

PLANNING REPORT

TO: PLANNING ADVISORY COMMITTEE

FROM: BRENDA GUY
MANAGER OF PLANNING AND DEVELOPMENT

MEETING DATE: TUESDAY, SEPTEMBER 8, 2026

SUBJECT: SD2025-01 – MHBC PLANNING LTD - PLAN OF SUBDIVISION
DP2026-04 - MHBC PLANNING LTD – DEVELOPMENT PERMIT
- OWNER: 1000989284 Ontario Inc.

BACKGROUND

Property: Vacant land south of Elmwood Drive and east/west of Arthur Street

Legal Desc: Leeds Con.1 Pt. Lot 16 RP 28R-15673 Parts 1 to 25, Town of Gananoque

Acreage: Approximately 11.6 ha (28.66 acres)

Lot Coverage: 35% Maximum Coverage

Official Plan: Residential

DP Designation: Residential

PURPOSE AND EFFECT

The applicant has applied for a Plan of Subdivision on vacant lands consisting of 66 single family dwelling lots and 5 blocks of multi-residential (35-37) for a proposed total of 101 dwelling units.

This report addresses the application for a Plan of Subdivision under Section 51 of the Planning Act (see Attachment 1 – Approval Process). Draft Plan approval is issued prior to the creation of individual lots for the purposes of ensuring the applicant is able to meet the criteria outlined in the Planning Act and includes the Provincial Planning Statement, Official Plan and Development Permit Bylaw.

Draft Plan approval additionally provides the applicant a minimum of three years to fulfill any reasonable conditions. Upon all conditions being met, the applicant may proceed to registration of the subdivision/agreement and creation of individual lots.

Supporting documentation received in regards to the proposed plan include:

Plan of Subdivision Application SD2025-01
Development Permit Application DP2026-04
Concept Plan - June 2026
Draft Plan dated May 28, 2026
Planning Justification Report - September 17, 2025 and Addendum - June 2, 2026
Archaeology – Stage 1-2, 3 (Connor and Jasper Site)
Enhanced Wetland FIG.7 – May 2026
Environmental Impact Assessment - August 29, 2025 and Addendum - June 2, 2026
Geotechnical Report - May 28, 2026
Sanitary Service Report - May 2026
Stormwater Management Report - May 2026
Traffic Impact Study - August 26, 2025 and Addendum - June 2026
Water Supply Report - May 2026
Wetland Evaluation - October 28, 2025

Additional information received subsequent to the July 28, 2026 Planning Advisory Committee meeting:

- Planning Justification Addendum – August 21, 2026
- Response to Maintenance and Climate Change – August 31, 2026
- Draft Plan of Subdivision Updated – August 27, 2026
- Draft Development Permit By-law Updated – September 2, 2026
- Lot Areas and Frontages – August 19, 2026

Additional information received subsequent to the July 28, 2026 Planning Advisory Committee meeting from agencies and peer reviews:

- Jewell Engineering – Peer Review (Traffic) – August 27, 2026
- CRCA – August 31, 2026

The previous Staff Report dated July 28, 2026 considered Section 51 (24) of the Planning Act.

Plan of Subdivision Meetings with Consultants/Owners/Engineers and Staff including CRCA - December 9, 2024, May 21, 2025, August 26, 2025, October 16, 2025, January 15, 2026, March 10, 2026, May 6, 2026, July 22, 2026, August 14, 2026
Technical Review meetings (including CRCA) - February 9, 2026
Notice of complete application - Town's website February 6, 2026. Applicant erected signage on the property.
Notice of the Public meeting - circulated July 2, 2026
Public Meeting - July 28, 2026 at Planning Advisory Committee
Formal Public Meeting – August 12, 2026 at Council

This report is to be read in conjunction with the previous Staff Report dated July 28, 2026, Council Report-PD-2026-11 and all supporting documentation.

SITE BACKGROUND

The lands are located south of Elmwood Drive, east and west of Arthur Streets, east of John Street and abuts the St. Lawrence River to the south.

Road connections are proposed to Elmwood Drive, Arthur Street (east) and John Street (west) with two cul-de-sacs within the development.

The lands are designated residential in both the Town's Official Plan and Development Permit By-law. The lands have historically remained vacant and include a number of natural features including wetlands, streams, unstable slopes in addition to the residential designation.

DISCUSSION

Planning Act

The Province sets out matters of provincial interest that the Minister, Council, Planning Advisory Committee and the Tribunal shall have regard to when undertaking land use planning matters under the Planning Act (see Attachment 2).

The Subdivision of land is regulated by Part VI "Subdivision of Land" of the Planning Act, R.S.O. 1990, c.P.13. Section 24 of *The Planning Act* establishes the criteria for the review of Plan of Subdivision Applications.

Provincial Planning Statement 2024

The Provincial Planning Statement provides overall policy directions on matters of provincial interest related to land use planning and development in Ontario.

Note: The Provincial Planning Statement 2024 (PPS) "*The Provincial Planning Statement is more than a set of individual policies. It is to be read in its entirety and the relevant policies are to be applied to each situation. When more than one policy is relevant, a decision-maker should consider all of the relevant policies to understand how they work together. The language of each policy, including the Implementation and Interpretation policies, will assist decision-makers in understanding how the policies are to be implemented.*"

Key relevant policies in the Provincial Planning Statement

- 2.1 Planning for People and Homes
- 2.2 Housing
- 2.3 Settlement Areas and Settlement Area Boundary Expansions
- 3.1 General Policies for Infrastructure and Public Service Facilities
- 3.3 Transportation and Infrastructure Corridors
- 3.6 Sewage, Water and Stormwater
- 3.9 Public Spaces, Recreation, Parks, Trails and Open Space
- 4.1 Natural Heritage
- 4.2 Water

4.6 Cultural Heritage and Archaeology

5.1 General Policies for Natural and Human-Made Hazards

5.2 Natural Hazards

Comment: The previous Staff Report dated July 28, 2026 identified that the PPS provides that development shall occur within settlement areas to achieve *complete communities*.

The PPS additionally provided that natural features are to be protected for the long term unless it has been demonstrated that there are no negative features. To the foregoing, the requirements for Environmental Impact Assessments were undertaken and peer reviewed.

A synopsis of the Plan of Subdivision in relation to the Planning Act, Provincial Planning Statement and Official Plan will be further outlined below.

Specifically to Policy 2.1 and as inquired at a previous meeting by the public and in regards to population and population projections, the most recent Provincial Planning Statement requires municipalities to have Population Projections included in their Official Plans. The Town has undertaken a separate study in this regard for the winter of 2026. The Province requires that municipalities are to project needs for at least 20 years but not more than 30 years.

Official Plan

As per the PPS, the official plan is the most important vehicle for implementation of the Provincial Planning Statement. Comprehensive, integrated and long-term planning is best achieved through official plans.

The current (2010) and previous (Official Plans (OP) designate the lands as Residential. Section 3.2 Where We Live – Planning Sustainable Residential Neighbourhoods of the Official Plan Policy Area.

Comment: The July 28, 2026 Staff Report considered the Goals & Objectives of our residential neighbourhoods and identified how residential lands should be developed including housing types, waterfront development, municipal servicing and the Official Plan target of 12 units per hectare.

- Single family dwellings and townhouses are proposed on the subject lands with varying lot sizes to accommodate a variety of dwelling sizes and types. The townhouses have increased the density targets under the second submission.

- Watson & Associates Economists Ltd. was retained by the Town to update the Town's long-term population, housing, and employment forecast to the year 2056 for the purpose of the Official Plan.
 - Under the forecast, the Town's population (including net Census undercount) is expected to increase from approximately 5,560 residents in 2021 to about 6,920 residents by 2056, representing an average annual growth rate of roughly 0.6%.
 - Total households are projected to increase from about 2,560 in 2021 to roughly 3,430 by 2056, an increase of approximately 870 households, or about 25 additional households per year on average.
 - Staff have considered Statistics Canada population numbers of 2021 and actual building permits issued since 2021-2025. 2021 identified a population of 5,383. 2025 identified a population of 5,585 based on 2.0 persons per household (as per Census) and new residential units.
- The development links to three existing streets – Arthur Street (east), John Street and Elmwood Drive
- The Public Park area is proposed as Block 74 along the St. Lawrence River along with a proposal for cash-in-lieu of parkland. Block 73 was originally included but has been deemed to not meet the criteria of parkland given the wetland area and is now proposed to be Open Space.
- Open Space areas include the area of wetland and 15m wetland buffers, 10m buffer area to McLean Forest and 10m wave uprush buffer areas. All areas of Open Space are proposed to be conveyed to the Town (Blocks 73, 75, 76, 77) and to remain in its natural setting.

Section 3.6 Our Environment provides for significant natural heritage features and the protection thereof. The Town's Official Plan provides that the goal is to conserve, protect and enhance the Town's natural heritage features.

Schedule "F" Natural and Cultural Heritage Features provides that the lands are subject to unstable slopes and fish spawning but outside of significant woodlands.

Section 3.7 Development Constraints – Planning for Public Health and Safety. The Town's Official Plan identifies that development constraints include the natural resources of floodplains, erosion, unstable or organic soils.

Schedule "G" Development Constraints provides that the lands are subject to unstable slopes and subject to flood plains.

COMMENT: The previous Staff Report dated July 28, 2026 reviewed Official Plan policies for natural features including areas of concern in the CRCA letter July 22, 2026. Subsequent meetings were undertaken which resulted in a resubmission of August 21, 2026 to address CRCA comments, in particular.

Clauses have been included in the Draft Conditions of Approval relating to Our Environment and Development Constraints including:

- Enhancement Plan to be finalized
- Workplans, implementation, installations, monitoring and mitigation measures as recommended in the EIS
- Sediment and Erosion Control Plan to be finalized
- Tree Inventory and Preservation Plan – plus one tree per lot - to be finalized

all to the approval of the Town and/or CRCA

It is the intent of the owners to convey to the municipality all areas defined as open space, which now includes Block 73. The July 28, 2026 report identified that retaining these lands in perpetuity would require the Town to monitor and maintain the archaeological site, creating ongoing obligations for the Town as a municipal asset. The archaeological site has been resolved (to be discussed further in this report). Response has been received that the operation and maintenance of the open space areas will be fairly minimal including periodic inspections and vegetation management. The long term may include replacement of the wildlife structures and periodic inspections. It would be the Town's intent to leave all open space areas in a natural state with the exception of the proposed pathways that are required for the owner to implement subject to CRCA approval. This is identified in the Draft Conditions of Approval.

Comments received under correspondence from the Cataraqui Region Conservation Authority dated July 22, 2026 and included in the previous report identified areas of non-compliance with the 76.1m regulatory flood levels and permissions under Ontario Regulation 41/24. A deferral was recommended and supported by Council (as well as the applicant) on August 12, 2026. Following meetings with the CRCA, a resubmission was received on August 21, 2026 and subsequent review by the CRCA as follows:

- Draft plan labels the 76.1m flood plain, Street One shifted outside the flood plain illustrates a buildable lot area not altering the flood plain.
- Recommended setbacks to the floodplain in the Development Permit By-law
- CRCA clauses to be implemented in the Draft Conditions of Approval for the finalization of drawings, work plan and permits under O.Reg 41/24 etc (attached).

The previous Staff Report dated July 28, 2026 noted that the Geotechnical Study undertaken by Malroz Engineering Inc. concluded that the lands are

suitable for development provided there is continued monitoring and inspections.

- A clause has been included in the Draft Conditions of Approval that the owner implement all recommendations and monitoring/inspections during construction of the road and building of dwelling units.

4.0 Making it Work – Our Infrastructures

The goals of the OP policies are to ensure that the infrastructure services are provided appropriately and in a cost-effective manner which recognizes development priorities and protects the environment. The road network is “*to function in a cost effective, efficient and safe manner for the movement of people and goods*”. The objectives further identify that water and wastewater, stormwater and waste management is to be undertaken in a fiscally and environmentally responsible manner.

Section 4.1.3.2 of the OP permits the reduction of the street from 20 metres to 18 metres provided infrastructures can be accommodated.

Section 4.1.4 of the OP identifies that water and wastewater infrastructures are maintained and that development should occur where services can reasonably be extended. Development should not occur where it would result in unplanned expansions to the existing infrastructures.

Section 4.1.6 addresses Stormwater Management and that the plan of subdivision shall be undertaken within the Ministry of Environment guidelines.

Comment: The previous Staff Report dated July 28, 2026 considered the supporting background reports and studies as related to infrastructure.

Water and Sewer – Supporting water and sanitary studies were provided and have been peer reviewed by Jewell Engineering to ensure that the subdivision can be municipally serviced. It is additionally noted that periodically the Town seeks an Uncommitted Reserve Capacity letter from our Engineers to ensure that the Town has the ability to accept new services. This letter includes developments that are committed or those that are in discussion.

Clauses have been included in the Draft Conditions of Approval noting that the owner implement all recommendations in the Sanitary Servicing Report and Water Supply Report including connections. Should any blasting be required, permits are to be obtained from the Manager of Public Works.

Traffic Study - A clause has been included in the Draft Conditions of Approval that the owner implements traffic and traffic mitigation measures

as identified in the Traffic Study and as peer reviewed by the Town. Additionally, a post analysis is to be undertaken and the Owner is responsible for any additional works. Construction traffic routes shall be to the satisfaction of the Manager of Public Works.

Stormwater Management – The lands were previously farmland and the Town's outfall pipes (Arthur Street east area) have contributed over the years to the wet areas on the site. The planned development will properly direct and manage stormwater on the site.

In response to questions surrounding storm events and climate change considerations and how they were applied for the stormwater and floodplain analysis, correspondence was received from Forefront Engineering Inc. The engineers confirmed that the design calculations were undertaken based on a 1:100 year, plus incorporated a 20% climate allowance (attached). The CRCA and Town's peer reviewer concurs and are satisfied with the assessment.

A clause has been included in the Draft Conditions of Approval that a final stormwater management plan be prepared by a Qualified Professional Engineer and approved to the satisfaction of the Town and CRCA, and that appropriate text to implement its findings be included in the Subdivision Agreement.

Clauses have been included in the Draft Conditions of Approval for:

- Lot Grading and Drainage Plan to be finalized
- Plan and Profile Drawings to be finalized
- Streetlighting Plan to be finalized - Streetlighting shall include style, design and illumination coverage in keeping with EIS mitigation measures
- Composite Utility Plan to be finalized

5.4 Development Control

Section 5.4.1 of the OP identifies how a plan of subdivision is to be reviewed. It is reviewed on the basis of technical, environmental and planning and design considerations. Technical considerations include items such as servicing, stormwater plans, grading and other studies.

Planning and Design Considerations include:

1. Consistency with the Lowertown Master Plan where applicable
2. Lot and block configuration
3. Compatibility with adjacent uses
4. Road access, street layout and pedestrian amenities
5. Parks and open space amenities

6. Easement and right-of-way requirements
7. Justification of the need for the Subdivision
8. In considering a draft plan of subdivision, regard shall be had to, among other matters, the criteria of Section 51 (24) of the *Planning Act, R.S.O. 1990*
9. Emergency and secondary accesses

Lot and block configuration

The proposed layout remains to propose single detached dwelling units (66), 4 Blocks of townhouses (23 units) and cluster townhouses (12-14). Cluster townhouses are referenced as dwellings within a lot serviced by a private lane.

