

Town Comments

No.	Description	Applicant Response
1.0 Town Building		
1.1	The minimum width of all lanes is 3.5 meters per lane. The west driveway shows 3.0 meters per lane. This is measured from the property line.	The west driveway is existing and is therefore legal non-complying. Building Department staff confirmed (via email on March 5, 2024) that the driveway width as proposed is acceptable.
1.2	The maximum width of a lane is 6.5 meters. The east driveway does not show an exact dimension at the property line. The lane width is measured from the property line.	The laneway along the east property line generally ranges in width from 6.0 to 7.0 metres. Building Department staff confirmed (via email on March 5, 2024) that this is acceptable.
2.0 Town Operations		
2.1	This is an existing building looking to add an addition, I don't see any service upgrades? The drawing should show the location of the property line sanitary manhole? if the building doesn't have a property line sanitary manhole they should be installing one. The drawing should also show the location of the existing water line/shutoff valve. The address will have to comply with the Town's Backflow Prevention By-Law and they will require an approved Road Occupancy Permit through Public Works.	All existing services for water and sanitary will be connected internally and no new service connection to the municipal sewers are proposed.
3.0 Town Heritage		
3.1	No comments.	Noted
4.0 Town Accessibility		
4.1	The following comments are conditions that must be met: <ul style="list-style-type: none"> One passenger elevator shall serve each level, including mezzanines, in all multi-storey facilities. 	The 2 nd level is a mechanical/service mezzanine and therefore we question the need for a passenger elevator in this circumstance.

No.	Description	Applicant Response
	<ul style="list-style-type: none"> Installation of proper tactile indicators at the proposed staircases. Automatic door openers for all public access locations, including proper timed door delays. Installation of appropriate accessible curb ramp wherever any path of travel crosses a curb. <ul style="list-style-type: none"> Curb ramp not clear from Site Plan A100 The exterior path must have a minimum clear width of 1,500 mm. <ul style="list-style-type: none"> Ensure bike rack does not impede path of travel from access aisle by the front entrance. <p>Washroom on main level that is served by the barrier-free path of travel and available to the public to be a universal washroom.</p>	Comments noted and revisions made where required. Other items will be addressed at permit stage.
4.2	<p>The following comments are considerations:</p> <ul style="list-style-type: none"> Consideration for emergency evacuation chairs to be provided at all staircase locations. <p>Consideration for all customer services counters to have an allocated accessibility spot and induction loop.</p>	Comments noted, Will be addressed at permit stage.
5.0 Town Legal Services		
5.1	Legal Services Checklist provided.	Submission requirements, post-approval acknowledged. Legal fees, address for service and other information and documentation will be provided prior to drafting of the site plan agreement.
6.0 Town Engineering		
6.1	The expansion does not require an additional water meter and the bulk water fee would not apply. A \$1,000 fee to update Town water model and a \$1,000 fee to update Town sanitary model is required.	Payments included with 2 nd submission.
6.2	Provide a cost estimate for works. A 50% letter of credit is required and 7% engineering fee is	Cost estimate provided with 2 nd submission.