

## Curtis Thompson

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**From:** Craig Rohe <craig@ucc.com>  
**Sent:** August 20, 2019 3:25 PM  
**To:** Curtis Thompson; Jason Schooley; John  
**Cc:** Derek Young; Barbara Wiens; Jason Marr; Tolga Aydin; Taylor Boyle (taylor.boyle@niagararegion.ca)  
**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)  
**Attachments:** 1842-BASE-SSGP-R6.pdf

Hi Curtis, updated SSGP attached.

We took out the single riser. Likely will put some planters there to delineate the edge.

Thanks, C.

**Craig A. Rohe, M.Pl., MCIP, RPP**

Senior Planner

**Upper Canada Consultants**

3-30 Hannover Drive

St. Catharines, ON. L2W 1A3

Tel: (905) 688-9400 ext. 506

Mobile: (289) 969-3556

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Email: [craig@ucc.com](mailto:craig@ucc.com)

Web: [www.ucc.com](http://www.ucc.com)

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**From:** Curtis Thompson [mailto:CThompson@pelham.ca]

**Sent:** August 15, 2019 11:21 AM

**To:** Craig Rohe <craig@ucc.com>; Jason Schooley <JSchooley@ucc.com>; John <john@greenfieldservices.ca>

**Cc:** Derek Young <DYoung@pelham.ca>; Barbara Wiens <BWiens@pelham.ca>; Jason Marr <JMarr@pelham.ca>; Tolga Aydin <TAydin@pelham.ca>; Taylor Boyle (taylor.boyle@niagararegion.ca) <taylor.boyle@niagararegion.ca>

**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Hi Craig,

Thanks for the revised SSGP. We are satisfied knowing that your architect is confident sprinklers won't be required. However, we're still going to include a warning clause in the Site Plan Agreement mentioning something to the effect that, *if it is determined at building permit stage that sprinklering is required, then a 150 mmØ meter pit is required* etc.

We're also in receipt of the Region's latest set of comments (see attached). It appears the reconstructed boulevard looks good, but they'll need to see a *Planting Detail* (identifying the depth of the tree pit, planting material etc.) and that single step at the southwest entrance be replaced with a ramp or alternatively, include a railing.

Let me know. Thanks,



Curtis Thompson, BURN  
Planner  
Community Planning &  
Development

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---

**From:** Craig Rohe [<mailto:craig@ucc.com>]

**Sent:** August 14, 2019 2:27 PM

**To:** Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>; Jason Schooley <[JSchooley@ucc.com](mailto:JSchooley@ucc.com)>; Curtis Thompson <[CThompson@pelham.ca](mailto:CThompson@pelham.ca)>; John <[john@greenfieldservices.ca](mailto:john@greenfieldservices.ca)>

**Cc:** Jason Marr <[JMarr@pelham.ca](mailto:JMarr@pelham.ca)>; Derek Young <[DYoung@pelham.ca](mailto:DYoung@pelham.ca)>; Barbara Wiens <[BWiens@pelham.ca](mailto:BWiens@pelham.ca)>

**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Hi all,

Please see the updated Site Serving Plan attached.

We have confirmed with the architect that sprinklers are not required and therefore now only require a 2 inch connection. Metering for fire is no longer required and the plans have been updated accordingly.

We trust this is the last edit and will look forward to the agreement going to Council in September.

Curtis, let me know if you need anything else and how the transfer process with Callum and Tony is going.

**Craig A. Rohe, M.Pl., MCIP, RPP**

Senior Planner

**Upper Canada Consultants**

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**From:** Tolga Aydin [<mailto:TAydin@pelham.ca>]

**Sent:** August 12, 2019 10:55 AM

**To:** Jason Schooley <[JSchooley@ucc.com](mailto:JSchooley@ucc.com)>; Curtis Thompson <[CThompson@pelham.ca](mailto:CThompson@pelham.ca)>; Craig Rohe <[craig@ucc.com](mailto:craig@ucc.com)>; John <[john@greenfieldservices.ca](mailto:john@greenfieldservices.ca)>

**Cc:** Jason Marr <[JMarr@pelham.ca](mailto:JMarr@pelham.ca)>; Derek Young <[DYoung@pelham.ca](mailto:DYoung@pelham.ca)>; Barbara Wiens <[BWiens@pelham.ca](mailto:BWiens@pelham.ca)>

**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Hi Jason,

Following discussions with Jason Marr it was agreed that the fire line is to be metered as per the Town of Pelham Municipal Engineering Design Manual section 5.15. Please meter the fire line as requested in the previous email.

Kind regards,



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**From:** Jason Schooley [<mailto:JSchooley@ucc.com>]

**Sent:** August 12, 2019 10:31 AM

**To:** Curtis Thompson <[CThompson@pelham.ca](mailto:CThompson@pelham.ca)>; Craig Rohe <[craig@ucc.com](mailto:craig@ucc.com)>; John <[john@greenfieldservices.ca](mailto:john@greenfieldservices.ca)>

**Cc:** Jason Marr <[JMarr@pelham.ca](mailto:JMarr@pelham.ca)>; Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>; Derek Young <[DYoung@pelham.ca](mailto:DYoung@pelham.ca)>; Barbara Wiens <[BWiens@pelham.ca](mailto:BWiens@pelham.ca)>

**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Tolga,

As we provided on a previous project in Fonthill (1440 Pelham Street South), the fire protection service does not required a water meter for fire protection measures.

Therefore, we have provided a similar detail on this project, where only the domestic is metered and the water used for annual testing is from the domestic service, which would be metered.

To this end, we recommend the Town accept the proposed layout of the water supply for this project.

If you have any questions or concerns, please contact our office immediately to discuss.

Jason Schooley, P.Eng.

Upper Canada Planning & Engineering Ltd.

30 Hannover Drive, Unit 3

St. Catharines, Ontario, L2W 1A3

Tel: (905) 688-9400 x502

Mob: (905) 651-2616

Fax: (905) 688-5274

Email: [jschooley@ucc.com](mailto:jschooley@ucc.com)

Website: <http://www.ucc.com>

---

**From:** Curtis Thompson <[CThompson@pelham.ca](mailto:CThompson@pelham.ca)>

**Sent:** August 6, 2019 10:11 AM

**To:** Craig Rohe <[craig@ucc.com](mailto:craig@ucc.com)>; John <[john@greenfieldservices.ca](mailto:john@greenfieldservices.ca)>; Jason Schooley <[JSchooley@ucc.com](mailto:JSchooley@ucc.com)>

**Cc:** Jason Marr <[JMarr@pelham.ca](mailto:JMarr@pelham.ca)>; Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>; Derek Young <[DYoung@pelham.ca](mailto:DYoung@pelham.ca)>; Barbara

Wiens <[BWiens@pelham.ca](mailto:BWiens@pelham.ca)>

**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Hi Craig,

Sorry that was my fault, I forwarded an earlier plan.

Public Works have since provided revised comments, see attached.

Thank you,



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---

**From:** Craig Rohe [<mailto:craig@ucc.com>]

**Sent:** August 1, 2019 9:35 AM

**To:** Curtis Thompson <[CThompson@pelham.ca](mailto:CThompson@pelham.ca)>; John <[john@greenfieldservices.ca](mailto:john@greenfieldservices.ca)>; Jason Schooley <[JSchooley@ucc.com](mailto:JSchooley@ucc.com)>

**Cc:** Jason Marr <[JMarr@pelham.ca](mailto:JMarr@pelham.ca)>; Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>; Derek Young <[DYoung@pelham.ca](mailto:DYoung@pelham.ca)>; Barbara Wiens <[BWiens@pelham.ca](mailto:BWiens@pelham.ca)>

**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Hi Curtis, it is shown on the site servicing and grading plan. There is also a detail provided. See attached.

Please let me know if there are further questions – they may be better directed to Jason Schooley.

**Craig A. Rohe, M.Pl., MCIP, RPP**

Senior Planner

**Upper Canada Consultants**

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---

**From:** Curtis Thompson [<mailto:CThompson@pelham.ca>]

**Sent:** August 1, 2019 9:24 AM

**To:** Craig Rohe <[craig@ucc.com](mailto:craig@ucc.com)>; John <[john@greenfieldservices.ca](mailto:john@greenfieldservices.ca)>

**Cc:** Jason Marr <[JMarr@pelham.ca](mailto:JMarr@pelham.ca)>; Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>; Derek Young <[DYoung@pelham.ca](mailto:DYoung@pelham.ca)>; Barbara

Wiens <[BWiens@pelham.ca](mailto:BWiens@pelham.ca)>

**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Hi Craig,

Thank you for the revised submission.

Unfortunately, it appears that page 2 of the Town's Engineering comments may have been missed, specifically the requirement for a 150 mm Ø water metre is missing. (See attached)

Please address this final item. Thank you,



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---

**From:** Craig Rohe [<mailto:craig@ucc.com>]

**Sent:** July 31, 2019 4:27 PM

**To:** Curtis Thompson <[CThompson@pelham.ca](mailto:CThompson@pelham.ca)>; John <[john@greenfieldservices.ca](mailto:john@greenfieldservices.ca)>

**Cc:** Barbara Wiens <[BWiens@pelham.ca](mailto:BWiens@pelham.ca)>; van der Laan de Vries, Julia <[Julia.vanderLaandeVries@niagararegion.ca](mailto:Julia.vanderLaandeVries@niagararegion.ca)>; Pat Busnello ([pat.busnello@niagararegion.ca](mailto:pat.busnello@niagararegion.ca)) <[pat.busnello@niagararegion.ca](mailto:pat.busnello@niagararegion.ca)>; Taylor Boyle ([taylor.boyle@niagararegion.ca](mailto:taylor.boyle@niagararegion.ca)) <[taylor.boyle@niagararegion.ca](mailto:taylor.boyle@niagararegion.ca)>; Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>; Susan Dunsmore ([susan.dunsmore@niagararegion.ca](mailto:susan.dunsmore@niagararegion.ca)) <[susan.dunsmore@niagararegion.ca](mailto:susan.dunsmore@niagararegion.ca)>

**Subject:** RE: 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Hi Curtis,

Thanks for these comments.

Attached, please find revised copies of the Plans attached. We have made the following changes:

- Location of previous water service shown. This service was shut off by the Town at the main prior to demolition occurring.
- 2x2 m concrete planting bed with Black Gum Tree along Highway 20.
- Parking signs and paving indicated for Part 6 (Town Parking Area to be leased by owner in perpetuity).
- Barrier curb taper along Highway 20 and on Park Lane Apron, as requested by Niagara Region.
- Detail for fire service unit and labelling included on SSGP Plan.

The Cost Estimate has also been revised to reflect changes.

I can drop off hard copies if required – just let me know what you need.

We trust that based on these edits that the recommendation report and agreement can be finalized and moved forward to Committee for the September 3, 2019 meeting.

Please give me a call if you have any questions.

**Craig A. Rohe, M.Pl., MCIP, RPP**

Senior Planner

**Upper Canada Consultants**

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**From:** Curtis Thompson [<mailto:CThompson@pelham.ca>]

**Sent:** July 25, 2019 4:05 PM

**To:** Craig Rohe <[craig@ucc.com](mailto:craig@ucc.com)>; John <[john@greenfieldservices.ca](mailto:john@greenfieldservices.ca)>

**Cc:** Barbara Wiens <[BWiens@pelham.ca](mailto:BWiens@pelham.ca)>; van der Laan de Vries, Julia <[Julia.vanderLaandeVries@niagararegion.ca](mailto:Julia.vanderLaandeVries@niagararegion.ca)>; Pat Busnello ([pat.busnello@niagararegion.ca](mailto:pat.busnello@niagararegion.ca)) <[pat.busnello@niagararegion.ca](mailto:pat.busnello@niagararegion.ca)>; Taylor Boyle ([taylor.boyle@niagararegion.ca](mailto:taylor.boyle@niagararegion.ca)) <[taylor.boyle@niagararegion.ca](mailto:taylor.boyle@niagararegion.ca)>; Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>; Susan Dunsmore ([susan.dunsmore@niagararegion.ca](mailto:susan.dunsmore@niagararegion.ca)) <[susan.dunsmore@niagararegion.ca](mailto:susan.dunsmore@niagararegion.ca)>

**Subject:** 2nd Submission Comments - 1 Hwy 20 West (SP-05-19)

Hi Craig,

Attached, please find the Region's comments on the 2<sup>nd</sup> submission for Site Plan Approval at 1 Highway 20 West (SP-05-19). Also re-attached are the Town's Public Works comments for the 2<sup>nd</sup> submission, (originally forwarded July 19, 2019).