Blocks proposed(updated). Open Space and Parks intended to be conveyed to the Town:

Lot Addition (Block 71)	Lot addition is approximately 0.955 hectares and has been excluded from the Plan of Subdivision for the purpose of calculating density
Park (Block 72)	Proposed park (0.276 ha), adjacent open space and the St. Lawrence River.
Park/Open Space (Block 73)	Proposed combination of park and open space (0.274 ha) adjacent open space (Block 75). Feasibility of parkland to be determined. Cash-in-lieu of parkland may be applicable.
Open Space Blocks (Blocks 74, 75, 76 & 77)	Blocks 74 (0.624ha), 75 (1.474ha) and 77 (0.086ha) are proposed as Open Space intended to be conveyed to the Town. Block 76 identified as “Jasper” site is to undertake a Stage 4. Upon completion Block 76 will be divided (hatched marking) to Block 75 and Lots 37/38. Staff Note: Wetland Area, Hazard Lands
Servicing (Block 78, 79, 80)	Block 78 includes an existing sewer Block 79 existing outlet Block 80 existing outlet and provides connection to Open Space
Future Development (Block 81, 82)	Block 81 (0.010 ha) Block 82 (0.002 ha)

Road access, street layout and pedestrian amenities

- The road network as presented provides connectivity to Arthur Street (east), Elmwood Drive and John Street. There is no change in regards to this following

the July 28, 2026 PAC meeting. A clause has been included in the Draft Conditions of Approval that the acquire the lands extending Arthur Street (east)

- The development provides for sidewalks on one side within the interior of the cul-de-sacs. Sidewalk connectivity from Street One to Arthur Street (east) is required and John Street from William is required to connect to the sidewalks within the subdivision. Note: A pedestrian walkway along the St. Lawrence River adjacent lots 54-66 was considered as heard by members of the public and is not proposed by the applicant. To that, the Town's Official Plan policy does not require the conveyance of a walkway as it is outside of the Lowertown designation.
- Additional conditions of approval will require but are not limited to:
 - Notice to all Offers of Purchasers and Sale (Homeowners Manual) – Draft Attached

Parks and open space amenities

As a condition of approval, Section 51 of the Planning Act, Bylaw 83-44 and Section 5.4.5 of the Official Plan provides that the Town may seek cash-in-lieu of parkland or the acquisition of lands for a public park or recreational uses. Consideration should be given to the need, size of the parcel being conveyed, the appropriateness, location and usability of the land.

With the latest submission, Block 72 is being proposed as a public park adjacent the St. Lawrence River. In keeping with Staff's previous comments, Block 73 is primarily wetland and may not suitable parkland. To the foregoing the Town will be considering both the acceptance of parkland as well as cash-in-lieu of parkland. This is in keeping with the Town's Joint Recreation Master Plan dated February 2019.

A clause has been included in the Draft Conditions of Approval for parkland and Cash-in-lieu of Parkland.

Easement and right-of-way requirements

Easements will be identified in the subdivision agreement for servicing, wetlands, stormwater management or connectivity.

A clause has been included in the Draft Conditions of Approval for easements.

Emergency and Secondary Accesses

The development provides for connectivity to existing streets including Arthur Street, John Street and Elmwood Drive.

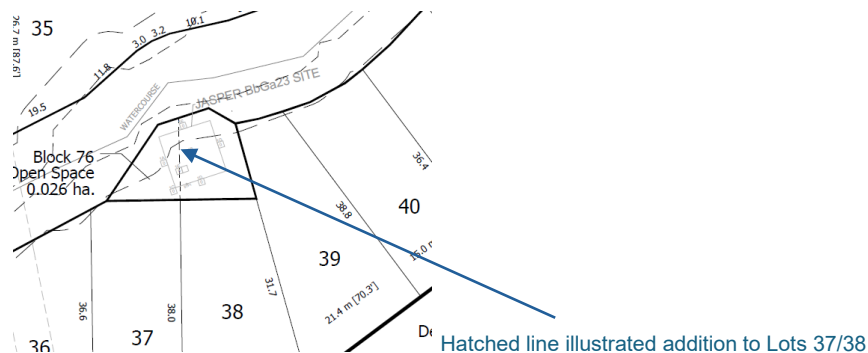
5.10.3 Heritage Conservation

Complete applications for a Plan of Subdivision include archeological studies for lands that are proposed on lands within 300 metres of a shoreline. The subject lands included a Phase 1 and 2 as well as a Phase 3 for two particular sites.

Section 5.10.3 of the Official Plan policies indicate that “Council may consider archaeological preservation in-situ, to ensure that the integrity of the resource is maintained.”

COMMENT: The previous Staff Report dated July 28, 2026 identified archeological areas (Conner Site) on Street 2 and Lots 55, 56, 57 which require a Stage 4 prior to development. It was intended that the area known as the Jasper site would be conveyed to the Town identified as Block 76.

Staff were not in favour of the Town maintaining an archeological site in perpetuity, recommending that the site undertake a Stage 4 similar to the Conner Site. The applicants identified that they will proceed with a Stage 4 on Block 76. Upon completion and acceptance by the Ministry, the area of the site will be realigned and conveyed to Lot 38 and Lot 39 providing a continuous rear lot line Lots 37 and 40 (shown hatched on the draft plan). The remainder will be acceptance as Open Space. This has been identified as a hatched line on the Draft Plan of Subdivision.



Clauses have been included in the Draft Conditions of Approval for archeological and are subject to Ministry approvals.

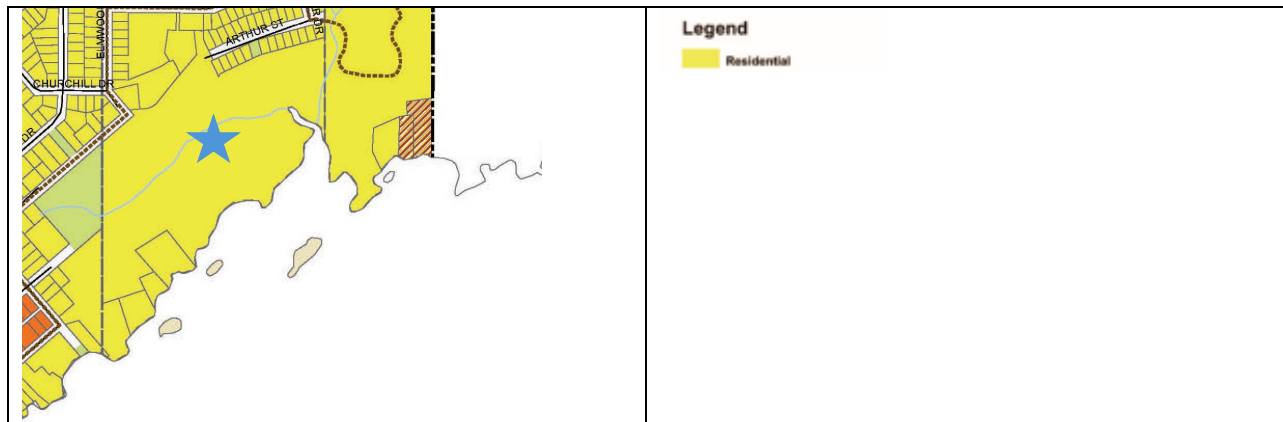
Additionally, areas of archeological will be identified with a hold in the Development Permit By-law until such time as Ministry acceptance.

Development Permit By-law

Compliance with the Development Permit By-law is a condition of draft approval.

The area of the proposed plan of subdivision is designated Residential within the Development Permit By-law. The designation provides for a variety of residential uses including single family dwellings and townhouses.

The applicant has applied for a Class III Development Permit seeking relief to front lot frontages, lot areas and setbacks to watercourses.



Summary of mapping:

- Park blocks and open space areas are proposed to be re-designated from “Residential” to “Open Space”.
- Recognize the archaeological with a Temporary hold on Street Two, Lots 54, 55 and 56 in the area of the Conner Site and Block 76 in the area of the Jasper Site until such time as a Stage 4 archeological is undertaken and the Ministry has accepted the submission.
- Site Specific Residential Exception for setbacks to the watercourse, lot frontage and lot area

Below outlines the proposed site provisions seeking relief for Lots and/or Blocks of residential:

- Floodplain setback: 15m setback from the floodplain (Lots 20, 21, 53-65)
- Lot frontage: 11m (Lots 6-18, 22, 26-32, 34)
- Lot area: Min 450m² (Lots 6-18, 22, 26-32, 34)
- Rear Yard: 6m (Block 69-70)
- Lot area: Min 165m² (Blocks 69-70)
- Building and Structure setback: 6m (Lot 1, 24-32, 34-52)
- Note: Block 71 will require an additional Development Permit application upon determination of the layout of the lands.

Section 3.41 Setbacks from a Watercourse

The By-law provides that a setback of 30m can be reduced by means of a break wall to 15m and/or where it can be demonstrated through an EIS by a qualified person that there will be no adverse impacts in accordance with the EIS.

Site Provisions

Much of the lots have longer depths than what we typically see; the very low depth of 30.3m to a high depth of 93m. The layout and placement of the road network and residential development were primarily shaped by environmental features which resulted in longer lots to achieve buildable areas. It is suggested that the average depth is around 40m overall.

Section 3.2.2.8 of the Official Plan provides for an overall housing density target of 12 units per gross hectare. The resubmission meets the density requirements. However, in order to achieve the density targets and respecting the natural features, reduced lot frontages and lot areas are being proposed.

Blocks 66-70 provides for multi-residential units seeking relief to the lot area in addition to rear yard setback. The Blocks 66-69 back onto the servicing easement (Block 78) which will remain vacant in perpetuity and conveyed to the Town. Consideration of including the area of the easement to the blocks (thereby increasing the lot area) was considered by Staff, however, it was concluded that although it is an awkward shaped parcel, a dedicated servicing block retained by the Town is the preference. Block 70 backs onto an unopen road allowance of Arthur Street (west).

Section 3.41 provides that setbacks abutting a watercourse may be reduced provided it is supported by an EIS undertaken by a qualified person. The proposed lots along the St. Lawrence River are defined by a hardened landscape along the shoreline. A breakwall was installed and permitted under CRCA regulations (F-439/21-SLR (as amended)). The lots abutting the watercourse (referred to Stream 1) have been considered by the EIS and determined to be adequate which was supported by the Town's peer review. Additionally, the CRCA is supportive of 6m setbacks to the floodplain as outlined in their correspondence and intended to be reflected in the site specific Development Permit By-law amendment.

Correspondence attached from the CRCA identify Conditions of Approval to be cleared by the Conservation Authority. It is noted that Clause 46 and Notice to all Offers of Purchase and Sale xvi. was amending with consent of the CRCA to reflect 15m from the flood plain as opposed to the high water mark as the flood plain is defined on the mapping.

CIRCULATION TO AGENCIES

Circulation of 120 m to adjacent property owners and prescribed agencies
(Additional correspondence received following July 28, 2026 PAC meeting)

CAO	
Chief Building Official	
CRCA	Correspondence dated August 31, 2026
School Boards: CDSBEO/UCDSB Health Unit: South East Health Unit	
Utilities/Public Works: Bell Canada/ Canada Post/ Cogeco/Enbridge Gas/ Eastern Ontario Power/Hydro One (OPG)	
EMS: Fire/LG Paramedic/Police	
Parks and Recreation	
Public Works, Water/Sewer Utilities	
St. Lawrence Parks Commission/ MTO/ Other Commenting Agencies	
Neighbourhood: Posting and 120m Circulation, Posting on Town website	Abley – 175 Elizabeth Street – Aug 27, 2026 Beer – 175 Elizabeth Street – Aug 1, 2026 (Council) Corbett – Aug 7, 2026 (Council) Goddard – Aug 14, 2026

Bill 23 removed the requirement of a public meeting, however, the Town has continued with public consultation as we believe it is an important part of the process. Concerns received and heard during the public consultation process are important and should be considered.

Previous correspondence received at the July 28, 2026 meeting was summarized as follows:

- impacts on the natural environment, wildlife habitat, wetlands, tree cover, floodplain function, stormwater runoff, and the St. Lawrence River.
- increased traffic, pedestrian safety, construction truck routing, noise, dust, blasting, potential property damage, and road deterioration.
- whether existing municipal infrastructure, including sewer, water, stormwater, road, and electrical systems, has sufficient capacity.
- density, reduced setbacks and lot frontages, loss of privacy and neighbourhood character, and the need to preserve green space, trails, and possible waterfront access.

Additional correspondence and included within this report were received some of which were included in the August 12, 2026 Council meeting. Review of subsequent

correspondence was consistent to the above noted points with housing being an added concern.

- need for housing and population growth, existing inventory and the type of housing being proposed.

SUMMARY AND RECOMMENDATION:

The role of Staff, PAC and Council is to consider development and the adopted land use planning documents – Planning Act, Provincial Planning Statement, Official Plan and Development Permit By-law - and determine if the application is consistent with what is in place; is it appropriate development and orderly and consistent with the applicable land use documents.

In order to form a recommendation, one has to consider or separate land use planning and appropriateness of the land use from matters that are considered normal or temporary inconveniences to development.

- Development and construction is a disruption. Increased traffic, construction vehicles, road congestion, noise, dust, pedestrian impacts, and delays can be challenging for existing residents, businesses, and road users. The Town incorporates requirements for construction routes, hours of operation to manage and mitigate the disruption similar to that of a road reconstruction project undertaken within Town. Items related to traffic, noise, construction are generally mitigated or addressed through the Draft Conditions of Approval.
- In terms of development of the road network and infrastructure throughout the development, the Town maintains security if there is a pre-servicing agreement and/or at time of subdivision agreement.
- Market demand, lots being built upon or sold is not for the Committee or Council to consider but that of the developer to assess and manage.

The previous Report dated July 28, 2026 indicated that Staff do not object to a residential development on the lands. However, there were outstanding and unresolved matters that should be apprised of prior to considering the issuance of draft approval, including, but not limited to:

- CRCA correspondence dated July 22, 2026
 - As noted within this report, resubmission resulted in the CRCA indicating no objection to the development. Clauses have been included in the Draft Conditions of Approval and setbacks to flood plains as set out in the CRCA correspondence. The CRCA continues to be involved in the process with the requirement to clear conditions of approval.
- Open Space blocks – response to monitoring and on-going maintenance, long-term prior to Council considering and acceptance of additional assets.
 - For Town consideration and asset management, Forefront Engineering has provided an outline of expectations in terms of short term and long-term monitoring and maintenance of the Open Space lands.

- Staff are satisfied that the August 31, 2026 response provides additional information respecting long-term maintenance; and, detailed work plans including a monitoring and maintenance program for the wetland. Staff recommended that the lands remain in their natural state following implementation of the approved work plan. The details of implementation is a Draft Condition of Approval which is in keeping with the CRCA recommendation.
- Archaeological (within open space) – area be excluded from the Open Space and the lands undertake a Stage 4 to be incorporated in Lots 38 and 39.
 - The applicants indicated that a Stage 4 will be undertaken in the area of the Jasper Site and the Draft Plan illustrates the portion of the lands to remain with Block 76 and a portion which will be included in Lots 37 and 38. This would align with the adjacent rear yards of Lots 36 and 39 and removes the Town with the responsibility of an archeological site in perpetuity. A clause has been incorporated in the Draft Plan of Conditions.
- Acquisition of lands from the adjacent property owner to connect to existing Arthur Street (east)
 - There are ongoing discussions occurring in this regard. A clause has been incorporated in the Draft Plan of Conditions.

Staff have no objection to SD2025-01 – MCHB Planning Limited be issued a Notice of Decision to approve the Draft Plan of Subdivision subject to the Conditions of Approval as attached.

Draft Plan approval provides the applicant with a three (3) year period, plus any approved extension, to satisfy the conditions of approval prior to registration of the subdivision and the issuance of building permits.

The applicant may also apply to Council for a pre-servicing agreement to permit the installation of infrastructure prior to registration. Any pre-servicing would be undertaken at the applicant's risk and would be subject to approval of the final engineering drawings.

Staff have no objection to DP2026-04 – MCHB Planning Limited for site specific reliefs in relation to floodplains, lot area, rear yard and holding for the following reasons:

- Flood Plain - Supporting documentation, peer review and the correspondence by the CRCA has provided that they have no objection to the development
- Lot frontages/area – The Official Plan provides for a density of 12 units/hectare which has been achieved in the application. Agreeably one could achieve a higher density on Blocks 66-70 with apartment buildings and in turn provide 15m frontages for the single family dwellings.
- Rear yard – Blocks for townhouses/multi-residential – As identified in the report, Staff considered the lands to be included in the Blocks 66-69 to increase the size

of the lots being less on the Town in terms of maintenance. However, Staff prefer the servicing of Block 76 to remain a dedicated parcel to the Town and not an easement.

