

## Memo

**To:** Kenny Ng, Planner

**CC:** Jason Marr, Director of Public Works; Barb Wiens, Director of Planning and Development; Derek Young, Manager of Engineering

**From:** Taylor Boyle, Engineering Technologist

**Date:** 23 November 2021

**File No.:** B32 2021P

**RE:** Consent – 198 Canboro Road (Part 3)

Town of Pelham Public Works Staff have reviewed the above noted application and supporting documentation to address the technical concerns regarding the submitted consent application.

The application is made for consent to partial discharge of mortgage and consent to convey 833 square metres of land (Part 3 and 7 on sketch), for future construction of a single detached dwelling. Parts 1 and 5 is to be retained for the future construction of a single detached dwelling.

Public Works Staff have the following comments:

1. That the Applicant obtain a Driveway Access and Culvert Permit from the Town to construct a new access to serve Part 3. Installation and/or modification of new entrances shall be completed in accordance with Town Standards prior to consent and the Applicant shall bear all costs associated with the works.
2. That the Applicant submit a comprehensive overall lot grading plan, to demonstrate that the drainage does not negatively impact nor rely on neighbouring properties, to the satisfaction of the Director of Public Works.
3. That the Applicant confirm no existing utilities cross the proposed new property line. Should any services cross this new property line, the Applicant will be responsible for the cost associated with their relocations and/or removal.
4. That the applicant submit a Servicing Brief. Included in the submission, the applicant is to submit a drawing that indicates the location of the individual water service and sanitary lateral for all lots to confirm no existing water or sanitary services branch from or through the proposed lots to other lands, and from or through the remaining parcel to other lands. If installation of new services is required, locate cards shall be submitted upon completion.

5. That the applicant submit a Stormwater Management Brief, which details stormwater management strategies and provides all necessary calculations to demonstrate post development runoff rates are within allowance limits.
6. That the applicant is required to gratuitously grant a 7.00 meter road widening across the frontage of the subject property to the Town of Pelham.

The requested widening is to be conveyed free and clear of any mortgages, liens or other encumbrances, and is to be described by Reference Plan. The widening portion of the plan will be the responsibility of the owner to order. The cost of providing this plan will be the full responsibility of the applicant. The applicant will arrange for the land surveyor for the property to submit the preliminary undeposited survey plan along with all related documents to Town of Pelham Public Works Staff for approval. Public Works Staff will advise the land surveyor of any required revisions to the plan. Once the plan is deposited and the transfer registered, the Town of Pelham will clear the applicable condition.