking, amount of traffic – number of employees/visitors), unit number and size for different uses within a multi-tenant building A description of all existing draining and natural features (regulated and unregulated) Overall description of the proposed site engineering, landscape and built form details Expected timing of approval/construction All content submitted with the Pre-Consultation (DART) Review Submission 	All agencies and departments Planning & Development Department, Planning	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

		<ul style="list-style-type: none"> Please provide a list of all documents supported as part of this application in a separate Word document indicating: Document name, prepared by XX, revision #XXX, dated XXXX. <p>Please visit the Town's website to ensure that the Cover Letter meets the Electronic Submission Requirements.</p>		
X	Completed Preliminary (PARC) Meeting Form	<p>Submission of the Preliminary (PARC) Meeting Form.</p> <p>Please visit the Town's website to ensure that the Form meets the Electronic Submission Requirements.</p>	<p>All agencies and departments</p> <p>Town of Caledon, Planning & Development Department, Planning</p>	
X	<p>Application Form:</p> <ul style="list-style-type: none"> Pre-Consultation (DART) Meeting Form Zoning By-law Amendment Application Form 	<p>Submission of a complete and satisfactory Pre-Consultation (DART) Review Form found at www.caledon.ca/development or by speaking with the Lead Planner at the Town.</p> <p>Once the Pre-Consultation (DART) Review process is determined to be satisfactory, Town staff will identify the next steps and requirements for submitting the formal Zoning By-law Amendment Application. For rezoning application, please submit a complete and satisfactory Zoning By-law Amendment Application Form found at www.caledon.ca/development.</p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning & Development Department, Planning</p>	
X	Draft Zoning By-law Amendment and Schedule	<p>Submission of a satisfactory Zoning By-law Amendment (Schedule and Text) in accordance with the requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's website to access the following documents to prepare the Amendment:</p> <ul style="list-style-type: none"> Terms of Reference: Zoning By-law Amendment Zoning By-law Amendment Templates Electronic Submission Requirements 	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning & Development Department, Planning</p>	
	Site Plan	<p>Planning staff recommended that if the temporary Zoning By-law Amendment application is approved by Council, a formal Site Plan Application will be required.</p>	All agencies and departments	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

		<p>Planning staff advised applicants to submit the Site Plan along with the Pre-Consultation (DART) Application, illustrating the key information.</p> <p>Submission of a satisfactory Site Plan drawing, including but not limited to:</p> <ul style="list-style-type: none"> • Complete site plan in metric, showing all necessary dimensions to determine zoning compliance • Show dimensions of all driveway and entrance widths, including setbacks to lot lines, etc. • All buildings, structures, driveway(s), driveway widths, parking spaces, parking space size, aisles, accessibility spaces, dimensions of buildings/structures, setbacks, height, entrance width, entrance setback etc. to be indicated on site plan (not an aerial photo) • Any snow storage and amenity areas • Delivery spaces and loading spaces with dimensions and setbacks to lot lines and buildings • A clear description of all uses intended for the subject property • The location and width of planting strips <p>The Site Plan is to be satisfactory in accordance with the Town’s requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town’s website to ensure that the Plan meets the Electronic Submission Requirements.</p>	<p>Primary Contact: Town of Caledon, Planning & Development Department, Planning</p>	
x	Scalable Concept Plan	<p>Submission of a satisfactory Scalable Concept Plan drawing, including but not limited to:</p> <ul style="list-style-type: none"> • Scalable concept plan in metric • A clear description of all uses intended for the subject property • The location of all driveways and entrances 	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning & Development Department, Planning</p>	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

		<ul style="list-style-type: none"> The location of all buildings, structures, driveway(s), parking spaces, accessible parking spaces The location of any snow storage and amenity areas The location of delivery spaces and loading spaces The location of planting strips Setbacks to lot line <p>The Scalable Concept Plan is to be satisfactory in accordance with the Town's requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's website to ensure that the Plan meets the Electronic Submission Requirements.</p>		
X	Survey Plan	<p>Submission of a satisfactory Survey Plan in accordance with the Town's requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's website to ensure that the Plan meets the Electronic Submission Requirements.</p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning & Development Department, Planning</p>	
	Fees (Region of Peel)	<p>Submission of the required Region of Peel fees. Please refer to the Region's website: Development application types and requirements - Region of Peel (peelregion.ca)</p>	Region of Peel	
X	Fees (Town of Caledon)	<p>Submission of the required Town of Caledon fees. Refer to Fees By-law</p> <p>Please submit the required fee with each Pre-Consultation Submission/Review:</p> <ul style="list-style-type: none"> Pre-Consultation Submission/Review – as per Fee By-law per submission* <p>At the time that the Zoning By-law Amendment Application is submitted, please submit the associated payment (to be confirmed at completion of the DART process)</p> <p><i>* This is the current fee. Fees are subject to change and the fee in effect at the time is to be paid.</i></p>	Town of Caledon, Planning & Development Department, Planning	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