Reliefs are as follows:

- Floodplain setback: 15m setback from the floodplain (Lots 20, 21, 53-65)
- Lot frontage: 11m (Lots 6-18, 22, 26-32, 34)
- Lot area: Min 450m² (Lots 6-18, 22, 26-32, 34)
- Rear Yard: 6m (Block 69-70)
- Lot area: Min 165m² (Blocks 69-70)
- Building and Structure setback: 6m (Lot 1, 24-32, 34-52)

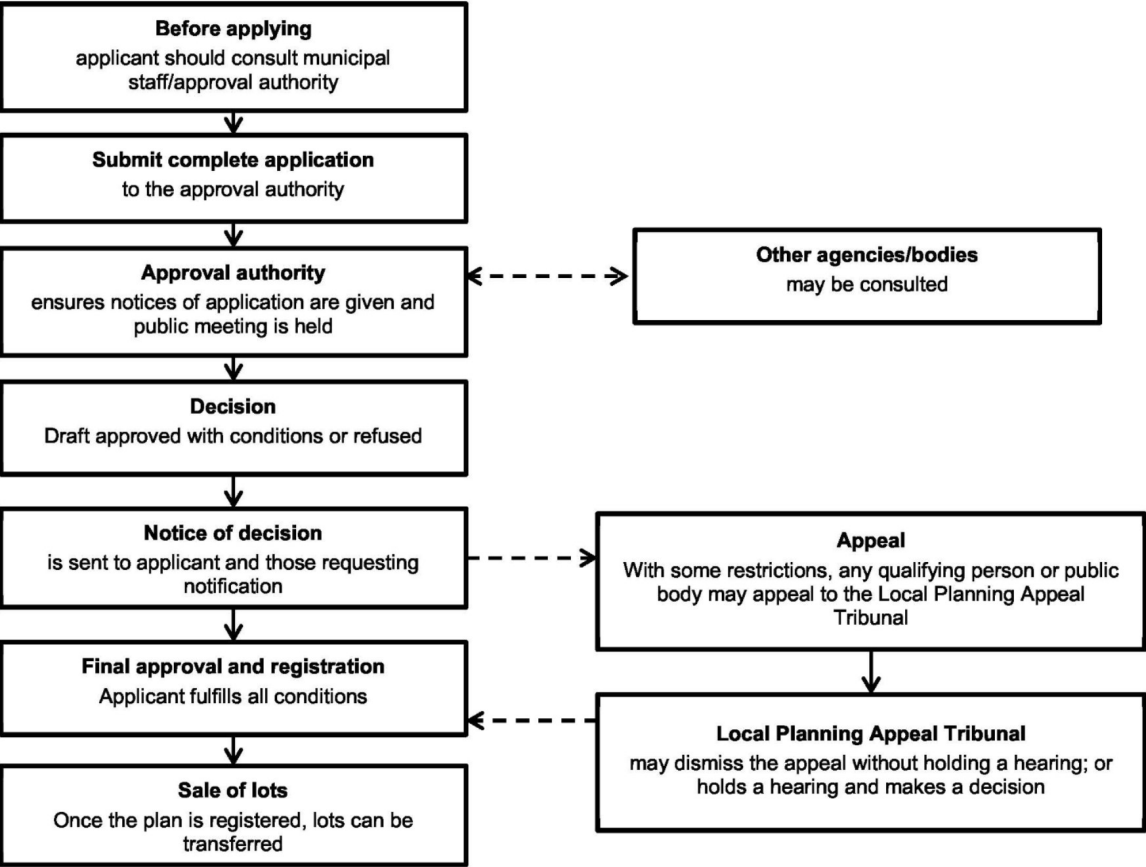
- Attachment 1 – Flowchart: Subdivision Process
- Attachment 2 – Planning Act, Section 2 Provincial Interest
- Attachment 3 – Draft Conditions of Approval
- Attachment 4 – New Agency Comments since July 28, 2026
- Attachment 5 – New Peer Reviews since July 28, 2026
- Attachment 6 – New Correspondence since July 28, 2026
- Attachment 7 - Planning Rationale Addendum & Response to Maintenance and Climate Change
- Attachment 8 - Plan of Subdivision – Drawings
- Attachment 9 - Council Report-PD-2026-11 August 12, 2026 including PAC Report July 28, 2026
- Attachment 10 - SD2025-01 and DP2026-04 Applications

APPROVAL

Brenda Guy, Manager of Planning and Development

Attachment 1

Flowchart: Subdivision Process



Attachment 2 – Planning Act, Section 2: Provincial Interest

The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) the protection of ecological systems, including natural areas, features and functions;
- (b) the protection of the agricultural resources of the Province;
- (c) the conservation and management of natural resources and the mineral resource base;
- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- (e) the supply, efficient use and conservation of energy and water;
- (f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- (g) the minimization of waste;
- (h) the orderly development of safe and healthy communities;
- (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;
- (i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- (j) the adequate provision of a full range of housing, including affordable housing;
- (k) the adequate provision of employment opportunities;
- (l) the protection of the financial and economic well-being of the Province and its municipalities;
- (m) the co-ordination of planning activities of public bodies;
- (n) the resolution of planning conflicts involving public and private interests;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- (r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

Attachment 3 - Draft Conditions of Approval

SD2025-01 VL – ELMWOOD DRIVE – THE SUBJECT SUBDIVISION
MHBC PLANNING LTD (1000989284 Ontario Inc.)
DATE: SEPTEMBER 8, 2026

CONDITIONS OF DRAFT SUBDIVISION APPROVAL

That this approval applies to the reference plan (Reference SD2025-01), prepared by Hopkins Chitty Land Surveyors dated April 14, 2022, which is identified as Parts 1 to 25, Plan 28R-15673. The plan shows sixty-five (65) residential lots, Blocks 66-69 townhouses, Block 70 multi-residential, Block 72 parkland, Block 73-75, 77 open space, Block 76 future development (Lot 37/38) Block 78-80 servicing, Block 81-82 future development, Street One and Street Two.	
The Owner agrees that the Subdivision Agreement between the Owner and the Town of Gananoque to be registered against the lands to which it applies once the plan of subdivision has been registered.	
The Owner agrees that any revisions or any modifications to the proposed draft plan that may be appropriate shall be incorporated in the Subdivision Agreement arising from technical reviews and/or subsequent phases.	
GENERAL	
1. That the Owner enter into a subdivision agreement between the Owner and the Municipality to the satisfaction of the Municipality to satisfy all requirements (financial, servicing and otherwise), at the Owner's sole expense, including but not limited to, subdivision registration, the design and construction of roads, all water, wastewater and storm water systems, phasing and utilities in accordance with the Town's specification and standards, all to the satisfaction of the Town.	
2. The Owner acknowledges and agrees that the subdivision agreement between the Owner and the Municipality shall be registered against the lands to which it applies once the plan of subdivision has been registered. This shall be to the satisfaction of the Municipality.	
3. The Owner agrees that no works shall occur on the site until the Owner has entered into a Subdivision Agreement or Preservicing Agreement, or as approved by the Town's Manager of Public Works.	
4. The Owner agrees to grant all easements or blocks as required, free and clear of any encumbrances, to the Town or other public authority, including utilities.	

5. The Owner acknowledges and agrees that any existing easements registered against the Property that benefit adjoining or adjacent lands may be released or amended, provided that the owners of the lands benefiting from such easements have consented in writing to the release or amendment and are satisfied with the proposed replacement easements or alternative access arrangements. Any release or amendment shall ensure that reasonable access for the benefiting properties along the St. Lawrence River is maintained.	
6. The Owner acknowledges and agrees that it shall be responsible for acquiring, at its sole cost and expense, any lands required from the adjacent property owner to accommodate the extension of Arthur Street (East), and shall take all steps and execute all documents necessary to complete such acquisition.	
7. It is the Owner's responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the Town Planning Department, quoting the application file number (SD2025-01).	
8. The Owner covenants and agrees that the subdivision agreement shall contain clauses whereby all utilities services within the subdivision shall be underground services.	
9. The Owner covenants and agrees that prior to final approval, the Owner shall fulfill the requirements and/or conditions of: (a) Bell Canada (b) Canada Post (c) Cogeco (d) Eastern Ontario Power (e) Enbridge Gas (formerly Union Gas Ltd) "That the Owner shall make satisfactory arrangements with Enbridge Gas Inc. (Enbridge Gas) to provide the necessary easements and/or agreements required by Enbridge Gas for the provision of local gas service for this project. Once registered, the owner shall provide these easements to Enbridge Gas at no cost, in a form agreeable and satisfactory to Enbridge Gas." (f) Cataraqui Region Conservation Authority - Comments and conditions incorporated in the draft conditions where appropriate. (g) Other Utilities as required and forward clearance letters to the Town.	

10. The Owner is responsible and agrees to obtain such permits as may be required from the Town and all other approval authorities and will file copies thereof with the Town. This must be to the satisfaction of the Town.	
11. The Owner agrees to prepare and provide all purchasers with a Notice to all Offers of Purchase and Sale (Homeowners' Manual) to new residents, highlighting the importance and setback requirements of the adjacent natural features and ways residents can lessen their impact on those features (e.g., gardening with native species; responsible pet ownership; proper garden and pet waste disposal, sensitivities of storm sewers, etc.) to to the satisfaction of the Town. And the Owner further agrees, that the following reports shall be made available, or obtained from the Town and provided to the purchasers of the lots as a guide to development: (a) Environmental Impact Assessment - August 29, 2025 and Addendum - June 2, 2026 including required mitigation measures in the Offers of Purchase and Sale (Homeowners' Manual) (b) Geotechnical Report - May 28, 2026 including required monitoring in the Offers of Purchase and Sale (Homeowners' Manual) (c) Wetland Evaluation - October 28, 2025, Enhanced Wetland FIG.7 – May 2026	
FEES AND SECURITIES	
12. At the discretion of the Town, the Owner shall reimburse the Town for any costs of any or all documents, studies and/or reports, legal fees, any or all modifications to plans, peer reviews above and beyond the fees collected with the Plan of Subdivision application.	
13. The Owner shall be responsible for any engineering, inspection and review fees according to the Town's Fees and Rates By-law, as amended.	
14. The Owner shall bear the expense of all site works resulting from approved public works design where such works are not subsidized under the Policies and By-laws of the Town.	
15. Prior to registration, the Owner shall deposit with the Municipality, security in the form of a letter of credit prepared and stamped by an Engineer representing 100% of the estimated cost of all on-site and off-site works to be provided with respect to the subdivision. The letter of credit shall be reduced, in accordance with the terms and conditions of the subdivision agreement, as works are completed to the satisfaction of the Municipality, including engineering and other certification of the works, and digitized	

copies of as-built drawings relating to the work for which the final release is sought. The aforementioned security for site works shall include, but not be limited to, lot grading and drainage, landscaping, roads and road works, sidewalks and curbs, road drainage, clean-outs, underground infrastructure and services(storm, sanitary, watermains), streetlights, parkland, storm water management works. The amount secured by the Town shall be approved by the Manager of Public Works	
PARKLAND	
16. In accordance with the <i>Planning Act</i> and the Town of Gananoque Dedication of Park Land By-law No.1983-044, as amended, and the Recreational Master Plan, as received, the Owner covenants and agrees that lands in an amount of 5% is to be conveyed to the Town for the subject subdivision. The value of land shall be obtained by an accredited appraiser as of the day before the day of the approval of the draft plan of subdivision. Under any scenario, the Owner shall be responsible for any costs associated with land appraisals. The lands conveyed shall be suitable for park or public recreation purposes and the Owner acknowledges that wetlands and their adjacent lands are not considered as contributory to the 5% parkland. Alternatively, the Town may require cash-in-lieu for all or a portion of the conveyance. The Subdivision Agreement shall set out the parkland provisions.	
DEVELOPMENT PERMIT BYLAW (Zoning)	
17. The Owner agrees that prior to registration of the Plan of Subdivision, the Owner shall ensure that the proposed Plan of Subdivision shall be in accordance with the Development Permit Bylaw approved under the requirements of the <i>Planning Act</i>, with all possibility of appeal to the Ontario Land Tribunal exhausted. This shall be to the satisfaction of the Town. A site specific exception is proposed for Lots 54, 55, and 56, recognizing that these lands require the completion of a Stage 4 Archaeological Assessment prior to development proceeding.	DP2026-04 concurrent

STUDIES AND REPORTS

18. Prior to final approval of the Plan, the following reports shall be submitted to the Town, shall be reviewed to the satisfaction of the Manager of Public Works and/or Cataraqui Region Conservation Authority.

(a) Final Approval: Archeological Assessment

The Owner acknowledges that a portion of Street Two and Lots 54, 55, and 56 (Conner site) shall require a completion of a Stage 4 Archaeological prior to development proceeding. Additionally, the Owner shall require a completion of a Stage 4 Archaeological on Block 76 (Jasper site) prior to conveyance of a portion of the lands to the Town and a portion to as shown on the Draft Plan of Subdivision

That the subdivision agreement will contain a clause to the satisfaction of the Town of Gananoque whereby the Owner acknowledges and agrees to submit the final archaeological assessment report and provide a copy of the Ministry's letter stating that all requirements have been met for the Conner and Jasper site.

No grading, demolition, construction, or other soil disturbance shall take place on the lands requiring a Stage 4 Archaeological Assessment, including a portion of Street Two, Lots 54, 55, 56 and Block 76, until the Town and the provincial Ministry have confirmed in writing that all archaeological resource concerns have been fully addressed.

(b) Final Approval: Environmental Impact Assessment

That the Owner acknowledges and agrees to implement all of the mitigations, best practices and recommendations in the report "Environmental Impact Assessment - August 29, 2025 and Addendum - June 2, 2026 by WSP Canada Inc." to the satisfaction of the Town.

Final approval shall include all the foregoing recommendations in addition but are not limited to:

- (a) *That an engineered design supported by hydrologic and hydraulic assessment for the watercourse crossing at Street One be submitted to the satisfaction of the Town and CRCA*
- (b) Mitigation plan for Fish and Fish Habitat and Protection of Wildlife,
- (c) Implementation of naturalized setbacks adjacent wetlands, highwater mark, lots within waterfront overlay.