In response to the Region's comments regarding *streetscaping* (page 3), the Town is not prepared to assume additional maintenance responsibilities of another planting bed. However, we would accept a (minimum) 2m x 2m sized concrete curb bed with a single tree and perhaps some perennial ground cover. One tree situated generally in the location shown on the attached sketch should minimize sight line issues and also avoid root damage to infrastructure, so long as the location is roughly in between the existing transformer and new storm lateral.

Attached, please find the Town's approved street tree planting list (Table 2.17A) and an example of a possible planting scenario within the boulevard.

Please revise the drawings as per Regional and Town engineering comments and the cost estimates accordingly.

Best regards,



Curtis Thompson, B.Sc.  
Planner  
Community Planning &  
Development

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## **Memorandum**

### **Public Works Department - Engineering**

**To:** Curtis Thompson Planner

**CC:** Jason Marr, Director of Public Works

**From:** Tolga Aydin, Engineering Technologist

**Date:** August 16, 2019

**File #:** SP-05-19

**Subject:** 1 Hwy 20 West – Fourth Submission

The Public Works Department has reviewed the submitted documentation regarding the proposed development located at 1 Hwy 20 West. Please note the following notes and conditions provided.

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

- SSGP – Site Servicing and Grading Plan, Dated: August 14, 2019

#### **Engineering Drawings**

Public Works has no comments.

#### **Engineering Reports**

Public Works has no comments.

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## VIA E-MAIL ONLY

August 14, 2019

Curtis Thompson  
Planner  
Community Planning and Development  
Town of Pelham  
20 Pelham Town Square  
P.O. Box 400  
Fonthill, ON L0S 1E0

### **Submission for Site Plan Application – 3<sup>rd</sup> Submission**

Proposal: To construct a three (3) storey mixed-use building consisting of ground floor commercial (3 units) and 6 residential units above.

Location: 1 Highway 20 West  
In the Town of Pelham

Our File: SP-19-040

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Regional Planning and Development Services staff have completed a review of the following materials which were provided as part of an application for a development at 1 Highway 20 in the Town of Pelham:

- Site & Landscape Plan (1842-SP), prepared by Upper Canada Consultants, dated 2019-07-31; and
- Site Servicing and Grading Plan (1842-SSGP), prepared by Upper Canada Consultants, dated 2019-07-31;

The above-noted documents were received by Regional staff on August 7, 2019. The submitted Site Plan application is proposing to construct a three (3) storey mixed-use building consisting of ground floor commercial (3 units) and 6 residential units above located on 1 Highway 20 in the Town of Pelham. This proposed development was the subject of a pre-consultation meeting attended by the applicant, Town and Regional Staff on October 19, 2017. Regional comments for this development were provided to Town staff on May 30, 2019 and July 25, 2019, respectively. The following comments are provided from a Regional and Provincial perspective based on the updated information submitted, and are supplementary to the initial Regional comments in order to assist the Town in reviewing the application.

### **REGIONAL ROAD ALLOWANCE**

Please see previous comments (dated May 30, 2019).



## **REGIONAL INFRASTRUCTURE EASEMENT**

Please see previous comments (dated July 25, 2019).

## **REGIONAL SANITARY**

Please see previous comments (dated May 30, 2019).

## **REGIONAL CONSTRUCTION ENCROACHMENT & ENTRANCE PERMIT**

Please see previous comments (dated May 30, 2019).

Regional staff have reviewed the Site Servicing and Grading Plan (1842-SSGP), prepared by Upper Canada Consultants (dated 2019-07-31). Staff note that the location of where the new barrier curb is being reconstructed is clearly identified on the plans. Staff have no further comments.

## **TRAFFIC IMPACT STUDY**

Please see previous comments (dated May 30, 2019).

## **WASTE COLLECTION**

Please see previous comments (dated May 30, 2019).

## **URBAN DESIGN**

Regional Urban Design staff have reviewed the Site & Landscape Plan (1842-SP), prepared by Upper Canada Consultants (dated 2019-07-31) and associated engineering drawings and offer the following comments:

### Streetscape along Regional Road

Staff require that the developer revise the Site and Landscape Plan to include the following information:

- a. Planting Detail for the proposed street tree and perennial ground cover. Ensure that the deciduous tree detail identifies the depth of the tree pit and reflects the site specific condition of a 2m x 2m concrete curb, surrounded by unit pavers. Additionally, if clay or poorly drained soil is present, then a drainage connection may be required from the tree pit to the proposed storm lateral.
- b. Plant List for proposed plant material, including a perennial ground cover within the tree pit (refer to the Town's comments on this item, dated July 25, 2019).

**Note:** Planting details and plant lists are a typical requirement for a streetscape / landscape plan.

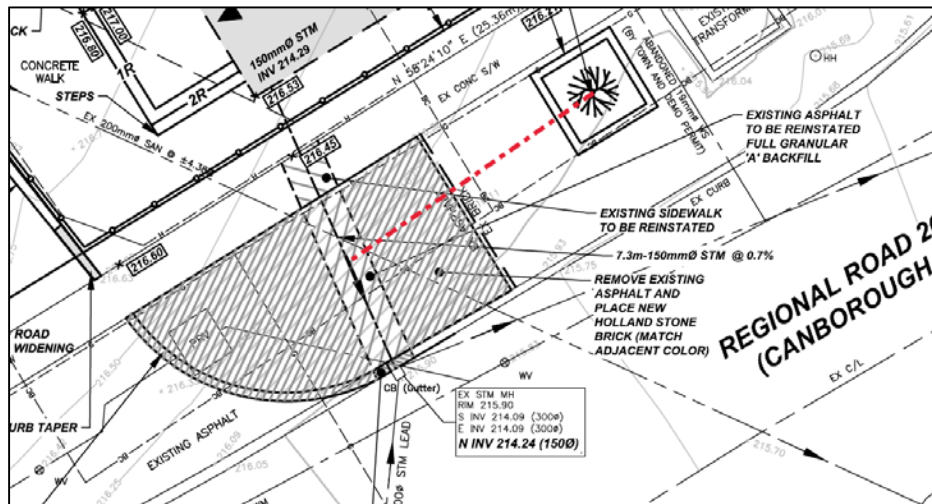


Figure 1: Depending upon existing soil conditions, the tree pit may require a drainage connection to the nearest catch basin:

### Interface with Regional Road

Staff still recommend that the condition of 1 riser in the south-west corner of the site be removed and replaced with a ramp or railing. The design of a single step is not a best practice in site design and could be a potential tripping hazard.

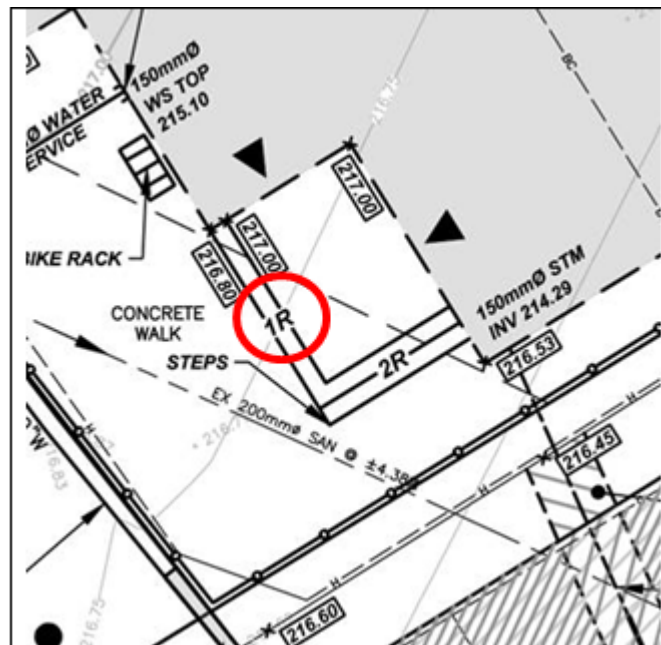


Figure 2: Remove 1 riser and replace with either ramp or place a railing along this edge

### **PROTECTION OF SURVEY EVIDENCE**

Please see previous comments (dated May 30, 2019).

### **CONCLUSION**


Based on the analysis and comments above, Regional staff offers no objection to the application, subject to the Conditions outlined in the Appendix, and that the following documentation is forwarded

for Regional review and approval prior to the approval of the Site Plan and execution of the Site Plan Agreement.

- That the applicant submit a revised Site & Landscape Plan, addressing Urban Design comments above, to the Region for review and approval.

If you have any questions or wish to discuss these comments please contact the undersigned at extension 3426, or Susan Dunsmore, Manager Development Engineering, at extension 3661.

Best Regards,

A handwritten signature in black ink, appearing to read 'T Boyle'.

Taylor Boyle  
Development Approvals Technician  
Niagara Region

Attention: Appendix- Regional Conditions for Site Plan Approval

cc. Susan Dunsmore, Manager, Development Engineer, Niagara Region  
Julia Van der Laan de Vries, Urban Designer, Niagara Region

**Appendix I**  
**Regional Conditions of Site Plan Approval**  
**1 Highway 20, Pelham**

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1. That the following warning clause be included in the Site Plan Agreement and all agreements of Purchase and Sale or Lease:
  - a. *“Purchasers/Tenants are advised that the property has an easement for a 200mm diameter sanitary main and are advised that should any future maintenance, construction and/or emergency work be required, the southwest access to the building may be restricted or unavailable to occupants/customers.”*
  - b. *“Purchasers/tenants are advised that sight line distance may be restricted due to the existing on-street parking on the north side of Highway 20, west side of Park Lane.”*
  - c. *“Purchasers/tenants are advised that access to the development at 1 Highway 20 may be restricted due to reduced levels of service at the signalized intersection of Highway 20 and Pelham Street during peak travel times.*
2. That the Site Plan Agreement between the owner and the municipality contain a provision whereby the owner agrees to obtain a certificate from an Ontario Land Surveyor stating that all existing and new survey evidence is in place at the completion of the development.
3. That prior to any construction taking place within the Regional road allowance the owner shall obtain the required Regional Road Permits.

## **Memorandum**

### **Public Works Department - Engineering**

**To:** Curtis Thompson Planner

**CC:** Jason Marr, Director of Public Works

**From:** Tolga Aydin, Engineering Technologist

**Date:** August 2, 2019

**File #:** SP-05-19

**Subject:** 1 Hwy 20 West – Third Submission

The Public Works Department has reviewed the submitted documentation regarding the proposed development located at 1 Hwy 20 West. Please note the following notes and conditions provided.

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

- Proposed Site and Landscape Plan, Dated: July 3, 2019
- SSGP – Site Servicing and Grading Plan, Dated: July 3, 2019

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

- Resubmission Comments, prepared by Upper Canada Consultants, dated July 3, 2019
- Cost Estimate, prepared by Upper Canada Consultants, dated June 24, 2019

### **Engineering Drawings**

1. Water meter detail indicates that only the domestic line is to be metered. The Town requires the 150mm fire line to be metered as per Town Standards with a 150mm (6") Neptune High Performance protectus III Fire Service meter with RF remote radio installed at property line complete with a meter pit at Park Lane.

## **Engineering Reports**

1. A revised cost estimate is to be submitted, including the above mentioned item.





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## VIA E-MAIL ONLY

July 25, 2019

Curtis Thompson  
Planner  
Community Planning and Development  
Town of Pelham  
20 Pelham Town Square  
P.O. Box 400  
Fonthill, ON L0S 1E0

### **Submission for Site Plan Application – 2<sup>nd</sup> Submission**

Proposal: To construct a three (3) storey mixed-use building consisting of ground floor commercial (3 units) and 6 residential units above.

Location: 1 Highway 20 West  
In the Town of Pelham

Our File: SP-19-040

---

Regional Planning and Development Services staff have completed a review of the following materials which were provided as part of an application for a development at 1 Highway 20 in the Town of Pelham:

- Site & Landscape Plan (1842-SP), prepared by Upper Canada Consultants, dated 2019-07-03; and
- Site Servicing and Grading Plan (1842-SSGP), prepared by Upper Canada Consultants, dated 2019-07-03;

The above-noted documents were received by Regional staff on July 10, 2019. The submitted Site Plan application is proposing to construct a three (3) storey mixed-use building consisting of ground floor commercial (3 units) and 6 residential units above located on 1 Highway 20 in the Town of Pelham. This proposed development was the subject of a pre-consultation meeting attended by the applicant, Town and Regional Staff on October 19, 2017. Regional comments for this development were provided to Town staff on May 30, 2019. The following comments are provided from a Regional and Provincial perspective based on the updated information submitted, and are supplementary to the initial Regional comments in order to assist the Town in reviewing the application.