X	Archaeological Assessment, and associated Ministry of Heritage, Sport, Tourism and Cultural Industries compliance letter(s)	<p>Prior to the temporary zoning bylaw amendment approval, Stage 1-2 Archaeological Assessment, including Letters of Acceptance from the Ministry of Heritage, Sport, Tourism and Culture Industries.</p> <p>Please visit the Town's website to ensure that the Assessment(s) and Letter(s) meets the Electronic Submission Requirements.</p>	<p>Rob Hughes, Senior Planner rob.hughes@caledon.ca (905) 584-2272 x. 4245</p>	
	Draft Reference Plan	<p>Draft Reference Plan can be provided as part of the later Site Plan Application.</p> <p>Please visit the Town's website to ensure that the Plan meets the Electronic Submission Requirements.</p>	Region of Peel	
X	Elevation Drawings	<p>Please visit the Town's website to ensure that the Drawings meets the Electronic Submission Requirements.</p>	Town of Caledon, Planning & Development Department, Urban Design	
	Heritage Conservation Plan	<p>[to be updated by Heritage staff]</p> <p>Please visit the Town's website to ensure that the Plan meets the Electronic Submission Requirements.</p>	Town of Caledon, Planning & Development Department, Heritage	
X	Heritage Impact Assessment	<p>Please visit the Town's website to ensure that the Assessment meets the Electronic Submission Requirements.</p>	<p>Town of Caledon, Planning & Development Department, Heritage</p> <p>Rob Hughes, Senior Planner rob.hughes@caledon.ca (905) 584-2272 x. 4245</p>	
X	Planning Justification Brief	<p>Planning staff advised to submit the Planning Justification Brief providing information a clear understanding of the proposal, planning rationale, existing and proposed development details, how the intended use conforms to the relevant policies of provincial plans/ OP/ZBA and is compatible with the surrounding context, etc.</p> <p>Please visit the Town's website to access the Terms of Reference for a Planning Justification Report.</p> <p>Please visit the Town's website to ensure that the Report meets the Electronic Submission Requirements.</p>	<p>Town of Caledon, Planning & Development Department, Planning</p> <p>Muhammad Mughal muhammad.mughal@caledon.ca</p>	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

X	Traffic/ Transportation Impact Study	<ul style="list-style-type: none"> Road Network Review and Circulation Transportation Demand Management Plan Active Transportation Provisions and Network Connections Parking and Loading Review Transportation Consultant is requested to submit a Terms of Reference prior to completing the TIS. Please contact Emma Howlett @ Emma.Howlett@caledon.ca <p>Please visit the Town’s website to ensure that the Study meets the Electronic Submission Requirements.</p> <p>Region of Peel: A TIS Brief will be required and terms of reference must be submitted to the Region for review and comment prior to study commencement.</p>	Town of Caledon, Engineering, Public Works & Transportation Department, Transportation	
X	Zoning By-law Matrix	Please visit the Town’s website to ensure that the Matrix meets the Electronic Submission Requirements .	Town of Caledon, Planning & Development Department, Zoning	
X	Scoped Environmental Impact Assessment or Restoration Plan	Please see Planning & Development Department, Natural Heritage Comments in this PARC form for more details.	Jason Elliott, Senior Environmental Planner jason.elliott@caledon.ca (905) 584-2272 x. 4420	
X	Functional Servicing Report	Please see Region of Peel comments in this summary of comments for more details.	Chrissy Pelopidas Chrissy.pelopidas@peelregion.ca	



Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Section 6: Preliminary Review Comments

The comments outlined below and any supplemental redlined drawings offer preliminary comments only and does not constitute a full review. It is the applicant’s responsibility to update plans to address comments in order to reduce comments received during the application review. The Town will not conduct any additional reviews of the material prior to the submission of the application.

Town of Caledon (Internal Departments)

Department	Comments	Contact (Name, Email and Phone Number)
Planning & Development Department, Building	<p>PLUMBING:</p> <ul style="list-style-type: none"> Please provide an updated Site Plan showing water service upgrade details to support the proposed change of use in accordance with the revised Building Classification. Since the Building/s will be classified as Assembly type with no Residential occupancies on the property, it shall comply with the requirements of OBC Part 3 construction instead of Part 9. The applicant shall verify and confirm the water service conforms to Building Code Subsections 7.6.3. (for size and capacity) and 3.7.4. (for required Plumbing facilities) to support the increased occupant load. Building Division comment does not include OBC provisions for Firefighting, which will have an independent review and Fire Department comments. For the purpose of the PARC application review the applicant shall be advised that it is their responsibility to submit a complete plumbing design of the proposed construction for the Building(s) on the property which will be reviewed for conformity with the Building Code. Further comments may follow. A General Review commitment form shall be signed and submitted by the Professional Engineer taking responsibility for the Mechanical design. <p>HVAC</p> <ul style="list-style-type: none"> Due to the proposed change of Use for the Subject Property from Residential Single Family Dwelling to Assembly “Place of Worship” a complete HVAC design shall be 	<p>Mandy Tsang Mandy.Tsang@caledon.ca</p> <p>Elizabeth Occhiuto Elizabeth.Occhiuto@caledon.ca</p>



Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<p>submitted with a Building Permit application for review of compliance with the Building Code.</p> <ul style="list-style-type: none"> • The design shall meet the (minimum) requirements of Building Code Parts 6 and 3 including Heat Loss calculations, Ventilation calculations in accordance with Ashrae 62.1 and HVAC system design for the appropriate occupancy classification and maximum occupant load as determined. • A General Review commitment form shall be signed and submitted by the Professional Engineer taking responsibility for the Mechanical design. <p>The comments are preliminary, and a full zoning review will be completed through the building permit application process as well as through the required Planning applications.</p> <p>Full Site Plan Application through Planning Department. All relevant plans submitted in building permit application must match the SPA approved plans.</p> <p>Building Permit for Change of Use on existing house and for the addition</p> <p>TRCA Permit</p> <p>Property is Listed Heritage – any proposed demolition would require Heritage clearance</p> <p>Road Access Approval from Region of Peel for any proposed additional changes to or proposed additional entrances</p> <p>Signage – any proposed signage would require a separate building permit and must comply with the provisions of Sign Bylaw – 2017-54</p> <p>Parking requirements for Place of Worship - The greater of 1 parking space per 6 persons design capacity of the worship area; or 1 parking space for 10m2 of net floor area or portion thereof of the worship areas and any accessory use areas, excluding residential uses. This will be determined once net floor area is calculated and occupancy load is verified.</p>	
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Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

NOTE: Further discussion is required for the 24-hour Community Kitchen portion of the Place of Worship to see if any additional parking would be required. Please see Page 18-20, Planning & Development comments in this summary of comments for more information.

Barrier-free parking spaces shall be provided in accordance with the provisions of the barrier-free access requirements in Town of Caledon By-law 2015-058 - This will be determined once net floor area is calculated and occupancy load is verified.

