

Council Report-PD-2026-11

Date: August 12, 2026

☐ **IN CAMERA**

Subject: Plan of Subdivision (SD2025-01) and Class III Development Permit (DP2026-04) – MHBC Planning Ltd.

Author: Brenda Guy, Manager of Planning and Development ☒ **OPEN SESSION**

RECOMMENDATION:

BE IT RESOLVED THAT THE COUNCIL OF THE TOWN OF GANANOQUE DEFERS THE DRAFT PLAN OF SUBDIVISION APPLICATION SD2025-01 AND THE RELATED DEVELOPMENT PERMIT APPLICATION DP2026-04, PRIOR TO CONSIDERATION OF SAID APPLICATIONS, TO ADDRESS CATARAQUI REGION CONSERVATION AUTHORITY (CORRESPONDENCE DATED JULY 22, 2026), OPEN SPACE BLOCKS, ARCHAEOLOGICAL AND ACQUISITION OF LANDS, AS RECOMMENDED BY PLANNING ADVISORY COMMITTEE (PAC), STAFF REPORT DATED JULY 28, 2026, AND AS PRESENTED IN COUNCIL REPORT-DP-2026-11.

STRATEGIC PLAN COMMENTS:

2: Champion a Strong and Sustainable Local Economy – 3) Improve the conditions and opportunities for planned, responsible housing.

BACKGROUND:

MHBC Planning Ltd., has applied to the Town for a Plan of Subdivision and Development Permit on vacant lands located south of Elmwood Drive, west of Arthur Street (west) and east of John Street.

Refer to Planning Report meeting date of July 28, 2026, attached for complete background and review of the applications before Council.

INFORMATION/DISCUSSION:

At the meeting of July 28, 2026 Planning Advisory Committee (PAC) considered both the Plan of Subdivision and the Development Permit application. It is noted the Development Permit application would be a condition of the Plan of Subdivision.

MHBC Planning Ltd., presented the application to PAC followed by the Staff report. Committee members provided comments and questions prior to opening the floor to the public. Approximately forty (40) members of the public were in attendance and online.

Staff identified that the lands are residential in both the Official Plan and Development Permit By-law and are not opposed to development occurring on the site, however, it was recommended that the Plan of Subdivision (and Development Permit) be deferred at this time to address outstanding and unresolved such as the following:

- CRCA correspondence dated July 22, 2026
- Open Space blocks – response to monitoring and on-going maintenance, long-term prior to Council considering and acceptance of additional assets.
- 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.
- Acquisition of lands from adjacent property owner to connect to existing Arthur Street (east)

Members of the public identified areas of concern in addition to questions of the development. They are summarized as follows:

- Lands adjacent Arthur Street (east) and outside of the plan of subdivision are currently landlocked. The development would provide opportunity for a new lot. Staff noted a portion of the lands would need to be acquired for the extension of Arthur Street road network.

- Archeology and process in addition the limit of the areas being undertaken as a Stage 4.

Archeology is undertaken by qualified persons and their findings are submitted to the Ministry to defines the areas. Approvals are to be received and accepted by the Ministry. Street two and the illustrated areas are required to be completed prior to development in addition to the staff recommendation of the area adjacent Lot 36/37. This would be a condition of draft plan approval.

- Traffic Study including traffic during construction. The public had concerns on the limited analysis citing the high school, intersections and timing of the traffic conditions. Additionally, consideration of pedestrian traffic. Additionally information was provided (Monday) which has not been reviewed by Staff/peer review. The traffic study in addition to a requirement for submission of construction routes would be a condition of draft approval.

- Environment and species on the property. The public noted the variety of existing species on the property including butterflies, birds, snakes and the effect on the species.

The studies provided and peer review identified that mitigation measures including continued monitoring and enhancement plans including osprey nests, bat/duck habitation. It was additionally noted that the Town needs a full understanding of the long term maintenance and monitoring particularly given the applicants intend to convey the open space areas to the Town. Tree preservation and tree planting will be conditions of draft plan approval.

- Road network, including water and sanitary. Questions or comments were provided in terms of ownership, road width and the ability to extend the water/sewer.

Studies provided and peer review support the water and sewer. There is some additional maintenance for the sanitary which is 1-2 times per year. The Town upon completion and inspections would assume the road network. All final drawings will be required and a condition of draft approval.

- Pedestrian pathways, parks. The development incorporate a pathway for the public along the shoreline.
A pathway is not proposed along the shoreline, the applicants are seeking to convey the park along the St. Lawrence River in adjacent to the open spaces which include pathways and connectivity to Arthur Street to the McLean Forest.
- CRCA and rainfall, climate change. Comments including the sudden rainfalls and flooding that occurs, unpredictability. Importance of Stormwater Management. The development will be 50% less permeable.
The CRCA was brought to the table early on this specific application given the natural features on the site. Resubmissions have occurred and the Town has received comments from the CRCA which require further review.
- Density, number of dwellings. Mixed comments received from too many dwellings on the site to increase density being good mix.
Original submission did not include townhouses which was included in the current submission.
- Public comment, website difficult to find information, time frames
It was identified that the complete application was posted in February 2026 with all supporting studies received and signs posted. Notices of public meeting were circulated upon meeting confirmation. Process identified to include that draft approval means the applicant has three years to completion conditions prior to registration. Pre-servicing may occur with Council approval but it is a risk to the developer.
- Demographics and whether there was a need for new development based on the population, current vacant commercial, lands currently under development.
It was noted that Staff did not have this information on hand, however, we do not govern market.

PAC members were provided with the opportunity to provide comment prior to the public comment and prior to the motion being tabled summarized as follow by individual members and not the committee as a whole:

- Consideration of a sidewalk from John Street at William into the development for pedestrian connectivity.
- Traffic study should include additional traffic counts and intersections considering schools, playhouse and businesses
- Pedestrian pathway long the shoreline is relevant to this application and trail connectivity. The waterfront is a focal point and this is an opportunity.
- Density can be accommodated with an apartment building on the lands as opposed to reduction in frontage, street widths
- Monitoring of open space is extensive and there is no guarantee of mitigations in place. Homeowners manual are irrelevant.

- Waterfront setbacks are based on the CRCA regulations and waterfront access would have to be achieved by acquisition or expropriation.
- Consultation with indigenous groups – confirmed by Engineer that consultation occurred
- Points raised by the public have been heard and will be considered.

Planning Advisory Committee (PAC) considered the draft Plan of Subdivision and the following motion was passed:

PAC-COA-PSC Motion #2026-19 – SD2025-01 & DP2026-04 – Vacant Lands South of Elmwood Drive and West of Arthur Street

Moved by: Councillor Koiner

Seconded by: Jana Miller

BE IT RESOLVED THAT PLANNING ADVISORY recommends to Council that consideration of Draft Plan of Subdivision application SD2025-01 and the related Development Permit Application DP2026-04 be deferred to address outstanding matters prior to the considering of the issuance of draft approval.

- **CARRIED**

No new or further information has been submitted at the writing of this report.

APPLICABLE POLICY/LEGISLATION:

Planning Act, Provincial Policy Statement, Official Plan, Development Permit By-law

FINANCIAL CONSIDERATIONS/GRANT OPPORTUNITIES:

n/a

CONSULTATIONS:

Property Owners within 120m of the subject property, Public Agencies, Municipal Staff, PAC/COA/PSC

ATTACHMENTS:

Attachment 1 – Planning Report to PAC

Attachment 2 – Application, Drawings and Supporting Information

APPROVAL	_____ Brenda Guy, Manager of Planning and Development _____ John Morrison, Treasurer Certifies that unless otherwise provided for in this report the funds are contained within the approved Budgets and that the financial transactions are in compliance with Council's own policies and guidelines and the Municipal Act and regulations. _____ Melanie Kirkby, CAO
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PLANNING REPORT

TO: PLANNING ADVISORY COMMITTEE

FROM: BRENDA GUY
MANAGER OF PLANNING AND DEVELOPMENT

MEETING DATE: TUESDAY, JULY 28, 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

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.

In considering a draft plan of subdivision, regard shall be had, among other matters, to the health, safety, convenience, accessibility for persons with disabilities and welfare of the present and future inhabitants of the municipality and to,

- (a) the effect of development of the proposed subdivision on matters of provincial interest as referred to in section 2;
- (b) whether the proposed subdivision is premature or in the public interest;

- (c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;
- (d) the suitability of the land for the purposes for which it is to be subdivided;
- (d.1) if any affordable housing units are being proposed, the suitability of the proposed units for affordable housing;
- (e) the number, width, location and proposed grades and elevations of highways, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;
- (f) the dimensions and shapes of the proposed lots;
- (g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;
- (h) conservation of natural resources and flood control;
- (i) the adequacy of utilities and municipal services;
- (j) the adequacy of school sites;
- (k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;
- (l) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy; and
- (m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters relating to any development on the land, if the land is also located within a site plan control area designated under subsection 41 (2) of this Act or subsection 114 (2) of the *City of Toronto Act, 2006*.

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 will be discussed in this section.

2.1 Planning for People and Homes

6. Planning authorities should support the achievement of *complete communities* by:
- a) accommodating an appropriate range and mix of land uses, *housing options*, transportation options with *multimodal* access, employment, *public service facilities* and other institutional uses, recreation, parks and open space, and other uses to meet long-term needs;

- b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
- c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

2.2 Housing

1. Planning authorities shall provide for an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents of the *regional market area*.

2.3 Settlement Areas and Settlement Area Boundary Expansions

- 1. *Settlement areas* shall be the focus of growth and development. Within *settlement areas*, growth should be focused in, where applicable, *strategic growth areas*, including *major transit station areas*.
- 3. Planning authorities shall support general *intensification* and *redevelopment* to support the achievement of *complete communities*.
- 4. Planning authorities shall establish and implement minimum targets for *intensification* and *redevelopment* within built-up areas, based on local conditions.

