

INTERNAL MEMORANDUM

DATE: July 30, 2020

TO: B. Butler, Planning and Development Services
G. Greidanus, Operations – Parks
S. Sample, Building Division
M. Bat, Engineering & Capital Delivery Division
C. Tsang, Heritage Planning
M. Zawada, Accessibility Advisor
G. Zinck, Waste/Recycling Coordinator

FROM: Sean Lapenna, Planning and Development Services

Re: Site Plan Application
125 Engelhard Drive
Luxury Railings Ltd.
File Number: SP-2019-11
2nd Submission

A 2nd submission has been made to the Planning and Development Services department in order to facilitate the development of a newly proposed Food Processing Establishment with Outdoor Storage. The newly proposed building is intended to be used for storage and preparation for a food eatery distribution business.

Please find attached supporting documents submitted in conjunction with the subject application. I would appreciate receiving your comments by **August 21, 2020**.

Should you have any questions regarding the above noted proposal, please feel free to contact me.

Regards,



Sean Lapenna
Planner
Town of Aurora