The existing structure is classified currently as a group C residential type for a single family dwelling. The current use of the structure shall be classified as an A2 type occupancy (multi-purpose assembly without any residential). Therefore, this constitutes a change of use (OBC part 10) for the structure. The existing classification shall be revised and selected using article 3.2.2. of the OBC as reference to determine building classification of the “assembly” use. The existing structure will now be referred to as a part 3 building in lieu of a part 9 type building as defined in the OBC (refer to OBC article Div. A. 1.1.2.2. (1)(a)(i)).

A building permit application will be required to submit for minimum conformance from the OBC regulation including the prefabricated detached structure for the current gurudwara use. (Note: Refer to previous building permit application BA 2022-1260 submitted by owner previously for the prefab structure as reference). It is also confirmed from the latest reports that permanent foundations for the prefab structure was not constructed.

Furthermore, the permit package submission shall accompany a site plan, floor plans, elevations, cross sections and other applicable miscellaneous details, OBC matrixes (part 11, part 3 and part 10 – including information for the spatial separation calculations for the existing structures using OBC article 3.2.3 as a guide.)

Submit a general review commitment form signed and dated by all applicable consultants involved in the project. Also, the existing septic system is to be reviewed and analyzed to confirm if it can support the additional loads to the system as per part 8 of the OBC specifically articles 8.6 and 8.7. for leaching beds of a class 4 type system. In addition, use OBC table 8.2.1.3.B to determine total occupant load type based on category that suits the current operation.

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Due to the fact that the location of the new prefab structure is situated on top of where there apparently been an in-ground pool, Soil Engineer report confirming the soil bearing capacity for the new structure may be required.

Lastly, the designer for this proposal from an architectural point of view shall be undertaken by a licensed architect able to practice in the Province of Ontario. The structural modifications to existing structures, shall be undertaken by a licensed structural engineer to provide applicable structural drawings and details who is able to practice in the Province of Ontario. Any septic requirements to conform to minimum OBC regulation shall be undertaken by a qualified engineer able to practice in the Province of Ontario for design of septic systems conforming to part 8 of the OBC.

Note: Building Division comment does not include comments on filling of a pond that was at one time seems to be there from aerial photos, which may require an independent review by Ministry of Environment for their comments.

Additional Comments:

- A complete HVAC design for the proposed building based on the approved use (temporary or Permanent) shall be provided at the Building Permit application stage.
- If Site Servicing Building Permit Application is to be made at same time as phase 2 SPA stage – Required information on the Site Plan would be all Site Services (water, sanitary, storm etc.).
- All pipe sizes and inverts/obverts should be provided to demonstrate capacity is adequate and spatial separations are maintained in accordance with Building Code requirements.
- The Applicant and/or their consultants should evaluate the Plumbing System and Sanitary System needs at the earliest possible stage to address the minimum Building Code requirements for the proposed use and avoid further re-evaluation of the Site Services during the Permit Application stage.

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<ul style="list-style-type: none"> • <u>Should</u> the Water service supply both domestic use and Fire protection systems then the appropriate Region of Peel standard for Backflow prevention of combined services shall be identified on the Site Plan. Remainder of Plumbing Design for the Proposed Building shall be provided at the Building Permit application stage. • The Geotechnical Report can be submitted as part of the formal Site Plan Application stage. Purpose of identifying this item early at PARC stage is because this is a case specific request thereby serving as a heads up to client Building Division will be asking for Geotechnical Report, therefore we will accept as part of the formal SPA stage. 	
Corporate Services Department, Legal Services	<ul style="list-style-type: none"> • In the event that an agreement is required to be registered on title, postponement(s) to any and all mortgages will be required. 	Daniela Gaudio Daniela.gaudio@caledon.ca
Strategic Initiates Department, Capital Projects	<ul style="list-style-type: none"> • No comments 	Derek Mumford Derek.mumford@caledon.ca 647-225-7140
Planning & Development Department, Economic Development	<ul style="list-style-type: none"> • No comments 	Ben Roberts, Senior Economic Development Officer Ben.roberts@caledon.ca Cell: 416-998-8289
Engineering, Public Works & Transportation Department, Development Engineering	<ul style="list-style-type: none"> • Air photos indicated some developments between 2022 and 2023, including a parking lot and a structure. Under the Planning Act: establishment of a commercial parking lot is considered development; therefore, subject to Site Plan Control. Should the Zoning Bylaw Amendment Application be approved, Town Development Engineering is of the opinion that a Site Plan Application will be required. Additional submission documents will be required at the Site Plan stage to address detailed site plan matters. • All plans, reports, and studies are to conform to the requirements in the Town of Caledon Site Plan Control Manual and the Town of Caledon Development Standards Manual (2019). • Contact Development Engineering for Terms of Reference (TOR) for all required plans and technical studies. 	Malvern Munaku Malvern.munaku@caledon.ca (905) 584-2272 x. 4560

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Engineering, Public Works & Transportation Department, Transportation	<ul style="list-style-type: none"> Confirm the Sites anticipated Trip Generation and include this information in the requested Traffic Operation Assessment (TOA). Parking spaces should be provided as per the rates in the Zoning By-Law. If lower than the required parking spaces are proposed, parking justification will be required. A workplan (Terms of Reference) for the parking justification study should be circulated with Town. Barrier-free accessible spaces should be designed according to the requirements contained within Schedule K of the Town's Traffic By-Law 2015-058. <p>Advisory Comment to prepare for a potential future site plan application.</p> <ul style="list-style-type: none"> A Fire Route should be illustrated in the proposed site plan. Standard requirements include: driveway and drive aisles with a minimum width of 6m; centerline radius of minimum 12m; vertical clearance of minimum 5m; turnaround facilities for any dead-end portion of the access route more than 90m long; and 'Fire Route No Parking' signage should be proposed as required by the Town's Traffic By-Law 2015-0058. Transportation Impact Study and TOA can be combined into a single transportation study provided the interest of the region and town are both met. 	<p>Emma Howlett Emma.Howlett@caledon.ca</p>
Finance Department, Finance	<ul style="list-style-type: none"> For future circulations and correspondences, please ensure that the property owner's name matches the information that is listed on the Town of Caledon's property tax invoices. If the proposed development (includes Zoning Bylaw Amendments to facilitate a temporary Place of Worship), were to proceed as planned, the property's taxable assessment value would change to reflect the developments that would have taken place. Under current Town of Caledon By-laws, a temporary building is defined as a "building or structure that is ...placed on land for a continuous period of not more than eight months." Any extension beyond eight months will cause the building or structure to be deemed not to be, nor ever to have been a temporary building or structure. Development Charges will apply. Additionally, or alternatively, the Town 	<p>Glendon Turner, Senior Financial Analyst glendon.turner@caledon.ca 905.584.2272 x.4153</p>



Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<p>may require security deposits as part of the financial obligations that may be included in a Temporary Use Agreement.</p> <ul style="list-style-type: none"> • The Development Charge (Non-Residential – Other) rates may apply to the proposed facilities. Those rates are currently: • Town of Caledon: \$96.12 per m² of new, converted or added floor space. Upon application for the issuance of a building permit for the temporary structure, the applicant will be required to either (a) pay for Development Charges on the proposed temporary building, for which the Applicant may apply for a refund no later than one month after expiry of the temporary period; or (b) enter into an agreement with the Town and submit satisfactory securities which will be realized in the event that the temporary building becomes protracted and development charges thereby become payable. Please refer to Section 10 of the Town of Caledon By-law 2010-31 (amended as By-law 2021-65). • Region of Peel: \$289.13 per m². No Development Charges will be imposed so long as the status of being a temporary building is maintained. However, upon application being made for a building permit, the applicant may be required to enter into an agreement with the Region and submit satisfactory securities which will be realized in the event that the temporary building becomes protracted and development charges thereby become payable. (Refer to Section 8 of the Region of Peel By-law 77-2020). • School Boards: \$9.69 per m². There are no available credits or refunds for School Boards' Development Charges. • Additional information on Development Charges, including By-laws and rates may be accessed on the Town of Caledon's website at https://www.caledon.ca/en/town-services/development-charges.aspx • The Development Charges comments and estimates above are as at February 22, 2024, 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. For site plan or rezoning applications determined to be complete on or after January 1, 2020, and the approval of the application occurs within two (2) years of building permit issuance, Development Charges are calculated at rates applicable on the date when an application is determined to be complete; and are payable at the time of building 	
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Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<p>permit issuance. Interest charges will apply for such applications. For site plan or rezoning applications where two (2) years as described above has elapsed or those dated prior to January 1, 2020, Development Charges are calculated and payable based on the indexed rates in effect at the building permit issuance date. 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 changes in actual information related to the construction as provided in the building permit application.</p> <p>Additional Comments:</p> <p>The Town’s definition of a temporary building remains as listed in previous Finance comments. If a Temporary-Use Agreement is placed in effect between applicant and the Town, that agreement will specify the term for which the agreement will be valid. That term of that agreement may differ from the term ‘temporary building’ as stated in the Town’s bylaw. Appropriate security deposits will be required to support that agreement.</p>	
Community & Human Services Department, Fire and Emergency Services	<ul style="list-style-type: none"> • Show fire access route meets OBC 3.2.5.6 and show location of signs per By-Law 2015-0058. • Provide a OBC data matrix, include all relevant information about the building type, classification, construction, occupancy, and features. • Show distance along fire access route from nearest hydrant to principal entrance. • Provide Ontario licensed architectural stamped drawings of the current building. • There is to be no cooking in the building unless an approved exhaust and suppression system meeting NFPA 96 is installed under building permit. • Fire Safety Plan under 2.8 of the Fire Code is required to be designed, implemented and approved by the Fire Department for the type and use of this building. 	Anthony Staniscia x.4347 Anthony.staniscia@caledon.ca

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<p><u>Additional comments</u></p> <ul style="list-style-type: none"> The fire route information can be provided as part of the formal Site Plan Application stage. 	
Planning & Development Department, Accessibility	<ul style="list-style-type: none"> The future Site Plan must comply with the Integrated Accessibility Standards (IAS), the Accessibility for Ontarians with Disabilities Act (AODA), Schedule K of The Town of Caledon Traffic by-law, and Reg.581: Accessible Parking for Persons with Disabilities. 	Cassandra Savini cassandra.savini@caledon.ca
Planning & Development Department, Planning	<ul style="list-style-type: none"> The subject property is designated as a Prime Agricultural Area and Environmental Policy Area. The proposed place of worship does not conform to the Town Official Plan. As the applicant proposes a 3-year temporary Zoning Bylaw amendment, Official Plan Amendment (OPA) is not required. The planning staff recommends submitting the Planning Justification Brief to demonstrate how the proposed development conforms to the provincial plans/OP/ZBL, site context, background of existing and proposed development details, planning rationale, and how the intended use is compatible with the surrounding context, etc. <p>24-hour communication kitchen facility details can be included in the Planning Justification Brief, such as how the kitchen functions, who uses the kitchen, when individuals access the kitchen, and if there are any peak times of use and impact on parking.</p> <ul style="list-style-type: none"> Currently, the existing single-family dwelling on the subject property is operating as a place of worship in the form of the gurdwara, which provides classes for children for religious teaching/music/martial arts and a community kitchen and associated use. If the Council approves the temporary Zoning Bylaw Amendment, a Site Plan Application will be required. 	Planning & Development Department Muhammad Shahid Mughal muhammad.mughal@caledon.ca