3.1 General Policies for Infrastructure and Public Service Facilities

- 1. *Infrastructure* and *public service facilities* shall be provided in an efficient manner while accommodating projected needs.
- 3. *Infrastructure* and *public service facilities* should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety.

3.3 Transportation and Infrastructure Corridors

- 1. Planning authorities shall plan for and protect corridors and rights-of-way for *infrastructure*.

3.6 Sewage, Water and Stormwater

- 2. *Municipal sewage services* and *municipal water services* are the preferred form of servicing for *settlement areas* to support protection of the environment and minimize potential risks to human health and safety.

3.9 Public Spaces, Recreation, Parks, Trails and Open Space

- 1. Healthy, active, and inclusive communities should be promoted by:
 - a) planning public streets, spaces and facilities to be safe, meet the needs of persons of all ages and abilities;
 - b) planning and providing for the needs of persons of all ages and abilities in the distribution of a full range of publicly-accessible built and natural settings for recreation;
 - c) providing opportunities for public access to shorelines; and
 - d) recognizing provincial parks, conservation reserves, and other protected areas, and minimizing negative impacts on these areas.

4.1 Natural Heritage

1. Natural features and areas shall be protected for the long term.
2. The diversity and connectivity of natural features in an area, and the long-term *ecological function* and biodiversity of *natural heritage systems*, should be maintained, restored or, where possible, improved, recognizing linkages between and among *natural heritage features and areas, surface water features and ground water features*.
3. *Natural heritage systems* shall be identified in Ecoregions 6E & 7E¹, recognizing that *natural heritage systems* will vary in size and form in *settlement areas, rural areas, and prime agricultural areas*.
4. *Development and site alteration* shall not be permitted in: b) *significant coastal wetlands*.
5. *Development and site alteration* shall not be permitted in *significant wildlife habitat, significant areas of natural and scientific interest; and coastal wetlands* in Ecoregions 5E, 6E and 7E1 unless it has been demonstrated that there will be no *negative impacts* on the natural features or their *ecological functions*.
6. *Development and site alteration* shall not be permitted in *fish habitat* except in accordance with *provincial and federal requirements*.
7. *Development and site alteration* shall not be permitted in *habitat of endangered species and threatened species*, except in accordance with *provincial and federal requirements*.
8. *Development and site alteration* shall not be permitted on *adjacent lands* to the *natural heritage features and areas* identified in policies 4.1.4, 4.1.5, and 4.1.6 unless the *ecological function* of the *adjacent lands* has been evaluated and it has been demonstrated that there will be no *negative impacts* on the natural features or on their *ecological functions*.

4.2 Water

1. Planning authorities shall protect, improve or restore the *quality and quantity of water*:
 - a) using the *watershed* as the ecologically meaningful scale for integrated and long-term planning;
 - b) minimizing potential *negative impacts*;
 - c) identifying *water resource systems*;
 - d) maintaining linkages and functions of *water resource systems*;
 - f) planning for efficient and sustainable use of water resources; and
 - g) ensuring consideration of environmental lake capacity, where applicable.
3. Municipalities are encouraged to undertake *watershed planning* to inform planning for *sewage and water services* and stormwater management, including *low impact development*, and the protection, improvement or restoration of the *quality and quantity of water*.

4.6 Cultural Heritage and Archaeology

2. Planning authorities shall not permit *development* and *site alteration* on lands containing *archaeological resources* or *areas of archaeological potential* unless the *significant archaeological resources* have been *conserved*.
4. Planning authorities are encouraged to develop and implement:
 - a) archaeological management plans for conserving *archaeological resources*; and
 - b) proactive strategies for conserving *significant built heritage resources* and *cultural heritage landscapes*.
5. Planning authorities shall engage early with Indigenous communities and ensure their interests are considered when identifying, protecting and managing *archaeological resources*, *built heritage resources* and *cultural heritage landscapes*.

5.1 General Policies for Natural and Human-Made Hazards

1. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.

5.2 Natural Hazards

1. Planning authorities shall, in collaboration with conservation authorities where they exist, identify *hazardous lands* and *hazardous sites* and manage development in these areas, in accordance with provincial guidance.
2. Development shall generally be directed to areas outside of:
 - a) *hazardous lands* adjacent to the shorelines of the *Great Lakes -St. Lawrence River System* and *large inland lakes* which are impacted by *flooding hazards*, *erosion hazards* and/or *dynamic beach hazards*;
 - b) *hazardous lands* adjacent to *river, stream and small inland lake systems* which are impacted by *flooding hazards* and/or *erosion hazards*; and
 - c) *hazardous sites*.
3. *Development* and *site alteration* shall not be permitted within:
 - a) the *dynamic beach hazard*;
 - b) *defined portions of the flooding hazard along connecting channels* (St. Lawrence River);
 - c) areas that would be rendered inaccessible to people and vehicles during times of *flooding hazards*, *erosion hazards* and/or *dynamic beach hazards*, unless it has been demonstrated that the site has safe access appropriate for the nature of the *development* and the natural hazard; and
 - d) a *floodway* regardless of whether the area of inundation contains high points of land not subject to flooding.
4. Planning authorities shall prepare for the *impacts of a changing climate* that may increase the risk associated with natural hazards.

Comment: The PPS provides that development shall occur within settlement areas and achieve *complete communities*. The proposed development with the range of housing sizes and housing options contributes to a complete community.

The proposed development has demonstrated that the lots can be serviced by both municipal water and sewer infrastructure with the submission of the background reports.

The proposed development has a number of natural features including coastal wetlands and unevaluated wetlands as defined in the PPS. The EIS undertook evaluations and determined that the wetland areas will be reduced but its' functionality will improve and the applied setbacks will not negatively impact.

Further review of the infrastructure and EIS will be discussed in this report.

Official Plan

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

The Official Plan (OP) Vision is *“to preserve and enhance the Town’s unique ‘small town’ heritage, preserve our historic and environmental character, and provide a high quality of life through a sustainable development pattern.”* The guiding principles, developed through consultation, identifies how we are to consider land use applications - what we want to preserve, maintain, improve upon or committed to doing. Related to these applications include *“enhancing the quality of our residential neighborhoods through appropriate housing types, densities and transitions from adjoining land uses”* and planning for a *“connected system of greenways and parks facilities to serve residents and visitors”*.

The subject lands are designated Residential under Section 3.2 Where We Live – Planning Sustainable Residential Neighbourhoods of the Official Plan Policy Area. The residential policies are to preserve and consolidate existing residential neighbourhoods and provide for new residential opportunities through intensification from apartment dwellings in multi storey buildings, to single dwelling subdivisions, to mixed use buildings with local commercial, schools and residential uses.



Residential - Schedule "B"

Section 3.2.1 identifies the Goals & Objectives of our residential neighbourhoods which is to *“Promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community while providing opportunities to develop new residential uses in mixed use buildings as well as non-residential neighbourhood components such as schools, community facilities, places of worship, parks and local commercial uses.”*

The proposed Plan of Subdivision meets a number of the objectives for the Residential Policy Area including:

- *Promote and support development, which provides for affordable, freehold and/or rental housing with a full range of density types;*
- *Ensure that land use policies and zoning do not establish barriers to a more balanced supply of housing;*
- *Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with surrounding uses in terms of architectural design and density;*
- *Encourage housing opportunities that are in proximity to work, shopping, and recreation to reduce the need to drive and encourage walking and cycling;*

Section 3.2.2.1 identifies that the permitted residential uses shall include a full range of dwelling types from low density single-detached to high-density apartment dwellings.

Section 3.2.2.2 Residential development within the Waterfront Residential policies provides for minimum setbacks of 30m to ensure protection of the shorelines.

Section 3.2.2.6 provides that all development in the Town be on full municipal water and wastewater services and Council shall not contemplate applications that propose development on communal or private services.

Section 3.2.2.8 and 3.2.2.10 policies seeks a mix of housing types and permitting a full range of housing densities. Housing density is seeking a target of 12 units per gross hectare through low and medium density in the current Official Plan.

Affordable Housing is also noted in the policies encouraging higher densities and housing mix where appropriate and it is the intent of Council that such production will be encouraged, as appropriate. Higher density residential development will generally be encouraged in locations having greater amenities or services such as areas in proximity to Commercial designations, Open Space, Arterial or collector roads.

Residential density and affordable housing will only be permitted where it is compatible with the neighborhood, where sewer and water lines have adequate capacity to service higher density development and where the street system is such that traffic, parking and access will not result in negative impacts.

Comment: The proposed development provides for single family detached and townhouse dwellings (subject to compliance with the Development Permit By-law) which contributes to the range of housing types within the Town. The development as presented is an extension of the Residential within this area of Town.

Housing density meets the Official Plan target of 12 units per gross hectare through low and medium density housing with the provision of a total of 100-103 dwelling units. While the draft Official Plan identifies a target density of 16 units per gross hectare. The layout and placement of the road network and residential development were shaped, in part, by environmental features.

The developer provided an Affordable Housing Assessment prepared in support of the proposed Draft Plan of Subdivision, identified as Appendix A under Planning Justification Report – September 17, 2025. The assessment provides that there are tools in place to accommodate Additional Residential Units and the sewage and water briefs were assessed to support that they can be accommodated. Additionally, the Addendum of June 2026 provided that the plan includes townhouses and lots for smaller dwellings.

The proposed street network will be identified as local roads with connectivity to Elmwood Drive, Arthur Street (east) and John Street.

Recreational pathways or open space pathways are provided throughout the development to connect to local roads and areas of the wetlands. Parklands will be further discussed.

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.

- Endangered species include the Pugnose Shiner, Butternut Tree, Ginseng, Broad Beech Fern, Stinkpot Turtle and Black Rat Snake.
- Areas of fish habitat do not permit development or site alterations except in accordance with Provincial and Federal requirements.
- Shoreline protection and preservation policies are applicable to development along the St. Lawrence River.