### **REGIONAL ROAD ALLOWANCE**

Please see previous comments (dated May 30, 2019).



Region staff have reviewed the response letter “Re: Resubmission of Site Plan Application SP-05-19” prepared by Upper Canada Consultants (dated July 3, 2019). Previous comments noted the Region’s concern for the proposed steps at the southwest side of the building as this entrance could be affected if maintenance or repair of the nearby Regional sanitary main is required.

## REGIONAL SANITARY

## REGIONAL CONSTRUCTION ENCROACHMENT & ENTRANCE PERMIT

Regional staff have reviewed the Site Servicing and Grading Plan (1842-SSGP), prepared by Upper Canada Consultants (dated 2019-07-03). A note was added to the drawing regarding new barrier curb however, it is unclear where this curb is being reconstructed. Staff require that the plans be revised to ensure that the reinstatement of the barrier curb is clear. The Region will require that the barrier curb be reinstated along Highway 20 and along the apron of Park Lane. Please see figure 1 showing the required location for barrier curb reinstatement.



## TRAFFIC IMPACT STUDY

Please see previous comments (dated May 30, 2019).

## WASTE COLLECTION

Please see previous comments (dated May 30, 2019).

## URBAN DESIGN

Urban Design staff have reviewed the Site & Landscape Plan (1842-SP), prepared by Upper Canada Consultants (dated 2019-07-03). While many of the comments from the previous submission have been addressed, the comments below remain outstanding.

### Streetscaping along Regional Road 20:

Staff have reviewed the above noted documentation and note that the curb cut to Park Lane is now reduced and the new boulevard area will be re-constructed with unit pavers to match the existing streetscape design.

Staff appreciate the concern of locating a street tree close to the intersections of both Park Lane and Pelham Street. Staff reiterate the previous request to provide street trees and/or street furnishings - unless the Applicant can demonstrate, through analysis, that such provisions are a visual obstruction.

Staff require that the applicant submit a streetscape plan and details for the proposed works within the Regional right-of-way.

In the event that a visual obstruction is an issue, it is recommended that a planting bed with concrete curb be provided (as shown in Figure 2). The approximate location should be between the existing transformer to the east and the proposed storm sewer connection to the west. The streetscape treatment shown in Figure 2 is located at the intersection of Hwy 20 West & Pelham Street in front of the Downtown Dollar Store (1462 Pelham St).

**Note:** this request is subject to the approval and requirements of the Town of Pelham with respect to ongoing planting, watering and maintenance of such a planting bed and will require the Town to enter into an encroachment/maintenance agreement.



Figure 2: Streetscape treatment located at Highway 20 West and Pelham Street

### Interface with Regional Road:

Regional staff recommend that the applicant take advantage of the 1 metre strip of private lands along the frontage as an outdoor display area or simply as a space for planters. An example of a landscape treatment can be seen nearby at Zest Kitchen located at 1469 Pelham Street (see Figure 3).



*Figure 3: Landscape treatment located at Zest Kitchen, 1469 Pelham Street*

### Encroachments into the Regional Easement:

Based on correspondence between Regional staff and the Developer, as well as the response letter "Re: Resubmission of Site Plan Application SP-05-19" prepared by Upper Canada Consultants (dated July 3, 2019), the proposed steps along the southwest corner of the building will be remaining. Region staff are concerned that the proposed steps have only one riser on one side. This creates a potential trip hazard as pedestrians often don't anticipate or perceive a single step in the same way as a group of stairs. Trips and falls occur when unanticipated variations in a walking surface interrupt the motion of a pedestrian's foot. If this condition remains, then a railing should be placed along this edge and the stair removed to prevent the potential tripping hazard.

Region staff also note that it appears that there is sufficient space within this portion of the site to construct an accessible ramp.

### **PROTECTION OF SURVEY EVIDENCE**

Please see previous comments (dated May 30, 2019).

### **CONCLUSION**

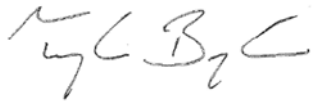
Based on the analysis and comments above, Regional staff offers no objection to the application, subject to the Conditions outlined in the Appendix, and that the following documentation is forwarded for Regional review and approval prior to the approval of the Site Plan and execution of the Site Plan Agreement.

- That the applicant submit a streetscape plan and details for the proposed works within the Regional right-of-way addressing Urban Design comments above.

- That the applicant submitted revised plans to ensure that the reinstatement of the barrier curb is along Highway 20 and along the apron of Park Lane.

If you have any questions or wish to discuss these comments please contact the undersigned at extension 3426, or Susan Dunsmore, Manager Development Engineering, at extension 3661.

Best Regards,

A handwritten signature in black ink, appearing to read 'T Boyle'.

Taylor Boyle  
Development Approvals Technician  
Niagara Region

Attention: Appendix- Regional Conditions for Site Plan Approval

cc. Susan Dunsmore, Manager, Development Engineer, Niagara Region  
Julia Van der Laan de Vries, Urban Designer, Niagara Region

**Appendix I**  
**Regional Conditions of Site Plan Approval**  
**1 Highway 20, Pelham**

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1. That the following warning clause be included in the Site Plan Agreement and all agreements of Purchase and Sale or Lease:
  - a. *“Purchasers/Tenants are advised that the property has an easement for a 200mm diameter sanitary main and are advised that should any future maintenance, construction and/or emergency work be required, the southwest access to the building may be restricted or unavailable to occupants/customers.”*
  - b. *“Purchasers/tenants are advised that sight line distance may be restricted due to the existing on-street parking on the north side of Highway 20, west side of Park Lane.”*
  - c. *“Purchasers/tenants are advised that access to the development at 1 Highway 20 may be restricted due to reduced levels of service at the signalized intersection of Highway 20 and Pelham Street during peak travel times.*
2. That the Site Plan Agreement between the owner and the municipality contain a provision whereby the owner agrees to obtain a certificate from an Ontario Land Surveyor stating that all existing and new survey evidence is in place at the completion of the development.
3. That prior to any construction taking place within the Regional road allowance the owner shall obtain the required Regional Road Permits.

## **Memorandum**

### **Public Works Department - Engineering**

**To:** Curtis Thompson Planner

**CC:** Jason Marr, Director of Public Works

**From:** Tolga Aydin, Engineering Technologist

**Date:** July 19, 2019

**File #:** SP-05-19

**Subject:** 1 Hwy 20 West – Second Submission

The Public Works Department has reviewed the submitted documentation regarding the proposed development located at 1 Hwy 20 West. Please note the following notes and conditions provided.

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

- Proposed Site and Landscape Plan, Dated: July 3, 2019
- SSGP – Site Servicing and Grading Plan, Dated: July 3, 2019

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

- Resubmission Comments, prepared by Upper Canada Consultants, dated July 3, 2019
- Cost Estimate, prepared by Upper Canada Consultants, dated June 24, 2019

### **Engineering Reports**

1. Public Works has no comments.

## **Engineering Drawings**

1. A 150mm (6") Neptune High Performance protectus III Fire Service meter with RF remote radio to be installed at property line at Park Lane as per Town Standards.
2. The existing water service is to be abandoned and removed at the main. The applicant is to bear all costs associated with the works including restoration.

## **Engineering Reports**

1. A revised cost estimate is to be submitted, including the above mentioned items.

**July 3, 2019**

**To:** Curtis Thompson  
Planner  
Town of Pelham  
20 Pelham Town Square  
Fonthill, ON L0S 1E0

**Re: Resubmission of Site Plan Application SP-05-19  
1 Highway 20 West, Fonthill**

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On behalf of our client 1806183 Ontario Inc., please accept this letter and revised Plans as a resubmission for Site Plan Approval at 1 Highway 20 West in Pelham.

As requested, all comments have been addressed in a table format for ease of review, however, we have also provided some additional content regarding compiled comments received on June 10, 2019 as well as e-mails from Town staff on June 11, 2019 (Appendix I) and from Regional staff on June 13, 2019 (Appendix II).

A copy of the related cost estimate for this development has also been provided with this submission for review. It reflects all proposed works on the updated Plan drawings.

#### **Streetscaping along Highway 20**

We have concerns with the Region's request for the applicant to upgrade and enhance the Region's boulevard along Highway 20. At the request of staff from both the Town and Region, the building has been placed 1 metre from the property line to enhance the public realm. This reduction in setback was granted by the Committee of Adjustment in February 2019 (File A1-2019). Due to this reduction, there is limited room for plantings or streetscaping in the required front yard of the applicant's property.

While we are agreeable to reinstate a portion of the curb to the Park Road intersection and provide Holland Stone bricks and ornamental treatments consistent with the adjacent boulevard, we will not be providing additional street furniture or any tree plantings.

Currently, there are obstructed sight lines pertaining to the intersection Highway 20 and Pelham Street from Park Road, and vice versa. The existing hydro transformer, bicycle racks and light standards all contribute to obscuring the view of traffic. Upper Canada Consultants consider any additional infrastructure or vegetation in the boulevard as unsafe and cannot support their inclusion. We look to the Town of Pelham for a position on this matter as it directly impacts the downtown public realm.

Accordingly, a streetscape plan has not been submitted. The Site and Landscape Plan, and Site Servicing and Grading Plan have both been updated to show the boulevard and curb reinstatement.



## **Encroachments**

Regional staff has requested that the proposed steps along the southwest corner of the building be removed.

There are two entrances into the building, those at the southwest side, and an additional universally accessible entrances at the rear by the parking area. Accordingly, the steps at the southwest side of the building are not a primary or sole entrance and should be able to remain.

In the email dated June 13, 2019, Regional staff have stated that the “building doesn’t exist yet and can be changed”. As noted, this plan was circulated to Niagara Region at the minor variance stage and no comments were provided. As the required permissions to establish the building design have been obtained, it is our opinion that it is not reasonable to make the applicant significantly modify the building or floorplans at this stage, especially as there are two entrances.

Should maintenance be required on the Regional sanitary main within the easement on our client’s property, the steps may be removed or reinstated at the owners cost.

## **Sanitary and Stormwater Modelling**

Based on dialogue with Town staff and emails dated June 24, 2019 (Appendix III) and June 28, 2019 (Appendix IV) the requirement for Sanitary and Stormwater modelling has been waived. No further investigation is required.

## **Review Table**

No.	Condition	Authority	Response
1	On Site and Off Site Cost Estimates are required for the Site Plan Agreement	TOP - Planning	Costs estimates are provided with this resubmission.
2	Illustrate and reduce size of the Park Lane Driveway apron (Curb Cut) along the Highway 20 Frontage (as per Regional comments) and provide for street tree(s).	TOP - Planning	The Curb cut has been reduced. Holland Stone Bricks and a grey brick border will be placed into the rehabilitated area, consistent with the adjacent boulevard.
3	Consider providing Bicycle Parking racks in one (or more) visible locations around the proposed building.	TOP - Planning	Additional bicycle parking has been included on the west side of the building. Municipal bicycle parking is provided in the boulevard in front of the building already.
4	Locate one (1) medium to large sized deciduous tree on the landscape boulevard parking stall #8) and another tree on the other landscaped island (using native species).	TOP - Planning	Two Black Gum Trees have been provided, as requested.



