



## Memorandum

### Public Works Department - Engineering

**To:** Shannon Larocque

**From:** Tolga Aydin

**Date:** February 28<sup>th</sup>, 2019

**Subject:** 155 Port Robinson Road – First Submission

The Public Works Department has reviewed the submitted documentation regarding the proposed development located at 155 Port Robinson Road. Please note the following notes and conditions provided.

The following submitted drawings have been considered for the purpose of this application:

- 18028 SSG – Site Servicing and Grading Plan, Dated July 18<sup>th</sup>, 2018
- 18028 SP – Site Plan, Dated December 18<sup>th</sup>, 2018

The following submitted reports need to be updated and resubmitted for consideration for the purpose of this application:

- Stormwater Management Plan, 155 Port Robinson Road, Town of Pelham, Prepared by Quartek Group, Dated: December, 2018
- Functional Servicing Report, 155 Port Robinson Road, Town of Pelham, Prepared by Quartek Group, Dated: December, 2018



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## Engineering Reports

The following comments shall be addressed to the satisfaction of the Director of Public Works and Utilities.

## Engineering Drawings

The following comments shall be addressed to the satisfaction of the Director of Public Works and Utilities.

## General Comments

1. Note that \$8,463.00 from an existing front-ending agreement is required.

## 18028 SSG – Site Servicing and Grading Plan

A meeting was held with Hank Klassen of Quartek Group where an alternate design was discussed in detail. Site Servicing and Grading Plan is to be resubmitted reflecting the new design.

February 6, 2019

**BY EMAIL ONLY**

File: D.18.04.ZA-19-006  
D.11.04.SD-19-002

Ms. Shannon Larocque, MCIP, RPP  
Senior Development Planner  
Community Planning & Development  
The Town of Pelham  
20 Pelham Town Square  
Fonthill, ON, L0S 1E0

Dear Ms. Larocque:

**RE: Applications for Draft Plan of Subdivision Approval and Zoning By-law Amendment**  
**Location: 155 Port Robinson Road**  
**Agent: Quartek Group Inc. (Susan Smyth)**  
**Your Files: AM-02-19 & 26T19-01-19**

Regional Development Planning staff has reviewed the information circulated with the applications for Draft Plan of Subdivision and Zoning By-law Amendment for lands municipally addressed 155 Port Robinson Road in the Town of Pelham. The files were received digitally on January 9, 2019; fees arrived by Regional courier on January 18, 2019. The Draft Plan of Subdivision proposes to construct six (6) townhome units that will front onto Lametti Drive. The proposed Zoning By-law Amendment proposes to change the existing Argucultural (A) Zone to a site specific Residential Multiple (RM1) zone. A preconsultation meeting for the proposed development was held on April 5, 2018 with the agent and staff from the Town and Region. The following comments are provided from a Provincial and Regional to assist the Town in there consideration of these applications.

### **Provincial and Regional Planning Policies**

The subject lands are located within Town of Pelham's Urban Area, as defined by the Regional Official Plan (ROP). The Town of Pelham's Urban Area is considered as a Settlement Area by the 2014 Provincial Policy Statement (PPS).

The PPS, Growth Plan for the Greater Golden Horseshoe (Growth Plan) and ROP direct development to urban areas and support intensified development where appropriate servicing and infrastructure exists. Both Regional and Provincial policy place an emphasis on intensification and infill as the preferred form of development to help foster the development of complete communities that have a mix of uses and have high quality public open spaces.

The subject lands are located within the Provincially designated Built Boundary for the Town of Pelham and designated Built Boundary by the ROP. The proposed development is considered

as Intensification and will count towards the Town's annual residential intensification target of 15%, as set by the Regional Official Plan.

The proposed development is immediately north of the River Estates Subdivision and south of Saffron Meadows Subdivision. The application proposes a townhouse development, which will introduce a range of housing type into the neighbourhood of predominantly detached dwellings.

