



Memo

To: Stephanie Pouliot, Planner I
From: Jennifer Bernard, Manager, Civil Land Development
Date: June 19, 2025
Re: File B02/2025WL – 1000581360 Ontario Inc.
Spring Creek Road (Roll: 2602030013204000000)

A review has been completed of this application for consent to permit a boundary adjustment where Part 3 on survey sketch 15-16-105-06 will be severed and added to Part 2.

A pre-consultation meeting was held on April 23, 2025 to review the overall layout of the Spring Creek Heights Secondary Plan area that will result from this application in conjunction with B03/2025WL and B04/2025WL. At that time staff provided the attached comments on future servicing of the lands. Further stormwater management information was provided on June 5, 2025, however there is uncertainty for the stormwater connection for the future residential parcel in Part 4 of the survey sketch 15-16-105-06. Therefore, staff request the following be added as a condition of consent until that has been addressed:

That a stormwater management plan be submitted and approved by the Township regarding the Stormwater management of the subject lands.

It is understood that Part 6 and Part 7 on survey sketch 15-16-105-06 will be a private stormwater easement.

Memo

To: Susan Smyth, Manager, Community Planning & Design
From: Jennifer Bernard, Manager, Civil Land Development
Date: May 7, 2025
Re: 346 Station St
Pre-consultation Meeting April 23, 2025

A review has been completed of this proposal for consent and boundary adjustment to facilitate a land swap in the Spring Creek Heights Secondary Plan area.

Regarding the Proposed Servicing Layout:

- Staff will not support the proposal for storm sewers to be located in an easement through the industrial lands to be assumed by the Township due to the future cost and complexity of access for maintenance and repair. Sewers for assumption by the Township are to be located within a road allowance.
- The storm sewer for the residential lands is to be directed west to either the Station St storm sewer system or to the Station Meadows Subdivision storm sewer which outlets to the Hornak Rd stormwater management pond.
- The industrial lands may be able to have on site stormwater retention or can maintain the proposed storm sewer in the easement but that would remain private and under an agreement between the property owners for maintenance and repair.
- If the stormwater management solution identified for the industrial properties requires the storm sewers proposed on London Road and Clifford St, the Township will assume those sewers but they will need to be sized to accommodate road drainage when those roads are reconstructed and urbanized in the future.
- A portion of these lands are assessed to the Smithville North Municipal Drain. If the drainage pattern is altered, the Owner will be responsible for the cost to reassess the properties to the municipal drain. As of the date of this memo, a copy of the Engineering Report for this municipal drain has been provided to Upper Canada Consultants.
- Staff notes that the sanitary sewer proposed on Spring Creek Road is within 500m of the Smithville PCB site. This sewer would need to be above the bedrock to be considered for approval by the MECP. They may also require a groundwater monitoring program during construction. This applies to the storm sewers on London Road and Clifford Street as well.
- Staff have no concerns with the proposal for water servicing of the lands. At the Site Plan stage, based on water demand, it will be determined if further water modelling is required to confirm capacity.

Memo

To: Stephanie Pouliot, Planner I
From: Jennifer Bernard, Manager, Civil Land Development
Date: June 19, 2025
Re: File B03/2025WL – Melissa Hill Inc.
346 Station St (Roll: 2602030013072000000)

A review has been completed of this application for consent to permit a boundary adjustment where Part 1 on survey sketch 15-16-105-06 will be severed and added to Part 4.

A pre-consultation meeting was held on April 23, 2025 to review the overall layout of the Spring Creek Heights Secondary Plan area that will result from this application in conjunction with B02/2025WL and B04/2025WL. At that time staff provided the attached comments on future servicing of the lands. Further stormwater management information was provided on June 5, 2025, however there is uncertainty for the stormwater connection for the future residential parcel in Part 4 of the survey sketch 15-16-105-06. Therefore, staff request the following be added as a condition of consent until that has been addressed:

That a stormwater management plan be submitted and approved by the Township regarding the Stormwater management of the subject lands.

It is understood that Part 6 and Part 7 on survey sketch 15-16-105-06 will be a private stormwater easement.

Memo

To: Susan Smyth, Manager, Community Planning & Design
From: Jennifer Bernard, Manager, Civil Land Development
Date: May 7, 2025
Re: 346 Station St
Pre-consultation Meeting April 23, 2025

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- If the stormwater management solution identified for the industrial properties requires the storm sewers proposed on London Road and Clifford St, the Township will assume those sewers but they will need to be sized to accommodate road drainage when those roads are reconstructed and urbanized in the future.
- A portion of these lands are assessed to the Smithville North Municipal Drain. If the drainage pattern is altered, the Owner will be responsible for the cost to reassess the properties to the municipal drain. As of the date of this memo, a copy of the Engineering Report for this municipal drain has been provided to Upper Canada Consultants.
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- Staff have no concerns with the proposal for water servicing of the lands. At the Site Plan stage, based on water demand, it will be determined if further water modelling is required to confirm capacity.

Memo

To: Stephanie Pouliot, Planner I
From: Jennifer Bernard, Manager, Civil Land Development
Date: June 19, 2025
Re: File B04/2025WL – Canadian Reformed School Society of Smithville and Surrounding District
Regional Rd 14 (Roll: 2602030013080000000)

A review has been completed of this application for consent to permit a boundary adjustment where Part 1 on survey sketch 15-16-105-07 will be severed from the subject property and retained for future employment uses.

A pre-consultation meeting was held on April 23, 2025 to review the overall layout of the Spring Creek Heights Secondary Plan area that will result from this application in conjunction with B02/2025WL and B03/2025WL. At that time staff provided the attached comments on future servicing of the lands. Further stormwater management information was provided on June 5, 2025, however there is uncertainty for the stormwater connection for the future residential parcel in Part 4 of the survey sketch 15-16-105-06. Therefore, staff request the following be added as a condition of consent until that has been addressed:

That a stormwater management plan be submitted and approved by the Township regarding the Stormwater management of the subject lands.

It is understood that Part 3 and Part 4 on survey sketch 15-16-105-07 will be a private stormwater easement.

Memo

To: Susan Smyth, Manager, Community Planning & Design
From: Jennifer Bernard, Manager, Civil Land Development
Date: May 7, 2025
Re: 346 Station St
Pre-consultation Meeting April 23, 2025

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