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<p>As discussed with the applicant, the site plan application can be submitted once the Council approves a temporary zoning bylaw amendment application. Staff may require a separate PARC application for the Site Plan.</p> <ul style="list-style-type: none"> • The Planning Staff advised the applicant to submit a Site Plan along with the Pre-consultation (DART) submission package. The Site Plan will provide a better understanding of the intended use for departments/agencies, identify the deficiency of the applicable zoning bylaw standards, and draft site-specific Zoning By-law instead of requiring minor variance. • The subject property is currently zoned A1 - Agricultural and EPA 2 - Environmental Policy Area 2. The zoning concept plan would need to show split zones boundary when submitting the Pre-consultation (DART) application package. The portion of the subject property along the easter property line will remains as EPA 2 zone classification to protect the natural features, contains regulatory floodplain and unevaluated wetland. <p>As outlined in the submission checklist in this PARC form, the following submission material will be required for 3-years term Zoning Bylaw Amendment application.</p> <ul style="list-style-type: none"> • Scalable Concept Plan (<i>not a detailed Site Plan drawing or a formal Site Plan Application</i>); • Planning Justification Brief; • Transportation Impact Study (<i>Traffic, Parking and TDM</i>); • Scoped Environmental Impact Assessment or Restoration Plan; • Stage 1-2 Archaeological Assessment (Ministry of Citizenship and Multiculturalism be addressed prior to zoning approval, not prior to making a complete submission of the ZBA); • Heritage Impact Assessment; • Functional Servicing Report; • Cover Letter; • Completed Preliminary (PARC) Meeting Form; • Application Form for DART and Zoning By-law Amendment; • Survey Plan (topographical); 	
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Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<ul style="list-style-type: none"> Fees to Region of Peel and Town of Caledon; Zoning By-law Matrix; and Draft Zoning By-law Amendment. <p>The following material can be provided at site plan stage, not at 3-years term ZBA stage.</p> <ul style="list-style-type: none"> Draft Reference Plan (to the Region of Peel); Architectural Site Plan drawings. <p>Staff agree, Once the Town’s new Official Plan is in full force and effect, given that the Place of Worship building has already been in operation through 3 - years term temporary zoning by-law amendment and site plan approval, the Town is willing to discuss and confirm with the Owner whether they can proceed to submit a permanent Zoning By-law Amendment Application to rezone the subject lands from Agricultural A1 to Institutional I, ahead of the Town approving a Secondary Plan for this area.</p>	
Planning & Development Department, Heritage	<p>Heritage Register</p> <ul style="list-style-type: none"> The subject lands are listed as a non-designated property on the Town of Caledon Heritage Register, containing a mid-19th century Neo-classical style red and buff brick farmhouse as well as vertical board driveshed of undetermined age. <p>Heritage Impact Assessment</p> <ul style="list-style-type: none"> In view of the above, as part of a complete application, the development proponent shall provide a Heritage Impact Assessment (HIA), undertaken by a qualified heritage consultant who is a professional member in good standing of the Canadian Association of Heritage Professionals (CAHP). The HIA shall assess the impact of the proposed development on all cultural heritage resources within and adjacent to the subject lands, to the satisfaction of the Town of Caledon. The HIA shall adhere to the Town of Caledon HIA Terms of Reference and include the requirements set out in the Town of Caledon Official Plan, policy 3.3.3.1.5 b). Any mitigative measures, as specified in the HIA and/or by Town of Caledon Heritage staff shall be undertaken to the satisfaction of the Town. 	Rob Hughes, Senior Planner rob.hughes@caledon.ca (905) 584-2272 x. 4245

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<div>Archaeological Assessment</div> <ul style="list-style-type: none"> • The subject lands are identified as having archaeological potential. As such, the proponent shall retain an archaeologist, licensed by the Ministry of Citizenship and Multiculturalism (MCM) under the provisions of the Ontario Heritage Act (R.S.O 2005 as amended), to carry out and submit a Stage 1-2 archaeological assessment on the portion of the subject lands to be impacted by the proposed works plus a 10m buffer (the “Study Area”). • Should any significant archaeological resources be encountered, the development proponent shall mitigate any adverse impacts through preservation or resource removal and documentation (Stages 3-4 archaeological assessment) to the satisfaction of the MCM and the Town of Caledon Heritage staff prior to development approval. The archaeological assessment(s) must be completed in accordance with the most current Standards and Guidelines for Consultant Archaeologists. • No demolition, construction, grading or other soil disturbances shall take place on the subject lands prior to the Town of Caledon Heritage staff receiving, to their satisfaction, all completed archaeological assessment(s) and the MCM compliance letter(s) indicating that all archaeological licensing and technical review requirements have been satisfied and the report(s) has been entered into the Public Registry. • Significant archaeological resources will be incorporated into the proposed development through either in situ preservation or interpretation where feasible or may be commemorated and interpreted through exhibition development on site including, but not limited to, commemorative plaquing. • If the subject lands were previously assessed, the development proponent must provide a copy of the archaeological assessment(s) and the associated MCM compliance letter(s) indicating that all archaeological licensing and technical review requirements have been satisfied and the report(s) has been entered into the Public Registry. • An archaeological condition will be included as part of agreements related to the application, should it be approved, for clarity as to the process required should 	
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Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	previously unknown archaeological remains be uncovered during ground disturbance activities in the future.	
Planning & Development Department, Landscape	<ul style="list-style-type: none"> Landscape comments will be provided as part of the Site Plan Control application process, which must meet landscape requirements for approval. When preparing site plan application in next step, please refer to the landscape requirements at link: Landscape Requirements - Town of Caledon: 	Dali Peng Dali.peng@caledon.ca 905.584.2272 x 4022
Planning & Development Department, Municipal Numbering	<ul style="list-style-type: none"> The property address is confirmed as 6600 Mayfield Road. In accordance the Municipal Numbering By-law and Guidelines, the municipal number must be posted on a “green” municipal number sign. Based on Google Streetview, the number is posted. There are no concerns with the proposed Zoning By-law Amendment 	Kristen Domingos municipalnumbers@caledon.ca 905.584.2272 x.4349
Planning & Development Department, Natural Heritage	<ul style="list-style-type: none"> As noted in the Cover Letter, the property contains natural area associated with a watercourse in the northeast. Accordingly, the property is partially designated (this was omitted in the Cover Letter) and zoned Environmental Policy Area (EPA). The EPA designation encompasses more of the property than the EPA zone. As displayed in the Cover Letter, a portion of the natural area in the EPA has been removed. Further, it appears that site alteration may have also occurred in EPA and erosion is now occurring. This contrasts with the Owner’s statement in the Cover Letter that the removals occurred in the A1 zone. Further, it appears on aerial imagery that trees were removed which also contrasts with the Owner’s statement. As noted in the Cover Letter, Official Plan policy 6.2.13.2 (f) indicates that Council must be satisfied that adverse environmental impacts will avoided, minimized or mitigated. Additionally, Official Plan policy 5.7.3.1.6 indicates that lands designated EPA are not to be damaged or destroyed without approval. Further, it indicates that if they are damaged/destroyed, there shall be no boundary adjustment or redesignation of EPA and replacement/rehabilitation of the affected areas is required. Given the policy framework outlined above, the applicant may either: <ul style="list-style-type: none"> Provide and implement a restoration plan for the entire area designated EPA; or 	Jason Elliott, Senior Environmental Planner jason.elliott@caledon.ca (905) 584-2272 x. 4420