(d) Implementation the best practice measures for mitigating impacts during construction as identified in the "Environmental Impact Study" or any Municipally accepted subsequent report. (e) provision of a wetland removal plan and mitigation plan (if required) in consultation with the Ministry (f) Monitoring Plan, to the satisfaction of the Town and CRCA. Dependent on the requirements and timeline identified in the Monitoring Plan, the Owner will be responsible for any additional works to be completed where previously identified and implemented measures have proven to be insufficient or the resulting impact is greater than initially indicated.	
(c) Final Approval: Geotechnical Report That the subdivision agreement will contain a clause with wording to the satisfaction of the Town of Gananoque whereby the Owner acknowledges and agrees to implement all of the recommendations in the report "Geotechnical Investigation", dated May 28, 2026 by Malroz Engineering Inc. These include but are not limited to retaining of a qualified Geotechnical Consultant during construction of all foundations, for earthwork operations and paving. That final grading plans for all lots backing onto steep slopes (including Lots 24-32 and 39 – 50 per the August 19, 2026 Draft Plan of Subdivision) be reviewed by a qualified geotechnical professional in accordance with the recommendations from the Slope Evaluation section of the May 28, 2026 Geotechnical Investigation (Malroz Engineering Inc.). Should blasting be required for the construction of roads or utilities (water and sewer) permits shall be obtained from the Manager of Public Works.	
(d) Final Approval: Sanitary Servicing Report That the subdivision agreement will contain a clause to the satisfaction of the Town of Gananoque whereby the Owner acknowledges and agrees to implement all of the recommendations in the report "Sanitary Servicing Report", dated May 2026 by Forefront Engineering Inc. This includes but is not limited to sanitary sewer	

connections and in accordance with the Ministry of Environment, Conservation, and Parks Guidelines.	
(e) Final Approval: Stormwater Management Plan That the Owner acknowledges and agrees to implement all of the recommendations and mitigation measures in the report "Stormwater Management Report", dated May 2026 by Forefront Engineering Inc. and final report to the satisfaction of the Town and the CRCA, and that appropriate text to implement its findings be included in the Subdivision Agreement; That a final stormwater management plan be prepared by a qualified Professional Engineer and approved to the satisfaction of the Town and CRCA, and that appropriate text to implement its findings be included in the Subdivision Agreement.	
(g) Final Approval: Transportation Impact Study That the Subdivision Agreement shall contain a clause, to the satisfaction of the Town of Gananoque, whereby the Owner acknowledges and agrees to implement, at the Owner's sole cost or proportionate share of the cost, as determined by the Town, any transportation or traffic mitigation measures identified through the traffic impact study and/or peer review, including but not limited to modifications, upgrades, or reconfiguration of existing or proposed intersections, where such works are required as a result of the development. The Owner further agrees that the subdivision agreement shall include wording requiring the Owner to, at their own expense, submit an updated Traffic Impact Study one year post occupancy of all the lots, to the satisfaction of the Town. Dependent on the updated Traffic Impact Study, the Owner will be responsible for any additional works to be completed where previously identified and implemented measures have proven to be insufficient or the resulting impact is greater than initially indicated.	
(h) Final Approval: Water Supply Report That the subdivision agreement will contain a clause to the satisfaction of the Town of Gananoque whereby the Owner acknowledges and agrees to implement all of the recommendations in the report "Water Supply Report", dated May 2026 by Forefront Engineering	

Inc. This include but is not limited to watermain additions, modifications, replacements and extensions and in accordance with the Ministry of Environment, Conservation, and Parks Guidelines..	
(i) Final Approval: Phase I Environmental Site Assessment will be required on the lands, at the discretion of the Town. If warranted by the Phase I ESA, a Phase II ESA will be required.	
PLANS	
19. Final Approval: That a lot grading and drainage plan be completed and approved to the satisfaction of the Town and the Cataraqui Region Conservation Authority, and be included in the Subdivision Agreement between the Owner and the Town;	
20. Final Approval: The Owner agrees that prior to commencing any grading or construction on any lot, to have prepared by a qualified professional a detailed report, drawings and site plans acceptable to the Municipality, which will show: i) the location of all buildings and structures to be erected on the site and all final grades and elevation; and ii) the means whereby the storm drainage will be accommodated; the means whereby erosion and siltation will be contained and minimized, both during and after construction. The grading, drainage and development plan shall be to the satisfaction of the Municipality.	
21. Final Approval: Plan and Profile Drawings, design, stamped and signed by a Professional Engineer and approved to the satisfaction of the Town and the CRCA	
22. Final Approval: That a lot grading and drainage plan and a sediment and erosion control plan be completed and approved to the satisfaction of the Town and CRCA, and that appropriate text to implement its findings be included in the Subdivision Agreement. This plan will address items such as, but not limited to, Vegetation Protection Fencing, Construction management, mud tracking prevention, temporary storm water management (quantity and quality), sediment control, and erosion prevention and shall address all phases and stages of construction. It is the Town's expectation that the Engineer shall regularly inspect and document repairs of deficiencies. The Engineer shall also provide weekly	

inspection of the implemented design and, as required, recommend modification to the plan to suit the site condition and time of year. Monitoring by the Engineer shall continue through the home building stage of construction and shall only terminate once the site has been stabilized to the Town's satisfaction. The Owner further agrees to stabilize all disturbed soil within 30 days of being disturbed, control all noxious weeds and maintain ground cover to the satisfaction of the Town.	
23. Final Approval: That a tree inventory and protection plan be completed to the satisfaction of the Town and CRCA, and that appropriate text to implement its findings be included in the Subdivision Agreement and with wording included on all offers of purchase and sale;	
24. Final Approval: Street Lighting Plan, including photometric design, stamped and signed by a Professional Engineer to ANSI RP-8-14 Standards to the satisfaction of the Town.	
25. Final Approval: Composite Utility Plan, stamped and signed by a Professional Engineer to the satisfaction of the Town.	
INFRASTRUCTURE – ROADS	
26. The Owner covenants and agrees that the streets included in this draft plan shall be shown and dedicated as public highways.	
27. The design and construction of all on-site roads and intersections shall be to the satisfaction of the Manager of Public Works.	
28. The design and construction of all future development of abutting lands roads and connections to Town owned shall be to the satisfaction of the Manager of Public Works.	
29. The Owner agrees that all streets in the plan shall be named to the satisfaction of the Town, emergency services and the 911 system.	
30. Any dead ends and/or open sides of road allowances shall be terminated in 0.3 metre reserves to be conveyed to, and held in trust, by the Town.	
31. The Owner agrees to provide construction traffic routes for the subdivision prior to the agreement or pre-servicing. Such plan shall be to the satisfaction of the Manager of Public Works.	
32. The Owner shall be responsible for the installation of the streetlights. The Town will facilitate the commission of the streetlighting infrastructure at the cost of Owner. Any maintenance or repairs related to the streetlights, prior to the assumption of the subdivision, will be facilitated by the Town at the cost of the Owner.	

33. The Owner acknowledges that the Town will provide single-pass roadway and sidewalk snowplowing per Phase, upon the first base course of asphalt and sidewalks being installed to the limit of the farthest occupied residence within the current Phase being constructed, and prior to the assumption of the subdivision. Any maintenance or repairs, prior to the Town assuming the full extent of the roadway, is the responsibility of the Owner. All to the satisfaction of the Manager of Public Works.	
34. The Owner agrees that the sidewalks and street lighting system on all roadways be designed and constructed to the satisfaction of the Manager of Public Works. The Owner further agrees that prior to assumption of the Works the Owner shall provide the Town the written 10-year warranty, or alternative warranty to the satisfaction of the Town, from the manufacturer for the luminaire and photocell. It is the responsibility of the Owner to ensure the warranty is transferable to the Town without risk or cost to the municipality.	
35. The Owner agrees that the portion of Street Two within the identified Stage 4 Archaeological Assessment limits will require completion of a Stage 4 Archaeological Assessment prior to development proceeding.	
DRAINAGE AND GRADING	
36. The Owner shall not alter, remove or disturb any of the existing vegetation, or otherwise alter grades, unless the Manager of Public Works has issued approval under By-law No. 2016-050 being a by-law to prohibit or regulate the placing or dumping of fill or the alteration of the grade of land, and any subsequent amendments and by-laws.	
37. That the Subdivision Agreement includes text to the satisfaction of the Town and CRCA notifying the Owner that permission will be required under Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits, prior to commencing excavation, rough grading, stockpiling, etc. within 15 metres of the regulatory flood plain of the St. Lawrence River, within 30 metres of the watercourses and wetlands on and near the property and within 15 metres of the top of stable slope of the shoreline bluff on the subject land.	
38. That the Subdivision Agreement includes text to the satisfaction of the Town and the CRCA to provide notice to purchasers of all Lots within 15 metres of the regulatory flood plain of the St. Lawrence River, within 30 metres of the watercourses and wetlands on and near the property and within 15 metres of the top of stable slope of the shoreline bluff that site alteration and construction (including but not limited to buildings,	

structures, filling and grading) on these lots will require permission under Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits prior to commencing these activities.	
39. The Owner shall, at their own expense, independent of the provisions of the Statute Labour Act, construct, grade and surface the road and provide drainage on this subdivision to a standard not less than the requirements, as approved by the Manager of Public Works. Grading shall provide a uniform surface, free of debris to ensure a safe and maintainable surface.	
40. The Developer shall prepare a site drainage and grading plan, satisfactory to the Manager of Public Works, prior to any grading or construction on the site. Such a plan will be used as the basis for a detailed lot grading plan to be submitted prior to the issuance of any building permit within the subdivision.	
41. Before commencing any grading or construction on any lot and prior to the issuance of a building permit, the subject subdivision individual grading plan shall be submitted and approved by the Manager of Public Works.	
42. The Owner agrees that the development of land shall be in accordance with the approved Grading & Servicing Plans, and the Owner agrees to require compliance with this provision in its contractual arrangements with any builder engaged by the Owner or with any subsequent purchaser of any lot in this Plan of Subdivision.	
43. The Owner agrees that it will be a provision of any Agreement of Purchase and Sale as entered into by the Owner with any purchaser for any part of the subject lands, that the purchase acknowledges that the Corporation may enter and regrade the subject lands to correct any improper grading done by the Owner or purchaser and that the Corporation's cost in this regard will be born by the purchaser and that the purchaser will not regrade any lands within the Plan of Subdivision without first obtaining the approval of the Municipal Engineer.	
44. The Owner shall be responsible for providing the Town with an as-built grading and drainage master plan, prior to the Town assuming the phase of development, to the satisfaction of the Manager of Public Works.	
ENVIRONMENTAL PROTECTION	
45. That a detailed work plan for low-impact wetland improvements, including invasive species removal, enhanced plantings, habitat creation, interpretative signage be submitted to the satisfaction of the Town and	

CRCA and that the subdivision agreement specify responsibilities for construction/installation, monitoring and maintenance. That the subdivision agreement will contain a clause with wording to the satisfaction of the Town of Gananoque whereby the Owner acknowledges and agrees to implement all of the Mitigations, Best Practices, Recommendations and Monitoring in the report “Environmental Impact Assessment, VL – Elmwood Drive”, dated August 29, 2025 as well as “Environmental Impact Assessment Addendum, BL – Elmwood Drive, dated June 2, 2026 by WSP Canada Inc. These include but are not limited to: a) Minimum and Naturalized setbacks b) Additional Natural landscaping and native plantings along St. Lawrence River c) Additional Fish habitat features d) Additional logs and woody debris, turtle nesting area, duck boxes, bat boxes, and an osprey platform e) Request for Review to Department Fisheries and Oceans for Fish and Fish habitat Mitigation f) Preparation and Distribution of Homeowner’s Manual to new residents, highlighting the importance of the natural features and ways residents can lessen their impact on those features – including dogs on leash, lighting on structures. g) Signage throughout the development	
46. That the subdivision agreement include text to the satisfaction of CRCA and the Town that requires purchasers of Lots 53 – 65 (from August 19, 2026 Draft Plan) to retain natural vegetation (including trees, shrubs and plants) within 15 metres of the flood plain of the St. Lawrence River as defined for erosion prevention and slope stability purposes, with an allowance for an appropriately sized clearing for shoreline access purposes as approved in consultation with CRCA.	
47. That any proposed pathways adjacent to or crossing any portion of wetland or watercourse on Blocks 72, 73, 74 and 75 (August 19, 2026 Draft Plan of Subdivision) be subject to engineered design and environmental impact assessment to demonstrate no adverse impacts to the hydrologic and ecological function of the watercourse and wetlands to the satisfaction of the Town and CRCA.	

48. The Owner agrees to install one tree per lot within the Typical Road Section by providing a Typical Drawing, which considers the approved Composite Utility Plan. The drawing shall identify any restrictions and the type and size of trees in proximity to these structures/buildings to the satisfaction of the Manager of Public Works.	
49. The Owner agrees to install temporary construction fence along the perimeter of the development and any required tree protection prior to commencing any on-site works. The details and location of the temporary construction fencing and tree protection shall be clearly shown on the approved Erosion and Sediment Protection drawing submitted to the Town as part of the engineering submission and/or site alteration application.	
50. The Owner acknowledges that the St. Lawrence River is subject to regulations under the Cataraqui Region Conservation Authority (CRCA). The Owner agrees to obtain all relevant permits related to CRCA requirements and forward a copy such permit to the Town.	
51. Signage in any public spaces indicating pets should remain on a leash.	
PHASING	
52. The Owner further covenants and agrees that final approval for registration may be issued in phases as follows: (a) Phasing is proposed in an orderly progression and in accordance with the approved phasing to the satisfaction of the Manager of Public Works; (b) Wording be included within the subdivision agreement indicating triggers for entering into subsequent phases of development. (c) All applicable agencies are to agree to registration in phases and provide clearances as required; (d) Clearances for all applicable conditions will be required for each phase as proposed by the Owner; and, (e) Furthermore, the clearances may relate to lands not located within the phase sought for registration. 53. This may require temporary turnarounds to be constructed depending on the phasing of the development. 54. That prior to final approval of each phase, the proposed M-plan for each phase of the subdivision, or a reference plan that is prepared based on the proposed M-Plan, shall identify temporary turning circles or hammer-head turnarounds to facilitate the safe turnaround of vehicles.	

Civic Address	
55. The Owner shall furnish the Corporation with a reduced copy of the Plan of Subdivision as approved, upon which the Corporation will designate the proper number or numbers for each house. It shall be the responsibility of the Owner to inform the subsequent purchaser of each lot of the correct street number.	
Model Home	
56. Where the Owner proposes to proceed with the construction of a model home prior to registration of the Plan, the Owner shall enter into an agreement with the Town, setting out the conditions, and shall fulfill relevant conditions of that agreement prior to issuance of a Building Permit.	

57. NOTES TO DRAFT APPROVAL:	
a) That the Owner agrees to make copies of the approved draft plan and conditions available to all purchasers and visibly post the approved draft plan for the public's viewing where units are offered for sale.	
b) The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office in a place readily accessible to potential homeowners that indicates the location of all Community Mail Boxes within the development, as approved by Canada Post.	
c) The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail Boxes within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Box.	
d) The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.	
e) The conditions of an approval of Draft Plan of Subdivision may be changed at any time before Final Approval is given.	
f) If final approval is not given to this plan within three (3) years from the date of draft approval, being _____, and if no extensions have been granted, draft approval shall lapse.	
g) If the Owner wishes to request an extension to draft approval, a written explanation must be received by the Town a minimum of sixty (60) days	

prior to the lapsing date. The request should include the reasons why an extension is needed in support of the extension of the Town.	
h) The Owner agrees that the Subdivision Agreement between the Owner and the Town of Gananoque be registered against the lands to which it applies once the plan of subdivision has been registered.	
i) It is the Owners responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded to the Town of Gananoque.	
j) Prior to final approval, the Owner shall submit to the Town of Gananoque for review two (2) draft copies of all reference plans and surveys and two (2) draft copies of the final M-Plan.	
k) Digital submission with all applicable drawings (Civil, Survey, every drawing) in both PDF and CAD (.dwg) format. A digital copy of the M-Plan and construction plans in a format approved by the Town.	
l) The Owner agrees to meet all standard conditions and any other conditions that may apply, subject to approval of a Development Permit Bylaw and any conditions.	
m) It is suggested that the Owner be aware of Subsection 144 of the Land Titles Act that requires that a plan of subdivision that is located in a land titles division be registered under the Land Titles Act. Exceptions to this provision are set out in Subsection 144(2).	
n) It is suggested that the Owner be aware of Subsection 78 of the Registry Act that requires that a Plan of Subdivision of land that is located in a registry division cannot be registered under the Registry Act unless that title of the owner of the land has been certified under the Certification of Titles Act.	
o) The Owner covenants and agrees that prior to registration of the subdivision agreement, a pre-servicing agreement outlining the infrastructure requirements for the development may be formalized and shall include financial commitments for the provision of sewage treatment capacity, sewage collection, water distribution and storage and water supply and stormwater management. The agreement shall also include the mechanism by which any other benefitting property owners will contribute to the financial reimbursement of the Owner and the Municipality for the provision of infrastructure.	