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



COMMENT: It is noted that the original Environmental Report applied the Endangered Species Act (ESA) which has since been repealed and replaced with the Special Conservation Act (SCA).

The Environmental Assessment provided observations based on field surveys and review for plants and wildlife. Specifically observed on the site was the following:

Butternut Tree (1) – health assessment per provincial guidelines

Chimney Swift – no nesting observed, anticipate nest off-site

Pugnose Shiner – more suitable to St. Lawrence not inlet

Little Brown Myotis bat – recorded but not observed, tend to roost in hollow trees or peeling bark

Tri-colour bat and Hoary bat – recorded but not observed, tend to roost in large forested such as east and west of the site, and older buildings.

The study concluded that the development and potential impacts can be mitigated provided the recommendations and monitoring are undertaken. The EIS recommends the installation of wildlife habitat features including logs and woody debris, turtle nesting area, duck boxes, bat boxes, and an osprey platform. This will be a draft condition.

A peer review was undertaken by Jewell Engineering who concurred with the assessment of the site and that the recommended setbacks should not result in negative impact with the continuation of a monitoring plan.

Minimum setbacks have been implemented between the development and the woodlands (adjacent property east) and St. Lawrence River of 10m.

It is the intent of the owners to convey to the municipality all areas defined as open space. This includes areas of the watercourse and where the wetland modifications are being proposed. The studies have not provided

details of how monitoring will occur or how often. Implementation as set out on an approved enhancement plan will be the responsibility of the owner.

Staff would conclude that the Town accept the blocks (with exception of the archeological site), subject to first obtaining a full understanding of the long-term maintenance and perpetual monitoring responsibilities associated with them.

Comments were received under correspondence from the Cataraqui Region Conservation Authority dated July 22, 2026.

Within the report, outstanding CRCA concerns include:

- The plans do not appear to comply with the 76.1 m regulatory flood level within Blocks 73 and 76, filling appears to be proposed within portions of Street One, Block 73 and Block 76. CRCA does not support floodplain compensation or excavation below the existing flood level as a mechanism to enable development on the St. Lawrence River.
- It remains uncertain whether the proposed watercourse modifications can be permitted. CRCA policy does not support engineered flood-conveyance or flood-control channels used to create or enlarge development envelopes. It has not yet been demonstrated that all affected lots, particularly Lots 24 to 26, contain developable areas that comply with existing policy requirements.
- CRCA recommends shifting Street One north to avoid infilling the central MAS3-1 wetland cell and incorporating the riverine portion of the central MAM2-2 wetland cell into Open Space Block 76.
- CRCA cannot yet confirm the regulatory permissibility of the proposed floodplain, watercourse and wetland alterations under Ontario Regulation 41/24.

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.

- Hazardous Lands – Flooding and erosion
Applications for development and site alteration in locations where the floodplain is not identified shall adhere to Ontario Regulation 148/06 as administered by the Cataraqui Region Conservation Authority.
- Unstable Slopes and Organic Soils

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



COMMENT: 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 is to be included in the subdivision agreement 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 is 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.

The proposed road network (Section 4.1.3.2) includes the addition of two streets which will seek a reduction of the street width from 20 metres to 18 metres. The proposed reduced right of standard may be accepted 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: Preliminary calculations for the water supply service and sanitary services report both dated May 2026 indicated that the infrastructure is capable of fire flow and pressure to the development. The population density was

based on four people/SFD, 2.38 people/townhouse unit. Fire flows meet the recommended minimum standards.

Public Works has reviewed the proposed Draft Plan, second-submission materials, including the revised background reports and addendums in addition to the CRCA comments dated July 22, 2026 and the following is incorporated:

- The revised submission has addressed several of the original operational and servicing comments. The proposed 18-metre internal rights-of-way and two cul-de-sac configurations are acceptable subject to road detail. Final confirmation will be addressed through a draft condition of approval.
Note: The original submission included three cul-de-sacs and Staff recognize that the configuration of the road network has been influenced by the site's environmental constraints.
Connectivity of sidewalks to Arthur Street (east) is required. Sidewalks are not provided on Elmwood Drive or John Street.
- Proposed watermain looping within both cul-de-sacs addresses the original concerns associated with dead-end watermains.
- Sanitary servicing remains subject to confirmation of downstream capacity within the existing 600 mm trunk sewer, East End Pumping Station, and Gananoque Sewage Lagoons. The sanitary infiltration allowance and proposed sewer velocity criteria requires resolution.

The Stormwater Management Report, Memo – Floodplain Elevation and Setback, Water Supply and Sanitary Servicing reports prepared by Forefront Engineering Inc. were peer reviewed by Jewell Engineering Ltd. While Jewell identified that they had no immediate concerns with the Stormwater Management Design, Public Works is desirous of a SWM plan that reduces as much operational maintenance as possible. Staff are just catching up with the regulatory requirements for existing SWM facilities and do not currently have the resources or capacity to absorb unnecessary or avoidable maintenance requirements wherever possible.

Draft conditions of approval will include final approvals by Public Works Department and the CRCA.

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 is proposing 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.

The applicant has applied for a Class III Development Permit seeking relief to reduce the front lot frontage from 15m to 11m and reduce the floodplain setback from 30m to 15m. The foregoing will be further addressed under the Development Permit by-law review.

Blocks proposed:

Lot Addition (Block 72)	A portion of the subject lands is proposed as a lot addition to an abutting property. This lot addition is approximately 0.955 hectares and has been excluded from the Plan of Subdivision for the purpose of calculating density.
Parks (Blocks 73 and 74)	Block 73 (0.26 ha), adjacent open space (Block 76) of unevaluated wetlands and watercourse. Block 74 (0.256 ha), adjacent open space (Block 76) and the St. Lawrence River.
Open Space Blocks (Block 75, 76, 77)	Blocks 75, 76 and 77 are proposed as Open Space intended to be conveyed to the Town. Staff Note: Wetland Area, Hazard Lands Archaeological identifies the “Jasper” site
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 identified as 0.010 ha Block 82 identified as 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. The preferred street connection is located along the existing sewer easement, which provides an opportunity to establish a connection between two existing Arthur Streets. However, due to the existing development to the north of the easement, the resulting road alignment would only be developable on one side and not the benefit of development potential on both sides of the roadway. Original submissions did not provide for Arthur Street (east) connection.
- The proposal as submitted appears to provide a portion of lands in the area of Arthur Street (west) that will need to be acquired to incorporate the full street. The conditions of approval will provide a clause in this regard.
- The Traffic Study prepared by GHD in support of the application identified that the proposed subdivision is expected to generate 79 vehicles during am peak/92 during pm peak at the areas of King Street East/Elizabeth and King Street East/William being the arterial intersections carrying the larger volumes of traffic. The Traffic Impact Study addendum does not fully address the outstanding peer-review comments concerning the study area, traffic-count timing, nearby school traffic, interaction between closely spaced intersections, trip distribution, future analysis horizons and active-transportation connections.
- The underlying lands may have a number of existing easements that may be in favour of other parties, particularly residences along the St. Lawrence River. The conditions of approval will include a clause requiring the Owner to acknowledge that any existing easements registered on the property may need to be released, subject to the consent of the affected landowners and confirmation that alternative access arrangements are maintained for adjacent properties.
- The development provides for sidewalks on one side within the interior of the cul-de-sacs. Sidewalk connectivity to Arthur Street (east) is required. Block 80 will additionally serve as pathway connection in addition to servicing. Sidewalks/Pathways are to be 1.5m (5') in width which is the standard in road reconstruction projects throughout the Town. Pathways are to be implemented with stone-dust or an approved material by the Public Works Department.
- Additional conditions of approval will require but are not limited to:
 - Final Lot Grading and Drainage
 - Final Plan and Profile Drawings
 - Final Sediment and Erosion
 - Final Streetlighting - Streetlighting shall include style, design and illumination coverage in keeping with EIS mitigation measures
 - Final Composite utility plans require approval from Public Works and agencies such as Bell Canada, Eastern Ontario Power, Canada Post.
 - Tree Inventory and Preservation plan
 - Notice to all Offers of Purchasers and Sale (Homeowners Manual)

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. The proposed plan of subdivision is offering the Town lands for their contribution to parkland.

Review of the Joint Recreation Master Plan dated February 2019 and accepted under Motion No.2020-005 was considered by Staff. The Plan identifies that *“the municipalities (TLTI and the Town) should focus efforts on obtaining cash-in-lieu (CIL) of parkland as the preferred method of parkland dedication for new developments in order to pool resources to acquire larger park parcels that can be used for a variety of active and passive recreation uses, or the improvement of existing facilities (i.e. Lou Jeffries Park, Jerry Park, etc.)”*. It further notes that *“Parkland acquisitions in areas of growth and future developments must be considered based on their connectivity to the existing parks, open space and trails system, street frontage, and ease of accessibility. It should also be of sufficient size and configuration to allow for the development of a variety of active and passive amenities, with a priority to develop larger parks (as appropriate) over smaller parkettes”*.