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<ul style="list-style-type: none"> ○ Provide a Scoped Environmental Impact Study completed by a qualified professional to delineate the portion of the property that would have qualified as EPA based on the conditions present prior to the removals (i.e., confirm/refine the mapped EPA designation according to Official Plan criteria) and provide and implement a restoration plan for the refined EPA area. If this option is chosen, the EIS must be completed in accordance with an approved Terms of Reference (ToR). A proposed ToR shall be submitted for review and approval prior to the commencement of the study. <p><u>Additional Comments</u></p> <ul style="list-style-type: none"> • A Restoration Plan or a Scoped Environmental Impact Study can be submitted as part of the ZBA application. 	
Planning & Development Department, Parks	<ul style="list-style-type: none"> • Based on the submitted materials received on January 24, 2024, conveyance of parkland or payment in lieu of parkland is not required for temporary use to operate a Place of Worship in according to the Parkland Conveyance Bylaw -2022-042. • Please note that these comments are based solely on the preliminary information provided by the applicant for the preliminary meeting on February 29, 2024. Parks may provide varying and/or additional comments on the formal application. 	Eva Li eva.li@caledon.ca 905.584.2272 x.4378
Planning & Development Department, Policy Planning	<ul style="list-style-type: none"> • The property is designated prime agricultural under the town’s official plan which does not permit institutional uses such as what is proposed. However, as the applicant is proposing a temporary zoning by-law amendment, no OPA is required. 	Mike Balch Michael.balch@caledon.ca 905-584-2272 x4433
Planning & Development Department, Urban Design	<ul style="list-style-type: none"> • Detailed comments will be provided for the Site Plan application 	Cassandra Savini cassandra.savini@caledon.ca
Planning & Development Department, Zoning	<ul style="list-style-type: none"> • Zoning notes subject property is zoned Agricultural – A1 and Environmental Policy Area 2 Zone – EPA2 as per the Town of Caledon Zoning By-law 2006-50, as amended • Zoning notes the proposed use, Place of Worship is not a permitted use in the A1 and EPA2 zone 	Chris Bean Office: 905.584.2272 x 4265 Email: chris.bean@caledon.ca



Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

	<ul style="list-style-type: none">• Zoning notes the described use identified as: community kitchen, classes (language, music, martial arts, scripture, outdoor activities (volleyball, basketball) are defined by the by-law as Place of Assembly• Zoning notes the proposed use, Place of Assembly is not a permitted use in the A1 and EPA2 zone• Place of Worship means a premises used by one or more religious groups for the practice of religious services.• Place of Assembly means a premises used for the gathering of groups of people and may include facilities for the preparation and consumption of food or drink but shall not include a place of worship or place of entertainment. But does not include any cannabis or industrial hemp use defined in this By-law.• Zoning requests the uses described by the definition of Place of Assembly be included in the permitted uses of the temporary Zoning By-law.	
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Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

External Agencies		
Agency	Comments	Contact (Name, Email and Phone Number)
Region of Peel	<p>Land Use:</p> <p>The subject lands are designated Urban System by Schedule E-1 of the Regional Official Plan (ROP). They are further designated 2051 New Urban Area by Schedule E-1 and Designated Greenfield Area by Schedule E-3 of the ROP.</p> <p>Mayfield Road is identified as a Major Road by Schedule F-2 to the ROP.</p> <p>The subject land is located within a Core Area of the Greenlands System in Peel as identified under policy 2.14.5 of the Regional Official Plan. The boundaries and/or development limitations of the Core Area must be shown on a future site plan. If the Core Area is intentionally damaged or destroyed, the Region or Town will require replacement or restoration of the ecological features, functions and/or landforms as a condition of development approval (ROP 2.14.17).</p> <p>The subject lands are located adjacent to the Toronto and Region Conservation Area (TRCA) regulated area.</p> <p>The subject lands are located within the TRCA Flood Plain. The Regional Official Plan (ROP) designates floodplains as a natural hazard under Policy 2.16.11. Please ensure the flood plain is shown on all future concept plans and draft plans.</p> <p>Waste Management:</p> <p>The subject site is not within the vicinity of a landfill site.</p> <p>Existing waste collection services can be used.</p> <p>For any future building modifications, places of worship must adhere to the general requirements stated in Section 2.0 and the clearances and collection point requirements in Section 4.0 of the Waste Collection Design Standards Manual in order to be eligible for the Regions waste collection services.</p> <p>Places of worship with less than 450 total occupants (including daycare students enrolled), must set out Front-End Bins for Garbage and one Recycling Cart for Recyclable Materials for every 75 persons.</p> <p>For places of worship in excess of 450 total occupants (including daycare students enrolled), front-end collection of garbage and recyclable materials will be provided by the Region,</p>	<p>Chrissy Pelopidas</p> <p>Chrissy.pelopidas@peelregion.ca</p>