### **Archaeological Resources**

The PPS and ROP provide direction for the conservation of significant cultural heritage and archaeological resources. Specifically, Section 2.6.2 of the PPS states that, "development and site alteration shall not be permitted on lands containing archaeological resources or areas of archaeological potential, unless significant archaeological resources have been conserved."

The subject lands are identified as having high archaeological potential as recognized in the Town's archaeological potential mapping and proximity registered archeological sites and a watercourse. According, an archaeological assessment of the proposed development is required. As of the date of this letter, an Archaeological Assessment and clearance letter from the Ministry of Tourism, Culture and Sport (MTCS) has not been received. Conditions of draft plan approval have been included in the Appendix to address archarological interest.

### **Stormwater Management**

Regional Staff has reviewed the 'Stormwater Management Brief – Street Townhouse Development, 155 Port Robinson Road, Pelham' (dated December 2018) and the associated engineering drawings (revised December 20, 2018) inclusively by the Quartek Group based on the scope, nature, and location of the proposed development, and the fact that the downstream River Estates stormwater management facility provides stormwater quality and quantity controls for this area, the Region will not require that stormwater management quality or quantity controls be implemented for this development.

### **Waste Collection**

Niagara Region provides curbside waste and recycling collection for developments that meet the requirements of Niagara Region's Waste Collection Policy. The subject property is eligible to receive Regional curbside waste and recycling collection provided that the owner brings waste and recycling to the curbside on the designated pick up day; containers must be placed at the entrance located at curbside of the municipal street and the limits for containers are:

- One (1) garbage container per property
- Unlimited blue/grey bins
- Unlimited green bins
- 

Regional staff note that as this development has frontage on an existing road, no waste collection conditions are required.

## **Regional Bicycle Network**

The subject property has frontage on a roadway designated as part of the Regional Niagara Bicycling Network. If the bicycle route is currently not established and identified with signage, it is the intent of the Region to make provisions for doing so when an appropriate opportunity arises. This may involve additional pavement width, elimination of on-street parking, etc.

## **Servicing**

Based on the fact that this proposal has frontage on an existing road, and will utilize existing services, no conditions are required.

## **Conclusion**

In conclusion, subject to the conditions of draft plan approval for archaeological matters, the proposal aligns with the intent and direction of Provincial and Regional policies and the Strategic Priorities of Regional Council. Regional staff has no objection to the proposed Draft Plan of Subdivision and Zoning By-law Amendment from a Provincial and Regional perspective, subject to the conditions of draft plan approval as outlined in the appendix.

Should you have any questions concerning the above noted comments, or if you would like a hard copy of the comments, please contact me at 905-980-6000 extension 3518, or Pat Busnello, MCIP, RPP, Manager of Development Planning, at extension 3379.

Sincerely,



Alexsandria Pasquini  
Development Planner

cc: Mr. Pat Busnello, MCIP, RPP, Manager Development Planning (Niagara Region)  
Ms. Susan Dunsmore, P. Eng., Manager Development Engineering (Niagara Region)

**Appendix**  
**Conditions of Draft Plan of Subdivision Approval**  
**155 Port Robinson**  
**Town of Pelham**  
**26T19-01-19**

1. That at minimum a Stage 1-2 Archaeological Assessment be completed and submitted to the Ministry of Tourism, Culture and Sport (MTCS) for review and approval. The report must be accepted by the MTCS, to the satisfaction of Niagara Region. If the consultant recommends / the MTCS requires further Stage 3 or 4 Archaeological Assessments, these report(s) must also be submitted to and accepted by the MTCS, to the satisfaction of Niagara Region as well. NOTE: No demolition, grading or other soil disturbances shall take place on the subject property prior to the issuance of a letter from the MTCS confirming that all archaeological resource concerns have been mitigated and meet licensing and resource conservation requirements.
1. That the following clause be included in the subdivision agreement:

*"Should deeply buried archaeological remains/resources be found on the property during construction activities, all activities impacting archaeological resources must cease immediately, notify the Archaeology Programs Unit of the Ontario Ministry of Tourism, Culture and Sport (416-212-8886) and a licensed archaeologist [owner's archaeology consultant] is required to carry out an archaeological assessment in accordance with the Ontario Heritage Act and the Standards and Guidelines for Consultant Archaeologists.*

*In the event that human remains are encountered during construction, all activities must cease immediately and the local police as well as the Cemeteries Regulation Unit of the Ministry of Government and Consumer Services in Toronto (416-326-8800) must be contacted. In situations where human remains are associated with archaeological resources, MTCS should also be notified to ensure that the site is not subject to unlicensed alterations which would be a contravention of the Ontario Heritage Act."*

January 30, 2019

Shannon Larocque  
Senior Planner  
Town of Pelham  
20 Pelham Town Square  
PO Box 400  
Fonthill, ON L0S 1E0

Dear Shannon,

Re: Draft Plan of Subdivision & Zoning By-law Amendment  
Quartek Group Inc.  
155 Port Robinson Road  
Town of Pelham  
File No.: 26T19-01-19 & AM-02-19

Enbridge Gas Distribution does not object to the proposed application(s).

This response does not constitute a pipe locate or clearance for construction.

The applicant shall contact Enbridge Gas Distribution's Customer Connections department by emailing [CustomerConnectionsContactCentre@enbridge.com](mailto:CustomerConnectionsContactCentre@enbridge.com) for service and meter installation details and to ensure all gas piping is installed prior to the commencement of site landscaping (including, but not limited to: tree planting, silva cells, and/or soil trenches) and/or asphalt paving.

If the gas main needs to be relocated as a result of changes in the alignment or grade of the future road allowances or for temporary gas pipe installations pertaining to phase construction, all costs are the responsibility of the applicant.

In the event that easement(s) are required to service this development, the applicant will provide the easement(s) to Enbridge Gas Distribution at no cost.

The applicant will contact Enbridge Gas Distribution's Customer Connections department by emailing [CustomerConnectionsContactCentre@enbridge.com](mailto:CustomerConnectionsContactCentre@enbridge.com) prior to any site construction activities to determine if existing piping facilities need to be relocated or abandoned.

The applicant will grade all road allowances to as close to final elevation as possible, provide necessary field survey information and all approved municipal road cross sections, identifying all utility locations prior to the installation of the gas piping.

Enbridge Gas Distribution reserves the right to amend or remove development conditions.

Sincerely,

A handwritten signature in black ink that reads "Alice Coleman". The script is cursive and fluid.

**Alice Coleman**

Municipal Planning Coordinator  
Long Range Distribution Planning

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**ENBRIDGE GAS DISTRIBUTION**

TEL: 416-495-5386

[MunicipalPlanning@enbridge.com](mailto:MunicipalPlanning@enbridge.com)

500 Consumers Rd, North York, ON, M2J 1P8

[enbridgegas.com](http://enbridgegas.com)

**Integrity. Safety. Respect.**

AC/jh



## Shannon Larocque

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**From:** Belinda Menard  
**Sent:** Thursday, January 24, 2019 2:21 PM  
**To:** Shannon Larocque; Pasquini, Alex; Derek Young; Bob Lymburner  
**Cc:** Tolga Aydin; Jason Longhurst  
**Subject:** RE: Request for Comments - Applications for Zoning By-law Amendment & Draft Plan of Subdivision - 155 Port Robinson Road

Hello Shannon,

The Building Department offers the comment that building permits will be required.

Belinda



**Belinda Menard, Dipl.T**  
*Building Intake/Plans Examiner*  
**Community Planning & Development**

**e: bmenard@pelham.ca**  
**p: 905.892.2607 x344**  
**pelham.ca**

20 Pelham Town Square  
P.O. Box 400  
Fonthill, ON L0S 1E0

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**From:** Shannon Larocque  
**Sent:** Wednesday, January 09, 2019 12:52 PM  
**To:** Pasquini, Alex; Derek Young; Bob Lymburner; Belinda Menard  
**Cc:** Tolga Aydin; Jason Longhurst  
**Subject:** Request for Comments - Applications for Zoning By-law Amendment & Draft Plan of Subdivision - 155 Port Robinson Road

Good Afternoon,

We are in receipt of applications for zoning by-law amendment (AM-02-19) and draft plan of subdivision (26T19-01-19) for 155 Port Robinson Road.