No.	Condition	Authority	Response
5	Label all Elevation Plans by direction	TOP - Planning	Provided in the updated Plans.
6	Label all wall & roof cladding materials	TOP - Planning	Provided in the updated Plans.
7	If any exterior decorative lighting is proposed, please illustrate	TOP - Planning	Provided in the updated Plans.
8	Adjust maximum drive aisle width (9m required)	TOP - Planning	Drive aisle has been adjusted to 9m in width. The curb radius has been set to facilitate the movement of vehicles.
9	The sanitary system will require modelling to determine the effect the site will have on the system. All costs associated with the modelling are to be borne by the developer.	TOP - Public Works	Need for works waived by Town of Pelham after discussion with UCC.
10	The storm water management section speaks to the same drainage area size outletting into the storm sewer on Highway 20. If a new storm lateral is to be installed, confirmation, backed up with calculations, that the proposed storm lateral will not have an adverse effect on the existing storm system will be required. The post development flows must match or be less than pre development flows.	TOP - Public Works	Need for works waived by Town of Pelham after discussion with UCC.
11	The Town will not be supporting the removal of the on-street parking on the north side of Highway 20, west of Park Lane.	TOP - Public Works	Noted.
12	A building permit will be required.	TOP - Building	Noted.
13	Sign permits may be required.	TOP - Building	Noted.
14	No Comment.	TOP - Fire	Noted.
15	The subject property has frontage along Regional Road 20 (Highway 20). There is sufficient road allowance at this road section; therefore, we will not be requesting any further road widening at this time.	Niagara Region	Noted
16	The Site & Landscape Plan (1842-SP), prepared by Upper Canada Consultants (dated 2019-04-04) shows stairs encroaching into the easement and will need to be relocated to ensure entrances to the building are not affected if the sewer needs to be replaced or repaired.	Niagara Region	The stairs serve as a second entrance to the development. In the event that service is disrupted, the rear entrances can still be used for ingress and egress. The stairs will not be moved.
17	The Region of Niagara has a Sewer Use By-Law which requires owner/occupants of commercial, institutional or industrial premises, to install and maintain a suitable maintenance access point (manhole) to allow observation, sampling and flow measurement of sewage effluent from the proposed development. Further, every manhole installed must be located on the property of the owner as close to the property line as possible.  The By-Law also requires every owner or operator of a property where food is cooked, processed or prepared, or where sand, grit, oil, grease, etc. may enter the sewer, to install an interceptor to prevent these substances from entering the sewer system.	Niagara Region	A 150mm diameter cleanout is provided at the property line.
18	Prior to any construction or entrance construction taking place within the Regional road allowance, a Regional Construction and Entrance Permit must be obtained from the Transportation Services Division, Public Works Department.	Niagara Region	Noted.



No.	Condition	Authority	Response
19	Regional staff have reviewed the Site Servicing and Grading Plan (1842-SSGP), prepared by Upper Canada Consultants (dated 2019-04-04) and it appears that there are alterations to the curb cut on Highway 20. The Niagara Region requires that the Grading Plan be revised to show existing curb cuts and proposed curb cuts for the entrance area. Staff will require that any existing curb cuts that are not being used for the proposed access be fully restored with barrier curb and boulevard to Regional restoration standards.	Niagara Region	The Curb cut has been reduced. Holland Stone Bricks and a grey brick border will be placed into the rehabilitated area, consistent with the adjacent boulevard.
20	Regional Staff cannot support the removal of on-street parking on the north side of Highway 20, west of Park Lane. This parking is required to accommodate patrons of the various commercial buildings on Highway 20. Regional staff will require a warning clause be included in the site plan agreement and future purchase/lease and sales agreement advising future residents/tenants of the restricted sight lines at the access.	Niagara Region	Noted. Clauses are supported.
21	The TIS also identified a reduced level of service at the signalized intersection of Highway 20 and Pelham Street during peak traffic times. The Region will require a warning clause be included in the site plan agreement and future purchase/lease and sales agreement advising future residents/tenants of the potential impact of the queueing on the access to this property.	Niagara Region	Noted. Please include a warning clause in the draft Site Plan Agreement.
22	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 bring the waste and recycling to the curbside on the designated pick up day, and that the following limits are not exceeded:  - No limit blue/grey containers; - No limit green containers; and, - 07 garbage containers per property	Niagara Region	Noted.
23	Staff request a reduction in the existing curb cut along the regional road to the extent of Park Lane and replace with streetscaping to match existing.	Niagara Region	The Curb cut has been reduced. Holland Stone Bricks and a grey brick border will be placed into the rehabilitated area, consistent with the adjacent boulevard.
24	Urban Design staff request that the applicant submit a streetscape landscape plan for the frontage along Regional Road 20 (Highway 20 West) for review and approval. The Region encourages the applicant to provide street trees, perhaps as part of the restoration of the boulevard where the curb cut is being removed.	Niagara Region	The provision of trees is not supported in this area due to sight line concerns.



No.	Condition	Authority	Response
25	Region Urban Design staff request provisions for a barrier-free access to each of the commercial units from the municipal sidewalk along the Regional road. Currently, Units 2 and 3 out of the 4 entrances propose steps	Niagara Region	Barrier free access is provided currently from the rear of the building to all commercial units and the residential elevator lobby. This also adjacent to the accessible parking.
26	The Niagara Region requires confirmation that the entire built form (including required ramps and stairs at entrances to commercial units) is to be contained entirely on private lands.	Niagara Region	Only the stairs facilitating entrance to the commercial units are located within the Regional easement. They will not be relocated.
27	Survey evidence adjacent to Regional road allowances is not to be damaged or removed during the development of the property. Any agreements entered into for this development should include a clause that requires the applicant to obtain a certificate from an Ontario Land Surveyor stating that all existing and new evidence is in place at the completion of said development.	Niagara Region	Noted. Please include this warning clause in the Draft Site Plan Agreement.
28	That the applicant submit a streetscape landscape plan for the frontage along Regional Road 20 (Highway 20 West) for review and approval	Niagara Region	A streetscape plan is not warranted in this situation.  The boulevard will be reinstated with Holland stone, consistent with the existing boulevard.  Any trees or street furniture is considered a visual hazard with relation to the intersection at Highway 20 and Pelham Street and should not be placed in the boulevard.
29	That the applicant submit revised engineering grading plan for the driveway to the Region for review and approval.	Niagara Region	Revised grading has been provided on the Site Servicing and Grading Plan.
30	Canada Post Corporation has no requirements or conditions regarding this project as the development in question falls within the Post Office Box-served boundaries of the Fonthill Post Office.	Canada Post	Noted.



No.	Condition	Authority	Response
31	The following paragraph is to be included as a condition of approval:  "The Owner shall indicate in the Agreement, in words satisfactory to Bell Canada, that it will grant to Bell Canada any easements that may be required, which may include a blanket easement, for communication/telecommunication infrastructure. In the event of any conflict with existing Bell Canada facilities or easements, the Owner shall be responsible for the relocation of such facilities or easements".	Bell Canada	Noted. Please include warning clause in the Draft Site Plan Agreement.
32	We have reviewed the documents concerning the noted Plan and have no comments or concerns at this time.	Hydro One	Noted.
33	Enbridge Gas Inc. does not object to the proposed application(s).	Enbridge	Noted.

Digital copies of the resubmission materials will be provided in a covering email.

We look forward to receiving a copy of the draft Site Plan Agreement at Town staff's earliest convenience.

If you have any questions or require any further information or copies, please contact the undersigned.

Sincerely,

Craig A. Rohe, M.Pl., MCIP, RPP  
Senior Planner  
Upper Canada Consultants

CC: 1806183 Ontario Inc.  
Jason Schooley, P. Eng., Upper Canada Consultants

## Craig Rohe

---

**From:** Tolga Aydin <TAydin@pelham.ca>  
**Sent:** June 11, 2019 9:42 AM  
**To:** Craig Rohe  
**Cc:** Derek Young  
**Subject:** RE: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham

Hi Craig,

The Town requires stormwater runoff calculations to be provided and the sanitary model to be run. If you have any questions or concerns please contact Derek Young at 905-892-2607 x314.

Kind regards,



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**From:** Craig Rohe [mailto:craig@ucc.com]  
**Sent:** June 10, 2019 11:52 AM  
**To:** Curtis Thompson <CThompson@pelham.ca>  
**Cc:** Shannon Larocque <SLarocque@pelham.ca>; Barbara Wiens <BWiens@pelham.ca>; Tolga Aydin <TAydin@pelham.ca>; Jason Marr <JMarr@pelham.ca>; Taylor Boyle (taylor.boyle@niagararegion.ca) <taylor.boyle@niagararegion.ca>; Pat Busnello (pat.busnello@niagararegion.ca) <pat.busnello@niagararegion.ca>; Susan Dunsmore (susan.dunsmore@niagararegion.ca) <susan.dunsmore@niagararegion.ca>; Julia.vanderLaandeVries@niagararegion.ca; Jason Schooley <JSchooley@ucc.com>  
**Subject:** RE: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham

Hi all,

UCC staff have reviewed the provided comments and are working to put together the resubmission materials and comment matrix. Generally, your comments can be addressed and we should have something back to you very soon.

Before we complete the resubmission, however, we do have some comments regarding the requested sanitary and stormwater modelling, tree planting and removal of that require direction from applicable agencies.

### Town of Pelham

### Sanitary Modelling

### Craig Rohe

---

**From:** van der Laan de Vries, Julia <Julia.vanderLaandeVries@niagararegion.ca>  
**Sent:** June 13, 2019 10:10 AM  
**To:** Craig Rohe; Curtis Thompson  
**Cc:** Shannon Larocque; Barbara Wiens; Tolga Aydin; Jason Marr; Boyle, Taylor; Busnello, Pat; Dunsmore, Susan; Jason Schooley; Ahmad, Khaldoon  
**Subject:** UD comment clarification (Region's file: SP-19-040, Town file: SP-05-19 - 1 Hwy 20 W, Fonthill, Pelham)

Hi Craig:

I wanted to give you some guidance on my urban design comments (attached in the box below for reference). Please see my responses in red plus some Google street images. Feel free to call me if you want to discuss further.

Regards,

**Julia van der Laan de Vries, BA, BLA, OALA**  
Urban Designer  
Urban Design and Landscape Architecture  
Planning and Development Services, Niagara Region  
1815 Sir Isaac Brock Way, Thorold, ON  
Phone: 905-980-6000 ext. 3590

#### Regional Boulevard

We will re-establish the curb cut and employ an appropriate turning radius at the intersection of Highway 20 and Park Lane.

**Agreed.**

The provision of one or more street trees within the Hwy 20 boulevard is considered as a visual impairment for both cars leaving Park lane, and those travelling westbound on Hwy 20. We request that the requirement for tree plantings be removed to ensure sight lines are maintained.

**The applicant is encouraged to provide street trees where space permits. This includes ensuring that required offsets from driveways and utilities are met. Without measuring the frontage along Highway 20, it appears that there is space for one street tree between Park Lane and the existing hydro transformer.**

**If this isn't physically possible, then other streetscape elements should be provided (i.e. pigmented concrete paving, trash receptacles, bike racks, benches, etc.)**

#### Stair Encroachment

To address grading, the stairs along Highway 20 are preferred to remain in their current form and position encroaching into the easement. There are additional entrances to the commercial and residential units located at the rear of the building which provide redundancy and would allow for the disruption of the use of the stairs if the sanitary main required excavation and repairs.

**There is no reason for proposed stairs to encroach into the Regional Right of way or easement. The building doesn't exist yet, so the design of the entrances can easily be re-designed at this stage.**



## URBAN DESIGN

The proposed design addresses the downtown condition of the site correctly by placing a multi-storey building close to the streetline to create a sense of enclosure of the street wall and to activate and enliven the streetscape with commercial uses at the ground floor. Urban Design staff have the following comments:

### 1. Streetscaping:

- Staff request a reduction in the existing curb cut along the regional road to the extent of Park Lane and replace with streetscaping to match existing.
- Urban Design staff request that the applicant submit a streetscape landscape plan for the frontage along Regional Road 20 (Highway 20 West) for review and approval. The Region encourages the applicant to provide street trees, perhaps as part of the restoration of the boulevard where the curb cut is being removed.

### 2. Pedestrian Network

- Region Urban Design staff request provisions for a barrier-free access to each of the commercial units from the municipal sidewalk along the Regional road. Currently, Units 2 and 3 out of the 4 entrances propose steps

### 3. Building setback along Regional Road

- The Niagara Region require confirmation that the entire built form (including required ramps and stairs at entrances to commercial units) is to be contained entirely on private lands.



