



**December 9, 2019**

**UCC File: 19100**

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

**Re: Request for Development Agreement  
Concession 9, Part of Lot 20, RP 59R-500, Part 1, Canboro Road, Pelham**

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On behalf of our client Mr. Jonathan Sinke, please accept this letter as a request to prepare a development agreement in accordance with the Conditions of Approval for Application A27-2019P.

As discussed with staff, we are pleased to provide an agreement fee of \$2,700.00 and a revised conceptual site plan showing the general location of the driveway culvert and design detail.

It is our understanding the agreement will incorporate the required clauses recommended through Minor Variance File No. A27-2019P and prescribe that the driveway culvert crossing will need to be placed outside the MDS Arc as shown on the provided conceptual Site Plan drawing. It is further understood that the dwelling footprint shown on the plan is indeed conceptual only and does not bind our client or any future purchaser to a specific location or size.

The conditional date for the sale of this property to our client has been moved from January 2020 to February 4, 2020 to facilitate Council approval of the Agreement. We trust that this agreement request can be processed prior to the noted date, however, if delays occur please advise us as soon as possible so arrangements can be made with the affected parties.

If you have any question or require additional materials, please contact the undersigned.

Respectfully submitted,

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

CC: Mr. Jonathan Sinke ([jonathansinke@gmail.com](mailto:jonathansinke@gmail.com))  
Ron Vahrmeyer, Realtor for the Applicant ([melron@vaxxine.com](mailto:melron@vaxxine.com))  
Wayne Schilstra, Realtor for the Seller ([wayne.schilstra@gmail.com](mailto:wayne.schilstra@gmail.com))

Attached: Notice of Decision – File A27-2019P  
Conceptual Site Plan