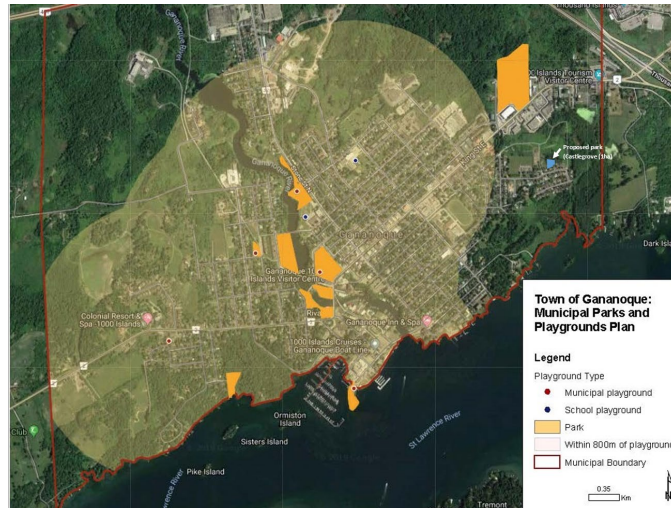
The plan further provided for recommendations regarding parkland service levels and acquisition as follows:

Recommendation(s): Parkland Service Level & Acquisition

- 63. Plan to acquire a combined total of 18.50 hectares of parkland by 2029 to meet parkland needs associated with projected population growth.*
- 64. Maximize the supply of available parkland through a range of strategies, including dedication by development, donations, accessing grants, land trusts, conservation easements, land exchange, partnerships, agreements and direct purchase.*
- 65. Consider the acquisition of undevelopable natural open space areas through the development process and other means of securement to provide opportunities for enhanced conservation, and compatible public access and linkages to the parks, trails and open spaces, as per Section 51(25)(b) of the Planning Act. This land should not be accepted as part of the parkland dedication requirement (i.e. no credit is to be applied).*
- 66. Continue to consider cash-in-lieu of parkland and acquisition of additional parkland by other means where land acquired through dedication by development is insufficient in size or shape for the intended park function.*

The south-east quadrant of the Town has little to no recreational areas in terms of fields, play structures or park space. Within the general area, the Lou Jefferies Municipal Complex provides for tennis/pickleball courts, arena and ball/soccer fields.

The Castlegrove Subdivision in the area north of MacDonald Drive, east of Wilmer and the newly constructed Jean Drive (west) includes a condition for a Park Development Plan which is to be submitted and satisfactory to the Town. If the proposal is acceptable the lands will be accepted within the development. To date, no plan has been provided for consideration. Other areas in proximity include 355 Arthur Street (Grasshopper Park) and the community gardens.



Consideration of parkland should include lands that are useable and not hazardous or intended to serve for other purposes of the development such as a wetlands or stormwater management pond.

Block 73 and 74 are being proposed as public parks with Street One and Street Two providing access.

- Based on what is being proposed and comments received, Block 73 may primarily be wetlands and may not be suitable as parkland. This is supported by the CRCA comments.
- Block 74 is located adjacent to the St. Lawrence River and provides an opportunity to establish public waterfront access and a waterfront park area. While Section 3.1.2.2 of the Official Plan references the Lowertown Master Plan, the intent and objectives of the policy are considered applicable to the proposed area. Specifically, the provision of public open space can support the creation of safe, attractive, and inviting areas for public use while providing a visual transition between private and public spaces.

Additional areas, aside from parkland being proposed to the Town are those identified as Open Space being the areas of the wetland and watercourse that runs east-west throughout the subdivision.

Parkland and/or Cash-in-lieu of Parkland will be a condition of draft approval.

Easement and right-of-way requirements

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

Criteria for consideration of Section 51 (24) of the Planning Act

As identified earlier in the report, consideration for a plan of subdivision shall consider Section 51 (24) of the Planning Act. Criteria has been identified within the report and comments received by the agencies and the public via circulations and technical meetings.

An initial meeting was held December 9, 2024, May 21, 2025, August 26, 2025, October 16, 2025 and January 15, 2026 with Jennifer Ailey representing 100989284 Ontario Inc. c/o Tomlinson Limited.

A Technical Review meeting was held on February 9, 2026 with representatives from 100989284 Ontario Inc., MHBC Planning Urban Design & Landscape Architecture representing the Owner, Kyle Nielissen of Forefront Engineering representing the Owner, Public Works and Planning Staff along with invitations extended to CRCA, Enbridge, Cogeco, Eastern Ontario Power, Bell Canada and CRCA. Additional meetings were held on March 3, 2026 and May 6, 2026 with the representatives and CRCA.

Notice of complete application and background information was posted to the Town's website February 6, 2026.

Notice of the Public meeting was circulation to abutting landowners within 120m of the property and posting of the property along with posting of the background information on the Town's website and available at Town Hall July 2, 2026.

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: Identified archeological areas on Street 2 and Lot 55, 56, 57 are proposed to undertake a Stage 4 Archaeological Assessment. Street 2 is required in advance of the development moving forward. This area will be

designated with a holding provision in the Development Permit By-law that works are to be undertaken prior to development.

An archaeological area has also been identified adjacent to Lots 36 and 37 and is proposed to be conveyed to the Town as part of the open space block.

Staff are not recommending that the Town assume ownership of this area. 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 proposed area is located behind residential dwellings and is not visible from public roads or other routinely monitored municipal lands.

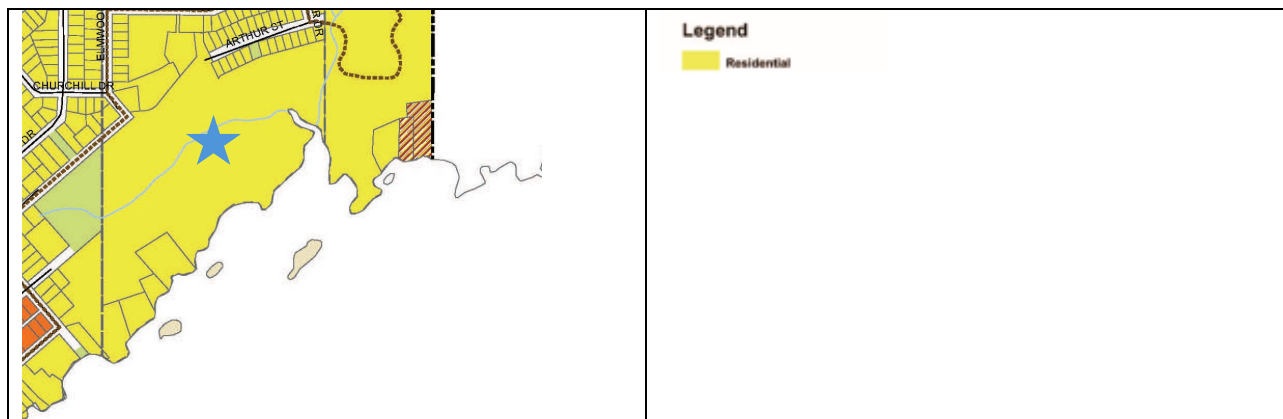
Consultation with the Ministry of Citizenship and Multiculturalism identified that should the Town assume ownership of the Jasper site, the Town would be required to provide a formal commitment letter. Note: the Ministry has indicated that the archaeological area must first be clearly delineated. To date, the Ministry has not established the boundaries of the site; this could be addressed through the preparation of a reference plan.

It is recommended that the area undertake a Stage 4 and following Ministry acceptance be incorporated as part of Lots 38 and 39.

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 with the Development Permit By-law. The designation provides for a variety of residential uses including single family dwellings and townhouses.



Summary of site specific:

- Park blocks and open space areas are proposed to be re-designated from “Residential” to “Open Space”.
- Natural Features Setback: minimum 15m setback from the floodplain (Lots 54 to 66) and wetland (Lots 19 to 21), 6m along the watercourse (Block 76)

In addition to the above, the proposed setbacks should apply to all recommended setbacks; 15m from retained wetland features, minimum 6m from the existing high-water level of the watercourse and 6m from the top of steep slopes.

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

- Temporary Holding: Lots 55, 56, and 57 requires the completion of a Stage 4 Archaeological Assessment prior to development proceeding. (Note: Street 2 will be a condition of approval).
- Reduced Lot Frontage: Lots 7–19, 22, 24–33, and 35 seeking a reduction from 15m to 11m.
- Of note: Block 71 will require an additional Development Permit application upon determination of the layout of the lands.

CIRCULATION TO AGENCIES

Circulation of 120 m to adjacent property owners and prescribed agencies (comments received to date):

CAO	No comments.
Chief Building Official	
CRCA	
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)	Enbridge: No objection. Condition provided for easements/agreements
EMS: Fire/LG Paramedic/Police	Fire: No concerns
Parks and Recreation	The Town could use parkland in that area of Town. Staff are fully supportive of it. Although the lands are not ideal to access, it would be very suitable
Public Works, Water/Sewer Utilities	Public Works comments are incorporated within the report.
St. Lawrence Parks Commission/ MTO/ Other Commenting Agencies	MTO: No land development review required
Neighbourhood: Posting and 120m Circulation, Posting on Town	Abley – 175 Elizabeth Street Beer – 175 Elizabeth Street

website	Corbett – 607 Arthur Street Creagh – 685 Arthur Street Finn – 265 Churchill Drive Goddard Heppelle – 132 Maplecroft Court Kluensch – 205 Elmwood Drive Marion – 124 Maplecroft Court Martin McCallum – 165 Elmwood Drive McCallum – 165 Elmwood Drive McLean – 335 Elmwood Drive McLean 2 Pajunen Williams – 625 Arthur Street Ruddock – 695 Arthur Street Sprenger – 140 Elmwood Drive Thomas – 335 Elmwood Drive Thomas – 335 Elmwood Webber – 125 Elmwood Drive
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Correspondence received from residents (attached) have been 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.

The Town appreciates the correspondence received from residents and recognizes the importance of community input in the development review process. The comments received have been considered and will inform the technical review of the application.

Natural Environment

The applicant has provided the appropriate studies to consider the natural environment of the property. These have been peer reviewed and the Cataraqui Conservation Authority has been a part of the discussions since the applicant came forward. Subject to Draft Approval, draft conditions set out the requirements for the application including implementation and mitigation measures.

Traffic and Construction

The Town acknowledges that construction and increased traffic are temporary inconveniences that are generally unavoidable during development. Efforts will be made to minimize the impacts including a construction traffic route.

Municipal Infrastructure Capacity

The applicant has provided the appropriate studies to demonstrate that adequate servicing capacity exists or can be provided before development proceeds. Public Works as a condition in draft approval and final approvals are required.

