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SENT VIA EMAIL

File: P-3083

September 26, 2023

Town of Collingwood  
97 Hurontario Street  
Collingwood, Ontario  
P.O. Box 157  
Postal code

**Attention:** Ms. Summer Valentine, MCIP, RPP  
Director Planning, Building and Economic Development

**Re:** Huntingwood Trails (Collingwood) Ltd.  
Applications for Official Plan Amendment, Zoning By-law Amendment and Draft  
Plan of Subdivision Part of Lots 47, 48 and 49, Concession 12  
Town of Collingwood, County of Simcoe

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Dear Ms. Valentine,

KLM Planning Partners Inc. represents Huntingwood Trails (Collingwood) Ltd. ("**client**"), with respect to the above noted lands (the "**Subject Lands**"). On behalf of our client, we are pleased to submit the enclosed applications for Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision to facilitate the development of the Subject Lands.

The Subject Lands have a total area of 29.163 hectares (72.063 acres), and are located south of Highway 26, north of the Georgian Trail and west of the Silver Glen Preserve Condominium Corporation within the Settlement Area of Collingwood. Silver Creek traverses the southwest corner of the Subject Lands ultimately connecting to Georgian Bay in the north. The Subject Lands are currently used for agricultural purposes.

### **Proposed Development**

The proposed Draft Plan of Subdivision includes forty-eight (48) street townhouse units, fourteen (14) semi-detached units and seven (7) single detached units. Two (2) environmental protection blocks, two (2) walkway blocks, one (1) road widening block and one (1) twenty (20) metre wide public right-of-way (Street "1") are also proposed. Street "1" proposes access to Development

Area #1 (as identified on Schedule A2 of the Town Official Plan) through lands designated Environmental Protection to the proposed internal road network of Development Area #2 (as also identified on Schedule A2 of the Town Official Plan), which eventually connects to Silver Creek Drive and Highway 26 in the north.

The proposed Zoning By-law Amendment and Draft Plan of Subdivision apply to the entirety of the Subject Lands, whereas the proposed Official Plan Amendment applies only to those lands identified as Development Area #1 on Schedule 'A2' to the Town Official Plan. Development Area #1 refers to the applicable residential land use designation east of Silver Creek.

The applications identified above seek to facilitate the development of Development Area #1 (as identified on Schedule 'A2' of the Town OP and further identified as lands within Area 2 in the Minutes of Settlement entered into with the Town dated July 21, 2021) and Future Development Block 98 from the Draft Plan of Subdivision dated June 14, 2021 for the west side of our clients lands under Town file No.: D1201111 (OLT File No.: PL100516), which was draft approved by the Ontario Land Tribunal on August 31, 2022.

Please find enclosed the following materials in connection with the above noted applications:

1. One (1) copy of the fully executed application form for Official Plan Amendment and Zoning By-law Amendment;
2. One (1) copy of the fully executed application form for Draft Plan of Subdivision;
3. One (1) copy of the property parcel register;
4. One (1) copy of the Legal Survey, prepared by Schaeffer Dzaldov Bennett Ltd., dated July 12, 2019;
5. One (1) copy of the Draft Plan of Subdivision (3083(E)des7), prepared by KLM Planning Partners Inc., dated January 10, 2023;
6. One (1) copy of the Draft Official Plan Amendment, prepared by KLM Planning Partners Inc., dated August, 2023;
7. One (1) copy of the Draft Zoning By-Law Amendment, prepared by KLM Planning Partners Inc., dated August, 2023;
8. One (1) copy of the Planning Justification Report, prepared by KLM Planning Partners Inc., dated September 2023;
9. One (1) copy of the Pre-consultation Comment Response Matrix, prepared by KLM Planning Partners Inc., dated September, 2023;
10. One (1) copy of the Residential SCAP Matrix prepared by KLM Planning Partners Inc. dated September 20, 2023;
11. One (1) copy of the Functional Servicing and Stormwater Management Report, inclusive of a photometric plan, construction management plan and on-street parking/site functionality plan prepared by C.F. Crozier & Associates Consulting Engineering, dated September, 2023;
12. One (1) copy of the Floodplain Study, inclusive of a cut/fill analysis, prepared by C.F. Crozier & Associates Consulting Engineering, dated September, 2023;

13. One (1) copy of the Environmental Impact Study inclusive of a tree management plan, and active transportation plan prepared by C.F. Crozier & Associates Consulting Engineering, dated September, 2023;
14. One (1) copy of the Transportation Impact Study, prepared by C.F. Crozier & Associates Consulting Engineering, dated September, 2023;
15. One (1) copy of the Urban Design Guidelines, prepared by MBTW, dated September 2023;
16. One (1) copy of the Architectural Design Guidelines inclusive of conceptual colour rendered building elevations, prepared by MBTW, dated September 2023;
17. One (1) copy of the Geotechnical Investigation, prepared by Soil Engineers, dated August, 2023;
18. One (1) copy of the Hydrogeological Report, prepared by Terraprobe, dated August 24, 2023;
19. One (1) copy of the Phase 1 Environmental Site Assessment, prepared by Terraprobe, dated September 8, 2023;
20. One (1) copy of the D4 Landfill Impact Assessment prepared by Terraprobe, dated September 21, 2023;
21. One (1) copy of the Stage 1-2 Archaeological Assessment, prepared by AMICK Consultants Limited, dated January 2011;
22. One (1) copy of the and the Ministry of Tourism, Culture and Sport clearance letter associated with the Stage 1-2 Archaeological Assessment dated January 15, 2014; and,
23. One (1) copy of the Environmental Noise Report prepared by Jade Acoustics Inc., dated September 14, 2023.

The above noted submission requirements were confirmed through a pre-consultation meeting with the Town on January 14, 2022 and were included in a memo from the Town received on April 25, 2022. Through further consultation with the Town, it was confirmed that an additional pre-consultation meeting was not required and that the Town would rely on the previous list of studies as identified above, together with the addition of the floodplain study and cut/fill analysis subject to the approval of terms of reference by the NVCA. The NVCA confirmed via email from Ben Krul on March 21, 2023 that the terms of reference provided by our clients' civil engineer for the floodplain study and cut/fill analysis were satisfactory.

It is understood that once application material is uploaded to the Town's application portal, staff will review and calculate the requisite application fees payable for the processing of the applications. In this regard, please advise as to the applicable fees as soon as possible. Notwithstanding, we have calculated the fees as follows:

- Total of \$39,500.00, payable to the Town of Collingwood representing the Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision application fees and related contingency deposits as follows:
  - OPA/ZBA and Plan of Subdivision Fees – \$31,150.00
  - OPA/ZBA and Plan of Subdivision Contingency Deposits - \$8,350.00

Given the wide array of natural features present on the Subject Lands, our team would be pleased to coordinate a site visit with technical staff to assist with their review of the applications. In this regard, please reach out to the undersigned to coordinate same.

We trust that the above materials are in order. Should you have any questions with respect to the enclosed, please do not hesitate to contact the undersigned.

Yours very truly,

**KLM PLANNING PARTNERS INC.**

A handwritten signature in blue ink, appearing to read 'T. Schilling', is positioned above the typed name.

Tim Schilling, MCIP, RPP  
Senior Planner

CC: Huntingwood Trails (Collingwood) Ltd.  
Mark Yarranton, KLM