**From:** Craig Rohe <craig@ucc.com>

**Sent:** Monday, June 10, 2019 11:52 AM

**To:** Curtis Thompson <cthompson@pelham.ca>

**Cc:** Shannon Larocque <SLarocque@pelham.ca>; Barbara Wiens <bwiens@pelham.ca>; Tolga Aydin <TAydin@pelham.ca>; Jason Marr <JMarr@pelham.ca>; Boyle, Taylor <Taylor.Boyle@niagararegion.ca>; Busnello, Pat <pat.busnello@niagararegion.ca>; Dunsmore, Susan <Susan.Dunsmore@niagararegion.ca>; van der Laan de Vries, Julia <Julia.vanderLaandeVries@niagararegion.ca>; Jason Schooley <JSchooley@ucc.com>

**Subject:** RE: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham



### Craig Rohe

---

**From:** Tolga Aydin <TAydin@pelham.ca>  
**Sent:** June 24, 2019 8:44 AM  
**To:** Craig Rohe  
**Cc:** Jason Schooley; Curtis Thompson; Derek Young; Jason Marr  
**Subject:** RE: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham

Good morning Craig,

We've reviewed Jason Schooley's email, and provide the following response to your requests;

1. Based on the new information provided and confirmation that the sanitary flow is directed down Pelham Street where adequate capacity has already been confirmed via modelling, and not toward the Hurricane Road Pumping Station as indicated in the Municipal Servicing Assessment provided as part of the submission package, the Town will agree to lift the requirement for modelling of the sanitary system.
2. The Town agrees the Drainage Area's for pre and post development conditions are the same and the percent of impervious surface for A2 is identical. We confirm that the design sheet for the proposed storm pipe was not included in the submitted package, and appreciate it's inclusion in the previous email. Our concern is not with the proposed pipe, but with the mainline sewer on Highway 20. We have history with the pipes surcharging and flooding the intersection, and as the proposed development is to concentrate the flows into the storm sewer and not overland flow, therefore changing the time of entry, we are concerned for adverse effects on the existing network and streets. We therefore stand by our statement requesting calculation sheets demonstrating the existing storm sewer network on Highway 20 can accommodate the proposed outletting rate.

We appreciate your understanding and thank you for your cooperation. If you have any questions or concerns please contact Derek Young at 905 892 2607 x314.

Kind regards,



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**From:** Craig Rohe [mailto:craig@ucc.com]  
**Sent:** June 20, 2019 1:25 PM  
**To:** Tolga Aydin <TAydin@pelham.ca>; Derek Young <DYoung@pelham.ca>; Jason Marr <JMarr@pelham.ca>  
**Cc:** Jason Schooley <JSchooley@ucc.com>; Curtis Thompson <CThompson@pelham.ca>  
**Subject:** RE: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham

### Craig Rohe

---

**From:** Jason Schooley  
**Sent:** July 2, 2019 4:01 PM  
**To:** Craig Rohe  
**Subject:** FW: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham

---

**From:** Tolga Aydin <TAydin@pelham.ca>  
**Sent:** June 28, 2019 1:02 PM  
**To:** Jason Schooley <JSchooley@ucc.com>  
**Cc:** Derek Young <DYoung@pelham.ca>  
**Subject:** RE: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham

Hi Jason,

Thanks for your response. As this is a Regional storm sewer you're connecting in to, and the Region has no concerns regarding the connection, Public Works are satisfied with the proposed design.

Kind regards,



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---

**From:** Jason Schooley [<mailto:JSchooley@ucc.com>]  
**Sent:** June 26, 2019 2:48 PM  
**To:** Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>; Craig Rohe <[craig@ucc.com](mailto:craig@ucc.com)>  
**Cc:** Curtis Thompson <[CThompson@pelham.ca](mailto:CThompson@pelham.ca)>; Derek Young <[DYoung@pelham.ca](mailto:DYoung@pelham.ca)>; Jason Marr <[JMarr@pelham.ca](mailto:JMarr@pelham.ca)>  
**Subject:** RE: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham

Tolga,

Thank you for your response and understanding of the slight changes to this site development.

Further to your continued stormwater concerns we offer the following further to your concerns.

1. The proposed flat roof on this building will actually slow the time of entry as opposed to the previous sloped roof on the previous building, and the proposed grading along Regional Road 20 between the building and sidewalk is similar or flatter. Therefore, the entry time for the stormwater from the site will be equal or less than existing conditions.

2. We understand that the pipe surcharging on Regional Road 20 was due to a defective storm sewer in the intersection of Pelham Street and Regional Road 20 from the watermain installation as part of the downtown streetscaping project by the Town. Since then, it is our understanding that the storm sewer was repaired by the Region and is functioning as intended.
3. As this site is not changing stormwater conditions from existing conditions, the existing issues that were presented are not within the scope of the Site Plan submission.
4. Again, this site redevelopment shall not provide additional impact to the existing systems.

If you have any questions or concerns, please contact our office immediately to discuss.

Jason Schooley, P.Eng.  
Upper Canada Planning & Engineering Ltd.  
30 Hannover Drive, Unit 3  
St. Catharines, Ontario, L2W 1A3  
Tel: (905) 688-9400 x502  
Mob: (905) 651-2616  
Fax: (905) 688-5274  
Email: [jschooley@ucc.com](mailto:jschooley@ucc.com)  
Website: <http://www.ucc.com>

---

**From:** Tolga Aydin <[TAydin@pelham.ca](mailto:TAydin@pelham.ca)>

**Sent:** June 24, 2019 8:44 AM

**To:** Craig Rohe <[craig@ucc.com](mailto:craig@ucc.com)>

**Cc:** Jason Schooley <[JSchooley@ucc.com](mailto:JSchooley@ucc.com)>; Curtis Thompson <[CThompson@pelham.ca](mailto:CThompson@pelham.ca)>; Derek Young <[DYoung@pelham.ca](mailto:DYoung@pelham.ca)>; Jason Marr <[JMarr@pelham.ca](mailto:JMarr@pelham.ca)>

**Subject:** RE: Request for Comments - Application for Site Plan Approval (SP-05-19) - 1 Highway 20 West, Pelham

Good morning Craig,

We've reviewed Jason Schooley's email, and provide the following response to your requests;

1. Based on the new information provided and confirmation that the sanitary flow is directed down Pelham Street where adequate capacity has already been confirmed via modelling, and not toward the Hurricane Road Pumping Station as indicated in the Municipal Servicing Assessment provided as part of the submission package, the Town will agree to lift the requirement for modelling of the sanitary system.

2. The Town agrees the Drainage Area's for pre and post development conditions are the same and the percent of impervious surface for A2 is identical. We confirm that the design sheet for the proposed storm pipe was not included in the submitted package, and appreciate it's inclusion in the previous email. Our concern is not with the proposed pipe, but with the mainline sewer on Highway 20. We have history with the pipes surcharging and flooding the intersection, and as the proposed development is to concentrate the flows into the storm sewer and not overland flow, therefore changing the time of entry, we are concerned for adverse effects on the existing network and streets. We therefore stand by our statement requesting calculation sheets demonstrating the existing storm sewer network on Highway 20 can accommodate the proposed outletting rate.

We appreciate your understanding and thank you for your cooperation. If you have any questions or concerns please contact Derek Young at 905 892 2607 x314.

Kind regards,

June 7, 2019

File No. SP-05-19

EMAIL ONLY ([craig@ucc.com](mailto:craig@ucc.com))

1806183 Ontario Inc.  
c/o Craig Rohe – Upper Canada Consultants  
3-30 Hannover Drive  
St. Catharines, ON L2W 1A3

**RE: Site Plan Application – 1<sup>st</sup> Submission**  
**1 Highway 20 West (Regional Road 20)**

Part of Lot 1, Concession 7 Township of Pelham, Part of Lots 55-56 on Plan 717, and Parts 1-6 on 59R-16424  
**Roll No. 2732 020 002 00100**

Below are the consolidated comments provided regarding your Site Plan application. Please ensure that all plans coordinate with each other and are updated accordingly. For all corrections, all related drawings must be corrected. As part of your resubmission, please provide a matrix detailing how each comment / issue is being dealt with.

General:

- On-site and off-site cost estimates are required for the Site Plan Agreement.
- (Refer to attached markup)
- Please illustrate and reduce the size of the Park Lane driveway apron (curb cut) along the Highway 20 frontage, (as per Regional comments) and provide for street tree(s).
  - Salt tolerant trees could include:
    - Sycamore / Celebration / Autumn Blaze Maple
    - Common Hackberry
    - Black Gum
    - Bitternut / Shagbark Hickory
    - Shagbark Hickory etc.
- Consider providing bicycle parking racks in one (or more) visible locations around the proposed building.
- Locate one (1) medium to large sized deciduous tree on the landscape boulevard beside parking stall #8 and another tree on the other landscaped island (using native species).

Elevation Plan:

- Label all *Elevation Plans* by direction.
- Label all wall & roof cladding materials.
- If any exterior decorative lighting is proposed, please illustrate.

Zoning:

Section 6.16 (d) (i)

- See attached Site Plan Markup. (Maximum drive aisle width of 9 m)

Downtown Master Plan

- Bicycle parking racks should be provided in one (or more) visible locations around the proposed building.

Regional Municipality of Niagara

(See attached for detailed comments)

- No objection, subject to conditions.
- Will not support the removal of any on-street parking stalls along the north side of Highway 20. Instead, warning clause to be included in Site Plan Agreement and all future Purchase / Lease Agreements advising of the restricted sight lines.
- Reduce existing curb cut along Park Lane entrance at Highway 20 and replace with streetscaping to match existing. Suggest street tree(s) be installed where the curb cut is being replaced. Please detail the streetscape landscaping frontage on Site-Landscape Plan.
  - Any alterations to the existing entrance and curbs must be reinstated with barrier curbs. Revise drawings to show existing curb cuts and proposed curbs for the entrance area. Staff will require that any existing curbs cuts that are not being used for the access be fully restored with barrier curb and boulevard to Region restoration standards.
- Survey evidence along Regional road allowances (Highway 20 West) is not to be damaged or removed during site development.

Department of Public Works & Utilities

(See attached for detailed comments)

- The sanitary system will require modelling to determine the site's impact on the sanitary system, prior to Site Plan Approval.
- The stormwater management section speaks to the same drainage area size discharging into the storm sewer on Highway 20. If a new storm lateral is to be installed, confirmation, backed up with calculations, that the new storm lateral will not adversely impact the existing storm system will be required. The post-development flows must be less than, or equal to the pre-development flows.

Bell Canada

- Standard SPA clauses.
- See attached for detailed comments.

Enbridge Gas Distribution

- No objections. Standard SPA clauses.
- See attached for detailed comments.

Canada Post

- No objections or conditions as the development is located within the Fonthill Post Office Box – served boundaries.

Please provide digital copies of the updated plans and two (2) paper copies.  
If you have any questions or concerns, please contact me.