Neighbourhoods

The lands are located in a Residential designation within the Official Plan and Development Permit By-law; housing is permitted. As part of the process the Planning Act, Provincial Planning Statement and Official Plan set policies for consideration including density, surrounding areas, landscaping, open space.

Staff do not object to a residential development on the lands. However, there are 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
- Open Space blocks – response to monitoring and on-going maintenance, long-term prior to Council considering and acceptance of additional assets.
- 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.
- Acquisition of lands from adjacent property owner to connect to existing Arthur Street (east)

The unresolved matters may require revisions to the proposed road alignment, lot configuration, park and open-space blocks, grading, stormwater design and development permit.

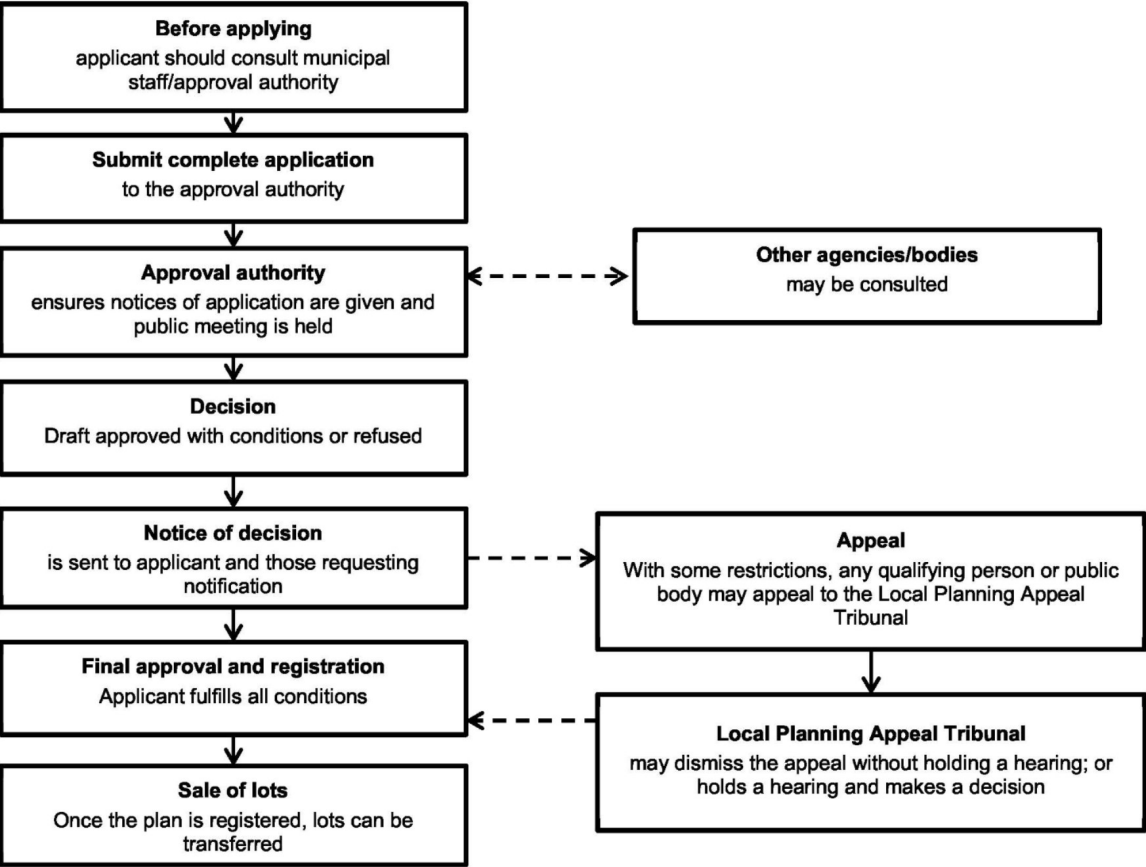
Given the foregoing, Staff recommend that consideration of Draft Plan of Subdivision Application SD2025-01 and the related Development Permit Application DP2026-04 be deferred.

Attachment 1 – Approval Process
Attachment 2 – Planning Act, Section 2
Attachment 3 - Peer Reviews
Attachment 4 – Comments received from Agencies
Attachment 5 – Comments received from Public

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.



APPLICATION FOR PLAN OF SUBDIVISION/CONDOMINIUM

A Complete Application consists of:

- ☐ One original and one copy of a complete application form signed including declaration of applicant.
- ☐ One copy of the deed of property
- ☐ Application fee in the amount of \$3,000 plus \$30 per lot/unit payable to the Town of Gananoque – Subdivision Application fee in the amount of \$2,000 payable to the Town of Gananoque – Condominium
- ☐ Deposit fee in the amount of \$2,000 payable to the Town for any peer reviews of various studies (By-law 2016-047). The owner/applicant is responsible for all peer review fees that the Town incurs in this regard and may be subject to additional invoicing.
- ☐ One scaled copy, one reduced 11 x 17 copy and one digital of the most recent survey of the subject property
- ☐ Two scaled copies, two reduced 11 x 17 copies and one digital copy of the draft plan including:
 - o Boundaries of the land proposed to be subdivided, certified by an Ontario Land Surveyor;
 - o Locations, widths and names of proposed roads within the proposed subdivision and of existing highways on which the proposed subdivision abuts;
 - o Approximate dimensions and layout of the proposed lots;
 - o Natural and artificial features such as buildings or other structures or installations, railways, highways, watercourses, drainage ditches, wetlands and wooded areas within or adjacent to the land proposed to be subdivided;
- ☐ Environmental Documentation to accompany the application include:
 - o Evidence respecting the availability and suitability of water and waste water services including where appropriate the preparation of a hydrogeological study, terrain analysis and an impact assessment report in accordance with the Ministry of Environment guidelines and regulations;
 - o Preparation of a servicing options statement;
 - o Preparation of a stormwater drainage plan;
 - o Preparation of a grading plan
 - o Preparation of a sediment and erosion control plan
 - o Studies required under the environmental and development constraints policies as identified in the Official Plan.
- ☐ Planning and Design Considerations include the following:
 - o Consistency with the Lowertown Master Plan where applicable
 - o Lot and block configuration
 - o Compatibility with adjacent uses
 - o Road access, street layout and pedestrian amenities
 - o Parks and open space amenities
 - o Easement and right-of-way requirements
 - o Justification of the need for the Subdivision
 - o Emergency and secondary accesses
- ☐ 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*, the Official Plan and the Development Permit.

Applications may be subject to any Town incurred costs over and above the fees set out in the General Fees and Rates By-law for various services provided by the municipality

Subdivision Application may be subject to review and a separate cheque payable to the Cataraqui Region Conservation Authority. The Town of Gananoque recommends that you consult with a Conservation Authority Officer prior to making application.

Name of Applicant:	Name of Property Owner (if different than applicant):
Emily Elliott, MHBC Planning Ltd	1000989284 ONTARIO INC.
Address:	Address:
#200-540 Bingham Centre Drive, Kitchener ON N2B3X9	100 CitiGate Drive, Ottawa
Telephone:	Telephone:
519-576-3650	613-690-3389
E-mail:	E-mail:
eelliott@mhbcplan.com	rpierce@tomlinsongroup.com

Name of Agent, Solicitor or Planning Consultant:	Name of Ontario Land Surveyor:
Emily Elliot- MHBC Planning Ltd	Shawn Leroux, JD Barnes Limited
Address:	Address:
#200-540 Bingham Centre Drive, Kitchener ON N2B 3X9	62 Steacie Drive, Suite 103, Ottawa
Telephone:	Telephone:
519-576-3650	(613) 731-7244 Ext 117
Email:	Email:
eelliott@mhbcplan.com	sleroux@jdbarnes.com

Street or Property Address (if applicable): 205 Elmwood Drive			
Legal Description: LEEDS CON 1 PT LOT 16 RP 28R12422 PARTS 3 TO 16 21 TO 31 AND 33 TO 35 PT PART 1 RP 28R13585 PART 10			
Frontage: Irregular	Depth: Irregular	Area (sq.m): 115,860	Area (acres): 28.63

☒ Plan of Subdivision ☐ Revision of Draft Plan Approval ☐ Revision to Conditions of Draft Approval ☐ Extension of Draft Plan Approval ☐ Registration of Phase of Draft Plan Approval ☐ Other _____	☐ Plan of Condominium ☐ Standard Condominium ☐ Vacant Land ☐ Common Element ☐ Phased ☐ Exemption to Draft Plan ☐ Other _____
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PROPOSED AND CURRENT LAND USE:	
Current designation in the Official Plan Residential	
Current designation in the Development Permit (Zoning) Residential & Waterfront Overlay	
Current use of the property Vacant	
How long has the existing use of the subject lands continued?	
Is the property designated as a Heritage Site?	☐ Yes ☒ No
Has the grading of the land been changed by adding earth or other material?	☐ Yes ☒ No
Has there been industrial or a commercial use on the subject lands or adjacent land?	☐ Yes ☒ No
Has a gas station, petroleum or other fuel stored on the subject land or adjacent land at any time?	☐ Yes ☒ No
ANY COMMERCIAL OR INDUSTRIAL USES ON THE SUBJECT OR ADJACENT LANDS (specify the uses):	
ANY CONTAMINATION by former uses on the site or adjacent (that you are aware of):	

ABUTTING LAND USE(S):	
East	Vacant land- undeveloped natural heritage features
West	Low rise residential
North	Low rise residential
South	St. Lawrence River

ADDITIONAL INFORMATION FOR CONDOMINIUM APPLICATIONS ONLY:					
Type of Condominium:					
☐ Standard	☐ Phased	☐ Leasehold	☐ Common Elements	☐ Vacant land	☐ Conversion
If the proposed condominium is a conversion of a building containing residential units, what is the number of units to be converted?					# _____

