

# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

**File Number:** PRE 2022-0197

**Lead Planner:** Adam Wendland, Senior Planner,  
Development

**Meeting Date:** December 8, 2022

**Expiry Date:** June 1, 2023

## Purpose and Advisory Information

In accordance with the *Planning Act* and pursuant to By-law 2022-052, applicants are required to complete Pre-Consultation with the Town which consists of an Inquiry Meeting, a Preliminary (PARC) Meeting and Pre-Consultation (DART) Review, prior to submission of development applications.

It is important to note that all comments provided at the PARC Meeting and contained within this document are preliminary only and based solely on the information that was made available at the time of the meeting. This meeting does not imply or suggest any decision whatsoever on behalf of the Town of Caledon. Once the Pre-Consultation (DART) Review or an application has been submitted and is in circulation, additional information may be required during the processing of the application.

The proposal as described on this form has been reviewed at a Preliminary (PARC) Meeting and the 'complete' application requirements are outlined in this document. If an application does not contain the items outlined in this document, the application will be deemed incomplete and will not be accepted by the Town of Caledon.

As per By-law No. 2022-052, a new Preliminary (PARC) Meeting will be required should the Pre-Consultation (DART) Review or application not be submitted by the expiry date. If additional consultation is required, it should be held prior to the expiry date to ensure all matters have been addressed.

If the applicant does not contact Town Staff for clarification of this document, within 10 business days of receiving this document, the applicant acknowledges that the requirements outlined within this document must be submitted for the application to be considered 'complete'.

## Section 1: Applicant and Owner Information

Applicant Name:	Armstrong Planning and Project Management C/O Cesare Pittelli
Phone Number:	416-444-3300 x. 3004 (Work)
Email Address:	<a href="mailto:cesare@armstrongplan.ca">cesare@armstrongplan.ca</a>
Owner Name:	QR DIXIE ES GP INC C/O Peter Kulkarni and Vincent Raso
Phone Number:	Peter Kulkarni (416-420-4428) and Vincent Raso (647-210-1913)
Email Address:	<a href="mailto:peter.kulkarni@quadreal.com">peter.kulkarni@quadreal.com</a> ; <a href="mailto:vincent.raso@quadreal.com">vincent.raso@quadreal.com</a>

## Section 2: Project and Property Information

Municipal Address:	12489 Dixie Road	
Legal Description:	West Part of Lots 20 and 21, Concession 4 Chinguacousy (EHS), designated as Part 1 of Plan 43R-1769	
Roll Number:	2124.130.007.18500.0000	
Site Area:	<u>58.3 ha 143.9 ac</u>	
Project Name:	Armstrong Planning and Project Management on behalf of QR DIXIE ES GP INC.	
Proposal:	The proposal seeks to develop the property with three (3) industrial buildings containing a combined building area of 134,206 m <sup>2</sup> . The proposed development will also feature 1,570 parking spaces, 215 trailer spaces, and 253 docks. Direct access to the site will be by way of a driveway connecting to Dixie Road. Uses for the buildings will include warehousing, distribution, logistics, and industrial uses.	
Existing GFA:	N/A	Proposed GFA: 134,206 m <sup>2</sup>
Servicing:	Municipal Water	Septic

## Section 3: Planning Policy Framework

### Provincial Plans

Places to Grow Plan, 2020:

Greenbelt Plan Area and Agricultural and Rural Area

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Greenbelt Plan, 2017: Niagara Escarpment Plan, 2017: Oak Ridges Moraine Conservation Plan, 2017:	Natural Heritage System Greenbelt Plan Area Greenbelt Plan Area
<b>Region of Peel Official Plan</b>	Urban System and 2051 New Urban Area – Schedule E-1 Regional Structure Employment Area, Schedule E-4 Employment Areas
<b>Town of Caledon Official Plan:</b>	Prime Agricultural Area and Environmental Policy Area – Schedule A Land Use Plan
<b>Town of Caledon Future Official Plan:</b>	TBD
<b>Town of Caledon, Zoning By-law 2006-50, as amended:</b>	Agricultural (A1) and Environmental Policy Area 2 Zone (EPA2)
<b>Heritage Interest:</b>	Listed
<b>Archaeological Interest:</b>	Yes
<b>Conservation Authority:</b>	Toronto and Region Conservation Authority (TRCA)
<b>Access Authority:</b>	Region of Peel
<b>Other Applications Affecting the Property:</b>	N/A

## Section 4: Required Approvals

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In accordance with Staff Report 2022-0209, the Town is no longer accepting the submission of concurrent development applications and where public infrastructure is proposed, a Draft Plan of Subdivision will be required.

The following applications are required:

- Town Initiated Secondary Plan, resulting from the completion of the Town's Growth Management and Phasing Plan
- Block Plan
- Pre-Consultation (DART) Review for Site-Specific Official Plan Amendment (if warranted following the Secondary Plan) – Subject to this Preliminary (PARC) Meeting
- Privately Initiated, Site-Specific Official Plan Amendment
- Zoning By-law Amendment – Subject to a future Preliminary (PARC) Meeting (not included in this form)
- Plan of Subdivision (if public infrastructure is required) – Subject to a future Preliminary (PARC) Meeting (not included in this form)
- Site Plan Approval – Subject to a future Preliminary (PARC) Meeting (not included in this form)

The following additional approvals and/or requirements are required:

- Toronto and Region Conservation Authority Permit
- Road Access Approvals (Region)
- Building Permit
- Payment of Development Charges
- Parkland Dedication

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## Section 5: Complete Application Requirements

The 'complete' application requirements are outlined in two tables below:

- 1) Approvals, Engagement and Consultation to be Completed prior to an Application Being Considered 'Complete'
- 2) Material and Documentation Required for Submission for an Application to be Considered 'Complete'

If an application does not meet the requirements outlined in this document, the application will be deemed incomplete and will not be processed by the Town of Caledon.

### Approvals, Engagement and Consultation to be Completed prior to an Application Being Considered 'Complete'

Prior to an application being considered 'complete' the following approvals/permissions must be in place, and the following engagement and consultation must be completed to the satisfaction of the applicable agency/department.

Required (X)	Approval, Permission, Engagement and/or Consultation Required	Scope & Detail
X	Written Confirmation to the Satisfaction of the Town of the Completion of the Pre-Consultation (DART) Review for the Project	<p>Please prepare the submission material as per the requirements contained within this form. Once completed, please submit the material with the Pre-Consultation (DART) Review Form to <a href="mailto:planning@caledon.ca">planning@caledon.ca</a>. Planning staff will then contact you to arrange for payment of the required fee:</p> <ul style="list-style-type: none"> <li>• Pre-Consultation Submission/Review Official Plan Amendment (\$23,278.00)</li> </ul> <p>Once the Pre-Consultation (DART) Review is satisfactory, Planning staff will provide direction on how to submit the Official Plan Amendment application.</p>
	Written Confirmation to the Satisfaction of the Town of a Regional Official Plan Amendment being in Full Force and Effect for the Subject Lands	<p>Prior to the submission of the required application, a Regional Official Plan Amendment must be approved and in full force and effect for the subject lands, supporting the proposed development.</p> <p>For more information on the Regional Official Plan Amendment process, please contact:</p> <p>Christina Marzo            Manager, Planning and Development Services            Public Works, Region of Peel            905.791.7800 x. 4362</p>

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Required (X)	Approval, Permission, Engagement and/or Consultation Required	Scope & Detail
		<a href="mailto:Christina.marzo@peelregion.ca">Christina.marzo@peelregion.ca</a>
X	Written Confirmation to the Satisfaction of the Town of Completion of the Growth Management and Phasing Study and Confirmation that the Proposed Development Conforms to the Study	<p>The Town of Caledon is undertaking a Growth Management and Phasing Study to identify how, where and when the Town will grow.</p> <p>Prior to the submission of the required application, the Study must be complete and it must confirm that the proposed development conforms to the study.</p> <p>For more information on the Growth Management and Phasing Study, please contact:            Steven Burke, Manager, Strategic Policy Planning            Planning Department, Town of Caledon            905.584.2272 x. 4264  <a href="mailto:Steven.burke@caledon.ca">Steven.burke@caledon.ca</a></p>
X	Written Confirmation to the Satisfaction of the Town of a Secondary Plan being in Full Force and Effect for the Subject Lands	<p>Prior to the submission of the required application, a Town-led Secondary Plan must be approved and in full force and effect for the subject lands.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form.</p>
X	Written Confirmation to the Satisfaction of the Town of a Block Plan being in Full Force and Effect for the Subject Lands	<p>Prior to the submission of the required application, a Block Plan must be approved and in full force and effect for the subject lands.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form.</p>
	Written Confirmation to the Satisfaction of the Town of Approval from the Niagara Escarpment Commission	<p>Prior to the submission of the required application, approval from the Niagara Escarpment Commission must be received, permitting the proposed development. Approval of a Niagara Escarpment Plan Amendment or Niagara Escarpment Development Permit is required, and the approval must be in full force and effect.</p>



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Required (X)	Approval, Permission, Engagement and/or Consultation Required	Scope & Detail
		For more information on this process, please contact the Lead Planner as noted on this form.
	Written Confirmation to the Satisfaction of the Town of an Official Plan Amendment being in Full Force and Effect for the Subject Lands and Project	<p>Prior to the submission of the required application, an Official Plan Amendment must be approved and in full force and effect for the subject lands, permitting the proposed development.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form.</p>
	Written Confirmation to the Satisfaction of the Town of a Zoning By-law Amendment being in Full Force and Effect for the Subject Lands and Project	<p>Prior to the submission of the required application, a Zoning By-law Amendment must be approved and in full force and effect for the subject lands, permitting the proposed development.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form.</p>
	Written Confirmation to the Satisfaction of the Town of a Draft Plan of Subdivision having been Registered for the Subject Lands	<p>Prior to the submission of the required application, a Draft Plan of Subdivision must be registered for the subject lands.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form.</p>
	Written Confirmation to the Satisfaction of the Town of a Draft Plan of Condominium having been Registered for the Subject Lands	<p>Prior to the submission of the required application, a Draft Plan of Condominium must be registered for the subject lands.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form.</p>
	Written Confirmation to the Satisfaction of the Town of a Site Plan Application having received Final Site Plan Approval for the Subject Lands and Project	<p>Prior to the submission of the required application, a Site Plan application must have been issued Final Approval for the project.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form.</p>
X	Written Confirmation to the Satisfaction of the Town that Meaningful Consultation has Occurred with Indigenous Communities	Prior to the submission of the required application, meaningful consultation must have occurred with Indigenous Communities.