Sincerely,

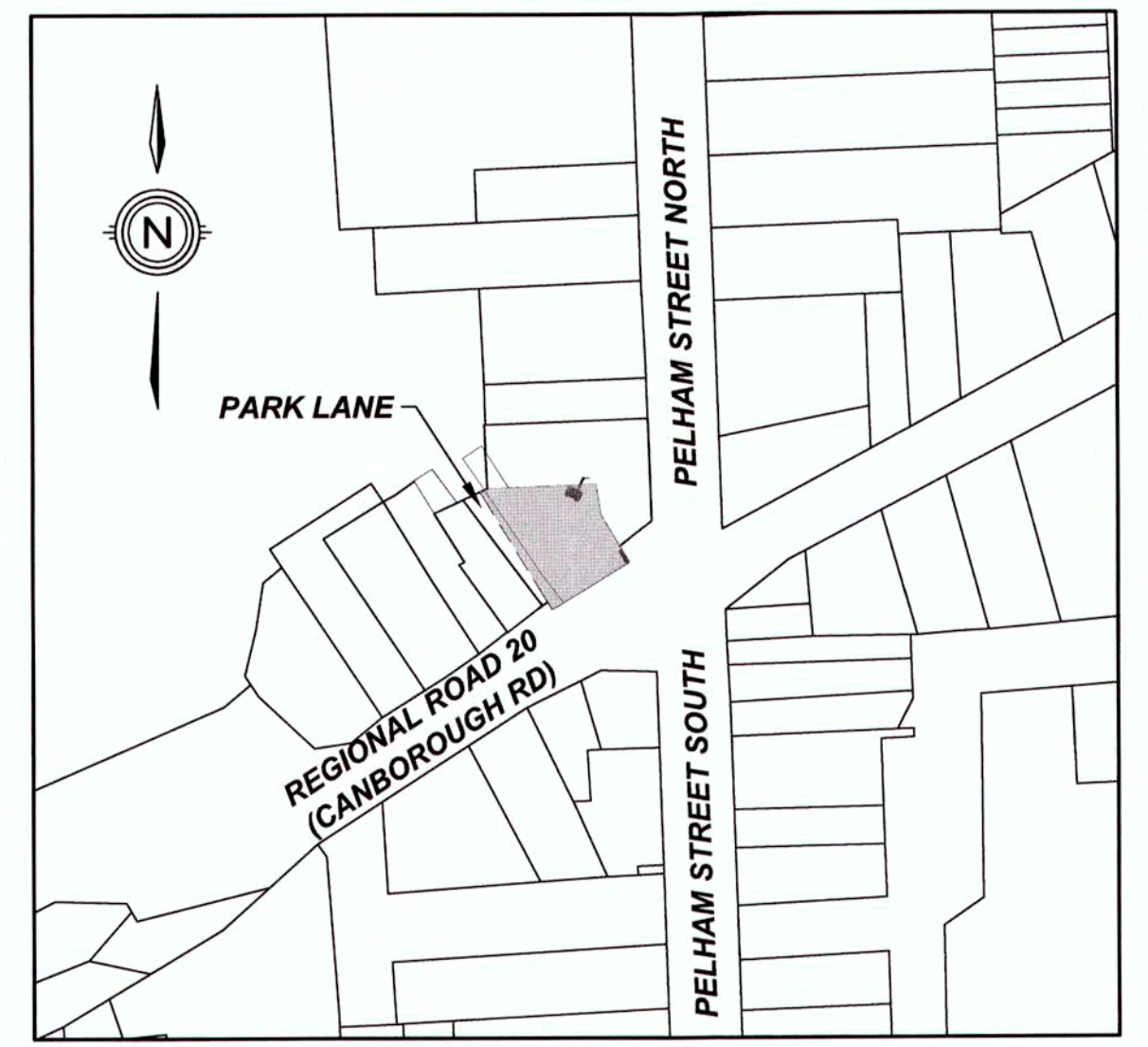


Curtis Thompson,  
Planner, B.URPI

C: Barb Wiens – (Town) Director of Community Planning & Development  
Jason Marr – (Town) Director of Public Works & Utilities  
Tolga Aydin – (Town) Engineering Technologist

Taylor Boyle – (Niagara Region) Development Approvals Technician  
Julia Van der Laan De Vries (Niagara Region) Urban Designer  
Pat Busnello – (Niagara Region) Manager of Development Planning  
Susan Dunsmore – (Niagara Region) Development Engineer





KEY PLAN  
SCALE 1:2000

LEGAL DESCRIPTION

ALL OF LOTS 53 & 54 PART OF  
LOT 55 PLAN 717  
GEOGRAPHIC TOWNSHIP OF Fonthill  
PART OF LOT 1, CONCESSION 7  
IN THE TOWN OF PELHAM  
REGIONAL MUNICIPALITY OF NIAGARA

LAND USE SCHEDULE

LAND USE	# OF UNITS	AREA(m <sup>2</sup> )	AREA(%)
BUILDING		301.27	40.34
RESIDENTIAL	6	602.54	
COMMERCIAL	3	263.85	
LANDSCAPING		90.18	12.07
ASPHALT/CONCRETE		355.46	47.59
TOTAL	9	746.91	100.00

DEVELOPABLE AREA = 0.075 ha  
RESIDENTIAL DENSITY = 80.0 units / ha

EXTERNAL LANDS

LAND USE	AREA(m <sup>2</sup> )
PARKING AREA	139.95
TOTAL	139.95

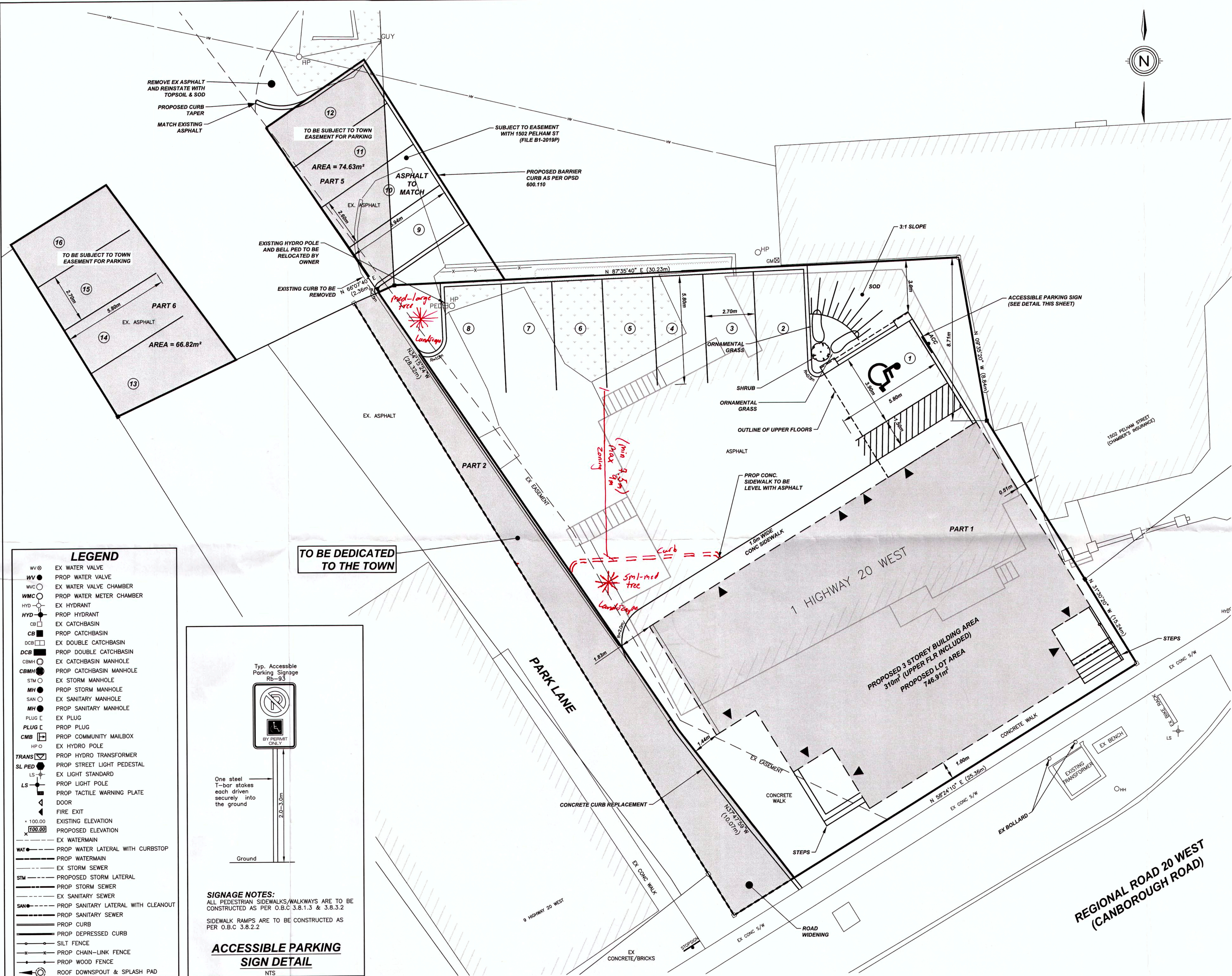
PARKING STATS

REQUIRED  
7 SPACES AS PER M.V. A1-2019

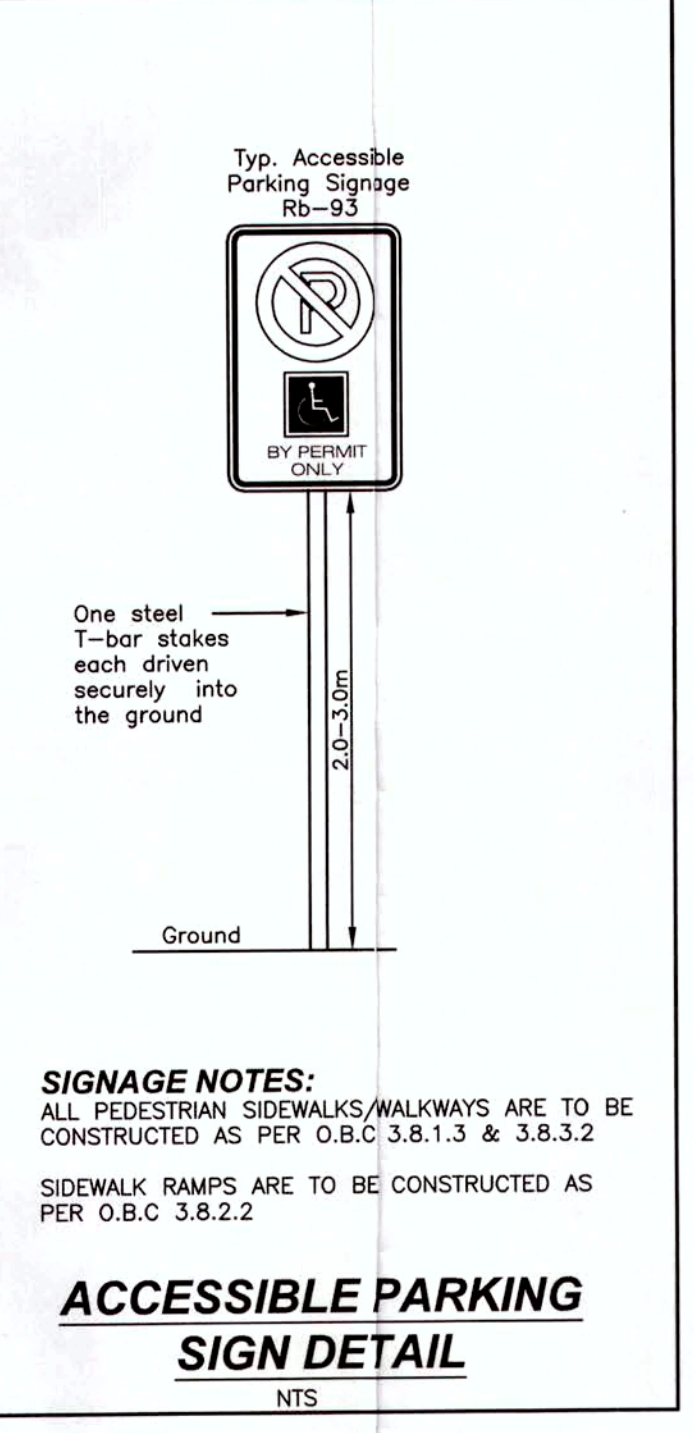
PROPOSED  
PART 1 - 8 SPACES  
PART 5 - 4 SPACES  
PART 6 - 4 SPACES

TOTAL - 16 SPACES

COMMERCIAL PARKING PROVIDED = 8 SPACES  
RESIDENTIAL PARKING PROVIDED = 6 SPACES  
VISITOR PARKING PROVIDED = 2 SPACES  
BARRIER FREE PARKING PROVIDED = 1 SPACE



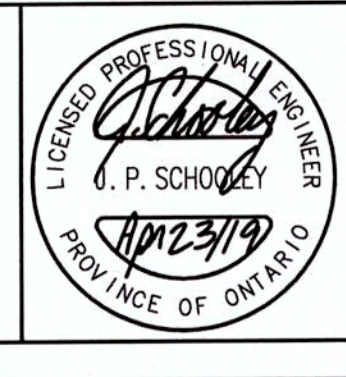
- LEGEND**
- WV ⊗ EX WATER VALVE
  - WVC ○ PROP WATER VALVE
  - WMC ○ PROP WATER METER CHAMBER
  - HYD ○ EX HYDRANT
  - HYD ⊕ PROP HYDRANT
  - CB □ EX CATCHBASIN
  - CB ⊕ PROP CATCHBASIN
  - DCB □ EX DOUBLE CATCHBASIN
  - DCB ⊕ PROP DOUBLE CATCHBASIN
  - CBMH ○ EX CATCHBASIN MANHOLE
  - CBMH ⊕ PROP CATCHBASIN MANHOLE
  - STM ○ EX STORM MANHOLE
  - STM ⊕ PROP STORM MANHOLE
  - MH ○ EX SANITARY MANHOLE
  - MH ⊕ PROP SANITARY MANHOLE
  - PLUG □ EX PLUG
  - PLUG ⊕ PROP PLUG
  - CMB □ EX COMMUNITY MAILBOX
  - HP ○ EX HYDRO POLE
  - TRANS ⊕ PROP HYDRO TRANSFORMER
  - SL PED ⊕ PROP STREET LIGHT PEDESTAL
  - LS ⊕ EX LIGHT STANDARD
  - LS ⊕ PROP LIGHT POLE
  - DOOR ⊕ PROP TACTILE WARNING PLATE
  - EXIT ⊕ FIRE EXIT
  - 100.00 EXISTING ELEVATION
  - 100.00 PROPOSED ELEVATION
  - WAT — EX WATERMAIN
  - WAT — PROP WATER LATERAL WITH CURBSTOP
  - WAT — PROP WATERMAIN
  - STM — EX STORM SEWER
  - STM — PROPOSED STORM LATERAL
  - STM — PROP STORM SEWER
  - SAN — EX SANITARY SEWER
  - SAN — PROP SANITARY LATERAL WITH CLEANOUT
  - SAN — PROP SANITARY SEWER
  - PROP CURB
  - PROP DEPRESSURED CURB
  - SILT FENCE
  - PROP CHAIN-LINK FENCE
  - PROP WOOD FENCE
  - ROOF DOWNSPOUT & SPLASH PAD