The applications and supporting materials are available via the following dropbox link:  
<https://www.dropbox.com/sh/iqv0iqgk5yhgunm/AABjRcB2KuAmbWAoFlod6ESDa?dl=0>

Hard copies will also be provided.

Alex, Regional review fees have been received and will be forwarded by courier. Please note that no archaeological assessment has been submitted at this time. We have requested that the report be submitted asap and indicated that we will not be in a position to prepare a recommendation report to Council in its absence. We are prepared to deal with the Ministry's clearance letter as a condition of draft plan approval.

Comments would be appreciated by February 8<sup>th</sup>.

If you have any questions or require further information, please feel free to contact me.

Regards,

	<b>Shannon Larocque, MCIP, RPP</b> <i>Senior Planner</i> <b>Community Planning &amp; Development</b>	<b>e: <a href="mailto:slarocque@pelham.ca">slarocque@pelham.ca</a></b> <b>p: 905.892.2607 x319</b> <b><a href="http://pelham.ca">pelham.ca</a></b>	20 Pelham Town P.O. Box 400 Fonthill, ON L0S
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Shannon

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## Shannon Larocque

**From:** Bishmita.Parajuli@HydroOne.com  
**Sent:** Thursday, January 24, 2019 8:52 AM  
**To:** Shannon Larocque  
**Subject:** Pelham, 155 Port Robinson Road, 26T19-01-19

Hello,

We are in receipt of your Subdivision Application 26T19-01-19, dated January 9, 2019. We have reviewed the documents concerning the noted Application and have no comments or concerns at this time. **Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.**

For proposals affecting 'Low Voltage Distribution Facilities' please consult your local area Distribution Supplier.

To confirm if Hydro One is your local distributor please follow the following link:

<http://www.hydroone.com/StormCenter3/>

Please select "Service Territory Overlay" and locate address in question by entering the address or by zooming in and out of the map



If Hydro One is your local area Distribution Supplier, please contact Customer Service at 1-888-664-9376 or e-mail [CustomerCommunications@HydroOne.com](mailto:CustomerCommunications@HydroOne.com) to be connected to your Local Operations Centre

Please let me know if you have any questions or concerns.

Thank you,

**Bishmita Parajuli**

University Co-Op Student, Real Estate Department  
185 Clegg Road  
Markham, ON L6G 1B7

[Bishmita.Parajuli@HydroOne.com](mailto:Bishmita.Parajuli@HydroOne.com)

[www.HydroOne.com](http://www.HydroOne.com)

On behalf of,

**Dennis De Rango**

Specialized Services Team Lead, Real Estate Department  
Hydro One Networks Inc.  
Tel: (905)946-6237

Email: [Dennis.DeRango@HydroOne.com](mailto:Dennis.DeRango@HydroOne.com)

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January 30, 2019

SHANNON LAROCQUE  
TOWN OF PELHAM  
20 PELHAM TOWN SQUARE  
FONTHILL, ONTARIO, L0S 1E0

Re: Draft Plan of Subdivision - 155 Port Robinson Road, Town of Pelham

Dear Shannon:

This development, as described, will receive mail delivery via community mailbox.

We will accommodate these addresses in CMB equipment already installed within the development, therefore, Canada Post Corporation has no comments or conditions regarding this project.

Should the description of the project change, I would appreciate an update in order to assess the impact of the change on mail service.

If you have any questions or concerns regarding this decision, I can be reached at 226-268-5914.

I appreciate the opportunity to comment on this project.

Regards,

*A. Carrigan*

Andrew Carrigan  
Delivery Services Officer