DRAFT - NOTICE TO ALL OFFERS OF PURCHASE AND SALE:

- i. Purchasers and/or tenants are advised that the development area and the individual building units may incur noise, dust, dirt, debris and construction traffic, from construction activities, that may be of concern and occasionally interfere with some activities of the dwelling occupants.
- ii. Purchasers and/or tenants are advised that the proposed finished lot and/or block grading may not meet Town lot grading criteria in certain areas to facilitate preservation of existing vegetation and to maintain existing adjacent topographical conditions.
- iii. Purchasers and/or tenants are advised that the planting of trees on municipal boulevards in front of residential units is a requirement of the Town and a Typical Drawing is included in the Subdivision Agreement. While every attempt will be made to plant trees as shown, the Town reserves the right to relocate or delete any tree without further notice.
- iv. Purchasers and/or tenants are advised that any roads ending in a dead end or temporary turning circle may be extended in the future to facilitate development of adjacent lands, without further notice.
- v. Purchasers and/or tenants are advised that the adjacent open space, woodlot or stormwater management facility will be left in a naturally vegetated condition and receive minimal maintenance.
 1. A 15 metre naturalized setback will be applied to the enhanced Elmwood Drive Wetland. This setback will undergo invasive species removal, and planting of native plants as shown in Appendix G and discussed below.
 2. A 6 metre naturalized setback will be applied to the proposed highwater mark of the improved Stream 1. This area will undergo invasive species removal, and planting of native plants discussed below
 3. A 15 metre setback will be applied to the portions of the adjacent coastal wetland that are not directly associated with the St. Lawrence River (i.e., shallow marsh and meadow marsh communities at the eastern edge of the Site).
 4. A minimum 10 metre setback will be applied between the proposed development and the adjacent significant woodland
 5. Lots along the St. Lawrence River are within a Waterfront Overlay in the Development Permit By-law. Permitted uses include all uses permitted in the underlying development permit designation, in this case Residential. The Development Permit By-Law proposes a site-specific regulation that includes a required 15 m setback from the floodplain. Enhancements by natural landscaping and additional native planting are recommended to create a vegetative buffer area to protect sensitive environments. In accordance with CRCA requirements, a 10 m horizontal setback from buildings and structures to the floodplain elevation is to be applied along these lots (Forefront 2025b).

6. Potential sensory disturbance from lighting to wildlife residing in the adjacent natural features will be mitigated through the following:
 - a. No direct glare into adjacent natural features by installing low intensity and downward pointing lights.
 - b. Turn off outdoor lighting when not in use, except where used for security and safety.
 - c. The use of motion sensors on all safety and security lighting is required.
- vi. Purchasers and/or tenants are advised that the development potential for lots may be limited due constraints on the available developable area and it is recommended that potential purchasers obtain Development Permit information, including lot requirements, setbacks, lot coverage prior to purchasing the lot.
- vii. Purchasers are provided with a copy of the individual lot grading and plot plans developed for each lot once approved by the Manager of Public Works, as it is available, and in any event, prior to the issuance of Building Permits. Each homeowner shall be provided a copy of the final approved lot grading plans for their lot, prior to assumption.
 1. Note: That final grading plans for all lots backing onto steep slopes (including Lots 24-32 and 39 – 50 per the August 19, 2026 Draft Plan of Subdivision) shall be reviewed by a qualified geotechnical professional in accordance with the recommendations from the Slope Evaluation section of the May 28, 2026 Geotechnical Investigation (Malroz Engineering Inc.).
- viii. Purchasers are advised that all grading and landscaping of lots must be carried out strictly and maintained in accordance with the Lot Grading and Drainage Plans.
- ix. Purchasers are advised and acknowledge that the Corporation may enter and regrade the subject lands to correct any improper grading done by the Owner or purchaser and that the Corporation's cost in this regard will be born by the purchaser and that the purchaser will not regrade any lands within the Plan of Subdivision without first obtaining the approval of the Municipal Engineer.
- x. Purchasers are advised that no obstruction of any kind is permitted so as to block or divert drainage within any designated swale or drainage route as shown on the approved Lot Grading Plan forming part of the Agreement. Purchasers are further advised that standing water may be experienced on the lot from time to time during significant storm events.
- xi. Purchasers and/or tenants are advised that the Town's Development Permit Bylaw establishes a maximum driveway and parking in the front or exterior side yard. There is a builders plan for this subdivision, which is approved by the municipality and shows all driveway locations for each lot in accordance with the Town approvals. Any relocation of driveways or widening of driveways requires written authorization from the municipality and must comply with all applicable by-laws.
- xii. Purchasers are advised that any fencing installed inside the property line of the lot shall be maintained by the homeowner at the homeowner's expense.

- xiii. Purchasers and/or tenants of Block 66-69, Lot 12-13, Lot 21-22 are advised that there is a servicing easement adjacent the rear yards and no structures or fences are to be placed on the easement.
- xiv. Purchasers and/or tenants of all lots abutting Blocks are advised of the pathways, open space, wetlands and/or waterway.
- xv. Purchasers are advised that Lots 24-26 as presented provide for no garages given proximity to the watercourse and buffers.
- xvi. Purchasers of Lots 53 – 65 (from August 19, 2026 Draft Plan) shall retain natural vegetation (including trees, shrubs and plants) within 15 metres of the flood plain of the St. Lawrence River as defined for erosion prevention and slope stability purposes, with an allowance for an appropriately sized clearing for shoreline access purposes as approved in consultation with CRCA.
- xvii. Purchasers are advised that all Lots within 15 metres of the regulatory flood plain of the St. Lawrence River, within 30 metres of the watercourses and wetlands on and near the property and within 15 metres of the top of stable slope of the shoreline bluff that site alteration and construction (including but not limited to buildings, structures, filling and grading) on these lots will require permission under Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits prior to commencing these activities.
- xviii. Purchasers are advised that mail will be delivered via Community Mail Box at the defined locations within the development as approved by Canada Post, and established easements will be granted to Canada Post to permit access.
- xix. Purchasers are advised that the developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.
- xx. Purchasers are advised that this Plan may not accurately reflect final locations of street trees, driveways, streetlights, sidewalks, infrastructure and utilities located within road right-of-ways.



**MOTION / RESOLUTION
TREES AND TRAILS ADVISORY PANEL**

Date: July 29, 2026		Motion No. 2026 – 12
Subject: St. Lawrence Waterfront Trails Report – Receive for Information		
Moved by:	Alison Timusk	
Seconded by:	Terry Childs	
BE IT RESOLVED THAT THE TREES AND TRAILS ADVISORY PANEL RECEIVE THE ST. LAWRENCE WATERFRONT TRAILS REPORT; AND FURTHER, SUBMIT AS COMMENT ON THE PROPOSED PLAN OF SUBDIVISION APPLICATION FILE NO. SD2025-01, INCLUDING GANANOQUE TRAIL CONNECTIVITY WITH AS MUCH PUBLIC WATERFRONT TRAIL ACCESS AS POSSIBLE.		

Ayes 5 Nays

Carried: X

Defeated:

Tabled/Postponed:

Chair

☐ St. Lawrence waterfront trail

St. Lawrence waterfront trail

☆ Our public waterfront walkways

The policy foundation for requiring a continuous waterfront trail is exceptionally strong. The Town's own Official Plan requires acquisition of land for walkways when development provides the opportunity (Section 3.1.2.2, Policy 1), mandates a connected greenway system (Guiding Principle 6), and calls for enhancing public access to the St. Lawrence River shoreline. The Planning Act gives the Town authority to dedicate pedestrian pathways and impose construction conditions as part of subdivision approval. The developer has already included a trail connection block in the draft plan. McLean Forest already connects to the waterfront — what is missing is the waterfront trail itself, the ability to walk along the river from Joel Stone Park to McLean Forest. The task now is to ensure the subdivision delivers that continuous waterfront trail experience — not just a line on a plan.

☆ Parkland Dedication (Planning Act, Section 51.1)

The key is to ensure the parkland dedication includes trail-usable corridors and is not limited to decorative greenspace.

For residential subdivisions, the Town can require conveyance of up to 5% of the land (or 1 hectare per 300 dwelling units) for park or public recreational purposes. With 77 units proposed, this amounts to approximately 0.26 hectares, which on its own is modest — but the existing draft plan already proposes 0.596 ha of parkland (Blocks 79–80) and 2.038 ha of open space (Blocks 81–85), which exceeds the minimum.

☆ The Town's own Draft Official Plan contains several policies that directly support requiring a trail connection.

These should be cited in any submission:

Guiding Principle #2: The waterfront will be enhanced through development that creates an accessible and useable waterfront for residents and visitors.

Guiding Principle #6: The Town will plan for a connected system of greenways and parks facilities.

Section 3.1.2.2, Policy 1 (Public Access and Use): Acquisition of land for public walkways shall be required where new development or re-development provides an opportunity to do so. This is directly on point — the subdivision is exactly this kind of opportunity.

Section 3.1.2.2, Policy 5: A balanced network for pedestrians, cyclists and motorists shall be implemented as development occurs, considering connectivity and the extension of existing walkways.

Section 3.1.2.2, Policy 6: A continuous pedestrian walkway through the Lowertown district shall be implemented through development.

Section 3.1.2.2, Policy 8: Access and enjoyment of natural features, including shorelines of the St. Lawrence River, trails and open areas, will be enhanced by: (a) improving physical and visual access; (b) ensuring adjacent development preserves access; (c) providing for public access along and through natural open spaces.

Section 3.5.2.2, Policy 7: Repeats the same access and enjoyment language for rural and open space areas.

Section 2.3, Planning Context, Policy 5(f): Applications for intensification shall be evaluated based on the availability of existing or planned, or potential to enhance, active transportation infrastructure.

☆ Precedent: Gananoque riverfront loop (Hetu Homes Subdivision)

Developer was made to donate the lands along the waterfront for trail use, creating the riverfront loop trail.

☆ Name the specific trail connection requested

A publicly accessible multi-use waterfront trail along the St. Lawrence River through the subdivision lands, helping to close the gap between Joel Stone Park and McLean Forest. The trail should use Block 89 (Trail Connection) and the open space blocks along the waterfront to create a continuous waterfront walking and cycling experience.

☆ Address the gap in the current application

The Planning Justification Report mentions "sidewalk and trail connections" in general terms but does not commit to a continuous waterfront trail. Point out that Block 89 is labelled "Servicing/Trail Connection" but no waterfront trail design or construction commitment is provided. The subdivision would sever what should be a continuous waterfront experience from Joel Stone Park to McLean Forest.

☆ What the Developer's Application Already Includes (Use This as Leverage)

In other words, you are not asking for something the developer hasn't already contemplated. You are asking for it to be formalized, specified, and made enforceable.

The applicant's own documents contain commitments that can be leveraged:

- The Draft Plan includes Block 89 as a "Servicing/Trail Connection" block — the applicant has already acknowledged a trail connection is part of the plan.
- The Planning Justification Report states the development "will include a sidewalk and trail connections through the development" and will "retain natural heritage features."
- The report also claims the development is consistent with PPS Policy 3.2.3, which requires planning for multimodal connectivity — a trail connection is needed to deliver on this claim.
- The applicant proposes 2.634 ha of parks and open space — a trail through these lands is a natural extension of what is already proposed.

Some Possible points for the committee to suggest to council

- 1 Dedicate Block XX and connecting open space corridors as a public pedestrian and cycling pathway, conveyed to the Town.
- 2 Require the developer to design and construct a multi-use waterfront trail (minimum 3.0 m wide, granular or asphalt) along the St. Lawrence River, connecting to the existing trail network at both ends.
- 3 Trail construction must be completed before assumption of the subdivision by the Town.
- 4 The developer shall post financial securities (letter of credit) to guarantee trail completion.
- 5 Trail design must meet AODA accessibility standards and be approved by the Town.
- 6 Include the above as enforceable conditions in the subdivision agreement registered on title.

Attachment 5 - Peer Reviews post July 28 2026

	Jewell Comment	GHD Response	Jewell Response
	Traffic Impact Study – Elmwood Subdivision (August 26, 2025)		
1	How were the study intersections identified? Was a Terms of Reference prepared and approved? The intersections at William St S / Elizabeth Dr and King St / Herbert St have not been considered.	Several comments received by the Consultant pertained to items previously agreed on by the Town through a Terms of Reference (TOR) document prepared by GHD on July 2, 2025, and accepted by the Town on July 24, 2025. The TOR document specified the intersections to be analyzed, the peak hour periods to be assessed, the background growth volumes to be accounted for, and the future horizon years to be assessed.	Noted.
2	Gananoque Secondary School, which generates a large volume of traffic from September to June, is located ~250m from the site location at Elizabeth Dr / William St. The consultant should provide justification for the seasonal timing of the traffic counts and discuss the expected impact of school traffic.	With regards to turning movement counts (TMCs) being collected during the summer season when school traffic is not in effect, this was done to account for the peak tourist season for the Town. This approach was a request from the Town on a previous project and was carried forward for this project.	While the summer counts may reasonably capture Gananoque's peak tourist-season traffic, it has not been demonstrated that summer conditions are the only critical period, or that school-season traffic would not materially affect the conclusions of the TIS. The Town has expressed similar concerns due to the location of this project and the proximity to the schools. Counts should be completed during the school year in order to provide a school-season comparison to determine whether summer is the peak period of concern or if the study conclusions are impacted by school traffic.
3	Was a Terms of reference prepared and approved or were communications with staff conducted to confirm there are no active developments in the vicinity that should be considered in the study?	Refer to 1	Noted. Including the Terms of Reference in the Appendix of the TIS would be helpful for future peer reviews.
4	How were the Weekday AM and PM peaks selected as the study peak periods? Should weekend peak analysis be completed? Was a Terms of Reference prepared and approved?	Refer to 1	Email correspondence provided by the Town indicates that a weekend analysis was to be requested in response to the submitted Terms of Reference.
5	Traffic counts were collected on Thursday, July 10, 2025, from 7:30-9 AM and 4-5:30 PM. o How were the time periods for the counts established? Were the peak hours known from other available data prior to scheduling the counts? Otherwise, with such a short count period, there is potential that the peak hour got truncated. o The development is one block east of Gananoque Secondary School, and is located less than 1km from St. Joseph Catholic School and Linklater Public School. Summer counts do not capture school-related traffic. The Author should consider whether the counts are reflective of peak conditions.	Selected peak hour times for data collection was based on knowledge of typical travel patterns in the Town from a previous study of the same intersections and is in accordance with the ITE Trip Generation Handbook, 3rd Edition (September 2017).	Understood, the timing of the traffic counts is acceptable.

6	How was the existing signal timing established? Was a site visit completed? Was data provided by the Municipality? Discussion should be included in the report regarding signal timing, coordination, actuation, and phasing.	The collected TMCs have subsequently been modelled through signal timing plans extracted from a previous project at the site location. Further discussion regarding signal timing coordination, actuation, and phasing has not been deemed to be necessary.	Please provide the signal timing plans. How were the signal timing plans established for the previous project? Timing provided by the Town? Based on site observations? Etc.
7	Why was the intersection of King St E / Herbert St not considered? It is an offset intersection to King St E / Elizabeth St (~32m CL-CL). The offset is less than minimum spacing per TAC. The operation of this intersection is expected to impact the operation of the King St E/Elizabeth Dr intersection. o The Author should justify the use of HCM2000 for the King St E / Elizabeth Dr intersection. Use of HCM2000 does not account for the underlying issue of closely spaced intersections and their interaction with each other. The Author should complete analysis with Sim Traffic to account for the interaction between the two intersections and verify results.	Justification regarding the use of HCM 2000 for the King St E and Elizabeth Dr intersection has already been provided in the both TIS and the TIS Addendum reports. SimTraffic analysis to account for queues at the study area intersections is not deemed to be necessary due to small traffic volumes, no corresponding critical v/c ratio or level of service (LOS) values observed, and no stipulated guideline requirement by the Town of Gananoque for this type of analysis.	The Herbert St and Elizabeth Dr intersections are located close together, and the signal timing and coordination of the adjacent intersection is critical to modeling the performance of the Elizabeth Dr intersection. If the Herbert St signals are well-coordinated with Elizabeth Dr, the addition of several vehicles at Elizabeth Dr will not have a noticeable impact to the performance of both intersections. If, however, the signals are poorly coordinated in existing conditions or operate at a high v/c ratio (approaching or exceeding 1.00), the addition of site-generated trips may cause queuing and spillback through the intersections. Are the opposing minor roads protected, or do the opposing left turns conflict with each other? How many phases are in the intersections' cycles? Use of microsimulation is required to model the queuing between the two intersections as HCM 2000 does not account for proximity of adjacent intersections or spillback between intersections. Due to the potentially high sensitivity of the two very close intersections, the author has not effectively demonstrated that the Elizabeth St intersection can accommodate the additional trips.
8	The author should evaluate the trip distribution applied in consideration of trip desire lines from the existing southern side streets as opposed to relying solely on EB/WB traffic on King St E which is heavily influenced by external trips. For example, 65-70% of trips entering William Street & Elizabeth Drive are entering from the west vs. 55% applied.	Trip distribution assumptions were based on existing vehicular patterns, shortest route available, and expected destinations. Due to relatively little subdivision-generated trips expected by the proposed development, a small difference in trip distribution percentages is not expected either way to significantly impact traffic operations.	Agreed revisions to trip distribution are unlikely to impact results.
9	A buildout year of 2030 seems appropriate; however, further projection should also be considered. The 5-yr and 10-yr projections (beyond buildout year) of background and background plus development are typically included for plan of subdivision submissions.	Refer to 1	Noted in accordance with TORs.
10	General comments for Transportation Demand management (TDM) were not provided, and the author did not discuss which measures the development uses, if active transportation is likely to be used, impacts to the conclusions of the study, etc. How will the proposed development's active transportation infrastructure provide connectivity to the existing network?	Transportation Demand Management (TDM) measures were not considered in the TIS reports for this project due to the low number of traffic volumes generated by the proposed residential subdivision – which will be directly integrated within the pre-existing road network. Furthermore, providing a TDM section in the reports has not been discussed in the TOR nor is it a stipulated guideline requirement by the Town of Gananoque for this type of analysis.	Please describe the proposed facilities and how they are integrated within the pre-existing road network. Are there any continuity issues?