Has a Development Permit (Site Plan) been approved? No. Submitted concurrently with this application.	
Has an Agreement been executed and registered on title?	☐ Yes ☒ No
Has a Building Permit been issued?	☐ Yes ☒ No
Is the Building under Construction?	☐ Yes ☒ No
Is the Building completed?	☐ Yes ☒ No
If Yes, the date of completion	☐ Yes ☐ No
Is this a conversion from residential rental units? No	
If Yes, the number of units to be converted	☐ Yes ☐ No

Please refer to Draft Plan and Planning Justification Report

Proposed Plan Details:	No. of units or dwellings	No. of Lots/Blocks	Area (ha)	Density units/per ha	No. of Park. Spaces
Residential – single detached	66	66	4.59	14.3	
Residential – semi-detached/duplex					
Residential – row	37	5	1.05	35.2	
Residential – triplex					
Residential – apartment					
Commercial					
Industrial					
Park, Open Space	n/a	5	2.18	n/a	n/a
Roads	n/a		1.98	n/a	n/a
Are there any easements or restrictive covenants affecting the subject lands? ☒ Yes ☐ No If yes, describe (List and identify purpose):					

Access: ☒ Municipal Street ☐ Unopen Road Allow ☐ Existing ROW ☐ Other

Name of Street/Road:
Elmwood Drive

Entrance Approvals and Permit Number(s):
NA

Water Access (where access to the subject land is by water only)

Docking Facilities (specify)	Parking Facilities (specify)
distance from subject land _____	distance from subject land _____
distance from nearest public road _____	distance from nearest public road _____

Services: ☒ Municipal Water and Sewer ☐ Municipal Water & Private Sewage ☐ Private Well and Municipal Sewage ☐ Private Well and Private Sewage

Water and Sewer Hook-up Approvals and Permit Number(s), if applicable:

Other Concurrent Applications (provide application number, if applicable): concurrent submission

☐ Official Plan Amendment ☐ Consent ☒ Development Permit ☐ Subdivision Approval ☐ Building Permit Approval

Other Information: Any other information that may be useful in reviewing this application? If so, explain below
Please see cover letter.

BELOW IS A SUMMARY OF REPORTS AND/OR PLANS THAT MAY BE REQUIRED BUT ARE NOT LIMITED TO THE FOLLOWING:

Planning Rationale	Reviewing Planning Act, Provincial Plans and Official Plan (and Development Permit if applying for a Development Permit application concurrently)
Environmental Impact Assessment	Where application provides for development in or adjacent to an environmentally sensitive area
Traffic Study	Where application provides for development which may result in increased traffic or the need to alter roads or intersections
Air, Noise or vibration study	When required by a provincial guideline
Heritage Study	Development in Lowertown or adjacent to existing heritage properties
Hydrogeology	Development on private services
Erosion Control	Development along shorelines or hazard areas.
Archeological Study	Development proposed on lands located within 300 metres of a shoreline
Tree Preservation Plan	Where development could result in the loss of street trees or wooded areas.

Geo Technical Report	
Stormwater Management Report	
Site Servicing Study	
Draft Plan of Subdivision	
Grading and Drainage Plan	
Street Plan and Profile	
Storm Drainage	
Site Servicing Plan	
Landscaping	
Utility Plan	
Other	

AUTHORIZATION BY OWNER

I/We, the undersigned being the owner(s) of the subject land of this application for a consent, hereby authorize

MHBC Planning Ltd (print) to be the applicant in the submission of this application.

Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.

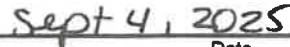


Signature of Owner

Signature of Owner



Signature of Witness (not applicant)



Date

DECLARATION OF APPLICANT

I, Emily Elliott of the City of Kitchener in the Region of Waterloo solemnly declare that:

I understand that the applicant/owner will be required to provide 100% security as per the estimated cost of works by an engineer and approved by the Town in the form of a Letter of Credit or Certified Cheque until such time as the works are completed. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement. Furthermore, I, being the applicant of the subject lands, hereby authorize the Members of Council, Planning Advisory Committee and the Town of Gananoque staff members, to enter upon the property for the purpose of conducting a site inspection with respect to the attached application.

All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of The Canada Evidence Act.

Declared before me at the City of Kitchener in the Region of Waterloo this 15th day of September, 2025

David William Aston, a Commissioner, etc.,
Province of Ontario for MacNaughton Hermes
Britton Station Planning Ltd, etc
Expires January 9, 2026.



Signature of Applicant

Office Use Only		Roll No: <u>081400002029322</u>
Official Plan Designation: <u>Residential</u>	Development Permit Designation: <u>Residential</u>	Other: _____
Access (Entrance Permits etc): _____	Water and Sewer Hookup (Permits etc): _____	Other: _____
Date of Submission: <u>September 15, 2025</u>	Application Complete: <u>BG</u> Manager of Planning and Development	<u>January 5, 2026</u> Date

Questions??

Brenda Guy, Manager of Planning and Development
Town of Gananoque
30 King Street East Gananoque, ON K7G 1E9
Telephone: (613) 382-2149 ext.1126 E-mail: bguy@gananoque.ca

APPLICATION FOR DEVELOPMENT PERMIT APPROVAL
Section 70.2 of the Planning Act, RSO 1990, as amended

This application form **MUST** be accompanied with **all** the submission requirements in order to be considered a complete application. **Incomplete applications will not be processed until all information is provided.**

A Pre-consultation meeting with Planning and Development staff is **REQUIRED PRIOR TO SUBMISSION** of this application. At that time, approval stream and submission requirements will be determined. **ALL** applications require the following:

ALL applications require the following:

☐
☐
☐
☐

Complete application form signed including declaration of applicant*

Proof of ownership, deed of property or offer to purchase and sale*

Legal survey and/or Building Location Survey for the subject property*

If the development is for commercial and/or employment, multi-residential – One (1) large scale paper copy of all plans shall be submitted along with one set of reduced 11" x 17" of all plans and your electronic copy. Plans are to be in a standard scale format (1:250 1:500)

☐
☐
☐

Application fee as outlined in the pre-consultation form payable to the Town of Gananoque*

Deposit fee as outlined in the pre-consultation form payable to the Town of Gananoque*

Fees payable to the Cataraqui Region Conservation Authority, if applicable. Contact the CRCA for more information.

East: open space (vacant, natural heritage)
 West: Residential, open space

CONTACT INFORMATION

Municipal Freedom of Information and Protection of Privacy Act – Personal Information on this form is collected under authority of The Planning Act and will be used to process this application.

Name of Applicant: Emily Elliott, MHBC Planning Ltd	Complete Address including Postal Code: #200-540 Bingemans Centre Dr, Kitchener ON N2B 3X9	Phone: 519 576-3650
	E-mail: eelliott@mhbcplan.com	
Name of Property Owner (if different than applicant): 1000989284 Ontario Inc.	Complete Address including Postal Code: 100 Citigate Dr, Ottawa, ON K2J 6K7	Phone: (613) 690-3389
	E-mail: rpierce@tomlinsongroup.com	
Architect/Designer/Planner: Emily Elliott, MHBC Planning Ltd	Complete Address including Postal Code: #200-540 Bingemans Centre Dr, Kitchener ON N2B 3X9	Phone: 519 576-3650
	E-mail: eelliott@mhbcplan.com	
Engineer: Kyle Nielissen, Forefront Engineering Inc	Complete Address including Postal Code: 1329 Gardiners Road, Suite 210 Kingston, ON, Canada K7P 0L8	Phone: 613 634-9009
	E-mail: Kyle.Nielissen@Forefronteng.ca	
Land Surveyor: Shawn Leroux, JD Barnes Limited	Complete Address including Postal Code: 62 Steacie Drive, Suite 103, Ottawa	Phone: 613 731-7244
	E-mail: sleroux@jdbarnes.com	

PROPERTY

Street or Property Address (if applicable): 205 Elmwood Drive	Roll Number (if known): 081400002029322
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LEGAL DESCRIPTION

Lot/Con/Plan: LEEDS CON 1 PT LOT 16 RP 28R12422 PARTS 3 TO 16 21 TO 31 AND 33 TO 35 PT PART 1 RP 28R13585 PART 10			
Frontage (m/ft): irregular	Depth (m/ft): irregular	Lot Area: 28.66ac	

SUBMISSION REQUIREMENTS

The applicant/agent is responsible for ensuring that the submission requirements are met, including confirming that all the information listed below is shown on the required plans by checking off each box.

☐ **Site Plan(s)** including scaled accurate measurements of:

- Title, location and date of project including legend and scale (graphic bar scale as well as written ratio scale);
- Dimensions and areas of the site including existing natural and artificial features i.e: buildings, watercourses, wetlands, woodlands.
- Dimensions and gross floor area of all building and structures to be erected;
- Existing structures to be retained, removed or relocated;
- Distances between lot lines and the various buildings, structures, parking areas, driveways and other features;
- Proposed elevation of finished grades including area to be filled or excavated, retaining walls, drainage ditches;
- Parking areas including number, size of spaces and dimensions. The plans shall have regard for **Ontario Regulation 413/12 made under Accessibility for Ontarians with Disabilities Act, 2005**. This shall include, but not be limited to, providing appropriate designated parking spaces and unobstructed building access features.
- Access driveways including curbing and sidewalks
- Proposed fire routes and fire route sign locations
- Dimensions and locations of loading zones, waste receptacles and other storage spaces;
- Location, height and type of lighting fixtures including information on intensity and the direction in which they will shine relative to neighbouring streets and properties;
- Location of sign (sign permit to be applied for through the Building Permit process) as per By-law 2005-41;
- Location, type and size of any other significant features such as fencing, gates and walkways.