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Required (X)	Approval, Permission, Engagement and/or Consultation Required	Scope & Detail
X	Written Confirmation to the Satisfaction of the Town that Meaningful Consultation has Occurred with the Public	Prior to the submission of the required application, meaningful public consultation must have occurred.
X	Written Confirmation to the Satisfaction of the Town of a Permit or Clearance Letter having been Issued from the Appropriate Conservation Authority or Environmental Reviewer	<p>Prior to the submission of the required application, a Permit or Clearance Letter must be received from the Toronto and Region Conservation Authority or Environmental Reviewer.</p> <p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p> <p>For more information on the TRCA process, please contact:            Nick Cascone            Acting Senior Planner, Development Planning and Permits            Toronto and Region Conservation Authority            437-880-1943  <a href="mailto:nick.cascone@trca.ca">nick.cascone@trca.ca</a></p>
	Written Confirmation to the Satisfaction of the Town of a Permit having been Issued by the Ministry of Transportation	Prior to the submission of the required application, a Permit from the Ministry of Transportation must have been issued for the project.
	Road Access Approval from the Ministry of Transportation Confirming Location, Type and Capacity	<p>Prior to the submission of the required application, the Ministry of Transportation must have confirmed the access location, type and capacity in writing for the project.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form.</p>
X	Written Confirmation to the Satisfaction of the Town of Road Access Approval from the Region of Peel Confirming Location, Type and Capacity	<p>Prior to the submission of the required application, the Region of Peel must have issued road access approval, all in writing, for the project.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form or the Region of Peel:            Dylan Prowse <a href="mailto:Dylan.Prowse@peelregion.ca">Dylan.Prowse@peelregion.ca</a></p>
X	Written Confirmation to the Satisfaction of the Town of Servicing Approval from the Region of Peel, Confirming Servicing Requirements and Capacity are Present or Have Been Committed To	Prior to the submission of the required application, the Region of Peel must have issued servicing approval, confirming servicing requirements and that the capacity is present or has been satisfactorily committed to, all in writing, for the project.





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Required (X)	Approval, Permission, Engagement and/or Consultation Required	Scope & Detail
		<p>For more information on this process, please contact the Lead Planner as noted on this form or the Region of Peel: Dylan Prowse <a href="mailto:Dylan.Prowse@peelregion.ca">Dylan.Prowse@peelregion.ca</a></p>
X	Written Confirmation to the Satisfaction of the Town of Approval of the Limits of Development from the Applicable Conservation Authority or Environmental Reviewer	<p>Prior to the submission of the required application, the Region, Town and Conservation Authority must be satisfied that the proposed development respects the features and has appropriate limits of development.</p> <p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form or the Toronto and Region Conservation Authority: Nick Cascone <a href="mailto:nick.cascone@trca.ca">nick.cascone@trca.ca</a></p>
X	Written Confirmation to the Satisfaction of the Town of Acceptance of All Required Archaeological Assessments from the Ministry of Heritage, Sport, Tourism and Culture Industries	<p>Prior to the submission of the required application, a minimum Stage 1-2 archaeological assessment must be received and accepted by the Ministry of Citizenship and Multiculturalism (MCM).</p> <p>Heritage staff require submission of all completed archaeological assessment(s) and their corresponding MCM acceptance letters.</p> <p>For more information on this process, please contact the Lead Planner as noted on this form or Town of Caledon Heritage Staff at <a href="mailto:heritage@caledon.ca">heritage@caledon.ca</a>.</p>
X	<p>Written Confirmation to the Satisfaction of the Town of the Town of Parkland Requirements:</p> <ul style="list-style-type: none"> <li>- Where Parkland Dedication is Applicable, Confirmation of the Park Size, Location and Configuration</li> <li>- Where Cash-in-Lieu of Parkland is Required, the Rate of How it is to be paid and a Satisfactory Appraisal</li> </ul>	<p>Prior to the submission of the required application, confirmation of parkland requirements is required, including but not limited to confirmation of the park size, location and configuration or the rate and calculation of how cash-in-lieu of parkland is required.</p> <p>For more information on parkland dedication, please contact the Lead Planner as noted on this form or Town of Caledon Parks staff at:</p>



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Required (X)	Approval, Permission, Engagement and/or Consultation Required	Scope & Detail
		Eva Li, Landscape Architect <a href="mailto:Eva.li@caledon.ca">Eva.li@caledon.ca</a>
	Written Confirmation to the Satisfaction of the Town of the Confirmation of School Sites: Where Land for Schools is Applicable, Confirmation of the Parcel Size, Location and Configuration is Required	
X	Written Confirmation to the Satisfaction of the Town of the Confirmation of Other Community Infrastructure: Where Lands for Municipal and Regional Services such as Community Centres, Fire, Paramedic and Police Stations and/or Public Operations Yards are Applicable, Confirmation of the Parcel Size, Location and Configuration is Required	<p>Prior to the submission of the required application, confirmation of school capacity/lands required for schools is required, including but not limited to confirmation of the school parcel size, location and configuration.</p> <p>For more information on parkland dedication, please contact the Lead Planner as noted on this form.</p>
X	Written Confirmation to the Satisfaction of the Town of Acceptance of all Peer Reviews	<p>Prior to the submission of the required application, all peer reviews outlined below and/or required through the processing of the Pre-Consultation (DART) Review are to be completed to the satisfaction of the Town.</p> <p>All peer reviews are at the cost of the applicant/owner.</p> <p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p> <p>For more information on peer reviews, please contact the Lead Planner noted on this form.</p>
	Written Confirmation to the Satisfaction of the Town of Completion of a Zoning Certificate Demonstrating Compliance with the Applicable Zoning By-law	<p>Prior to the submission of the required application, a Zoning Certificate is required which demonstrates compliance with the applicable Zoning By-law.</p> <p>Please prepare the submission material as per the requirements contained within the Zoning Certificate Application Form. Once completed, please submit the material with the Zoning Certificate Application Form to <a href="mailto:planning@caledon.ca">planning@caledon.ca</a>. Planning staff will then contact you to arrange for payment of the required fee.</p> <p>For more information on the Zoning Certificate process, please contact the Lead Planner noted on this form.</p>





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Required (X)	Approval, Permission, Engagement and/or Consultation Required	Scope & Detail
	Written Confirmation to the Satisfaction of the Town of Receipt of a Record of Site Condition	<p>Prior to the submission of the required application, receipt of a Record of Site Condition is required from Ministry of the Environment, Conservation, and Parks.</p> <p>For more information on the Record of Site Condition process, please contact the Lead Planner noted on this form.</p>
X	Written Confirmation to the Satisfaction of the Town of Acceptance of the Green Development Standards	<p>Prior to the submission of the required application, written acceptance of the Town's Green Development Standards, to the satisfaction of the Town, is required.</p> <p>For more information on the Green Development Standards, please contact: Allie Service, Team Lead Energy and Environment <a href="mailto:Alexandra.service@caledon.ca">Alexandra.service@caledon.ca</a></p>
X	Written Confirmation to the Satisfaction of the Town that the Region, Town and Toronto and Region Conservation Authority have approved a Local Subwatershed and Block Level Servicing Study	<p>Please refer to the comments below for additional details.</p> <p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p>

## Material and Documentation Required for Submission for an Application to be Considered 'Complete'

The 'complete' application requirements are outlined in the table below. All items noted in the table below are required to be deemed satisfactory to the Town prior to an application being considered 'complete'.

To assist you in the preparation of the required material, the Town has prepared a number of Terms of Reference for your review. These Terms of Reference are available on the Town's website and while they offer general guidance, at the Preliminary (PARC) Meeting the Town or external agencies may have noted additional requirements and/or scoped the requirements. Any notes or guidance on this is contained within the table below.



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Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
X	Cover Letter	<p>Submission of a satisfactory Cover Letter including but not limited to:</p> <ul style="list-style-type: none"> <li>• A brief description of the site including municipal address, legal description, roll number, PIN, lot area, lot frontage, existing uses and surrounding land uses</li> <li>• Consulting team contact information including but not limited to: Owner, Applicant, Planner, Engineer, Landscape Consultant, Architect/Urban Designer, Environmental Consultant, Traffic Consultant</li> <li>• A description of the proposed development including but not limited to land uses, building size, transportation considerations (i.e. access, parking, amount of traffic – number of employees/visitors), unit number and size for different uses within a multi-tenant building</li> <li>• A description of all existing draining and natural features (regulated and unregulated)Overall description of the proposed site engineering, landscape and built form details</li> <li>• Expected timing of approval/construction</li> </ul> <p>All content submitted with the Pre-Consultation (DART) Review Submission</p>	<p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p> <p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	



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Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
X	Completed Preliminary (PARC) Meeting Form	<p>Submission of the Preliminary (PARC) Meeting Form.</p> <p>Please visit the Town's website to ensure that the Form meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	
X	<p>Application Form:</p> <ul style="list-style-type: none"> <li>• Pre-Consultation (DART) Meeting Form</li> <li>• Official Plan Amendment Application Form</li> </ul>	<p>Submission of a complete and satisfactory Pre-Consultation (DART) Review Form found at <a href="http://www.caledon.ca/development">www.caledon.ca/development</a> or by speaking with the Lead Planner at the Town.</p> <p>For the Official Plan Amendment, please submit a complete and satisfactory Official Plan Amendment Application Form found at <a href="http://www.caledon.ca/development">www.caledon.ca/development</a>.</p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	
X	Draft Official Plan Amendment and Schedule	<p>Submission of a satisfactory Official Plan Amendment (Schedule and Text) in accordance with the requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's <a href="#">website</a> to access the following documents to prepare the Amendment:</p> <ul style="list-style-type: none"> <li>• Terms of Reference: Official Plan Amendment</li> <li>• Official Plan Amendment Guide – How to Write an Amendment</li> <li>• Official Plan Amendment Template</li> </ul> <p><a href="#">Electronic Submission Requirements</a></p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	