11	Report shall be sealed by a licensed professional engineer per PEO's guidelines (R.R.O. 1990, Regulation 941; O. Reg. 837/21).	The TIS and TIS Addendum reports were not sealed due to their current draft nature. They will be stamped once all comments are received and considered to be addressed by Town, and the reports are finalized.	The Reviewer acknowledges that an incomplete or draft engineering document should not be sealed pursuant to O. Reg. 941, s. 53(8). However, the TIS and TIS Addendum have been formally submitted to the Town as part of the development application and are being relied upon by the Town and its peer reviewer for the purpose of evaluating the proposed development. Accordingly, these documents should not be treated as internal working drafts. Where an engineering report is issued as a professional engineering service to an external party, the applicable requirements of O. Reg. 941, s. 53 regarding signing, dating, and sealing apply
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Traffic Impact Study Addendum – Elmwood Subdivision

12	Not clear if the rates used are based on Peak Hour of Generator, or Peak Hour of Adjacent Street Traffic. They appear to be peak-hour of adjacent street traffic.	Trip generation analysis used the ITE peak hour of adjacent street traffic rates. This is based on industry standard and is the approved methodology as per the ITE Trip Generation Handbook, 3rd Edition (September 2017).	Agreed. No concerns with the trip generation. This was a matter of clarification only.
13	See previous comments for trip distribution and assignment. Refer to Traffic Impact Study – Elmwood Subdivision 3.2.	Refer to 8	Refer to 8
14	See previous comments for future traffic volumes and growth rate. Refer to Traffic Impact Study – Elmwood Subdivision 4.0.	Refer to 9	Refer to 9
15	See previous comments for conclusions. Refer to Traffic Impact Study – Elmwood Subdivision 5.0	Refer to 10	Refer to 10
16	Report shall be sealed by a licensed professional engineer per PEO's guidelines (R.R.O. 1990, Regulation 941; O. Reg. 837/21).	Refer to 11	Refer to 11



September 3, 2026

Town of Gananoque
30 King Street East
Gananoque, Ontario
K7G 1E9

Attn.: Mr. David Armstrong,
Manager of Public Works

**Re: Elmwood Subdivision – Peer Review
Supplemental Submission August 31, 2026
Jewell Engineering File Number: 260-5963**

Dear Mr. Armstrong,

As requested by the Town of Gananoque, Jewell Engineering reviewed the supplemental submission from Forefront Engineering. The letter dated August 31, 2026, provides their opinion on two points of concern raised by the Town. The first is configuration and maintenance of the drainage channel. The second is climate change considerations. Each is reviewed below.

Concern #1 – Channel Configuration and Maintenance

Forefront considered two alternatives for the channel. The first is to leave the channel in its natural state. The second would be to improve the channel with engineered intervention.

The response does not consider the methods to maintain. How will municipal vehicles access? How will they remove sediment? I think the point of concern for maintenance is not just how much effort it will take to maintain, but how will they perform it.

Concern #2 – Climate Change

The province mandates that all planning authorities consider the impacts of climate change. There are three situations considered in the Forefront design.

Lake Ontario Flooding

Forefront's response provides helpful understanding of the possible range of impacts on Lake Ontario flood levels and shows how the proposed lots

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will be well above the potential lake level assuming the generally accepted climate change scenario occurs.

Stormwater Management Infrastructure

Regarding stormwater management, Forefront noted MECP does not have a prescriptive requirement for how stormwater management infrastructure should be designed in light of climate change. This observation is shared by me. In the absence of specific direction, a prudent designer would 'test' their design for uncertainties related to climate inputs. I interpret the mandate to design stormwater management infrastructure with regard to climate change as a test to see if the infrastructure would be damaged or if people or property would be put at risk if the climate change event happened.

Forefront explained their tests included use of the MTO IDF future curves that many agencies consider satisfactory for climate change scenario tests, and they also considered the latest EC IDF release v3.4 that includes a new statistic for a 200-yr return period intensity that they also used to draw comparisons to the various model runs completed in their design. The MTO event had a higher rainfall depth, therefore their simulation would indeed have taken into account climate change. Their design also incorporated a standard freeboard that behaves like an additional safety factor.

I am satisfied, based on their explanation, that the stormwater management design would be resilient to climate change impacts.

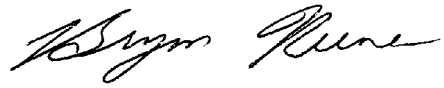
Riverine Flooding

This last consideration is to ensure that the design has some factor of safety for the flood risk imposed by the tributary that flows through the development lands. The regulatory event for the tributary is the 100-yr. This is identified correctly by Forefront and is the standard for flooding protection that was followed in the design. Under the FHIMP Guidelines Climate change impacts can be tested by selecting a more severe event. Practice seems to 200-yr return period event. This is not prescriptive, however. The 200-yr rainfall statistic is very close to the 100-yr. Use of the MTO IDF rainfall intensities would satisfy a review of climate change impacts.

In addition to this precaution, Forefront provided a standard minimum setback and freeboard to the calculated floodlines along the tributary. Each provides some protection from events or conditions that could cause water levels to exceed the regulatory.

Their design has adequately taken into account climate change impacts.

Yours truly,



Bryon Keene, P.Eng.
Jewell Engineering Inc.

ELMWOOD SUBDIVISION SUPPLEMENTAL PEER REVIEW 2026 SEPT 3



Brenda Guy

From: Mark Abley [REDACTED]
Sent: August 25, 2026 7:56 PM
To: Brenda Guy
Cc: Penny Kelly
Subject: Comments for Sept. 1 meeting of Planning Advisory Committee

[REDACTED]

[REDACTED]

[REDACTED]

25 August 2026

Dear Members of the Planning Committee,

I would like to add some remarks to the previous (very long) statement that I made prior to your meeting on July 28th. I stand by everything I said in that statement, notably about the errors and deficiencies of the Environmental Impact Report, but I won't repeat what I wrote in July.

As a homeowner in the affected neighbourhood, I'm particularly concerned about the risk of flooding. This summer, my wife and I have found a few small sinkholes in our yard – nothing serious yet, but still worrisome. When I informed my insurance broker (Matt Dubblestein, All Risks Insurance, Kingston) about the proposed subdivision, his first words were "That's too bad." If the subdivision goes ahead, the risk of serious property damage will increase, not just on my own property but on many dozens of others. Why? Because a large area of town is drained by the area proposed for development: just over 50 acres, as far away as Garden Street.

The Stormwater Management Report submitted by the developer states that "the storm sewer system will be designed to accommodate the 5-year design event, while overland flow routes will be sized to safely convey flows from the 100-year storm event." The hydrologic analysis is based on a maximum rainfall of 120 mm over 24 hours – the so-called "100-year storm event." But on a single day in 2017, Gananoque experienced rainfall of 121 mm (on the same day, Chaffey's Locks recorded 201 mm). And climate change is making such events ever more common.

The July 28 meeting of the Planning Advisory Committee took place on a day when the Niagara region of Ontario experienced up to 146 mm of rainfall. Parts of both Ottawa and Montreal had suffered even heavier rainfalls in June. And the Aug. 12 meeting of Council took place on a day when parts of Indiana received more than 183 mm of rain – CNN described this as a "one-in-1000-year rainfall rate. This only has a 0.1% chance of happening in given year, under normal circumstances. But extreme rainfall is becoming more common as the atmosphere warms."

<https://www.cnn.com/weather/flooding-rain-severe-storms-derecho-midwest-appalachians-climate>

Many of the calculations in the Stormwater Management Report are based on a "25 mm storm event." But according to Environment Canada's figures, Gananoque exceeded this amount on both July 29 (44 mm) and August 2 (36 mm) this year.

As noted in the Stormwater Management Report, the developer's proposal would render at least 50 percent of the total area "impervious," i.e. taken up by roads, driveways and buildings. The report acknowledges that the soil in Gananoque is "poorly drained" to begin with, because of the large amount of clay it contains. And, it seems clear, most or all of the trees on the site would be clear-cut before any buildings go up. Planting some saplings would not begin to compensate for the loss.

It's understandable that the developer has refused to say how many trees would be destroyed (the issue of "What is a tree?" as opposed to "What is a shrub?" raises intricate questions of "tree girth measurement"). But the number would be well into the hundreds. The Environmental Impact Report identified no fewer than 19 species of trees that occur on the site. These trees act as a natural sponge, soaking up water when required. Once the trees are cut down, the sponge effect would disappear. No longer would their root systems absorb water. No longer would they increase the permeability of the soil. No longer would their leaves and bark intercept rainfall before it hits the ground.

In short, even though the area of the proposed subdivision is officially deemed "Vacant," it is not "vacant" in terms of its ecological value. Apart from its usefulness for wildlife species (some of them threatened or endangered), it protects much of Gananoque from flooding. If the development goes ahead in anything like its current form and scale, the area will lose that protective capacity.

I have exchanged emails with Mike Dakin (Supervisor, Development Review, CRCA). He assured me that he has "no concerns with you sharing my and CRCA's comments with regards to the proposed development." I had asked him about the 'enhanced wetland' that the developer has promised, and he replied:

"From CRCA's perspective, we welcome 'low impact' type improvements to the wetland to create better more diverse habitat and to help improve general drainage issues that may be impacting the existing property or neighbouring properties. However, what we don't support is relying on these improvements to enable development where development inherently should not occur.

Our comments have focused on ensuring proposed lots can accommodate development outside of any areas that are experiencing drainage issues and not to rely on engineered solutions to accommodate the development, especially where doing so would require regular monitoring and maintenance responsibilities from the Town – which may not have the resources to do so."

I also asked Mr. Dakin if it was appropriate for municipalities and developers to continue their reliance on data that use the 1:100 year rainfall standard. He confirmed that this is an issue "we are currently struggling with across the province. Some areas have started using higher standards to take into account the more frequent extreme precipitation events we've seen in recent years, including higher rainfall intensity values, and even requiring development and infrastructure to be designed for the 1:300 year storm." He added that "CRCA continues to push for consideration of better modelling and resilient development designs that take extreme weather into account." In 2024, the Biden administration in the United States took measures to strengthen floodplain protection beyond the standard 100-year storm event to a 500-year storm event.

To sum up, I believe the key phrase in Mike Dakin's email involves "development where development inherently should not occur." The area of the proposed subdivision was zoned residential in or before 1971 – a time when floods were very rare and climate change was no more than a nightmare fantasy. Today it is a nightmare reality.

Yours sincerely,

Mark Abley

Brenda Guy

From: Penny Kelly
Sent: August 1, 2026 6:09 PM
To: Brenda Guy
Subject: Fw: A suggestion re: SD2025-01 Proposed Elmwood to Arthur subdivision in Gananoque, and the UNESCO Frontenac Arch Biosphere Reserve

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From: ann beer [REDACTED]
Sent: Saturday, 01 August 2026 16:37:20
To: Penny Kelly <clerk@gananoque.ca>
Cc: mark abley [REDACTED]; Margueritta Kluensch [REDACTED]; Whitney Haynes [REDACTED]
Subject: A suggestion re: SD2025-01 Proposed Elmwood to Arthur subdivision in Gananoque, and the UNESCO Frontenac Arch Biosphere Reserve

[REDACTED]

Dear Mayor Beddows, Gananoque Town Council Members, Planning Committee Members, and Administrative Staff,

Thank you for the excellent, professionally-run and insightful meeting on July 28th at the Town Hall, that was mostly concerned with the new subdivision SD2025-01. Though many excellent points were made, I was struck by how little attention environmental factors received, and the apparent attitude, by some participants, that the heavily wooded areas of the site are to be seen as an irrelevance to be removed rather than an asset to the town. I believe they, as well as the meadow and shoreline, should not be destroyed without serious thought.

Gananoque is a town with an astonishing and rare privilege: it is *inside* the UNESCO Frontenac Arch Biosphere Reserve. Very few towns in Canada can share such a distinction, in such a beautiful and ecologically rich area of the country. I attach three photos of sections of your own website that clearly state how important this is, as well as three pictures of the development site as it currently exists. As one of the sections from your website says, "The Frontenac Arch Biosphere was established by the local conservation community to raise awareness about our unique geology and biodiversity, as well as the people who live here. This is where the Thousand Islands create a land bridge over the River and around the Great Lakes for animal and bird migration. This is where five forest regions meet, creating a variety of habitats and opportunities for animals and people alike."

This is a splendid statement. My hope is that our community understands its implications and the responsibility Gananoque holds, to ensure that future generations, as well as present ones, can feel part of this environmental treasure. Moreover, as recent wildfire and flooding events in Canada and around the world are revealing in the starkest terms, natural wooded areas (even secondary growth) are our allies against the threats of climate change.

The fish, animals, plants, birds and trees appreciated by so many of our tourist visitors each year also depend on our vigilance and protection. Sports fishermen, for example, appreciate this region hugely. If the ecology of the St. Lawrence is further altered by human development along the shorelines, as in this proposal, gradually the integrity and richness of the fish stocks can be undermined. Each “small” development may seem inconsequential, but added together all along the St. Lawrence, they can collectively cause serious damage.

A further point is that you have recently (2023) celebrated the generosity of the McLean Family in gifting the neighbouring Pines to the town, to be known as the Judith McLean Memorial Forest. The loss of trees on the entire property beside the Pines will greatly reduce their ecological value and viability for nesting species. The Pines as a modern planted area is less diverse than what is currently beside them. Was the inevitable environmental damage to the Pines factored into the plans for the subdivision and discussed?

Would you be willing to meet with representatives of the Frontenac Arch Biosphere Network, and the organization A2A (Adirondack to Algonquin Collaborative) to understand what is at stake in terms of our shared responsibilities to the future of this region? Katherine Macklem and Emily Conger, members of these two organizations, have offered their time to come to make a short presentation to the Council and Planning Committee, or to hold a discussion evening with townspeople, to give a clearer picture of what is at stake. Given the importance of the UNESCO site designation, which was so hard-won through the long-term work of so many local residents, it seems a valuable addition to the discussion to understand (from experts) the environmental consequences.