☐ **Drainage Plan(s)** including scaled accurate measurements of:

- Drainage Plan must demonstrate proposed development is handled on-site and does not infringe on neighbouring properties;

☐ **Landscape Plan(s)** including scaled accurate measurements of:

- Landscape Plan showing size, type and location of vegetation, areas to be seeded or sod. Plan to show existing landscape features to be retained, removed or relocated;

☐ **Site Servicing Plan(s)** including scaled accurate measurements of:

- Site Servicing Plan (plan/profile) including layout of existing water, sewer, gas lines, proposed connections, utility easements, fire hydrants, hydro poles, lighting, trees, transformers and pedestals.

☐ **Grade Control and Drainage Plan(s)** including scale accurate measurements of:

- Existing elevations on subject and adjacent lands and long centerline or adjacent street lines, which are to be geodetic;
- Location of any creeks, ravines or watercourses with elevations and contours;
- Arrows indicating the proposed direction of flow of all surface water;
- Location and direction of swales, surface water outlets, rip-rap, catch basins, rock, retaining walls, culverts
- Existing and/or proposed right-of-ways or easements

☐ **Elevation and Cross-Section Plan(s)** including scale accurate measurements of:

- Coloured elevation drawings or renderings of each side of the building to include materials being used and their consideration to the neighbourhood (PHOTOS OF EXISTING BUILDING ARE PERMITTED IF NO ADDITIONS ARE BEING UNDERTAKEN)
- Drawings that show plan, elevations and cross section views for each building or structure to be erected;
- Conceptual design of building;
- Relationship to existing buildings, streets and exterior areas to which members of the public have access to;
- Exterior design including character, scale, appearance and design features of the proposed building;
- Design elements of adjacent Town road including trees, shrubs, plantings, street furniture, curbing and facilities designed to have regard for accessibility
- Photographs of the subject land and abutting streetscape on both side of the street

☐ **Supporting Studies and Reports.** Technical reports/plans or studies may be required to assist in the review process of a Development Permit Application. Applications for Development Permit may be required to submit the following studies or reports. Applicants should consult with Municipal staff to determine site specific requirements:

- | | |
|---|---|
| ☐ Air, Noise or Vibration Study | ☐ Sanitary System Design & sufficient capacity |
| ☐ Archaeological Study | ☐ Servicing Options Report |
| ☐ Drainage and/or stormwater management report | ☐ Source Water Protection – Risk Management Assessment |
| ☐ Environmental Impact Assessment for a natural heritage feature or area | ☐ Sun/Shady Study |
| ☐ Erosion and Sediment Control Plan | ☐ Traffic Study |
| ☐ Geotechnical Study and Hydrogeological Study | ☐ Vegetation Inventory/Preservation |
| ☐ Heritage Resource Assessment/Study | ☐ Visual Impact Assessment |
| ☐ Hydrogeology/Groundwater Study | ☐ Water Distribution System & sufficient capacity |
| ☐ Phase I Environmental, investigation if required | ☐ Wave Uprush Study |
| ☐ Form 1's – Record of Future Alteration (Water, Sewer and Storm) | ☐ Supporting Land Use Planning Report |
| | ☐ Other: |

NOTES TO OWNER/APPLICANT:

- Applications may be subject to any Town incurred costs over and above the fees set out (See By-law 2016-047) being a by-law to establish general fees and rates for various services provided by the municipality). This is in the form of a deposit fee in the amount of \$2,000 payable to the Town of Gananoque for peer reviews of various studies as outlined in the application.
- Cataraqui Region Conservation Authority (CRCA) - Applications may be subject to review and a separate cheque payable to the CRCA. Fees are identified on the CRCA website <https://cataraquiconservation.ca/pages/permit-fees>. The Town recommends that you consult with a Conservation Authority Officer prior to making application.
- The applicant/owner may be required to provide 100% security of the cost of works in the form of a Letter of Credit or Certified Cheque upon signing of the Development Permit Agreement for all Class III applications and any Class that may require a background study or legal registration of documents.
- Security will remain with the Town until such time as the works are completed for any agreement. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

Existing Use(s):

Vacant

Length of time the existing use of the subject lands have continued:

Has the property been designated as a Heritage Site? ☐ Yes ☒ NoIs the property presently under a Site Plan/Development Permit Agreement? ☐ Yes ☒ NoHas the property ever been subject of an application under Section 34 (Zoning), 41 (Site plan) or 45 (Minor Variance) of the Planning Act? ☐ Yes ☒ NoHas the property ever been subject of an application under Section 70.2 (Development Permit By-law) of the Planning Act? ☐ Yes ☒ No

If the property has been subject of applications under the Planning Act noted above, provide the file number(s) and the status of the application?

No

Proposed Use(s):

Residential

Is the **Use** permitted or permitted subject to criteria as set out in the development permit by-law? ☒ Yes ☐ No

How has the applicable criteria have been addressed?

Refer to Planning Justification Report

Is/Are variation(s) requested? ☒ Yes

If yes, what variation is requested and why?

To reduce the floodplain Setback from 30m (required) to 15m and to reduce detached lot frontage from 15m to 11m.

Demonstrate how the proposed variation meets the criteria as set out in the development permit by-law. Refer to Forefright Engineering memo which reviewed the CRCA Floodplain Mapping.

Abutting Land Use(s) – east, west, north, south:

East: open space (vacant, natural heritage)

West: low rise residential

North: low rise residential

South: St. Lawrence River

Is the Development to be phased?	☐ Yes	☐ No
What is the anticipated date of construction?		
Is the land to be divided in the future?	☐ Yes	☒ No
Are there any easements, right-of-ways or restrictive covenants affecting the subject land?	☒ Yes	☐ No
If yes, please provide details (and copies of covenants with application submission).		

Plan Details: Please ensure that measurements are consistent with plan			
☒ Residential	☐ Commercial	☐ Employment Lands/ Industrial	☐ Institutional
Building Coverage: _____ (%) _____ (sq.m)		Landscape Coverage: _____ (%) _____ (sq.m)	
Building Height:	No. of Storeys:	No. of Units:	Storage of Garbage:

Parking Area:	Existing Parking Surface			
	☐ Paved ☐ Gravel ☐ Permeable Parking Area ☒ Other			
	Proposed Parking Surface:			
	☒ Paved ☐ Gravel ☐ Permeable Parking Area ☐ Other			
	# of Existing Parking Spaces	# of New Parking Spaces	# of Accessible Parking Spaces	Total # of Parking Spaces
	Dimension of Parking Spaces (m/ft):		Dimensions of Accessible Parking Spaces (m/ft):	

LOADING SPACES, if applicable:	Number of Loading Spaces:	Dimensions of Loading Spaces (m/ft):
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Heritage Tourist Inn/Bed and Breakfast/Short Term Accommodation*:		☐ Yes	☒ No
Is this an application for a Heritage Tourist Inn?	☐ Yes	☒ No	
Number of Guest Rooms:	☐ 1	☐ 2	☐ 3 ☐ 4 ☐ 5 ☐ 6
NOTE: A Heritage Tourist Inn will require a Heritage Resource Assessment evaluating the heritage significance of the property including a description of historic features is required with the submission of this application.			
Is this an application for a Bed and Breakfast?	☐ Yes	☐ No	
Number of Guest Rooms:	☐ 1	☐ 2	☐ 3
Is this an application for a Short Term Accommodation?	☐ Yes	☐ No	
Number of Guest Rooms:	☐ 1	☐ 2	☐ 3

Access*:	Potable Water*:	Sewage Disposal*:	Stormwater*:
☒ Municipal Street	☒ Town Owned/operated Water System	☒ Town Owned/Operated Sewage System	☒ Town Owned/Operated Sewers
☐ Existing Private Road/ Lane	☐ Private Well	☐ Private Septic and Tile Field	☐ Swales
☐ Existing Right-of-way	☐ River	☐ Other	☐ Ditches
☐ Unopen Road Allowance	☐ Other:		☐ Other
☐ Other:			
Provide any applicable hook-up approvals and/or permit number(s) applicable to the above:			

Water Access (where access to the subject land is by water only)	
Docking Facilities (specify)	Parking Facilities (specify)
distance from subject land _____	distance from subject land _____
distance from nearest public road _____	distance from nearest public road _____

EXISTING BUILDINGS:		Building 1 - Primary	Building 2 - Accessory
	Type of Structure (ie: wood concrete)		
	Date Constructed:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		

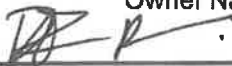
PROPOSED BUILDINGS:		Building 1 - Primary	Building 2 - Accessory
	Type of Structure (ie: wood concrete)		
	Proposed Date of Construction:		
	Front Line Setback:		
	Rear Lot Line Setback:		
	Side Lot Line Setback:		
	Side Lot Line Setback:		
	Height:		
	Dimensions:		
	Floor Area:		
Attached Additional Page, if necessary			

AUTHORIZATION BY OWNER

I/We, the undersigned being the registered owner(s) of the subject lands, hereby authorize MHBC Planning Ltd (print name) to be the applicant in the submission of this application. Furthermore, I/we, being the registered owner(s) of the subject lands, hereby authorize Town of Gananoque members of Council, Committee of Council and Municipal Staff, to enter upon the property for the purposes of conducting a site inspection with respect to the subject application.

ROB PIERCE

Owner Name (Please Print)



Signature of Owner

J. Ailey

Signature of Witness (not applicant)

Owner Name (Please Print)

Signature of Owner

Sept 4, 2025

Date

CONSENT BY OWNER

I/We, _____, (print name(s) am/are the registered owner(s) of the land that is the subject of this application for Development Purposes and for purposes of the Municipal Freedom of Information and Protection of Privacy Act. I/We hereby authorize the use, or disclosure, to any person or public body, of any personal information collected under the authority of the Planning Act of the purpose of processing this application.