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Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Draft Zoning By-law Amendment and Schedule	<p>Submission of a satisfactory Zoning By-law Amendment (Schedule and Text) in accordance with the requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's <a href="#">website</a> to access the following documents to prepare the Amendment:</p> <ul style="list-style-type: none"> <li>• Terms of Reference: Zoning By-law Amendment</li> <li>• Zoning By-law Amendment Templates</li> </ul> <p><a href="#">Electronic Submission Requirements</a></p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	
	Draft Plan of Subdivision	<p>Submission of a satisfactory Draft Plan of Subdivision in accordance with the Town's requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	
	Plan of Condominium	<p>Submission of a satisfactory Draft Plan of Condominium in accordance with the Town's requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	
	Site Plan	<p>Submission of a satisfactory Site Plan drawing, including but not limited to:</p>	<p>All agencies and departments</p>	



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Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
		<ul style="list-style-type: none"> <li>• Complete site plan in metric, showing all necessary dimensions to determine zoning compliance</li> <li>• Show dimensions of all driveway and entrance widths, including setbacks to lot lines, etc.</li> <li>• All buildings, structures, driveway(s), driveway widths, parking spaces, parking space size, aisles, accessibility spaces, dimensions of buildings/structures, setbacks, height, entrance width, entrance setback etc. to be indicated on site plan (not an aerial photo)</li> <li>• Any snow storage and amenity areas</li> <li>• Delivery spaces and loading spaces with dimensions and setbacks to lot lines and buildings</li> <li>• A clear description of all uses intended for the subject property</li> <li>• The location and width of planting strips</li> </ul> <p>The Site Plan is to be satisfactory in accordance with the Town's requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	



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Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
X	Scalable Concept Plan	<p>Submission of a satisfactory Site Plan drawing, including but not limited to:</p> <ul style="list-style-type: none"> <li>• Complete site plan in metric, showing all necessary dimensions to determine zoning compliance</li> <li>• Show dimensions of all driveway and entrance widths, including setbacks to lot lines, etc.</li> <li>• All buildings, structures, driveway(s), driveway widths, parking spaces, parking space size, aisles, accessibility spaces, dimensions of buildings/structures, setbacks, height, entrance width, entrance setback etc. to be indicated on site plan (not an aerial photo)</li> <li>• Any snow storage and amenity areas</li> <li>• Delivery spaces and loading spaces with dimensions and setbacks to lot lines and buildings</li> <li>• A clear description of all uses intended for the subject property</li> <li>• The location and width of planting strips</li> </ul> <p>The Concept Plan is to be satisfactory in accordance with the Town's requirements of the Town, Region, Conservation Authority and other agencies.</p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	





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Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
		Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .		
X	Survey Plan	<p>Submission of a satisfactory Survey Plan in accordance with the Town's requirements of the Town, Region, Conservation Authority and other agencies.</p> <p>Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>All agencies and departments</p> <p>Primary Contact: Town of Caledon, Planning Department, Development Planning</p>	
X	Fees (Region of Peel)	<p>Submission of the required Region of Peel fees.</p> <p>\$9,000 OPA Fee (to be confirmed and paid after the application is submitted)</p>	Region of Peel	
X	Fees (Town of Caledon)	<p>Submission of the required Town of Caledon fees. Refer to <a href="#">Fees By-law</a></p> <p>Please submit the required fee with each Pre-Consultation Submission/Review:</p> <ul style="list-style-type: none"> <li>Pre-Consultation Submission/Review – Official Plan Amendment per submission*</li> </ul> <p>At the time that the Official Plan Amendment is submitted, please submit the associated payment (to be confirmed at completion of the DART process)</p>	Town of Caledon, Planning Department, Development Planning	



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		<i>*This is the current fee. Fees are subject to change and the fee in effect at the time is to be paid.</i>		
	Fees (Credit Valley Conservation)	Please refer to our Fee Schedule found on our website - <a href="https://cvc.ca/about-planning-permits/fee-schedule/">https://cvc.ca/about-planning-permits/fee-schedule/</a> Note the Plan Review fees are below the Permit fees.	Credit Valley Conservation	
	Fees (Lake Simcoe Region Conservation Authority)		Lake Simcoe Region Conservation Authority	
	Fees (Nottawasaga Valley Conservation Authority)		Nottawasaga Valley Conservation Authority	
X	Fees (Toronto and Region Conservation Authority)	Submission of the required Toronto and Region Conservation Authority fees.	Toronto and Region Conservation Authority	
	Aggregate Resource Impact Study	Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning	X
X	Agricultural Impact Assessment	Submission of a satisfactory Agricultural Impact Assessment (AIA) to evaluate the impact a proposed development will have on an agricultural resource.  Please visit the Town's <a href="#">website</a> to access the Terms of Reference for an Agricultural Impact Assessment.  Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning	X



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Air Quality Assessment	Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	X
	Air Photo Enlargement	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.  Please visit the Town's website to ensure that the Air Photo meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning	
X	Arborist Report and Tree Preservation Plan	Please contact the Landscape staff to obtain the Terms of Reference.  Please visit the Town's website to ensure that the Report and Plan meet the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Landscape	
X	Archaeological Assessment, and associated Ministry of Heritage, Sport, Tourism and Cultural Industries compliance letter(s)	Stage 1-2 Archaeological Assessment, including Letters of Acceptance from the Ministry of Heritage, Sport, Tourism and Culture Industries  Please visit the Town's website to ensure that the Assessment(s) and Letter(s) meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Heritage	
	Architectural Design Guidelines	Please visit the Town's website to ensure that the Guidelines meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
	Built Heritage Resources and Cultural Heritage Landscape Evaluation	Please visit the Town's website to ensure that the Evaluation meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Heritage	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Coloured Renderings	Please visit the Town's website to ensure that the Renderings meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
	Commercial Impact Study	Please visit the Town's <a href="#">website</a> to access the Terms of Reference for a Commercial Impact Study.  Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning	X
	Community Design Guidelines	Please visit the Town's website to ensure that the Guidelines meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
X	Community Services and Facilities Study	Please visit the Town's <a href="#">website</a> to access the Terms of Reference for a Community Services and Facilities Study.  Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning	
X	Compatibility and Mitigation Study	Please visit the Town's <a href="#">website</a> to access the Terms of Reference for a Compatibility and Mitigation Study.  Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning	
	Comprehensive Broader Scale Environmental Study	Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Computer Generated Massing Models	Please visit the Town's website to ensure that the Models meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
X	Conservation Authority Permit	Refer to TRCA and website for details.  Please visit the Town's website to ensure that the Permit meets the <a href="#">Electronic Submission Requirements</a> .	Toronto and Region Conservation Authority (TRCA)	
	Construction Management Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
X	Cultural Heritage Assessment Report (existing conditions)	See Heritage Comments below.  Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Heritage	
X	Demarcation of Areas Regulated by a Conservation Authority	Please visit the Town's website to ensure that the Document/Plans meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Department, Development Engineering	
X	Draft Reference Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Legal Department	
	Elevation Drawings	Please visit the Town's website to ensure that the Drawings meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
	Engineering Cost Estimate	Please visit the Town's website to ensure that the Cost Estimate meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Engineering Non-Standard/Alternative Design Memo	Please visit the Town's website to ensure that the Memo meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
X	Environmental Impact Study/Natural Heritage Study	For more information, please contact the TRCA.  Please visit the Town's website to ensure that the Report/Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Engineering  Town of Caledon, Engineering Services Department, Development Engineering  Toronto and Region Conservation Authority  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
X	Environmental Site Assessment – Phase 1	RSC will be required for any land conveyance to the Town of Caledon.  Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
X	Environmental Site Assessment – Phase 2	If required, based on the recommendations in the ESA Phase 1.  Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
	Erosion and Sediment Control Report	Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	





# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Erosion and Sediment Control Plans	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
	Environmental Management/Reforestation Plan	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.  Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Environmental Management/Reforestation Report	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.  Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Environmental Summary Map	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.  Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Environmental and Engineering Summary Report	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.  Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering	X



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
			As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	
	Facility Fit Plan	<p>Please visit the Town's <a href="#">website</a> to access the Terms of Reference for a Facility Fit Plan.</p> <p>Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a>.</p>	Town of Caledon, Planning Department, Parks	
X	Feature Based Water Balance Risk Assessment	For more information, please contact the TRCA.	<p>Toronto and Region Conservation Authority</p> <p>Town of Caledon, Planning Department, Development Planning</p> <p>Town of Caledon, Engineering Services Department, Development Engineering</p> <p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p>	X
X	Fiscal Impact Study	<p>Please visit the Town's <a href="#">website</a> to access the Terms of Reference for a Fiscal Impact Study.</p> <p>Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a>.</p>	Town of Caledon, Planning Department, Development Planning	X
X	Floodplain Analysis	<p>For more information, please contact the TRCA.</p> <p>Please visit the Town's website to ensure that the Analysis meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>Town of Caledon, Planning Department, Development Planning</p> <p>Town of Caledon, Engineering Services Department, Development Engineering</p>	X



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
			Toronto and Region Conservation Authority  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	
	Floor Plan Drawings	Please visit the Town's website to ensure that the Drawing(s) meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
X	Functional Servicing Report	Please contact Development Engineering staff for more information on the scope of the Report.  Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering  Region of Peel  Toronto and Region Conservation Authority	
X	Geotechnical Report	Please contact Development Engineering staff for more information on the scope of the Report.  Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
X	Grading Plan(s)	Please contact Development Engineering staff for more information on the scope of the Report.  Please visit the Town's website to ensure that the Plan(s) meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
X	Geomorphic and Erosion Hazard Delineation	For more information, please contact the TRCA. It is required where a slope stability assessment is not required.	TRCA	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
		Please visit the Town's website to ensure that the Plan(s) meets the <a href="#">Electronic Submission Requirements</a> .		
X	Headwater Drainage Feature (HDF) Assessment	For more information, please contact the TRCA.  Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering  Toronto and Region Conservation Authority  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Healthy Assessment Study	Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .		
	Healthy Development Assessment	Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Region of Peel	
	Heritage Conservation Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Heritage	
X	Heritage Impact Assessment	See Heritage comments below.  Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Heritage	
	Heritage Protection Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Heritage	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Housing Assessment	<p>Please visit the Town's <a href="#">website</a> to access the Terms of Reference for a Housing Assessment.</p> <p>Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>Town of Caledon, Planning Department, Development Planning</p> <p>Region of Peel</p>	
X	Hydrogeological Study and Overall Water Balance	<p>Please contact Development Engineering and TRCA staff for details and scope.</p> <p>Please visit the Town's website to ensure that the Balance meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>Town of Caledon, Planning Department, Development Planning</p> <p>Town of Caledon, Engineering Services Department, Development Engineering</p> <p>Toronto and Region Conservation Authority</p> <p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p>	X
X	Indigenous Engagement Summary/Form	<p>Submit a completed Indigenous Engagement Summary/Form. For more information please contact the Lead Planner.</p> <p>Please visit the Town's website to ensure that the Summary/Form meets the <a href="#">Electronic Submission Requirements</a>.</p>	Town of Caledon, Planning Department, Development Planning	
	Landscape Cost Estimate	Please visit the Town's website to ensure that the Cost Estimate meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Landscape	
	Landscape Letter of Conformance	Please visit the Town's website to ensure that the Letter meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Landscape	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Landscape Plans	Please visit the Town's website to ensure that the Plan(s) meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Landscape	
	Landscape Restoration Plans	Please visit the Town's website to ensure that the Plan(s) meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Landscape	
	Ministry of Transportation (MTO Permit)	Please visit the Town's website to ensure that the Permit meets the <a href="#">Electronic Submission Requirements</a> .	Ministry of Transportation (MTO)  Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering	
	Natural Heritage Evaluation	Please visit the Town's website to ensure that the Evaluation meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering  Toronto and Region Conservation Authority  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	
X	Noise Study	Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	X
	Oak Ridges Moraine Conformity Statement	Please visit the Town's website to ensure that the Statement meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning	X





# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
			As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	
	On-Street Utilization Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Transportation	
	Ontario Building Code Data Matrix	Please visit the Town's website to ensure that the Matrix meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design  Town of Caledon, Fire and Emergency Services Department	
	Parking Study	Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Transportation	
	Pedestrian Level Wind Study	Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
	Photometrics Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
X	PINs, Easements, Parcel Abstract	Obtain from the Land Registry Office.  To be current upon submission of the Pre-Consultation (DART) Review  Please visit the Town's website to ensure that the Abstract meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Legal Department  Region of Peel	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicant's Cost (X)
X	Planning Justification Report	<p>Please visit the Town's <a href="#">website</a> to access the Terms of Reference for a Planning Justification Report.</p> <p>Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a>.</p>	Town of Caledon, Planning Department, Development Planning	
	Plotting of Floodplain	<p>Please visit the Town's website to ensure that the document meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>Town of Caledon, Planning Department, Development Planning</p> <p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p>	X
	Preliminary Dewater Plans/Environmental Management Plan	<p>Please visit the Town's website to ensure that the Plan(s) meets the <a href="#">Electronic Submission Requirements</a>.</p>	<p>Town of Caledon, Planning Department, Development Planning</p> <p>As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.</p>	X
	Preliminary Engineering Report	<p>Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.</p> <p>Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a>.</p>	Town of Caledon, Engineering Services Department, Development Engineering	
X	Public Engagement Summary	<p>Submit a completed Public Engagement Summary. For more information please contact the Lead Planner.</p>	Town of Caledon, Planning Department, Development Planning	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
		Please visit the Town's website to ensure that the Summary meets the <a href="#">Electronic Submission Requirements</a> .		
	Record of Site Condition (RSC)	Please contact Development Engineering staff for more information on the scope and applicability.  Please visit the Town's website to ensure that the document meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
	Roof Plan Drawings	Please visit the Town's website to ensure that the Drawing(s) meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
X	Servicing Drawings	For more information, please contact Development Engineering and Region of Peel staff.  Please visit the Town's website to ensure that the Drawing(s) meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering  Region of Peel	
	Signage Plan	Please visit the Town's website to ensure that the Plan(s) meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering  Town of Caledon, Engineering Services Department, Transportation Engineering	
X	Single/Multi-use Demand Table (Water & Wastewater)	For more information, please contact Region of Peel staff.  Please visit the Town's website to ensure that the document meets the <a href="#">Electronic Submission Requirements</a> .	Region of Peel	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
X	Slope Stability Assessment (valley slopes)	For more information, please contact TRCA staff.  Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Toronto and Region Conservation Authority  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Slope Map	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.  Please visit the Town's website to ensure that the Map meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Soil and Soil Drainage Classification Map	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.  Please visit the Town's website to ensure that the Map meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Stormwater Design Brief	A stormwater design brief is required to establish pre and post development drainage levels. Depending on quantity control methods, a Geotechnical Report may be required	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering	X



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
		Contact Development Engineering for Terms of Reference.  Please visit the Town's website to ensure that the Brief meets the <a href="#">Electronic Submission Requirements</a> .	As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	
X	Stormwater Management Report	SWM Report to Include: <ul style="list-style-type: none"> <li>• Topographic Survey Plan, Existing Conditions/Contour Plan</li> <li>• Pre &amp; Post Storm Drainage/ Tributary Plan</li> <li>• Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a>.</li> </ul>	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering  Toronto and Region Conservation Authority  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Streetlight Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Development Engineering	
	Streetscape Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
	Sun and Shadow Study	Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
	Surface Hydrology Map	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering	X



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
		Please visit the Town's website to ensure that the Map meets the <a href="#">Electronic Submission Requirements</a> .	As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	
X	Sustainable Community Brief	Please ensure that the Brief addresses the Town's Green Development Standards.  Please visit the Town's website to ensure that the Brief meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Corporate Strategy and Innovation, Energy and Environment	
	Topographic Map	Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.  Please visit the Town's website to ensure that the Map meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Topographical Survey	Please visit the Town's website to ensure that the Survey meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Traffic Operations Assessment	Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Engineering Services Department, Transportation Engineering	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
X	Traffic/Transportation Impact Study	<p>Including:</p> <ul style="list-style-type: none"> <li>- Road Network Review and Circulation</li> <li>- Transportation Demand Management Plan</li> <li>- Transit Provisions and Network Connections</li> <li>- Active Transportation Provisions and Network Connections</li> <li>- Parking Review</li> </ul> <p>Transportation Consultant is requested to submit a Terms of Reference prior to completing the TIS. Please contact Jillian Britto @ <a href="mailto:Jillian.Britto@caledon.ca">Jillian.Britto@caledon.ca</a></p> <p>Please visit the Town's website to ensure that the Study meets the <a href="#">Electronic Submission Requirements</a>.</p>	Town of Caledon, Engineering Services Department, Transportation Engineering  Region of Peel	
	Underground Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
X	Urban Design Brief	Please visit the Town's website to ensure that the Brief meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	
	Vegetation and Wildlife Ecology Map	<p>Required by Section 7.1.18.2 of the Town's Official Plan for Palgrave Estates Residential Community.</p> <p>Please visit the Town's website to ensure that the Map meets the <a href="#">Electronic Submission Requirements</a>.</p>	Town of Caledon, Planning Department, Development Planning  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X





# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Required (X)	Document	Scope & Detail	Agency/Department Requested	Subject to Peer Review at Applicants Cost (X)
	Visual Impact Report	Please visit the Town's website to ensure that the Report meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Urban Design	X
	Waste Management Plan	Please visit the Town's website to ensure that the Plan meets the <a href="#">Electronic Submission Requirements</a> .	Region of Peel	
X	Water Balance Assessment	Can be incorporated into the Hydrogeological Study  Please visit the Town's website to ensure that the Assessment meets the <a href="#">Electronic Submission Requirements</a> .	TRCA  As a result of Bill 23, the Town may require an environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Wetland Water Balance Risk Evaluation	Please visit the Town's website to ensure that the Evaluation meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Development Planning  Town of Caledon, Engineering Services Department, Development Engineering  As a result of Bill 23, the Town may require and environmental review completed by a peer reviewer, at the sole cost of the owner.	X
	Zoning By-law Matrix	Please visit the Town's website to ensure that the Matrix meets the <a href="#">Electronic Submission Requirements</a> .	Town of Caledon, Planning Department, Zoning	

## Section 6: Preliminary Review Comments

The comments outline below and any supplemental redlined drawings offer preliminary comments only and does not constitute a full review. It is the applicant's responsibility to update plans to address comments in order to reduce comments received during the application review. The Town will not conduct any additional reviews of the material prior to the submission of the application.



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

## Town of Caledon (Internal Departments)

Department	Comments	Contact (Name, Email and Phone Number)
Building Services Department, Building	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Corporate Services Department, Legal Services	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Community Services Department, Facilities	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Community Services Department, Recreation	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Corporate Strategy & Innovation Department, Energy and Environment	<ul style="list-style-type: none"> <li>The Town is in process of developing a Green Development Standard that is anticipated to be brought forward for Council consideration in Spring of 2023 that will apply to all new development.</li> <li>Applicant is encouraged to explore opportunities to integrate sustainable design elements including: solar power generation, solar ready rooftop, gardens, green roofs and reflective roofing.</li> <li>Applicant is encouraged to explore opportunities for ground-source heat pumps.</li> <li>Applicant is encouraged to explore measures that demonstrate an energy reduction over Code minimum with an energy model reflecting the proposed design.</li> <li>Applicant is encouraged to use low emissions mechanical systems and lower embodied carbon building materials to achieve greenhouse gas emissions reduction.</li> <li>Applicant is encouraged to explore opportunities to increase shade, incorporating reflective paving and landscape area to reduce the urban heat island effect caused by large paved areas.</li> <li>Applicant is encouraged to use minimum two or a combination of the following strategies to treat at least 75% of the site's non-roof hardscape: High-albedo paving materials with an initial solar reflectance of at least 0.33 or SRI of 29; Plant large growing shade trees throughout the parking lot interior at a minimum ratio of one tree planted for every 3 parking spaces provided; Shade from architectural structures that are vegetated or have an initial solar reflectance of at least 0.33 at installation or an SRI of 29; Shade from structures with energy generation</li> </ul>	Allie Service <a href="mailto:Alexandra.Service@caledon.ca">Alexandra.Service@caledon.ca</a> Ext. 4061