Here are their e-mails:

Emily Conger

[REDACTED]

Katherine Macklem

[REDACTED]

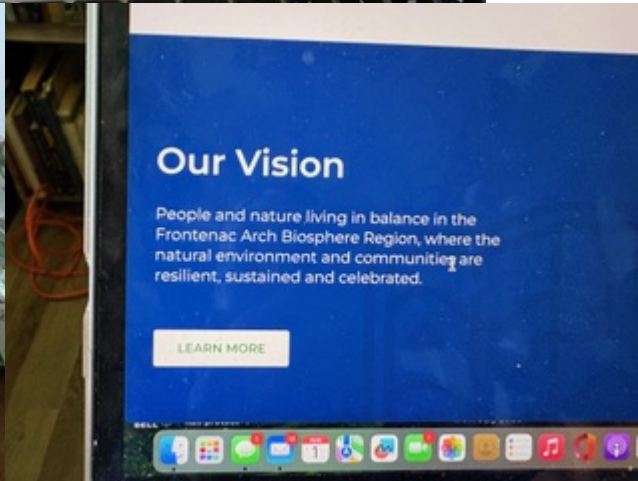
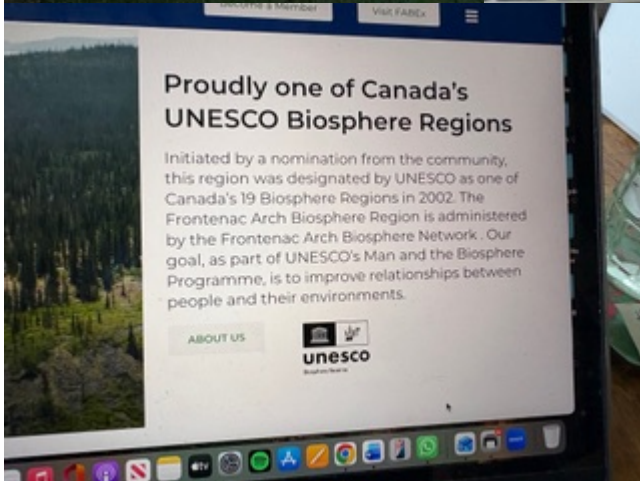
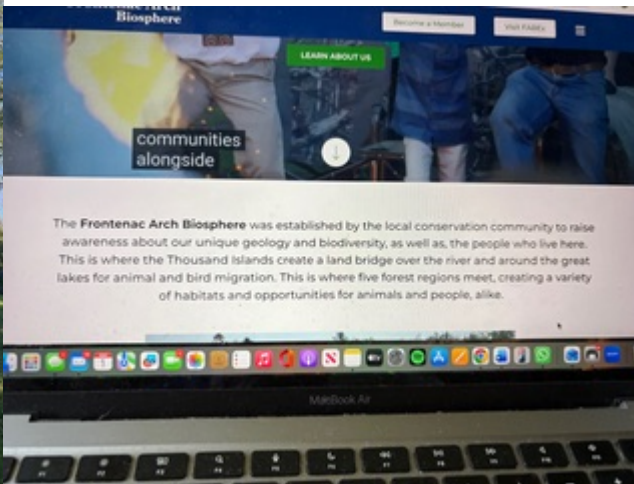
If you are interested in hearing from them, please contact them directly through these e-mails. They made this offer freely, out of concern for all the necessary information being available to Council before final decisions are made.

Thank you very much for reading this message.

Yours sincerely,

Ann Beer

[REDACTED]



Brenda Guy

From: Jacquie Corbett [REDACTED]
Sent: August 7, 2026 7:40 PM
To: John Beddows; Brenda Guy; Penny Kelly
Cc: Tim Corbett
Subject: Proposed Elmwood / Arthur Street development

Dear Mr Mayor and Council members

Thank you for taking the time to listen to residents during the recent Council meeting regarding the proposed development. We appreciate your invitation to submit additional thoughts by email.

After hearing the presentations and reflecting on the discussion, we respectfully ask that Council carefully consider the long-term impacts this development could have on our community before any final decisions are made.

As residents whose property backs onto the proposed development, we have had the privilege of seeing firsthand the natural environment that exists there. Over the years, we have regularly seen deer, foxes, wild turkeys, numerous species of birds and songbirds, frogs, and snakes in our backyard. This area is more than vacant land—it is an active ecosystem that supports a wide variety of wildlife. I hope Council carefully considers what will be lost if this habitat is disturbed or removed.

Our concerns also include the following:

- **Protection of wetlands and wildlife:** What measures will be taken to protect the wetlands and wildlife during and after construction? Will independent environmental monitoring be required to ensure these protections are maintained?
- **Traffic and public safety:** Our street is currently a quiet dead-end street. Under this proposal, it would become an access route into the new subdivision, fundamentally changing the nature of our neighbourhood. How will increased traffic affect the safety of residents, pedestrians, cyclists, and children? Will sidewalks, crosswalks, and other safety measures be installed before construction begins?

- **Infrastructure capacity:** Can our current roads, water, sewer, and stormwater systems support this additional development without placing the financial burden on existing taxpayers? If upgrades are required, will the developer be responsible for those costs?
- **Construction management:** What plans will be in place to control dust, mud, construction debris, and excessive noise? Who will monitor compliance on a daily basis, and what process will residents have to report concerns and have them addressed promptly?
- **Accountability and rehabilitation:** Will the developer be required to provide financial security to repair any damage to roads, municipal infrastructure, natural areas, or surrounding properties once construction is complete? Residents should not be left paying for the long-term impacts of this project.

Finally, we ask Council to consider not only whether this development can be built, but whether it should be built in its current form. Responsible growth should balance the need for housing with the protection of our natural environment, existing infrastructure, and the quality of life of current residents. Once wetlands are altered, wildlife habitat is lost, and neighbourhood character is changed, those impacts are often permanent.

Thank you for taking the time to consider these concerns. We appreciate Council's willingness to listen to residents and hope these questions will be thoroughly addressed before any final decisions are made.

Respectfully,

Tim and Jacquie Corbett

Brenda Guy

From: Jim Joe [REDACTED]
Sent: August 14, 2026 1:59 PM
To: Brenda Guy; Penny Kelly
Subject: Re: Proposed Plan of Subdivision and Class III Development Permit - Need at this time

Good Afternoon,

I suggest that the proposed development south of Elmwood Drive and west of Arthur Street be deferred indefinitely, until a realistic projection of population growth of Gananoque justifies the additional housing. This would include the number and type of new homes to build. This needs to include projected sales of existing homes, developments underway and proposed developments. Currently more people are leaving Gananoque than moving in.

My research shows that Gananoque needs more affordable housing, not what this proposed development is to deliver. I personally believe that if this area is developed, it should be mostly higher end homes. But this is not what the town needs.

At the Town Council meeting August 13 regarding the proposed development, it was made clear there is currently an issue with the sale of existing homes and those being built by Castle Development. Walking around Gananoque we see homes that have been for sale for up to 2 years, many that have been on the market for a year and a plethora of homes that have had to reduce their price in hopes of selling. This is a very difficult time for those selling homes and many of those selling are seniors that can no longer maintain their home and need to sell so they can move into a retirement residence. There is no relief in sight and further development will exasperate this issue. There is also the issue of the loss of property value for those homes from William Street to those around Arthur and those being built by Castle. The additional traffic and actual construction will impact value.

I cannot see where the proposed Elmwood/Arthur development, to be completed in 3 to 5 years, is realistic at this time. From the meeting, the developer would prepare the site for builders to build homes. I heard the mayor note that the development would generate over 1 million dollars for the town in the near future, but this would be at a significant negative impact to current residents. From the meeting I also understood that while the tax base would increase, it would be over a long time period and it cannot be assumed the this would result in future tax decreases. It could actually see additional tax increases to pay for the infrastructure to join roads and services to the development, prior to completion of the project.

There could be building going on for another 10 years or more and if homes are not selling, the area could be a mess for a long time. Elmwood Drive is not a wide street, in disrepair and with no sidewalks. It is used constantly by pedestrians, old and young. This street cannot safely handle the trucks and heavy equipment required for the development. Is the town planning that William Street be utilized, going past the high school and park?

Many are noting other concerns, such as environmental impacts, but this email is specifically requesting that no development proceeds until population growth justifies new housing as proposed.

Regards,

James Goddard

Sent from my iPad

On Jul 23, 2026, at 09:48, Brenda Guy <BGuy@gananoque.ca> wrote:

Good Morning,

Your email was forwarded to myself for comment.

The original submission was undertaken in January and at that time there were accesses from John Street and Elmwood Drive. These were posted on the Town's website at that time which is what the first Planning Rationale covered.

In a second submission, Arthur Street (east side) was included as a third access. Not the Arthur Street (west side) from William.

Brenda Guy

Manager of Planning and Development
613 382-2149 ext.1126

From: Penny Kelly <clerk@gananoque.ca>

Sent: July 23, 2026 9:42 AM

To: Brenda Guy <BGuy@gananoque.ca>

Subject: FW: Proposed Plan of Subdivision and Class III Development Permit - GODDARD

From: Jim Joe [REDACTED]

Sent: July 21, 2026 1:07 PM

To: Penny Kelly <clerk@gananoque.ca>

Subject: Fwd: Proposed Plan of Subdivision and Class III Development Permit

Requesting further clarification of the development of lands south of Elmwood Drive and/west of Arthur Street.

In the Planning Justification Report it states the new development will be accessed from Elmwood Drive and John Street. Confirm if this has changed.

In the Planning Justification Report Addendum it states, "A new road connection is proposed. Arthur Street will now extend to connect with the proposed Street One, effectively linking two previously disconnected segments of Arthur Street". Does this mean one would be able to access Arthur Street from William Street S and enter the proposed Street One and then exit the development on Arthur Street that connects to Conner Drive? This would reduce traffic congestion.

Regards,
James and Gisele Goddard

Sent from my iPad

Begin forwarded message:

From: Jim Joe [REDACTED]
Date: July 20, 2026 at 21:42:41 EDT
To: clerk@gananoque.ca
Subject: Fwd: Proposed Plan of Subdivision and Class III Development Permit

Understand that emails regarding the proposed plan should be sent to this email. Originally sent this to Brenda.

Sent from my iPhone

Begin forwarded message:

From: Jim Joe [REDACTED]
Date: July 20, 2026 at 2:54:40 PM EDT
To: bguy@gananoque.ca
Cc: James Goddard [REDACTED] Giz B
[REDACTED]
Subject: RE: Proposed Plan of Subdivision and Class III Development Permit

Hi Brenda,

We are requesting a deferral for the approval to proceed with the “Proposed Plan of Subdivision and Class III Development Permit” for the vacant lands south of Elmwood Drive and/west of Arthur Street, LEEDS CON. 1 pt. 16 RP 28R-15673 PARTS 1 TO 25 TOWN OF GAGNANOQUE, for the reasons noted.

Severe Traffic Congestion

The draft plan of the subdivision shows that all traffic into the proposed subdivision from the major artery King St E will be via Elizabeth Dr onto Pine St E and then Elmwood Dr and then an option to take MacDonald Dr. There currently are approximately 110 residences that are accessed from this route. The Castle Grove development that is in progress, is adding 105 new residences. The Propose Plan for vacant lands south of Elmwood Dr and/west of Arthur St will add another 103 residences. Overall tripling the existing traffic on this route and creating congestion starting on King St E. Congestion at the intersection of King St E and Elizabeth Dr will create bottlenecks that will seriously impact residents, emergency vehicles and school buses.

The Draft Plan of the subdivision does not show that it will be accessed from extensions of Arthur St and/or John St from William St S. This would allow a great easing of the congestion that will occur at the King St E and Elizabeth Dr intersection.

The streets of Elizabeth Dr, Elmwood Dr, Pine St E, MacDonald Dr are not currently developed to support the additional traffic that will occur. There is extensive use of people strolling, walking dogs and children playing these streets, the additional traffic on these streets puts them at risk. Parking on these streets is already an issue, with cars parking on residential lawns and this will exacerbate traffic congestion.

During the construction phase, the addition of construction vehicles, workers vehicles and other traffic congestion and parking on existing streets will be significant. This will impact the current residents and emergency vehicles.

Environmental Impacts

It is understood that an Environmental Impact Assessment has been completed and it takes into consideration the 100 year flood event plan. We need to know if the 100 year flood event plan is based on historical data or if it takes into consideration the projected impact of global warming, the increase of precipitation this area has seen in recent years and the high levels of rainfall in a short period of time. We have seen recent flooding in many areas of southern Ontario.

Electrical Grid

In the past 9 months there have been at least 4 significant unplanned power outages in Gananoque. Has it been confirmed that the additional residences will not have a negative impact on the power grid and enhance that risk of unplanned power outages?

Construction Noise and Other Impacts on Existing Residents

This proposed development will result in significant changes to the beautiful vacant land, and will result in blasting, hammering and large trucks going in and out.

Will there be reasonable start and end times when construction can proceed. Residents need to know that they will be able to sleep to a reasonable time and when they come home from work that they can relax without excessive noise, not to forget the stress on pets in these homes. People need to know they can leave and arrive from work without construction vehicles or construction workers vehicles blocking their driveways and parking spaces.

Blasting and hammering can put the integrity of existing properties at risk. What has been setup for the remediation of exterior and interior damage that may happen. There should be no financial impact to the property owner and speedy remediation.

Last year there was a power upgrade on Elmwood Dr. This resulted in digging up or damage to lawns that went into the resident's property. The reseeding of lawns was haphazard and no recourse was available. People tried to contact the company that performed the work and the township for remediation with no success. The township is responsible to the residents, will they setup a process to ensure that issues all are properly addressed.

The Request

For these reasons, I respectfully request that the decision to approve the "Proposed Plan of Subdivision and Class III Development Permit" for the vacant lands south of Elmwood Drive and/west of Arthur Street, LEEDS CON. 1 pt. 16 RP 28R-15673 PARTS 1 TO 25 TOWN OF GAGNANOQUE be deferred until these concerns are addressed. I will be attending the July

28 meeting and wish to be notified of any upcoming public hearings or meeting.

Regards,

James and Gisele Goddard



August 20, 2026

Brenda Guy, Manager of Planning and Development
Town of Gananoque
30 King Street East
Gananoque, ON K7G 1E9

Dear Brenda:

RE: VL – Elmwood Drive, Town of Gananoque - Development Permit Approval and Plan of Subdivision
OUR FILE: 9137BK

On behalf of our client, 1000989284 Ontario Inc., MHBC submitted applications for Development Permit Approval and Plan of Subdivision Approval on September 27, 2025 for the lands known as VL – Elmwood Drive. Following the initial submission, the Draft Plan was revised to address staff and agency comments received. Further to the second submission, outstanding comments were received from Town Staff, Jewell Engineering Inc. (Town's Peer Reviewer) and the Cataraqui Region Conservation Authority (CRCA). This letter represents the third resubmission and addresses the balance of the outstanding comments. The revisions to the proposal are summarized below.

Central Wetland and Watercourse

The CRCA provided comments on the second submission on July 22, 2026. These comments largely related to proposed alterations and enhancements within the central wetland and watercourse. We met with CRCA staff on Friday, August 14, 2026 to discuss the comments. Specifically, the CRCA noted that alterations within the 76.10 flood elevation are generally not permitted. As a result, the following changes are proposed:

- The Draft Development Permit By-law has been revised to include requirements that development and site alteration are not permitted within the floodplain (as identified by the highwater line) and that development and site alteration within 6 metres of the floodplain requires a permit from the CRCA. This regulation applies to all lots along the central watercourse (Lots 1, 20-21, 24-32 and 34-52).
- The previously identified park block has been updated to a park /open space block to reflect the presence of the wetland and floodplain (Block 73). It is intended that this block will be conveyed to the Town and used for park and/or open space purposes. Through the detailed design process, the design of this block to include park amenities and/or a trail can be determined. It is understood that cash-in-lieu of parkland may be required to address any parkland deficiencies.

- Street One roadway has been adjusted to be above the 76.10 flood elevation. Grading will be required within the floodplain related to the design of the road. It is acknowledged that a CRCA permit will be required.
- One lot has been removed on the portion of the proposed development north of the central watercourse and adjacent to Block 73. As a result, Lots 24-26 have increased frontages to allow for additional developable area, in consideration of the floodplain and setback.

Trail Connection

- A multi-use trail is proposed to be constructed on the south side of Street Two. Detailed design of Street Two and the multi-use trail will be required as a condition of approval.
- The intent of the multi-use trail is to connect the Town's existing trail network through the proposed development. The proposed development contemplates a trail extending through the Parks and Open Space Blocks (Blocks 72-75) and then connecting to a multi-use trail along Street Two. Design details for all trails will occur through Draft Plan approval.

St. Lawrence River

- The previous version of the Development Permit By-law included a site specific provision for a 15 metre waterfront setback for lots adjacent to the St. Lawrence River. This provision has been revised to clarify that the required 15 metre setback is to be measured to the floodplain associated with the St. Lawrence River.

