

**From:** [Candace Hamm](#)  
**To:** [Matt Rapke](#)  
**Subject:** 2024 12 05 Town of Saugeen Shores Comments - 768 Arlington St  
**Date:** December 5, 2024 5:26:09 PM  
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[2024 12 05 Site Plan Control Agreement for Wilson Developments\\_CH\\_MR.docx](#)

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Hi Matt,

Here are the Town comments on the 768 Arlington St Site Plan submission. As indicated, my intention is to bring an information report forward to Council on January 13, 2025. I don't require a full set of revised drawings at this stage. If you're able to provide the landscape details we discussed by December 20<sup>th</sup>, that would be appreciated. In addition, if the developer is willing to design/construct the sidewalk extension on the basis that Council authorizes the use of the Development Charges Reserve to cover the costs, preliminary design information and a cost estimate should be submitted to me by December 20<sup>th</sup> (or January 6, 2025 at the latest).

After I present my report to Council, I will follow up with you on any other items that Council has raised that need to be addressed. Following that, you can work towards a final drawing submission. I've attached a preliminary draft of the Site Plan Control Agreement for your review. I've highlighted some areas where I need information from you. Please use Track Changes to add this information and to add any comments or proposed changes to the Agreement. The Town's Municipal Solicitor is also still reviewing the draft. I'll keep you informed of any other changes, as needed. Please reach out if you have any questions on the items below.

#### Site Plan

- Visually identify visitor parking
- Location of utilities and how they will be screened should be shown on the Site Plan. Hydro meters, heat pumps, etc., should be located on the parking lot side. If not feasible, please provide rationale.
- Length of bicycle parking spots should be shown.
  - Bicycle parking shall be provided in an area having a minimum of 1.8 m in length. The minimum number of bicycle parking spaces shall be accommodated by a rack, which will determine the width of the bicycle parking area.
  - 2 spots required (3.24.12)

#### Zoning Matrix

- Minimum Lot Area should be updated to remove reference to density
- Lot coverage 45%
- Parking: Residential Building, Apartment: 1 space per residential unit; plus 1 space for every 4 residential units, or fraction thereof, to be set aside for and visually identified as

visitor parking

#### Engineering Comments

- Please provide a defined swale between the proposed retaining wall and the existing fence on the Northerly property line to direct water away from neighboring property.
- Please regrade the Easterly landscaped area (i.e. walking path, Amenities area, grassed area) to direct the storm runoff to River Street (and not the Rail Trail property) and reduce the amount of necessary fill on the Rail Trail property where possible.
- Alternatively to the last point, you could add a CB in the communal outside area and grade towards that structure. This will create a new catchment area. Please provide updated FSR to account for new catchment if this alternative is done.
- Please revise the grading on the Rail Trail property to keep necessary fill to be minimal impact (i.e. avoiding tree removals). If any trees are removed on Town property, it is expected that they will be replaced. Any grading in the Easterly property corner should start by the edge of sidewalk to minimize grading on trail property.
- Please confirm the clearance between the 250mm dia. Storm and the 300mm dia Sanitary Forcemain at the Easterly corner of the parcel.

#### Parks and Facilities Comments

- Developments that back onto the Rail Trail typically have pedestrian access to the trail from the adjacent yard, if practical. Pedestrian access to the trail and appropriate gentle grading should be incorporated into the design, if possible.

#### Sidewalk Extension

- Town staff are interested in seeing the sidewalk along River St extended from the intersection to the Saugeen Shores Rail Trail. I would like to recommend to Council that the developer install the sidewalk during construction, and that the Town would pay for the cost of the sidewalk extension from the Development Charges Reserve Fund. Please provide a preliminary engineering design and cost estimate for the extension of the sidewalk.

#### Landscape Plan

- Please provide landscaping details, either on one of the engineering drawings or as a separate plan.
- Appendix A of the [Urban Existing Neighbourhoods Design Guidelines](#) provides a list of recommended native tree species and plantings suitable for Saugeen Shores.
- Grading extends onto Town lands. Information on how the area will be restored and enhanced with plantings should be included in the landscape plan.

#### Accessibility Advisory Committee

- No comments

#### Affordable/Attainable Units

- Additional details need so I can properly capture this in my report.
- Clause to be included in the Site Plan Control Agreement and registered on title.

#### Design

- Consider ways to bring more prominence to the doorways. The additional landscape details may alleviate this concern/comment.
- Façade treatment on the east (Arlington St) side should be given additional attention.
- Additional information on the location of utilities and how they will be screened is requested. Hydro meters, heat pumps, etc., should be located on the parking lot side wherever feasible.

#### Archaeology

- The County indicated during pre-consultation that the property is not within an area of high archaeological potential. Please have SON confirm in writing that an archaeological assessment for the property is not required.

Thanks,

Candace

### **Candace Hamm**

#### **Development Services Officer**

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