#	REVISION	DATE	INIT
2	REVISED PER LEGAL PLAN	2019-04-04	JMD
0	ISSUED FOR REVIEW	2018-07-10	JS

- NOTES:**
- THE POSITION OF POLE LINES, CONDUITS, WATERMAINS, SEWER, AND OTHER UNDERGROUND AND OVERGROUND UTILITIES AND STRUCTURES IS NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS AND, WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.
  - PROPERTY LINES WERE PLOTTED USING REGISTERED PLANS AND BARS LOCATED IN THE FIELD. TO VERIFY THE ACCURACY OF THESE PROPERTY LINES, A LEGAL SURVEY SHOULD BE PERFORMED PRIOR TO CONSTRUCTION.
  - ALL CONSTRUCTION MUST COMPLY WITH THE NIAGARA PENINSULA STANDARD CONTRACT DOCUMENT.

DRAFTING	JMD
DESIGN	JS
CHECKED BY	JS
APPROVED BY	JS



**UPPER CANADA CONSULTANTS**  
ENGINEERS / PLANNERS

30 Hanover Drive Unit 3  
St. Catharines, Ontario  
L2W 1A3  
Phone: (905) 688-9400  
Fax: (905) 688-5274

**1 HWY 20 WEST, Fonthill**  
**TOWN OF PELHAM**  
**SITE & LANDSCAPE PLAN**

CONSULTANT FILE No.	1842
DATE	2019-04-04
PRINTED	2019-04-23
SCALE	1:100 m
REF No.	
DWG No.	1842-SP
REV	1



---

## VIA E-MAIL ONLY

May 30, 2019

Shannon Larocque  
Senior Planner  
Community Planning and Development  
Town of Pelham  
20 Pelham Town Square  
P.O. Box 400  
Fonthill, ON L0S 1E0

### **Submission for Site Plan Application**

Proposal: To construct a three (3) storey mixed-use building consisting of ground floor commercial (3 units) and 6 residential units above.

Location: 1 Highway 20 West  
In the Town of Pelham

Our File: SP-19-040

---

Regional Planning and Development Services staff have completed a review of the following materials which were provided as part of an application for a development at 1 Highway 20 in the Town of Pelham

- Site & Landscape Plan (1842-SP), prepared by Upper Canada Consultants, dated 2019-04-04;
- Site Servicing and Grading Plan (1842-SSGP), prepared by Upper Canada Consultants, dated 2019-04-04; and
- Traffic Impact Study, prepared by Paradigm Transportation Solutions Ltd., dated April 2019.

This proposed development was the subject of a pre-consultation meeting attended by the applicant, Town and Regional Staff on October 17, 2017.

The above-noted documents were received by Regional staff on May 13, 2019. The submitted Site Plan application is proposing to construct a three (3) storey mixed-use building consisting of ground floor commercial (3 units) and 6 residential units above located on 1 Highway 20 in the Town of Pelham. The following comments are provided from a Regional and Provincial perspective based on the information submitted in order to assist the Town in reviewing the application.

### **REGIONAL ROAD ALLOWANCE**

The subject property has frontage along Regional Road 20 (Highway 20). There is sufficient road allowance at this road section; therefore, we will not be requesting any further road widening at this time.



## **REGIONAL INFRASTRUCTURE EASEMENT**

The developer/owner should be made aware that there is an existing Regional easement located on the property as shown on easement plan 59R-902 (see Appendix II). Regional easements are required to protect and ensure access to the Regional infrastructure located on the subject property. The developer/owner should be made aware that no development will be allowed on the easement, with the exception of minor landscaping (restricted to lower type vegetation, no large trees) and parking/roadway, in order to maintain access to an easement in perpetuity.

The Site & Landscape Plan (1842-SP), prepared by Upper Canada Consultants (dated 2019-04-04) shows stairs encroaching into the easement and will need to be relocated to ensure entrances to the building are not affected if the sewer needs to be replaced or repaired.

## **REGIONAL SANITARY**

The Region of Niagara has a Sewer Use By-Law which requires owner/occupants of commercial, institutional or industrial premises, to install and maintain a suitable maintenance access point (manhole) to allow observation, sampling and flow measurement of sewage effluent from the proposed development. Further, every manhole installed must be located on the property of the owner as close to the property line as possible.

The By-Law also requires every owner or operator of a property where food is cooked, processed or prepared, or where sand, grit, oil, grease, etc. may enter the sewer, to install an interceptor to prevent these substances from entering the sewer system. The full requirements of this By-Law are available on the Region's website at the following location:

<http://www.regional.niagara.on.ca/living/sewage/sewage-bylaw.aspx>

Should the developer/owner or occupant have any questions or wish to discuss these matters, please contact: Jason Oatley, B.Sc, C.Chem, Manager, Quality & Compliance Wastewater at 905-980-6000 x 3758.

## **REGIONAL CONSTRUCTION ENCROACHMENT & ENTRANCE PERMIT**

Prior to any construction or entrance construction taking place within the Regional road allowance, a Regional Construction and Entrance Permit must be obtained from the Transportation Services Division, Public Works Department. Any alterations to the existing entrance and curbs will have to be reinstated with barrier curb to the satisfaction of the Niagara Region. Staff request that the applicant submit revised engineering drawings to show grades and details that address the entrance and clearly indicate that extent of any curb cuts or reinstatement of curb.

Permit applications can be made through the following link:

<http://niagararegion.ca/living/roads/permits/default.aspx>

Regional staff have reviewed the Site Servicing and Grading Plan (1842-SSGP), prepared by Upper Canada Consultants (dated 2019-04-04) and it appears that there are alterations to the curb cut on Highway 20. The Niagara Region requires that the Grading Plan be revised to show existing curb cuts and proposed curb cuts for the entrance area. Staff will require that any existing curb cuts that are not being used for the proposed access be fully restored with barrier curb and boulevard to Regional restoration standards.

## **TRAFFIC IMPACT STUDY**

Regional staff have reviewed the '1 Highway 20 West Transportation Impact Study' prepared by Paradigm Transportation Solutions Ltd. (dated April 2019). The Transportation Impact Study (TIS) recommends that the existing on-street parking on the north side Highway 20, west of Park Lane be removed to improve the site lines for the laneway.

Regional Staff cannot support the removal of on-street parking on the north side of Highway 20, west of Park Lane. This parking is required to accommodate patrons of the various commercial buildings on Highway 20. Regional staff will require a warning clause be included in the site plan agreement and future purchase/lease and sales agreement advising future residents/tenants of the restricted sight lines at the access.

The TIS also identified a reduced level of service at the signalized intersection of Highway 20 and Pelham Street during peak traffic times. The Region will require a warning clause be included in the site plan agreement and future purchase/lease and sales agreement advising future residents/tenants of the potential impact of the queueing on the access to this property.

## **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 bring the waste and recycling to the curbside on the designated pick up day, and that the following limits are not exceeded:

- No limit blue/grey containers;
- No limit green containers; and,
- 07 garbage containers per property

The proposed development is located within the Pelham Designated Business Area collection area. Based on the Region's current waste collection contract, this property is eligible for an increased limit of waste containers to be collected on the designated curbside collection day. These limits are subject to change with future contracts.

## **URBAN DESIGN**

The proposed design addresses the downtown condition of the site correctly by placing a multi-storey building close to the streetline to create a sense of enclosure of the street wall and to activate and enliven the streetscape with commercial uses at the ground floor. Urban Design staff have the following comments:

### **1. Streetscaping:**

- Staff request a reduction in the existing curb cut along the regional road to the extent of Park Lane and replace with streetscaping to match existing.
- Urban Design staff request that the applicant submit a streetscape landscape plan for the frontage along Regional Road 20 (Highway 20 West) for review and approval. The Region encourages the applicant to provide street trees, perhaps as part of the restoration of the boulevard where the curb cut is being removed.

## 2. Pedestrian Network

- Region Urban Design staff request provisions for a barrier-free access to each of the commercial units from the municipal sidewalk along the Regional road. Currently, Units 2 and 3 out of the 4 entrances propose steps

## 3. Building setback along Regional Road

- The Niagara Region require confirmation that the entire built form (including required ramps and stairs at entrances to commercial units) is to be contained entirely on private lands.

## PROTECTION OF SURVEY EVIDENCE

Survey evidence adjacent to Regional road allowances is not to be damaged or removed during the development of the property. Any agreements entered into for this development should include a clause that requires the applicant to obtain a certificate from an Ontario Land Surveyor stating that all existing and new evidence is in place at the completion of said development.

## CONCLUSION

Based on the analysis and comments above, Regional staff offers no objection to the Site Plan application, subject to the Conditions outlined in the Appendix, and that the following drawings and information is forwarded for Regional review and approval prior to execution of the Site Plan Agreement.

- That the applicant submit a streetscape landscape plan for the frontage along Regional Road 20 (Highway 20 West) for review and approval
- That the applicant submit revised engineering grading plan for the driveway to the Region for review and approval.

If you have any questions or wish to discuss these comments please contact the undersigned at extension 3426, or Susan Dunsmore, Manager Development Engineering, at extension 3661.

Best Regards,



Taylor Boyle  
Development Approvals Technician  
Niagara Region

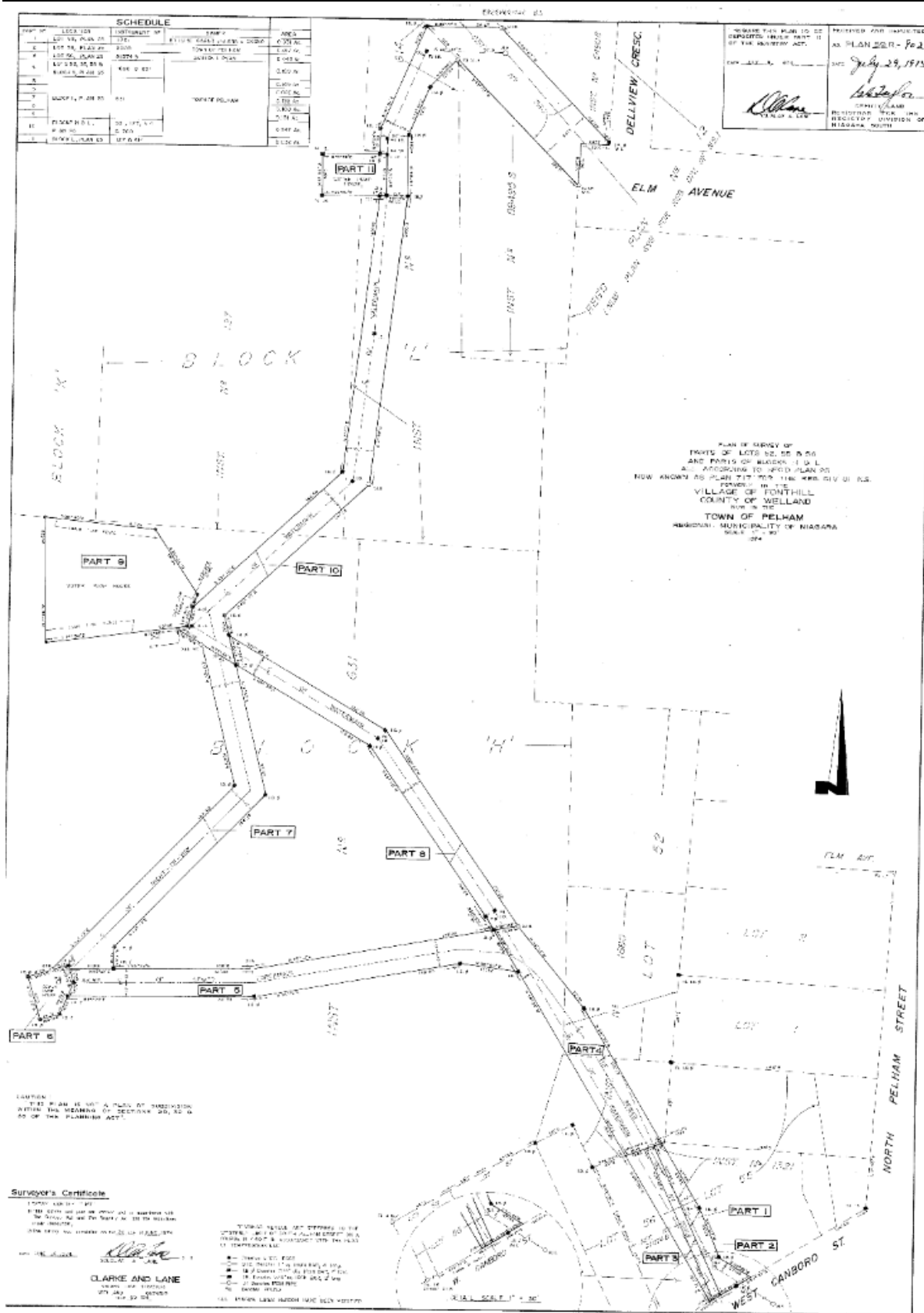
Attention: Appendix- Regional Conditions for Site Plan Approval