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Department	Comments	Contact (Name, Email and Phone Number)
	<ul style="list-style-type: none"> <li>Applicant is encouraged to add green infrastructure/LID features like bioswales or rain gardens; and, add landscaping strips with minimum 50% native plant species</li> <li>Applicant is encouraged to dedicate a minimum 20% of parking spaces are equipped with an energized outlet capable of providing Level 2 charging or higher, 5% of these to be equipped with EV charging stations</li> </ul>	
Corporate Strategy & Innovation Department, Capital Projects	<ul style="list-style-type: none"> <li>The Community Risk Assessment indicates a significant gap in the delivery of an appropriate level of fire suppression services within this development area.</li> </ul>	Sherry Brake <a href="mailto:Sherry.brake@caledon.ca">Sherry.brake@caledon.ca</a> Ext. x 4263
Customer Service & Communications Department, Economic Development	<ul style="list-style-type: none"> <li>As stated in the Town of Caledon Employment Strategy Report: when looking at the short and long term, the Town will need to consider land use policy that support a diverse range of sectors and consider policies that direct logistics warehouses (Goods Movement sector) to appropriate locations, as well as policies that encourage higher employment densities (such as integrated office and warehouse developments and multiple storeys) and better utilization of lands for these developments.</li> <li>The Town of Caledon Economic Development Strategy provides the industrial sectors as well as employment opportunities across a wide range of industries that Town of Caledon would like to attract including construction, manufacturing, education and professional, scientific and technical services.</li> </ul>	Ben Roberts Economic Development Officer <a href="mailto:ben.roberts@caledon.ca">ben.roberts@caledon.ca</a> 416-998-8289
Engineering Services Department, Development Engineering	<ul style="list-style-type: none"> <li>The proposal is to develop the property with three (3) industrial buildings containing a combined building area of 134,206 m<sup>2</sup>, complete with an internal private road network, 1,570 parking spaces, 215 trailer spaces, and a private stormwater management pond. Access to the site is proposed via Dixie Road.</li> <li>The subject lands are outside of the settlement boundary for the Mayfield West Community. Town Development Engineering is of the opinion that an updated secondary plan will be required for the subject lands to address environmental and servicing matters for the proposed development and adjacent area. Considering the secondary planning requirements, Development Engineering is of the opinion that the submission is premature. Development Engineering understands that a Growth Management and Phasing Plan is underway that will determine the priority</li> </ul>	Jay Menary <a href="mailto:Jay.Menary@caledon.ca">Jay.Menary@caledon.ca</a> Ext. 4211



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Department	Comments	Contact (Name, Email and Phone Number)
	<p>sequencing for future development in the Town and any corresponding secondary planning work.</p> <ul style="list-style-type: none"> <li>The current application is for Official Plan Amendment. Future development applications including but not limited to Zoning Bylaw Amendment and Site Plan will be required for the proposed development. Additional submission requirement will be provided by Town Development Engineering at the appropriate development stage.</li> <li>Town Development Engineering notes that neither the current application (PRE 2022-0197) or the application to the north (PRE 2022-0211) propose municipal roads for connectivity and servicing of the subject lands or adjacent lands in the area. Through the Multi Modal Transportation Study underway as part of the Town of Caledon Official Plan update and studies prepared for the Secondary Planning of the Mayfield West Community any internal public road network requirements are to be determined. Be advised that a Draft Plan of Subdivision application will be required should it be determined that public road(s) be required over the subject lands.</li> <li>Separate TRCA regulated watercourses are located on the north and south limits of the subject property. TRCA and the Town will coordinate regarding the required stormwater servicing criteria for the subject lands. It is anticipated that the TRCA will be responsible for review and approval of the proposed stormwater management and conveyance systems associated with the subject development.</li> <li>The proposed design of all Stormwater Management Ponds will require an Environmental Compliance Approval (ECA) from the MECP.</li> <li>All plans, reports, and studies are to conform to the requirements in the <a href="#">Town of Caledon Development Standards Manual (2019)</a>.</li> <li>Contact Development Engineering for Terms of Reference (TOR) for all required plans and technical studies.</li> </ul>	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Department	Comments	Contact (Name, Email and Phone Number)
Engineering Services Department, Transportation	<ul style="list-style-type: none"> <li>Comments on the scope of the Transportation Study will be provided upon receipt of a Terms of Reference from the applicant's Transportation Consultant.</li> </ul>	Jillian Britto <a href="mailto:Jillian.Britto@caledon.ca">Jillian.Britto@caledon.ca</a> Ext. 4108
Finance Services Department	<ul style="list-style-type: none"> <li>At pre-consultation stage, the property at 12489 DIXIE ROAD is assessed as Residential and Farmland (\$2.47 million CVA). As at November 28, 2022, the property tax account for the subject property is determined to be current.</li> <li>If the proposed application were to proceed as planned (including two industrial-use buildings), the taxable assessment value of the property may change, to reflect any development that would have taken place.</li> <li>Development Charges will be levied at the Non-Residential (Industrial) rates.</li> <li>Applicable Development Charges will be determined by the rates in effect on the date when a site plan or rezoning amendment application is deemed to be complete (the completion date). Those rates are currently:               <ul style="list-style-type: none"> <li>Town of Caledon: <b>\$83.57</b> per m<sup>2</sup> of new or added industrial floor space.</li> <li>Region of Peel: <b>\$210.82</b> per m<sup>2</sup> of new or added industrial floor space.</li> <li>Education: <b>\$9.69</b> per m<sup>2</sup> of new or added industrial floor space.</li> </ul> </li> <li>Interest on Development Charges will apply for the period running from completion date through to the date on which those charges are received by the Town.</li> <li>For the purposes of Development Charges, the term 'industrial floor space' should comply with the definition of an 'industrial building', as outlined in the Town's By-law No. 2019-3 as amended by By-law No. 2021-65. If compliance is not met, then the Non-Residential (Other) rates will apply.</li> <li>Development Charges are indexed twice a year, February 1<sup>st</sup> and August 1<sup>st</sup>.</li> <li>Additional information on Development Charges may be accessed on the Town's website at <a href="https://www.caledon.ca/en/town-services/development-charges.aspx">https://www.caledon.ca/en/town-services/development-charges.aspx</a></li> <li>The Development Charges comments and estimates above are as at November 28, 2022 and are based upon information provided to the Town by the applicant, current By-laws in effect and current rates, which are indexed twice a year. For site plan or rezoning applications dated on or after January 1, 2020, Development Charges are calculated at rates applicable on the date when an application is determined to be complete; and are payable at the time of building permit issuance. Interest charges will apply for affected applications. For site plan or rezoning applications dated prior</li> </ul>	Glendon Turner <a href="mailto:Glendon.turner@caledon.ca">Glendon.turner@caledon.ca</a> Ext. 4153



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Department	Comments	Contact (Name, Email and Phone Number)
	<p>to January 1, 2020, Development Charges are calculated and payable at building permit issuance date. Development Charge by-laws and rates are subject to change. Further, proposed developments may change from the current proposal to the building permit stage. Any estimates provided will be updated based on changes in actual information related to the construction as provided in the building permit application.</p>	
Fire and Emergency Services Department	<ul style="list-style-type: none"> <li>• The Community Risk Assessment indicates a significant gap in the delivery of an appropriate level of fire suppression services within this development area.</li> <li>• The 2022 amended Fire Station Location Study has identified land within this proposed area as an ideal location for a fire station to be staffed by a minimum of 4 firefighter 24/7.</li> <li>• Fire Service does not recommend increasing this risk until further strides are made in the fire suppression deployment benchmarks including a minimum of 10 firefighters responding within a 10-minute response time (turnout time + travel time) to 80% of the fire related incidents within this response area.</li> <li>• Pressurized Fire Hydrants must be provided, in accordance with Region of Peel Standards.</li> <li>• Private hydrants to be installed and located as per OBC. Show on site plan.</li> <li>• Show and label fire access routes around/to each building.</li> <li>• Show location of principal entrance(s) and fire department connection.</li> </ul>	<p>Anthony Staniscia  <a href="mailto:Anthony.staniscia@caledon.ca">Anthony.staniscia@caledon.ca</a>            Ext. 4347</p>
Operations Department	<ul style="list-style-type: none"> <li>• No comments received.</li> </ul>	
Planning Department, Accessibility	<ul style="list-style-type: none"> <li>• The Site Plan must comply with the Integrated Accessibility Standards (IAS), the Accessibility for Ontarians with Disabilities Act (AODA), Schedule K of The Town of Caledon Traffic by-law, and Reg.581: Accessible Parking for Persons with Disabilities</li> </ul>	<p>Cassandra Savini  <a href="mailto:cassandra.savini@caledon.ca">cassandra.savini@caledon.ca</a>            Ext. 4392</p>
Planning Department, Development Planning	<ul style="list-style-type: none"> <li>• The application is premature until such time that:               <ul style="list-style-type: none"> <li>○ the lands are included in a Town of Caledon Settlement Boundary as identified in the Town of Caledon Official Plan;</li> <li>○ the Town has undertaken/completed the Growth Management and Phasing Study which identifies these lands as being a priority development area</li> </ul> </li> </ul>	<p>Adam Wendland  <a href="mailto:Adam.wendland@caledon.ca">Adam.wendland@caledon.ca</a>            Ext. 4024</p>





# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Department	Comments	Contact (Name, Email and Phone Number)
	<ul style="list-style-type: none"> <li>○ the Town has undertaken a Town-led Secondary Plan which has been approved and is in full force and effect; and,</li> <li>○ the Town has approved a Block Plan which is in full force and effect.</li> </ul>	
Planning Department, Heritage	<p>Heritage Register</p> <ul style="list-style-type: none"> <li>• The subject lands are listed as a non-designated property on the Town of Caledon Heritage Register, identified as Highly Significant, and contains a red and buff brick neoclassical farmhouse constructed in the mid 19<sup>th</sup> century as well as a gable roof barn from the late 19<sup>th</sup> century.</li> <li>• The farmhouse faces south, is located close to Dixie Road and is surrounded by mature vegetation.</li> <li>• The subject lands are located in the historic hamlet of Mayfield and are adjacent/across the road from other cultural heritage resources listed as non-designated properties on the Town of Caledon Heritage Register:               <ul style="list-style-type: none"> <li>○ 12434 Dixie Road (Speirs House);</li> <li>○ 12496 Dixie Road (Mayfield United Church and Cemetery); and,</li> <li>○ 12035 Dixie Road.</li> </ul> </li> </ul> <p>Designation</p> <ul style="list-style-type: none"> <li>• Heritage staff will pursue designation for all cultural heritage resources on the subject lands which have significant cultural heritage value in accordance with Part IV of the Ontario Heritage Act and its regulations.</li> <li>• The proponent is strongly encouraged to work with Heritage staff to extend prescribed timelines under the Ontario Heritage Act in order to allow for discussions regarding heritage conservation to continue. Heritage staff can meet with the proponent and Planner on file to discuss this item further.</li> </ul> <p>Heritage Conservation and Concept Plan</p> <ul style="list-style-type: none"> <li>• The concept plan currently shows the farmhouse, barn and landscape features in an 'infrastructure area'. The farmhouse and barn do not appear to be retained.</li> </ul>	Cassandra Jasinski <a href="mailto:cassandra.jasinski@caledon.ca">cassandra.jasinski@caledon.ca</a> Ext. 4232