Stage 4 Archaeological – Street Two and Lots 55, 56, and 57

- The previous Draft Plan included identification of an area of archaeological significance, the Jasper Site, within the Open Space Block proposed to be conveyed to the Town. Town Staff raised concerns with the ongoing maintenance of the Jasper Site if it was left in place.
- To alleviate the Town's responsibility of managing the Jasper Site, the Draft Plan has been updated to place the Jasper Site in a separate block (Block 76). Following completion of the Stage 4 Archaeological Assessment, and the Ministry's Acceptance of the Study, this block can be conveyed to the Town, free of any archaeological obligations. Site specific Development Permit By-law regulations are not required as no development is contemplated on this block. This Block is not proposed to be included as part of the adjacent lots (Lots 37 and 38) due to its proximity to the central watercourse.
- The draft Development Permit By-law continues to include a regulation requiring a Stage 4 Archeological Assessment be completed for the Connor Site prior to development. This regulation applies to Blocks 54-56.
- The Draft Approval conditions also contain conditions requiring completion of the Stage 4 Archaeological Assessment prior to development of a portion of Street Two, and lots 54, 55, and 56, and prior to conveyance of Block 76 to the Town.

Lot Areas and Frontages

Single Detached Lots

- As identified through the previous submission, lot frontages less than the minimum 15 metres required by the Development Permit By-law have been requested for several single detached lots within the proposed development. The minimum lot frontage requested is 11 metres, however, lots range from 11 metres to 14 metres.

- As a result of shifting the road, out of the floodplain, there are four lots that do not meet the minimum lot area requirements of 464 square metres. The minimum lot area is 454 square metres, a minor reduction to the permitted minimum. The Development Permit By-law includes a regulation permitting a minimum lot area of 450 square metres. This allows for some flexibility through preparation of the final plan of subdivision for registration.

Townhouse Lots

- The Development Permit By-law requires a minimum lot frontage of 6.0 metres, a minimum rear yard of 9.0 metres and a minimum lot area of 220 square metres. To achieve these requirements, a minimum lot depth of 36 metres is required.
- As a result of the servicing block (Block 78), many of the townhouse lots will not achieve the depth required to meet the minimum lot area requirements. As a result, the minimum rear yard and minimum lot area are required to be adjusted to 6.0 metres and 165 square metres respectively. A minimum lot depth of 30 metres provides sufficient depth for a townhouse with a driveway and a rear yard. Conceptual development plans for the townhouse blocks were previously provided to demonstrate the feasibility of development.
- For clarity, we have enclosed a plan specifying the minimum lot areas and frontages. The reduced lot frontages and lot areas are a result of preserving the central wetland and applying appropriate buffers, adjusting Street One, the irregular lot shapes and increasing density to align with the Official Plan's density requirement of 12 units per hectare. The proposal conforms to the density requirements providing 12 units per hectare.

Development Permit By-law Residential Special Exceptions

- To address these changes, the draft Amendment to the Development Permit By-law has been revised. The following summarizes the special exceptions proposed:
 - Lots 20-21 and 53-65 are subject to a regulation requiring a 15 metre setback from the floodplain associated with the St. Lawrence River
 - Lots 7-18, 22, 26-32 and 34 are subject to a regulation requiring a minimum lot frontage of 11 metres and a minimum lot area of 450 square metres
 - Blocks 66-70, being the townhouse blocks, are subject to site specific provisions recognizing a minimum rear yard depth of 6.0 metres and a minimum lot area of 165 square metres
 - Lots 24-52 are subject to a regulation restricting development within the floodplain and recognizing that a CRCA permit is required for development or site alteration within 6 metres of the floodplain
 - Lots 55, 55 and 56 are subject to a regulation requiring completion of a Stage 4 Archaeological Assessment, prior to development

The changes to the Draft Plan are intended to fully address the outstanding comments received from the Town and the Conservation Authority. In support of this resubmission the following materials are enclosed:

- Updated Draft Plan, prepared by MHBC dated August 19, 2026;
- A plan illustrating lot areas and frontages for residential lots; and,
- The updated Development Permit By-law and Schedules, prepared by MHBC.

We trust the enclosed materials satisfy your requirements to continue processing the application. Should you have any questions or require additional information, please do not hesitate to contact the undersigned. We look forward to continued collaboration with the Town on this matter.

Yours truly,

MHBC

A handwritten signature in black ink, appearing to read "E. Elliott".

Emily Elliott, BES, MCIP, RPP
Partner

A handwritten signature in black ink, appearing to read "G. Smith".

Gillian Smith, MA, MCIP, RPP
Senior Planner

cc. Jennifer Ailey

August 31, 2026

Brenda Guy
Manager of Planning and Development
Town of Gananoque
30 King Street East, Box 100
Gananoque, ON K7G 2T6

Re: VL – Elmwood Drive
Application for OPA, ZBA, DPS (SD2025/01)
Response to Issues Raised at Recent Public and Council Meetings

Dear Ms. Guy,

This letter responds to two issues raised at the most recent Public Meeting and Council meeting for the above-noted development: (1) the long-term maintenance of the existing channel and enhanced wetland area, and (2) the storm events and climate change considerations used in the stormwater and floodplain analysis.

1. Long-Term Maintenance of the Existing Channel and Wetland Area

The existing watercourse traverses the site within a dedicated open space block that will be conveyed to the Town as part of the subdivision. As set out in the Stormwater Management Report, the corridor may either be retained in its existing, naturalized condition or improved with a formalized channel section (a 1.0 m flat-bottom channel with stable 3H:1V side slopes and a grass-lined liner), with the final approach to be confirmed at detailed design. Regardless of which approach is taken along the remainder of the corridor, an engineered crossing is required at the new street, where an 1800 mm by 1200 mm concrete box culvert is proposed to convey flows beneath the roadway.

If the corridor is retained in its natural state, we understand it already conveys a substantial portion of the Town's existing storm sewer network, receiving flows well in advance of the proposed development, and, to our knowledge, has not been subject to a formal Town maintenance program to date; we would not expect the proposed development to change the nature or level of maintenance historically associated with this reach. Alternatively, should a formalized channel section be adopted, hydraulic analysis confirms that a Class B vegetative liner is suitable for the full range of evaluated storm events for the 100-year event remain below the permissible thresholds for this liner type — such that the channel would not be expected to require structural repair or re-grading under normal operating conditions.

In both cases, anticipated maintenance would be limited to routine periodic inspection, vegetation management, and debris removal typical of other municipally owned drainage corridors.

The enhanced wetland area has been designed using native, self-colonizing plant plugs and regionally sourced seed mixtures appropriate to the depth and flooding gradients of each planting zone. As with other naturalized habitat features, an establishment period of monitoring and, if needed, supplemental planting or invasive species control should be expected in the first two to three growing seasons. Once established, the wetland is intended to function as a self-sustaining natural system requiring little to no monitoring, consistent with the low level of ongoing maintenance typical of similar naturalized municipal open space features.

The EIA identifies a range of physical wildlife habitat features to be installed as part of the wetland and watercourse enhancements, including turtle nesting areas, duck boxes, bat roosting structures (bat boxes and/or roost tree structures), and an osprey nesting platform within the Elmwood Drive Wetland, along with additional bat roosting structures recommended for parkland and other setback areas across the site. Final designs for these features are to be confirmed with input from CRCA, the Town, and DFO.

These are artificial structures with a finite service life and require occasional maintenance to remain functional. Assuming higher-grade, durable materials are used, typical service lives before structural replacement is needed are approximately 10 years for bat boxes, 10 to 15 years for cedar duck boxes (cedar being naturally rot-resistant and considerably longer-lived than untreated pine), and 10 years or more for a well-built wooden osprey platform. All three require annual interim maintenance regardless of material. Duck and bat boxes require yearly cleaning, re-caulking, and predator/pest checks, while the osprey platform needs periodic inspection of the pole and platform structure.

2. Storm Events and Climate Change Considerations

The stormwater and floodplain analysis was carried out using a range of design storms appropriate to each element of the system:

- Water Quality / Erosion – the 25 mm event for erosion and quality control and sizing of the enhanced swale; annual average rainfall for sizing the oil grit separator quality control component.
- Minor System – the 2-year and 5-year storm events for sizing storm sewers and conveyances.
- Major System – the 100-year storm event for sizing the major overland flow system, with basements set above the 100-year HGL and redundancy provided under blocked-outlet conditions.
- Quantity Control – no formal quantity control structures are required, as the site drains directly to the St. Lawrence River.
- Water Balance – lot-level controls and disconnected roof leaders provide additional source controls to reduce volumes and peak flows to the extent practical given site conditions.
- Watercourse / Outlet – the 100-year storm event for the upstream watercourse.
- Lake Level Flood Hazard – the 100-year lake level (historical) plus wave uprush, as defined by the Cataraqui Region Conservation Authority Flood Hazard Mapping Study (2024).

For the Lake Ontario / St. Lawrence River shoreline specifically, the regulatory flood hazard elevation adopted for the site is 76.10 m, representing the 100-year historical lake level including storm surge per the CRCA Flood Hazard Mapping Study (2024). The preliminary grading plan for the proposed development includes elevations well above the 76.10m. Internal road elevations across the subdivision range from approximately 77.6 m to 84.6 m, and the rear lot lines at the 15 m floodplain offset / 10 m wave uprush setback, the closest point at which grading or building is contemplated range from approximately 77.6 m to 80.2 m. Even at their lowest points nearest the shoreline, the proposed lots and roads are therefore set a minimum of approximately 1.5 m above the 76.10 m flood hazard elevation, with substantially greater clearance elsewhere across the site.

For additional context, the underlying CRCA/Zuzek (2024) study also modelled the 100-year flood level under three climate change scenarios, in addition to the historical value used for regulatory purposes. At Gananoque, the 100-year flood level is projected to increase from 76.10 m (historical) to approximately 76.62 m under a mid-century RCP4.5 scenario (2026–2075), 77.09 m under a late century RCP4.5 scenario (2051–2100), and 77.34 m under a late century RCP8.5 scenario (2051–2100). CRCA identifies these climate change layers as informational only not used for regulatory purposes but recommends that municipalities and proponents of major development be made aware of them, and its draft Technical Guide suggests the mid-century RCP4.5 value as a planning reference point.

Comparing these values to the preliminary grading plan, the closest proposed lot lines (at the 15 m floodplain offset / 10 m wave uprush setback) range from approximately 77.6 m to 80.2 m, as noted above. Even against the most conservative late century RCP8.5 value of 77.34 m, the lowest proposed lot line elevation of approximately 77.6 m maintains roughly 0.25 m of clearance; against the mid-century RCP4.5 reference value of 76.62 m suggested in CRCA's draft guidance, that same point provides approximately 1.0 m of clearance. Clearance increases substantially moving away from the lowest points on the site, and further review at detailed design would help confirm this margin against the final grading.

There is currently no specific MECP design criterion prescribing a climate change factor for stormwater management facilities or conveyance systems. The Provincial Policy Statement generally requires planning authorities to account for the impacts of a changing climate, but does not prescribe a specific method, and municipalities have adopted differing approaches for example, the City of Ottawa applies a 100-year +20% rainfall stress test against basement elevations, Loyalist Township requires major overland flow routes to convey approximately 100-year +20% conditions, and the City of Markham compares available IDF datasets and applies the more conservative one.

The 100-year, 24-hour design rainfall of 120 mm adopted for this site reflects a statistical return period derived from the latest MTO IDF curve for the Gananoque area, rather than a ceiling that no individual storm can exceed. By definition, rainfall exceeding the 100-year statistic will occur from time to time; an individual observed event, such as the 121 mm recorded locally in 2017, does not on its own indicate that the design return period is inappropriate.

Environment and Climate Change Canada (ECCC) has recently released 200-year design rainfall events — a new addition to its standard return-period offerings which for the Kingston area are only about 10% greater than the corresponding 100-year rainfall. For this site, the design already relies on the MTO IDF curve, which produces substantially higher rainfall intensities than the local ECCC IDF data for example, the MTO 100-year 24-hour volume is approximately 121 mm, compared with approximately 112 mm for the ECCC 200-year event at Kingston East station. On that basis, the adopted 100-year design event is already approximately 10% greater than the ECCC 200-year event, and approximately 20% greater than the ECCC 100-year event.

It is also worth noting that stress tests such as Ottawa's and Loyalist Township's 100-year +20% checks are typically applied on top of the historical ECCC IDF curve. The MTO IDF curve adopted for this site is derived differently: it incorporates a climate model regression as part of its development, rather than reflecting historical station data alone. On that basis, the current design criteria, based on the adopted MTO 100-year design event, exceed the ECCC 100-year event plus a 20% climate allowance. This means the design already meets or exceeds the most conservative of the municipal stress-test benchmarks noted above, without a separately applied climate change factor.

The 25 mm event referenced above is a water quality and erosion control design storm used to size the oil grit separator and enhanced swale so that they capture the majority of annual runoff volume for treatment, consistent with MECP stormwater management guidance. It is not the design event relied upon for flood conveyance or erosion protection under larger storms; that function is served separately by the minor (2-year/5-year) and major (100-year) systems described above. Occasional exceedance of the 25 mm water quality event during summer rainfall does not represent an exceedance of the site's flood conveyance capacity.

For floodplain mapping of the watercourse itself, current MNR direction under the 2023 Technical Bulletin on Floodplain Mapping confirms that the 100-year event remains the regulatory flood event defining flood hazards. The 200-year event may be modelled for climate change planning, risk assessment, and sensitivity analysis, but does not define the regulated floodplain; for this site, that margin is captured within the design freeboard.

For the St. Lawrence River / Lake Ontario shoreline, the CRCA mapping additionally provides climate scenario mapping (RCP4.5 mid-century, RCP4.5 late century, and RCP8.5 late century). These are identified in the mapping study as planning, risk, and sensitivity models only, consistent with the PPS (2020) direction that planning authorities prepare for the impacts of a changing climate; the study leaves the application of these scenarios to future planning decisions.

On the question of imperviousness and vegetation removal, the stormwater analysis incorporates a conservative composite imperviousness of 47% for the developed condition, reflecting anticipated post-development land cover, including the loss of vegetated cover on developed portions of the site.

Concerns have also been raised about reliance on engineered watercourse or wetland features to enable development that could not otherwise be accommodated, and about creating maintenance obligations the Town may not have the resources to support. As set out in Section 1 of this letter, retaining the majority of the existing watercourse corridor in its natural state remains an option under the Stormwater Management Report, with engineered works limited, at minimum, to the new street crossing; this approach, together with the low-impact habitat enhancements proposed for the wetland area, is responsive to that concern. Proposed lots have been sited to avoid the drainage-constrained areas identified through the review process, regardless of which approach is ultimately adopted for the corridor.

We acknowledge the broader provincial discussion regarding whether municipalities should move toward higher design standards in response to observed increases in extreme rainfall. As noted above, there is currently no MECP design criterion mandating such a standard for stormwater facilities in Ontario. We trust these clarifications are helpful, and remain available to discuss further, including whether the Town wishes to adopt a specific climate change adjustment factor beyond current MECP/MNR direction; we can incorporate one into the model if directed.

Summary

- The existing watercourse and wetland corridor will be retained within a dedicated open space block, with the final channel treatment to be confirmed through detailed design.
- Long-term maintenance of the channel and wetland area is expected to be limited primarily to routine inspection, vegetation management, debris removal and localized corrective works, together with periodic maintenance of the proposed wildlife habitat structures as required.
- The stormwater management design accounts for increased imperviousness, and applies appropriate design criteria for water quality, water balance, erosion and sediment control, minor and major drainage systems, and flood hazard assessment.
- The proposed development has been located outside the identified flood constrained areas, with grading above the applicable regulatory flood hazard elevations even when considering climate change scenario elevations reviewed for the site.
- The current design criteria, based on the adopted MTO 100-year design event, exceed the ECCC 100-year event plus a 20% climate allowance, meaning the design already meets or exceeds the most conservative municipal stress-test benchmarks without a separately applied climate change factor.
- Climate change has been considered through review of available rainfall data and shoreline climate scenarios, and the design criteria and modelling completed to date indicate that the subdivision can be accommodated without unacceptable stormwater, flooding or natural hazard impacts.

Please contact this office if you have any questions or wish to discuss the project.

Sincerely,

FOREFRONT Engineering Inc.



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