cc. Susan Dunsmore, Manager, Development Engineer, Niagara Region  
Julia Van der Laan de Vries, Urban Designer, Niagara Region  
Jason Oatley, Manager, Quality & Compliance Wastewater, Niagara Region

**Appendix I**  
**Regional Conditions of Site Plan Approval**  
**1 Highway 20, Pelham**

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1. That the Owner agrees to include following warning clauses in all future offers and agreements of purchase and sale or lease:
  - a. *“Purchasers/tenants are advised that sight line distance may be restricted due to the existing on-street parking on the north side of Highway 20, west side of Park Lane.*
  - b. *“Purchasers/tenants are advised that access to the development at 1 Highway 20 may be restricted due to reduced levels of service at the signalized intersection of Highway 20 and Pelham Street during peak travel times.*
2. That the Site Plan Agreement between the owner and the municipality contain a provision whereby the owner agrees to obtain a certificate from an Ontario Land Surveyor stating that all existing and new survey evidence is in place at the completion of the development.
3. That prior to any construction taking place within the Regional road allowance the owner shall obtain the required Regional Road Permits.



## **Memorandum**

### **Public Works Department - Engineering**

**To:** Curtis Thompson Planner

**CC:** Jason Marr, Director of Public Works

**From:** Tolga Aydin, Engineering Technologist

**Date:** June 4, 2019

**File #:** SP-05-19

**Subject:** 1 Hwy 20 West – First Submission

The Public Works Department has reviewed the submitted documentation regarding the proposed development located at 1 Hwy 20 West. Please note the following notes and conditions provided.

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

- Proposed Site Plan, Dated: April 4, 2019
- SSGP – Site Servicing and Grading Plan, Dated: April 4, 2019
- STMDA – Storm Drainage Area Plan, Dated: June 21, 2018

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

- Transportation Impact Study, prepared by Paradigm, dated April, 2019
- Municipal Servicing Assessment, prepared by Upper Canada Consultants, dated September 24, 2018

## **Engineering Reports**

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

### **Municipal Servicing Assessment**

1. The sanitary system will require modelling to determine the effect the site will have on the system. All costs associated with the modelling are to be borne by the developer.
2. The storm water management section speaks to the same drainage area size outletting into the storm sewer on Highway 20. If a new storm lateral is to be installed, confirmation, backed up with calculations, that the proposed storm lateral will not have an adverse effect on the existing storm system will be required. The post development flows must match or be less than pre development flows.

### **Transportation Impact Study**


1. The Town will not be supporting the removal of the on-street parking on the north side of Highway 20, west of Park Lane.

## Curtis Thompson

---

**From:** Bob Lymburner  
**Sent:** June 3, 2019 11:25 AM  
**To:** Curtis Thompson  
**Subject:** RE: Request for Comments - Application for Site Plan Approval - 1 Highway 20 West

Fire has no comment

 <p><b>Pelham</b> NIAGARA <i>Vibrant • Creative • Caring</i></p>	<p><b>Bob Lymburner</b> <i>Fire Chief</i> <b>Fire &amp; By-Law Services</b></p>	<p><b>e: blymburner@pelham.ca</b> <b>p: 905.892.2607 x203</b> <b>c: 905.327.4411</b> <b>pelham.ca</b></p>	<p>177 Highway 20 West P.O. Box 323 Fonthill, ON L0S 1E0</p>
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### TOWN OF PELHAM CONFIDENTIALITY NOTICE

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---

**From:** Curtis Thompson  
**Sent:** Monday, June 03, 2019 10:38 AM  
**To:** Bob Lymburner  
**Subject:** FW: Request for Comments - Application for Site Plan Approval - 1 Highway 20 West

Hey Bob,

Have you sent Shannon comments for this development application? I have not received anything from yourself or her.

Let me know. Thanks,

 <p><b>Pelham</b> NIAGARA <i>Vibrant • Creative • Caring</i></p>	<p><b>Curtis Thompson, BURN</b> <i>Planner</i> <b>Community Planning &amp; Development</b></p>	<p><b>e: cthompson@pelham.ca</b> <b>p: 905.892.2607 x324</b> <b>pelham.ca</b></p>	<p>20 Pelham Town Square P.O. Box 400 Fonthill, ON L0S 1E0</p>
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---

**From:** Curtis Thompson  
**Sent:** May 8, 2019 12:59 PM  
**To:** Dev Planning Applications - Region (devtplanningapplications@niagararegion.ca)  
<devtplanningapplications@niagararegion.ca>  
**Subject:** FW: Request for Comments - Application for Site Plan Approval - 1 Highway 20 West



**SITE PLAN COMMENTS**

**Date:** May 29, 2019

**Re:** SP-05-19

The building department offers the following comment,

- A building permit will be required.
- Sign permits may be required.

Respectfully,  
Belinda Menard, Dipl.T.  
Building Intake/Plans Examiner

## Curtis Thompson

---

**From:** Shannon Larocque  
**Sent:** May 10, 2019 2:50 PM  
**To:** Curtis Thompson  
**Subject:** FW: SPA (SP-05-19), 1 Highway 20 West, Pelham



**Shannon Larocque, MCIP, RPP**  
*Senior Planner*  
**Community Planning &  
Development**

**e: slarocque@pelham.ca**  
**p: 905.892.2607 x319**  
**pelham.ca**

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

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---

**From:** circulations@wsp.com <circulations@wsp.com>  
**Sent:** Friday, May 10, 2019 8:45 AM  
**To:** Shannon Larocque <SLarocque@pelham.ca>  
**Subject:** SPA (SP-05-19), 1 Highway 20 West, Pelham

**2019-05-10**

**Shannon Larocque**

**Pelham**

, ,

Attention: Shannon Larocque

Re: SPA (SP-05-19), 1 Highway 20 West, Pelham; Your File No. SP-05-19

Our File No. 84625

Dear Sir/Madam,

We have reviewed the circulation regarding the above noted application.

The following paragraph is to be included as a condition of approval:

“The Owner shall indicate in the Agreement, in words satisfactory to Bell Canada, that it will grant to Bell Canada any easements that may be required, which may include a blanket easement, for communication/telecommunication infrastructure. In the event of any conflict with existing Bell Canada facilities or easements, the Owner shall be responsible for the relocation of such facilities or easements”.

We hereby advise the Developer to contact Bell Canada during detailed design to confirm the provision of communication/telecommunication infrastructure needed to service the development.

As you may be aware, Bell Canada is Ontario’s principal telecommunications infrastructure provider, developing and maintaining an essential public service. It is incumbent upon the Municipality and the Developer to ensure that the development is serviced with communication/telecommunication infrastructure. In fact, the 2014 Provincial Policy Statement (PPS) requires the development of coordinated, efficient and cost-effective infrastructure, including telecommunications systems (Section 1.6.1).

The Developer is hereby advised that prior to commencing any work, the Developer must confirm that sufficient wire-line communication/telecommunication infrastructure is available. In the event that such infrastructure is unavailable, the Developer shall be required to pay for the connection to and/or extension of the existing communication/telecommunication infrastructure.

If the Developer elects not to pay for the above noted connection, then the Developer will be required to demonstrate to the satisfaction of the Municipality that sufficient alternative communication/telecommunication will be provided to enable, at a minimum, the effective delivery of communication/telecommunication services for emergency management services (i.e., 911 Emergency Services).

MMM (a WSP company) operates Bell Canada’s development tracking system, which includes the intake and processing of municipal circulations. Please note, however, that **all responses to circulations and other requests, such as requests for clearance, come directly from Bell Canada, and not from MMM.** MMM is not responsible for the provision of comments or other responses.

Should you have any questions, please contact the undersigned.

Yours truly,

Meaghan Palynchuk  
Manager, Municipal Relations  
Access Network Provisioning, Ontario  
Phone: 905-540-7254  
Mobile: 289-527-3953  
Email: [Meaghan.Palynchuk@bell.ca](mailto:Meaghan.Palynchuk@bell.ca)

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DELIVERY PLANNING  
CANADA POST CORPORATION  
955 HIGHBURY AVENUE NORTH  
LONDON ON N5Y 1A3

May 10, 2019

SHANNON LAROCQUE  
PELHAM  
P.O. BOX # 400  
20 PELHAM TOWN SQUARE  
FONTHILL, ONTARIO L0S 1E0

**RE: (SP-05-19) 1 Highway 20 West, Pelham**

Dear Shannon:

Canada Post Corporation has no requirements or conditions regarding this project as the development in question falls within the Post Office Box-served boundaries of the Fonthill Post Office.

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 or the above noted address.

I appreciate the opportunity to comment on this project.

Sincerely yours,

*A. Carrigan*

Andrew Carrigan  
Delivery Services Officer

May 16, 2019

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

Dear Shannon,

Re: Site Plan Control Application  
1 Highway 20 West  
Town of Pelham  
File No.: SP-05-19

Enbridge Gas Inc. 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 Inc.'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.

Easement(s) are required to service this development and any future adjacent developments. The applicant will provide all easement(s) to Enbridge Gas Inc. at no cost.

In the event a pressure reducing regulator station is required, the applicant is to provide a 3 metre by 3 metre exclusive use location that cannot project into the municipal road allowance. The final size and location of the regulator station will be confirmed by Enbridge Gas Inc.'s Customer Connections department. For more details contact [CustomerConnectionsContactCentre@Enbridge.com](mailto:CustomerConnectionsContactCentre@Enbridge.com).

Enbridge Gas Inc. 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 INC.**

TEL: 416-495-5386

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

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

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

**Safety. Integrity. Respect.**



## Curtis Thompson

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**From:** Shannon Larocque  
**Sent:** May 21, 2019 11:27 AM  
**To:** Curtis Thompson  
**Subject:** FW: Pelham Niagara, 1 HWY 20 West, SP-05-19



**Shannon Larocque, MCIP, RPP**  
*Senior Planner*  
**Community Planning &  
Development**

**e: slarocque@pelham.ca**  
**p: 905.892.2607 x319**  
**pelham.ca**

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

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**From:** Iwona.Lipowski@HydroOne.com <Iwona.Lipowski@HydroOne.com>  
**Sent:** Tuesday, May 21, 2019 11:22 AM  
**To:** Shannon Larocque <SLarocque@pelham.ca>  
**Subject:** Pelham Niagara, 1 HWY 20 West, SP-05-19

Hello,

We are in receipt of your Site Plan Application, SP-05-19 dated May 8<sup>th</sup>, 2019. We have reviewed the documents concerning the noted Plan 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

Thank you,

### Iwona Lipowski

Real Estate Clerk - Real Estate Services

Hydro One Networks Inc.

185 Clegg Road

Markham, ON L6G 1B7

[Iwona.Lipowski@HydroOne.com](mailto:Iwona.Lipowski@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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