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<p>subject to meeting the requirements in Section 2.0 and 4.0 Waste Collection from Multi-Residential Complexes at the Site Plan stage.</p> <p>For more information, please consult the Waste Collection Design Standards Manual available at: https://peelregion.ca/public-works/design-standards/pdf/waste-collection-design-standards-manual.pdf.</p> <p>Servicing Connections:</p> <p><u>Water Servicing:</u></p> <p>An existing 200 mm diameter water main is located on Mayfield Rd</p> <p>This proposal requires connection to a minimum municipal watermain size of 300mm (Watermain Design Criteria 2.1) We realize that this property currently fronts a 200mm watermain. Through the review of the flows that will be provided in the requested demand table Regional staff will determine the impact to the 200mm watermain as a result of the change in use and whether the 200mm watermain can accommodate the proposed flows. All works associated with the servicing of this site will be at the applicant's expense. The applicant will also be responsible for the payment of applicable fees, DC charges, legal costs and all other costs associated with the development of this site.</p> <p>All unutilized water and sanitary services shall be disconnected and/or abandoned in accordance with Region of Peel standards and specifications.</p> <p>Please review the Region's Water Design Criteria found online.</p> <p><u>Sanitary Sewer Servicing:</u></p> <p>This site does not have frontage to existing municipal sanitary sewer.</p> <p>All works associated with the servicing of this site will be at the applicant's expense. The applicant will also be responsible for the payment of applicable fees, DC charges, legal costs and all other costs associated with the development of this site.</p> <p>Please review the Peel Linear Wastewater Standards found online.</p>	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<p><u>Functional Servicing Review Requirements:</u></p> <p>The consultant is required to complete and submit the demand table for the Region to fulfil our modelling requirements and determine the proposal’s impact to the existing system. This table will be required prior to Site Plan approval.</p> <p>Please find the latest demand table form on-line at https://peelregion.ca/public-works/design-standards/pdf/water-wastewater-modelling-demand-table.pdf</p> <p>Please refer to the Region’s Functional Servicing Report requirements found online.</p> <p>A hydrant flow test is required for the Region to review water capacity and to determine the adequacy of the existing services for the proposed development. A satisfactory report is required prior to site plan approval.</p> <p><u>Site Servicing Submission:</u></p> <p>Site plan approval is required prior to Region of Peel site servicing connection approval.</p> <p>Fire protection approval from the Town of Caledon is required prior to Region of Peel site servicing connection approval. It is the applicant’s responsibility to provide the Region with the Building Division’s final approved drawing.</p> <p>Any changes to the underground servicing will require review by Region of Peel Servicing Connections. Region of Peel site servicing connection approvals are required prior to the local municipality issuing building permit.</p> <p>Infrastructure information:</p> <p>The applicant shall verify the location of the existing service connections to the subject site and the contractor shall locate all existing utilities in the field. Requests for underground locates can be made at https://www.ontarioonecall.ca/portal/</p> <p>The Region of Peel has recently released a web application used for locating water, wastewater, transportation and other regional assets across Mississauga, Brampton, and Caledon as well as viewing as-built drawings. It is called EPAL - External Peel Asset Locator and is now available for external contractors and consultants. If you do not have an existing account, please contact aimsgroup@peelregion.ca to request access. Once access has been requested, instructions will be provided in the welcome email.</p> <p>If you require assistance in addition to the information found in EPAL, please contact Records at PWServiceRequests@peelregion.ca</p>	



Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<p><u>General Servicing Comments:</u></p> <p>All our design criteria, standards, specifications, procedures and report and submission requirements are found online at: https://www.peelregion.ca/public-works/design-standards/#procedures</p> <p>Please refer to Section 3 of our Site Plan Procedure document found online.</p> <p>Please refer and adhere to the Regional By-laws that are applicable to your proposal, such as, but not limited to, the Water, Wastewater and Backflow Prevention by-laws https://www.peelregion.ca/council/bylaws/archive.asp</p> <p>Please refer to our standard drawings online to determine which standards are applicable to your project.</p> <p>Public and private services, appurtenances, materials, and construction methods must comply with the most current Region of Peel standards and specifications, the local municipality's requirements for the Ontario Building Code and Ontario Provincial Standards. All works shall adhere to all applicable legislation, including Regional By-laws.</p> <p>The developer may be required to enter into applicable Development Agreement with appropriate agencies.</p> <p>Capital Projects:</p> <p>Please be advised that the subject property falls within the limits of the Mayfield Road Widening Capital Project (11-4075) between Airport Road to Coleraine Drive. The Project Manager for this project is Serguei Kabanov (serguei.kabanov@peelregion.ca). Please reach out to the project manager to obtain additional information on the capital project and detailed designs.</p> <p>Traffic Development:</p> <p>A Traffic Impact Brief/Memo (TIS Brief) will be required; terms of reference must be submitted to the Region for review and comment prior to study commencement.</p> <p>The Region acknowledges that the existing access onto Mayfield Road will continue to be utilized.</p>	



Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<p>Landscaping, signs, fences, cranes, gateway features or any other encroachments are not permitted within the Region’s easements and/or Right of Way limits.</p> <p>Cranes will not be permitted to swing over a Regional Road unless a crane swing licence has been granted.</p> <p>Centreline of roadways with property dimensions should be reflected on the site plan.</p> <p>Please review the Public Works Design, Specifications & Procedures Manuals, and the Region of Peel’s Standard Drawings which can be found at the following links. Digital copies can be provided upon request.</p> <p>Linear Infrastructure – Site Plan Process: Public Works Design, Specifications & Procedures Manual - Linear Infrastructure - Site Plan Process - Revised November 2009 (peelregion.ca)</p> <p>Public Works Design, Specifications and Procedures Manual: Design, standards specification and procedures - Region of Peel (peelregion.ca)</p> <p>Public Works Design, Specifications and Procedures Manual – Linear Infrastructure: Public Works - Design, Specifications & Procedures Manual - Linear Infrastructure - CAD Submission Requirements - Capital Works - June 2015 (peelregion.ca)</p> <p>Public Works CAD Submission Requirements – Development: Microsoft Word - Development Submission Requirements Manual - Nov2017.docx (brampton.ca)</p> <p>Standard Drawings - Roads & Traffic: Roads and traffic - standards drawings - Region of Peel (peelregion.ca)</p> <p>Notes:</p> <p>Please be advised that should this proposal require a Site Plan Approval application, the Region will require land dedications in accordance with ongoing capital project requirements and ROP requirements.</p> <p>Please be advised that the subject property falls within the limits of the Mayfield Road Widening Capital Project (11-4075) between Airport Road to Coleraine Drive. Interim road widening requirements have been acquired from the previous property owner, however, ultimate road widening requirements in accordance with the Region’s Official Plan and preliminarily identified on the attached Property Impact Plan (Ultimate ROW) remain</p>	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<p>outstanding and are requested for gratuitous conveyance as a condition of any future development approvals where appropriate.</p> <p>The Region requests the gratuitous dedication of lands to meet the Regional Official Plan requirement for Regional Road 14 (Mayfield Road) which has a right of way of 50 metres, 25 metres from the centreline of the road allowance, midblock. The Region will require the gratuitous dedication of a 0.3 metre reserve along the frontage Regional Road 14 (Mayfield Road) behind the property line, except at any approved access point. The applicant is required to gratuitously dedicate these lands to the Region, free and clear of all encumbrances. All costs associated with the transfer are the responsibility of the applicant. The applicant must provide the Region with the necessary title documents and reference plan(s) to confirm the Regions right-of-way. A draft reference plan will be required for review and approval prior to the plans being deposited. All costs associated with preparation of plans and the transfer of the lands will be solely at the expense of the applicant.</p> <p>Please be advised that should this proposal require an application for Site Plan Approval, the following will be required:</p> <p>A copy of the draft reference plan satisfactory to the Region will be required prior to site plan approval.</p> <p>The following Traffic Engineering Requirements are for information only and shall be required should there be any proposed works within the Region's right-of-way: A detailed engineering submission of road and access works will be required for our review and comment, designed, stamped and signed by a Licensed Ontario Professional Engineer. The engineering submission MUST include the removals, new construction and grading, typical sections and pavement markings and signing 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" and "Material Specifications and Standard Drawings Manual";</p>	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<p>The Owner shall submit to the Region a detailed cost estimate, stamped and signed by a Licensed Ontario Professional Engineer, of the proposed road and access works within the Regional right of way;</p> <p>Securities shall be submitted in the form of either a letter of credit or certified cheque, in the amount of 100% of the approved estimated cost of road and access works along Regional Road 14 (Mayfield Road);</p> <p>A 10.8% engineering and inspection fee shall be paid to the Region based on the approved estimated cost of road and access works (minimum \$1,724.40);</p> <p>The Owner will be required to submit the following prior to commencement of works within the Region’s right-of-way:</p> <p>Completed Road Occupancy Permit and a permit fee as per the Region’s user fees and charges By-law;</p> <p>Completed Notice to Commence Work;</p> <p>Provide proof of insurance with the Region of Peel added to the certificate as an additional insured with \$5 million minimum from the Contractor;</p> <p>Please note that any proposed construction within the Region of Peel’s right of way is pending PUCC approval (minimum six week process). Please note that PUCC circulation requirements have recently changed. We require PDF version of the full drawing set it is to be sent via email, and cannot exceed <u>10MB</u> per email.</p> <p>All costs associated with the design and construction of road and access works will be 100% paid by the Owner.</p> <p>Additional Comments:</p> <p>Following the Site Plan approval, a detailed engineering submission of road and access is required should there be any proposed works within the Region's right-of-way.”</p> <p>Draft Reference Plan showing road widening and reserve to be submitted with a Site Plan Application. These items can be shown on a scalable concept plan as part of the ZBA application.</p>	

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
Rogers Communication		
Toronto and Region Conservation Authority (TRCA)	<p>A portion of the subject property along the northside property line is located within TRCA's regulated area of the Humber River Watershed as it is traversed by valley corridor, a watercourse, contains Regulatory Floodplain and an unevaluated wetland. A TRCA permit pursuant to Ontario Regulation 166/06 is required for any future development and/or site alteration within TRCA's regulated area.</p> <p>Based on the provided cover letter it was mentioned that the Owner removed large over-grown bushes within the A1 zone only; however, upon review of aerial imagery it appears that removals and some site grading has occurred within the EPA-2 zone of the property which is also located with TRCA regulated area. Should site grading have occurred, TRCA staff have concerns that the location of the grading may have impacted the hazards on site (floodplain and erosion hazards). As such, TRCA request the applicant contact the TRCA planner to schedule a site visit to review and confirm what has taken place on site. Once, TRCA staff have completed a site visit, TRCA will be in a position to confirm next steps and submission requirements for the above application. It is noted that a TRCA application (Concept Development application) and associated fee will be required for TRCA to conduct a site visit.</p> <p>In addition, it should be noted that the temporary building in front of the dwelling is located within TRCA's Regulated area and required a TRCA permit. TRCA planning staff were in consultation with the owner to advise of this requirement. Since the building was already built, the owner was instructed to apply for an 'after the fact' permit. However, a permit application has not been submitted to date. As such, TRCA wants to advise that this building still requires an 'after the fact' permit with associated fees.</p> <p>Lastly, TRCA will require clarification as to the specific location the Temporary Use Zoning will be applied on this property. TRCA has concerns for providing temporary use zoning on the entire property; specifically on portions of the property where natural hazards exist and would not permit any further proposed development associated with the proposed use.</p>	<p>Andrea Terella T: <u>(437) 880-1937</u> E: <u>andrea.terella@trca.ca</u></p>

Preliminary Meeting - Regular

Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	Review fees associated with any future applications will be collected in accordance with TRCA’s 2022 Planning fee schedule: https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2022/11/17115507/Development-Planning-Fee-Schedule-November-10-2022.pdf .	