# Preliminary Meeting - Regular

## Pre-Application Review Committee (PARC) Meeting Form and Checklist

Department	Comments	Contact (Name, Email and Phone Number)
	<ul style="list-style-type: none"> <li>The concept plan must be revised to address the presence of the farmhouse, outbuildings and landscape features and their conservation.</li> <li>Given its placement near the front of the property and location near a residential area to the south, the farmhouse could easily remain in situ and provide a office use.</li> <li>Should the farmhouse remain in situ, mature landscape features should be retained in order to provide it with context and a sense of place. The farmhouse could function as office space related to the industrial use in its current location.</li> <li>As per Section 3.3.3.3 of the Town of Caledon Official Plan, conservation in situ is the preferred approach and relocation should only be considered when all options for on-site retention are investigated.</li> <li>Given the other acquisitions of the property owner in this area, a more fulsome conservation strategy is required for the cultural heritage resources impacted by the proposed developments.</li> </ul> <p>Heritage Impact Assessment (HIA)</p> <ul style="list-style-type: none"> <li>As part of a complete application, the development proponent shall provide a Heritage Impact Assessment (HIA), undertaken by a qualified heritage consultant who is a professional member in good standing of the Canadian Association of Heritage Professionals (CAHP).</li> <li>The HIA shall assess the impact of the proposed development on all cultural heritage resources within and adjacent to the subject lands, to the satisfaction of the Town of Caledon.</li> <li>The CHIS shall adhere to the Town of Caledon HIA Terms of Reference and include the requirements set out in the Town of Caledon Official Plan, policy 3.3.3.1.5 b).</li> <li>Any mitigative measures, as specified in the HIA and/or by Town of Caledon Heritage staff shall be undertaken to the satisfaction of the Town.</li> </ul> <p>Archaeological Assessment</p>	



# Preliminary Meeting - Regular

## Pre-Application Review Committee (PARC) Meeting Form and Checklist

Department	Comments	Contact (Name, Email and Phone Number)
	<ul style="list-style-type: none"> <li>The development proponent shall retain an archaeologist, licensed by the Ministry of Citizenship and Multiculturalism (MCM) under the provisions of the <a href="#">Ontario Heritage Act</a> (R.S.O 2005 as amended), to carry out and submit a minimum Stage 1-2 archaeological assessment for the entirety of the subject lands as part of a complete application.</li> <li>Should any significant archaeological resources be encountered, the development proponent shall mitigate any adverse impacts through preservation or resource removal and documentation (Stages 3-4 archaeological assessment) to the satisfaction of the MCM and the Town of Caledon Heritage staff prior to development approval. The archaeological assessment(s) must be completed in accordance with the most current <a href="#">Standards and Guidelines for Consultant Archaeologists</a>.</li> <li>No demolition, construction, grading or other soil disturbances shall take place on the subject lands prior to the Town of Caledon Heritage staff receiving, to their satisfaction, all completed archaeological assessment(s) and the MCM compliance letter(s) indicating that all archaeological licensing and technical review requirements have been satisfied and the report(s) has been entered into the Public Registry.</li> <li>Significant archaeological resources will be incorporated into the proposed development through either in situ preservation or interpretation where feasible or may be commemorated and interpreted through exhibition development on site including, but not limited to, commemorative plaquing.</li> <li>If the subject lands were previously assessed, the development proponent must provide a copy of the archaeological assessment(s) and the associated MCM compliance letter(s) indicating that all archaeological licensing and technical review requirements have been satisfied and the report(s) has been entered into the Public Registry.</li> </ul>	
Planning Department, Landscape	<ul style="list-style-type: none"> <li>As the development area is out of Greenbelt Plan Designations, there are no landscape concerns at this OPA stage. The Town will be seeking to enhance the Greenbelt NHS as this application moves forward.</li> </ul>	Stewart McIntosh <a href="mailto:Stewart.mcintosh@caledon.ca">Stewart.mcintosh@caledon.ca</a> Ext. 4397



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Department	Comments	Contact (Name, Email and Phone Number)
Planning Department, Municipal Numbering	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Planning Department, Parks	<ul style="list-style-type: none"> <li>Based on the submitted materials November 11, 2022, payment in lieu of conveyance of parkland would be required at equivalent market value of 2% of the development land for the approval of the proposed development, pursuant to the s.42 of the Planning Act, in accordance with the Town's Parkland Dedication By-law -2022-042 or any successor thereof.</li> <li>The Owner would be responsible for the cost of appraisal report(s) prepared by qualified appraiser(s) for the Corporation of the Town of Caledon for the purposes of calculating the amount of payment in lieu of conveyance of parkland.</li> <li>The value of the development land shall be determined as of the day before the day the first building permit is issued.</li> <li>Please note that these comments are based solely on the preliminary information provided by the applicant for the preliminary meeting on December 08, 2022. Parks may provide varying and/or additional comments on the formal application.</li> </ul>	Eva Li <a href="mailto:eva.li@caledon.ca">eva.li@caledon.ca</a> Ext. 4378
Planning Department, Policy Planning	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Planning Department, Urban Design	<ul style="list-style-type: none"> <li>Required documents to be reviewed: Town Wide Design Guidelines, CPTED principles, Site Plan Control Manual</li> <li>The site is located along a regional road which leads to the requirements of superior design qualities such as increased building massing/height and architectural Guidelines interest for façades facing the street. As well as enhanced landscaping to improve the streetscape condition. Please reference TWDG 11.4.2 and 11.5.2 for priority lot requirements</li> <li>Please review TWDG 11.2.3 requirements for parking visible from the streetscape</li> </ul>	Cassandra Savini <a href="mailto:cassandra.savini@caledon.ca">cassandra.savini@caledon.ca</a> Ext. 4392
Planning Department, Zoning	<ul style="list-style-type: none"> <li>Zoning has no comments at this stage.</li> </ul>	Chris Bean <a href="mailto:chris.bean@caledon.ca">chris.bean@caledon.ca</a> Ext. 4265

## External Agencies



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
Bell Canada	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Canada Post	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Canadian Pacific Railway (CPR)	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Credit Valley Conservation (CVC)	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Dufferin-Peel Catholic District School Board (DPCDSB)	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Enbridge	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
GO Transit (Metrolinx)	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Hydro One	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Lake Simcoe Region Conservation Authority (LSRCA)	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Ministry of Transportation (MTO) – GTA West Corridor	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Ministry of Transportation (MTO) - Permitting	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
Niagara Escarpment Commission (NEC)	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Nottawasaga Valley Conservation Authority (NVCA)	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Ontario Provincial Police (OPP) - Caledon Detachment	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Peel District School Board (PDSB)	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Region of Peel	<p><b>Servicing</b> There is a 600mm sanitary sewer and a 400mm watermain south of the subject site. The sanitary will have to be extended from the south as well as the watermain, to the subject site. Please contact records to determine the location of these mains.</p> <ul style="list-style-type: none"> <li>This site does not have frontage on adequate existing municipal water</li> <li>This site does not have frontage on existing municipal sanitary sewer</li> <li>Due to the size and function of the 150 mm diameter watermain on Dixie Road, connection will not be permitted (Watermain Design Criteria 6.1)</li> <li>This proposal requires connection to a minimum municipal watermain size of 300mm (Watermain Design Criteria 2.1)</li> <li>All unutilized water and sanitary services shall be disconnected and/or abandoned in accordance with Region of Peel standards and specifications.</li> <li>Servicing of this site may require municipal and/or private easements and the construction, extension, twinning and/or upgrading of municipal services. All works associated with the servicing of this site will be at</li> </ul>	Dylan Prowse <a href="mailto:dylan.prowse@peelregion.ca">dylan.prowse@peelregion.ca</a>



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<p>the applicant's expense. The applicant will also be responsible for the payment of applicable fees, DC charges, legal costs and all other costs associated with the development of this site.</p> <ul style="list-style-type: none"> <li>Regional site servicing connection approvals are required prior to the local municipality issuing full building permit</li> <li>Fire protection approval from the Town of Caledon is required prior to Region of Peel site servicing connection approval. It is the applicant's responsibility to provide the Region with evidence of fire approval i.e. email and/or the Building Division's approved or latest drawing revision.</li> </ul> <p><b><u>Stormwater (Regional Roads)</u></b></p> <ul style="list-style-type: none"> <li>The Region of Peel has a Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA # 009-S701), for the Regional Municipality of Peel Stormwater Management System. Therefore, it is the Region's mandate that no additional flows are permitted and no new connections are made to Regional Roads.</li> <li>Development flows are to be directed to the Local Municipality's storm sewer system or watercourses, to the satisfaction of the Region of Peel, the local Conservation Authority and all concerned departments and agencies. Alternatively, flows can be mitigated using Low Impact Development Technologies. Developers are required to demonstrate how this will be achieved through a Stormwater Management Report.</li> <li>As per the Region's Public Works Stormwater Design Criteria and Procedural Manual: <ul style="list-style-type: none"> <li>Region of Peel IDF curves shall be used for the peak flow analysis</li> <li>Post development peak flow for each storm (from 2 year to 100 year) shall be equal to or less than pre-development</li> <li>For orifice diameters of 100mm or greater, an orifice tube shall be used</li> <li>Quantity Control shall be designed to control the 24-h Chicago or 24-h SCS Type II distribution</li> </ul> </li> <li>In accordance with the Region's CLI ECA and provincial standards, control of the runoff from 90<sup>th</sup> percentile storm event (28mm) shall be achieved for quality control</li> <li>For erosion control, 5mm retention at full build out is required and runoff is to be detained from a 25mm storm event over 24 to 48 hours</li> <li>No grading will be permitted within any Region of Peel ROW to support adjacent developments</li> <li>Grading and Drainage approval by the Region of Peel is required prior to Site Plan Approval</li> </ul>	



# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<p><b><u>Submission Requirements (Servicing Review)</u></b></p> <ul style="list-style-type: none"> <li>• The Region will require a satisfactory Stormwater Management report prior to Site Plan Approval. The Report shall include an Erosion and Sediment Control Plan</li> <li>• A Functional Servicing Report is required for the Region to review water and wastewater capacity and to determine the adequacy of the existing services for the proposed development. A satisfactory report is required prior to OZ/RZ Approval</li> <li>• Consultant is required to complete and submit the Single-Use Demand table for the Region to fulfil our modelling requirements and determine the proposal's impact to the existing system. The table shall be accompanied by the Supporting graphs for the hydrant flow tests and shall be stamped and signed by the Professional Consulting Engineer. This table will be required prior to RZ/OZ Approval</li> <li>• For the design flow calculations, please use your site specific estimated population or the most current Ontario Building Code Occupant Load determination</li> <li>• Fire Flows shall be calculated using the Fire Underwriter's Survey the non-refundable Functional Servicing and Stormwater Management Report fee of \$515 is required as per the current Fee By-law</li> <li>• Prior to OZ/RZ approval:               <ul style="list-style-type: none"> <li>○ A copy of the draft reference plan satisfactory to Traffic and Legal will be required prior to site plan approval</li> <li>○ A satisfactory site servicing submission and the 1<sup>st</sup> submission fee as per the latest fee by-law are required prior to site plan approval</li> <li>○ Prior to Site Plan approval, Grading and Drainage drawings are required for Review by Region of Peel Servicing Connections</li> <li>○ A full Engineering Submission is required for the construction of the infrastructure. The Infrastructure must be operational/commissioned by the Region prior to Region of Peel Site Servicing Connection Approval. (Please review the Region's engineering submission requirements within the on-line Subdivision Procedure document)</li> <li>○ The engineering submission shall be submitted prior to site plan approval</li> </ul> </li> <li>• Infrastructure information:</li> </ul>	





# Preliminary Meeting - Regular Pre-Application Review Committee (PARC) Meeting Form and Checklist

Agency	Comments	Contact (Name, Email and Phone Number)
	<ul style="list-style-type: none"> <li>○ The applicant shall verify the location of the existing service connections to the subject site and the contractor shall locate all existing utilities in the field. Requests for underground locates can be made at <a href="https://www.ontarioonecall.ca/portal/">https://www.ontarioonecall.ca/portal/</a></li> <li>○ The Region of Peel has recently released a web application used for locating water, wastewater, transportation and other regional asset across Mississauga, Brampton, and Caledon as well as viewing as-built drawings. It is called <b>EPAL - External Peel Asset Locator</b> and is now available for external contractors and consultants. If you do not have an existing account, provide us with your name, name of your agency/company and your email address and we will request access on your behalf. Once access has been requested, instructions will be provided in the welcome email. Please contact Alexandra Maria at <a href="mailto:alexandra.maria@peelregion.ca">alexandra.maria@peelregion.ca</a> , to request access.</li> <li>○ If you require assistance in addition to the information found in EPAL, please contact Records at <a href="mailto:PWServiceRequests@peelregion.ca">PWServiceRequests@peelregion.ca</a></li> </ul> <ul style="list-style-type: none"> <li>● Please refer to Section 3 of our Site Plan Procedure document found on-line</li> <li>● All Servicing and Grading drawings shall reflect the Region's and Local Municipality's road widening requirements</li> <li>● Please indicate if Developer will be pursuing LEED certification</li> </ul> <p><b>Please Refer to the most current Region of Peel Design, Standards specification and Procedures and By-laws</b></p> <ul style="list-style-type: none"> <li>● Servicing for the proposed development must comply with the Local Municipality's Requirements for the Ontario Building Code and <u>most current</u> Region of Peel standards</li> <li>● All our Design criteria, standards, specifications, procedures and report and submission requirements are found on-line at <a href="https://www.peelregion.ca/public-works/design-standards/#procedures">https://www.peelregion.ca/public-works/design-standards/#procedures</a></li> <li>● Please refer and adhere to the Regional by-laws that are applicable to your proposal, such as but not limited to the Water, Wastewater and Backflow Prevention by-laws <a href="https://www.peelregion.ca/council/bylaws/archive.asp">https://www.peelregion.ca/council/bylaws/archive.asp</a></li> <li>● Please refer to the Latest Fees By-law. Fees may be subject to change on annual basis pending Council approval: <ul style="list-style-type: none"> <li>○ Water Design Criteria</li> <li>○ Sanitary Sewer Design Criteria</li> <li>○ Public Works Stormwater Design Criteria and Procedural Manual</li> </ul> </li> </ul>	



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	<ul style="list-style-type: none"> <li>○ Functional Servicing and Stormwater Management Report Criteria</li> <li>○ Standard Drawings (to determine which standards are applicable to your Project)</li> </ul> <p><b>AT Infrastructure:</b> Developer should be aware that Region of Peel has a road improvement project 11-4020 that will include a sidewalk on the east side and MUP on the west side. It is anticipated that a tender will proceed in the spring of 2023 and is subject to finalization of utilities relocations. <b>Contact:</b> Barry Mulcahy P.Eng PMP, Project Manager, <a href="mailto:finbarr.mulcahy@peelregion.ca">finbarr.mulcahy@peelregion.ca</a></p> <p><b>TDM Design: High Level Comments:</b> Sustainable Transportation Strategy recognizes and identifies Peel’s role to build awareness relating to sustainable modes of commuting, such as carpooling, transit, telework, walking and cycling. TDM/AT has a vital role in the design of urban environments and its influence on travel choices. Some of the outcomes that the Region of Peel – STSI (Sustainable Transportation and Strategic Initiatives) aims to achieve by integrating TDM/AT and development to provide more attractive streetscapes that are inclusive and inviting for everyone: motorists, pedestrians, and cyclists; and promotes a healthy and active lifestyle.</p> <ul style="list-style-type: none"> <li>• Recommend providing safe, direct and attractive pedestrian access from public sidewalks to building entrances by reducing distances between public sidewalks and major building entrances; provide walkways from public streets to major building entrance; within a site, provide walkways along the front of adjoining buildings, between adjacent buildings, and connecting areas where people may congregate, such as courtyards, and transit stops; and providing weather protection through canopies, colonnades, and other design elements wherever possible.</li> <li>• Provide sidewalks 1.5 m of smooth, well-drained walking surfaces of contrasting materials or treatments to differentiate pedestrian areas from vehicle areas and provide marked pedestrian walkways.</li> <li>• Recommend that walking routes to transit stops are secure, visible, lighted, shaded and wind-protected whenever possible.</li> <li>• Provide wayfinding signage for site access, including directions to reach transit stops/stations, trails or other common destination which might not be obvious.</li> <li>• Suggest providing bike racks for short-term use for retail unit at main entrance of building.</li> </ul>	



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	<ul style="list-style-type: none"> <li>Suggest providing a permanent bike repair station, with commonly used tools, including an air pump, adjacent to the main bicycle parking area (or secured bicycle parking area, if provided).</li> <li>Consider reducing the number of parking spots by working with a local carshare company and offer up to three carshare parking spaces for specified workplace use and work with the carshare company to offer discounted pricing as an incentive.</li> <li>In addition, consider providing staff with PRESTO cards with discounted pricing to help reduce the number of parking spaces.</li> <li>Suggestion providing EV charging stations to accommodate various EV vehicle types (E-bike, E-Car, E-Scooters).</li> </ul> <p>Public Health Comments</p> <ul style="list-style-type: none"> <li>*If feasible give consideration to permeable and light-coloured paving instead of asphalt to reduce negative aesthetic and environmental impacts</li> <li>*Give consideration to carshare and/or carpool spaces</li> <li>*Explore bicycle parking spaces near building entrances</li> </ul>	
Rogers Communication	<ul style="list-style-type: none"> <li>No comments received.</li> </ul>	
Toronto and Region Conservation Authority (TRCA)	<p><b>Subject Lands Context:</b></p> <ul style="list-style-type: none"> <li>A portion of the subject property is located within TRCA’s regulated area as it contains a stream corridor, valley corridor and wetland features associated with the Humber River Watershed. A TRCA permit pursuant to Ontario Regulation 166/06 is required from this Authority prior to any development and/or site alteration taking place within a TRCA regulated area.</li> <li>A portion of the subject lands are within the Protected Countryside of the Greenbelt Plan. The Greenbelt Plan generally protects Key Natural Heritage Features (KNHFs) and/or Key Hydrologic Features (KHF) from development and site alteration.</li> <li>It is our understanding that the subject property is not currently located within the Town of Caledon’s urban settlement boundary. However, through the Region of Peel’s Settlement Area Boundary Expansion (SABE) study/process, the property has been identified for future employment uses. As a component of settlement boundary expansions, a complete Subwatershed Study is required under the Growth Plan. We note that the</li> </ul>	Nick Cascone <a href="mailto:Nick.cascone@trca.ca">Nick.cascone@trca.ca</a> 437-880-1943



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	<p>Region's Scoped Subwatershed Study as completed through the SABE process, is sufficient for the purpose of a boundary expansion exercise but is not detailed enough in scope to consider secondary plans or development such as those associated with this pre-consultation application. As such, it is our understanding that a more detailed Local Subwatershed Study and block level functional servicing study is required to satisfy applicable Provincial, Regional, Municipal and TRCA policies. The outcomes/recommendations of the SABE Subwatershed Study need to be incorporated into these studies.</p> <ul style="list-style-type: none"> <li>It is noted that the Region of Peel developed a Terms of Reference (ToR) for Local Subwatershed Studies in the SABE area. As such, any future Local Subwatershed Study completed for the subject lands would need to be prepared in accordance with the final ToR developed by the Region. It is our understanding that the final ToR for Local Subwatershed Studies will be approved through the SABE, however, a draft version can be found on the Region's website: <a href="https://www.peelregion.ca/officialplan/review/focus-areas/settlement-area-boundary.asp#study-reports">https://www.peelregion.ca/officialplan/review/focus-areas/settlement-area-boundary.asp#study-reports</a></li> </ul> <p><b>Submission Requirements:</b></p> <ul style="list-style-type: none"> <li>Given the above comments, it is TRCA's understanding that a site-specific development application is premature for this property until broader planning processes have been approved. With the understanding that the proposed development will likely form part of a Secondary Plan Area, which requires a Local Subwatershed Study and block level functional servicing study, provided below are TRCA's submission requirements for this work in particular. It is noted that the listed requirements are only in relation to the subject lands. If the proposed Secondary Plan area is broadened to include other adjacent parcels, additional submission materials/studies may be necessary. The Local Subwatershed Study must contain the following necessary components, prepared in accordance with TRCA's guidelines (where applicable). <ul style="list-style-type: none"> <li><u>Environmental Impact Study/Natural Heritage Study</u>: <a href="https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2016/02/17185407/EIS_Guideline_-_Jan232015bp.pdf">https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2016/02/17185407/EIS_Guideline_-_Jan232015bp.pdf</a></li> <li><u>Headwater Drainage Feature (HDF) Assessment</u> : <a href="https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2016/02/17185407/Evaluation_Classification_and_Management_of_Headwater_Drainage_Features.pdf">https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2016/02/17185407/Evaluation_Classification_and_Management_of_Headwater_Drainage_Features.pdf</a></li> <li><u>Feature Based Water Balance Risk Assessment</u>: <a href="https://trca.ca/app/uploads/2017/12/WetlandWaterBalanceRiskEvaluation_Nov2017.pdf">https://trca.ca/app/uploads/2017/12/WetlandWaterBalanceRiskEvaluation_Nov2017.pdf</a>. Please note that depending on the results of the risk assessment, a full Feature Based Water Balance may be required.</li> </ul> </li> </ul>	



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	<ul style="list-style-type: none"> <li>○ <u>Slope Stability Assessment (for valley slopes): <a href="https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2016/02/17173003/PDPM_G_GEDSR.pdf">https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2016/02/17173003/PDPM_G_GEDSR.pdf</a></u></li> <li>○ <u>Geomorphic and Erosion Hazard Delineation (where a slope stability assessment is not required): <a href="https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2021/10/20103125/Belt-Width-Delineation-Procedures.pdf">https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2021/10/20103125/Belt-Width-Delineation-Procedures.pdf</a></u></li> <li>○ <u>Floodplain Delineation:</u> The applicant must plot the limit of the Regional Storm Floodplain. To obtain TRCA's current flood plain mapping, the proponent can contact the undersigned to be directed to an appropriate member of TRCA's water resource engineering team to facilitate the transfer.</li> <li>○ <u>Stormwater Management Report/Functional Servicing Report:</u> <a href="https://drive.google.com/file/d/0BxigkzmOuaaRa3ZxS25wUWF6Q1k/view?resourcekey=0-oltcetL4W7--mrgkqpgDng">https://drive.google.com/file/d/0BxigkzmOuaaRa3ZxS25wUWF6Q1k/view?resourcekey=0-oltcetL4W7--mrgkqpgDng</a>. As the subject lands are located outside of the settlement boundary used in TRCA's hydrologic modelling, it is noted that regional storm ponds are required to service the proposed development.</li> <li>○ <u>Hydrogeological Investigation/Overall Water Balance.</u></li> </ul> <p>It is noted that a ToR for the proposed study must be prepared and approved by the Region, Town and TRCA, along with other relevant agencies.</p> <ul style="list-style-type: none"> <li>● In order to assist with completion of the Local Subwatershed Study for the subject lands, a site staking exercise with the TRCA will be required to delineate the limit of natural features on the subject lands.</li> <li>● Unevaluated features are located on the subject lands. The applicant is advised that the Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNRF) has jurisdiction over identification and evaluation wetland features. As such, the applicant should contact the MNDMNRF regarding the evaluation of these features. It is noted that the limit of wetland features should first be staked with TRCA staff before working with the MNDMNRF on evaluating them.</li> <li>● Planning Justification Report - This report should include a section which demonstrates conformity with the Greenbelt Plan as well.</li> <li>● In order to meet the policy objectives of the Town's Official Plan (section 7.1.12.2) as well as TRCA's Living City Policies, the natural system (i.e. natural features/hazards and applicable buffers) should be conveyed</li> </ul>	



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	<p>into public ownership for long term protection (to be addressed at the subdivision phase of the planning process).</p> <ul style="list-style-type: none"> <li>Review fees associated with any future applications will be collected in accordance with TRCA's November 2022 fee schedule: <a href="https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2022/11/17115507/Development-Planning-Fee-Schedule-November-10-2022.pdf">https://trcaca.s3.ca-central-1.amazonaws.com/app/uploads/2022/11/17115507/Development-Planning-Fee-Schedule-November-10-2022.pdf</a> The applicant can refer to the section on Master Environmental Servicing Plan applications for more information.</li> </ul>	

## Section 7: Preliminary (PARC) Meeting Attendees

The table below lists all attendees and provides their contact information for your reference.

Agency/Department	Representative(s)	Contact Information (Name, Email and Phone Number)	In Attendance/Regrets
Building Services Department, Building	Jhonathan Chumo	<a href="mailto:jhonathan.chumo@caledon.ca">jhonathan.chumo@caledon.ca</a> Ext. 4157	Regrets
Corporate Services Department, Legal Services	Brittany Ziegler	<a href="mailto:brittany.ziegler@caledon.ca">brittany.ziegler@caledon.ca</a> Ext. 4310	Regrets
Community Services Department, Facilities	Derek Mumford	<a href="mailto:Derek.Mumford@caledon.ca">Derek.Mumford@caledon.ca</a> Ext. 4289	Regrets
Community Services Department, Recreation	Heather Savage	<a href="mailto:Heather.Savage@caledon.ca">Heather.Savage@caledon.ca</a> Ext. 4815	Regrets
Corporate Strategy & Innovation Department, Energy and Environment	Cristina Guido	<a href="mailto:Cristina.guido@caledon.ca">Cristina.guido@caledon.ca</a> Ext. 4068	Regrets
Corporate Strategy & Innovation Department, Capital Projects	Sherry Brake	<a href="mailto:Sherry.brake@caledon.ca">Sherry.brake@caledon.ca</a> Ext. 4263	Regrets





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Agency/Department	Representative(s)	Contact Information (Name, Email and Phone Number)	In Attendance/Regrets
Customer Service & Communications Department, Economic Development	Ben Roberts	<a href="mailto:Ben.roberts@caledon.ca">Ben.roberts@caledon.ca</a> Ext. 4011	In Attendance
Engineering Services Department, Development Engineering	Jay Menary	<a href="mailto:Jay.menary@caledon.ca">Jay.menary@caledon.ca</a> Ext. 4211	In Attendance
Engineering Services Department, Transportation	Jillian Britto	<a href="mailto:Jillian.Britto@caledon.ca">Jillian.Britto@caledon.ca</a> Ext. 4108	In Attendance
Finance Services Department	Glendon Turner	<a href="mailto:Glendon.turner@caledon.ca">Glendon.turner@caledon.ca</a> Ext. 4153	Regrets
Fire and Emergency Services Department	Anthony Staniscia	<a href="mailto:anthony.staniscia@caledon.ca">anthony.staniscia@caledon.ca</a> Ext. 4347	Regrets
Operations Department	Delton Zehr	<a href="mailto:Delton.zehr@caledon.ca">Delton.zehr@caledon.ca</a> Ext. 4401	Regrets
Planning Department, Accessibility	Cassandra Savini	<a href="mailto:Cassandra.savini@caledon.ca">Cassandra.savini@caledon.ca</a> Ext. 4392	In Attendance
Planning Department, Development Planning	Adam Wendland	<a href="mailto:Adam.wendand@caledon.ca">Adam.wendand@caledon.ca</a> Ext. 4024	In Attendance
Planning Department, Heritage	Cassandra Jasinski	<a href="mailto:cassandra.jasinski@caledon.ca">cassandra.jasinski@caledon.ca</a> Ext. 4232	In Attendance
Planning Department, Landscape	Jonn Barton	<a href="mailto:Stewart.mcintosh@caledon.ca">Stewart.mcintosh@caledon.ca</a> Ext. 4397	In Attendance
Planning Department, Municipal Numbering	Municipal Numbers	<a href="mailto:MunicipalNumbers@caledon.ca">MunicipalNumbers@caledon.ca</a>	Regrets
Planning Department, Parks	Eva Li	<a href="mailto:Eva.Li@caledon.ca">Eva.Li@caledon.ca</a> Ext. 4378	In Attendance
Planning Department, Policy Planning	Kyle Munro	<a href="mailto:kyle.munro@caledon.ca">kyle.munro@caledon.ca</a> Ext. 4247	Regrets
Planning Department, Urban Design	Cassandra Savini	<a href="mailto:Cassandra.savini@caledon.ca">Cassandra.savini@caledon.ca</a> Ext. 4392	In Attendance





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Agency/Department	Representative(s)	Contact Information (Name, Email and Phone Number)	In Attendance/Regrets
Planning Department, Zoning	Chris Bean	<a href="mailto:chris.bean@caledon.ca">chris.bean@caledon.ca</a> Ext. 4265	Regrets
Canadian Pacific Railway (CPR)	Real Estate Canada	<a href="mailto:Real_EstateCanada@cpr.ca">Real_EstateCanada@cpr.ca</a>	Regrets
Credit Valley Conservation (CVC)	Trisha Hughes	<a href="mailto:trisha.hughes@cvc.ca">trisha.hughes@cvc.ca</a> 905-670-1615 ext. 325	Regrets
Dufferin-Peel Catholic District School Board (DPCDSB)	Krystina Koops	<a href="mailto:krystina.koops@dpcdsb.org">krystina.koops@dpcdsb.org</a> 905-890-0708 ext. 24407	Regrets
Lake Simcoe Region Conservation Authority (LSRCA)	General Info	<a href="mailto:info@lsrca.on.ca">info@lsrca.on.ca</a>	Regrets
Ministry of Transportation (MTO) – GTA West Corridor	Hossein Hosseini	<a href="mailto:project_team@highway413.ca">project_team@highway413.ca</a> 1-877-522-6916	Regrets
Ministry of Transportation (MTO) - Permitting	Graham Routledge	<a href="mailto:graham.routledge@ontario.ca">graham.routledge@ontario.ca</a>	Regrets
Niagara Escarpment Commission (NEC)	Julia Lomuti	<a href="mailto:Julia.Lomuti@ontario.ca">Julia.Lomuti@ontario.ca</a>	Regrets
Nottawasaga Valley Conservation Authority (NVCA)	Amy Knapp	<a href="mailto:aknapp@nvca.on.ca">aknapp@nvca.on.ca</a>	Regrets
Ontario Provincial Police (OPP) - Caledon Detachment	Duane McKnight	<a href="mailto:duane.mcknight@opp.ca">duane.mcknight@opp.ca</a>	Regrets
Peel District School Board (PDSB)	Nick Gooding	<a href="mailto:nick.gooding@peelsb.com">nick.gooding@peelsb.com</a> 905-890-1010 ext. 2215	Regrets
Region of Peel	Dylan Prowse	<a href="mailto:dylan.prowse@peelregion.ca">dylan.prowse@peelregion.ca</a>	In Attendance
Toronto and Region Conservation Authority (TRCA)	Nick Cascone	<a href="mailto:nick.cascone@trca.ca">nick.cascone@trca.ca</a> (437) 880-1943	In Attendance