Signature of Owner

J. Ailey

Signature of Witness (not applicant)

Signature of Owner

Sept 4, 2025

Date

DECLARATION OF APPLICANT

(Print) I, Emily Elliott of the City of Kitchener in the Region of Waterloo solemnly declare that:

I understand that the applicant/owner will be required to provide 100% security of the outside works in the form of a Letter of Credit or Certified Cheque until such time as the works are completed. A 15% holdback will be maintained for a period of one year after the works are completed. This will be applicable at the time of agreement.

All of the above statements contained in the application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under Oath and by virtue of *The Canada Evidence Act*.

Declared/Sworn before me at

City of Kitchenerthis 15th day of September, 2025.

David William Aston, a Commissioner, etc.,
Province of Ontario for MacNaughton Hermes
Barton Clarkson Planning Limited.

Expires January 9, 2026
Signature of a Commissioner, etc



Signature of Applicant

Office Use Only:		Roll No: 081400002029322
Official Plan Designation: Residential	Development Permit Designation: Residential	Other:
Access (Entrance Permits etc):	Water and Sewer Hookup (Permits etc):	Other:
Other Concurrent Applications:	☐ Cash-in-Lieu of Parking ☐ condo Approval ☐ Consent/ Severance	☐ Official Plan Amendment ☒ Subdivision Approval
Date Application Received: September 15, 2025	Date Application Deemed Complete: January 5, 2026	Fees Received: September 15, 2025

For additional details please contact: Brenda Guy, Manager of Planning and Development
 Town of Gananoque, 30 King Street East, Gananoque, ON K7G 1E9
 (613) 382-2149 ext.1126 E-mail: bguy@gananoque.ca

VL - Elmwood Drive, Gananoque
Ontario 9137BK

 Subject Lands: 11.586 ha
 Lot Area Less Than Required
 Lot Frontage Less Than Required
 Lot Area and Lot Frontage Less Than Required

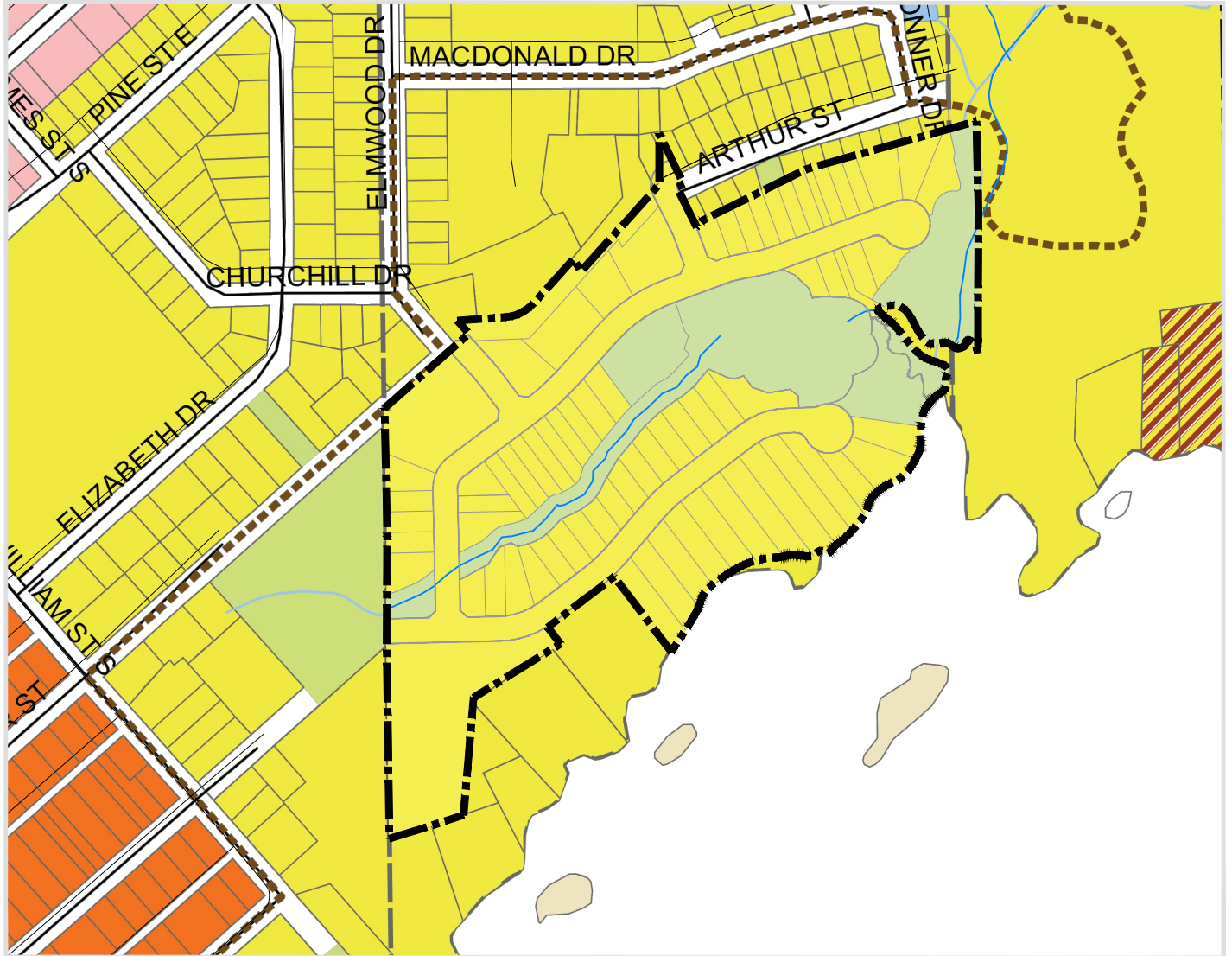
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- SCALE:** 1:1,500
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PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE

Schedule 'A'

PART OF LOT 16, CONCESSION 1,
GEOGRAPHIC TOWNSHIP OF LEEDS
TOWN OF GANANOQUE
COUNTY OF LEEDS

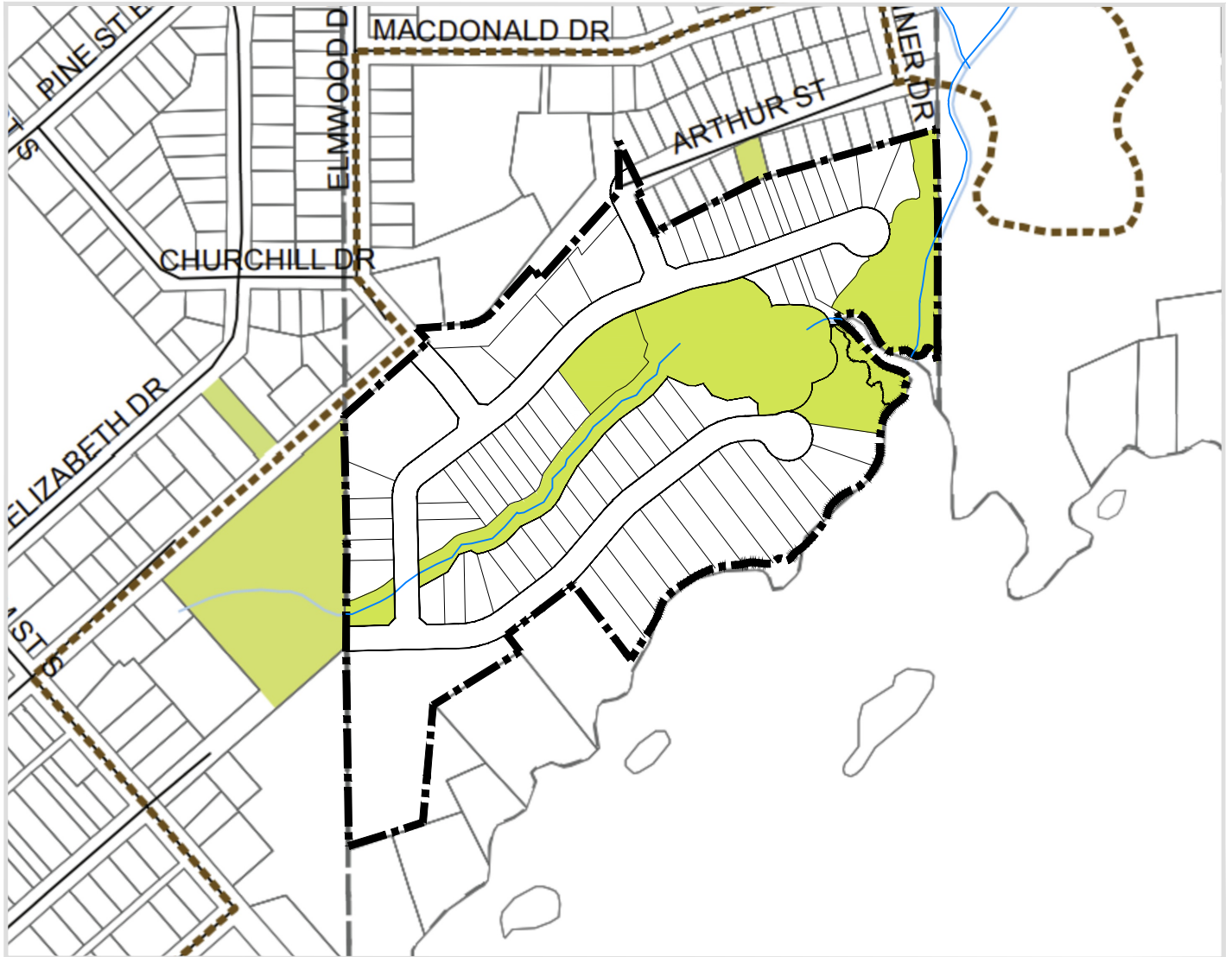


 Subject Property

 Proposed Open Space

Schedule 'B'

PART OF LOT 16, CONCESSION 1,
GEOGRAPHIC TOWNSHIP OF LEEDS
TOWN OF GANANOQUE
COUNTY OF LEEDS

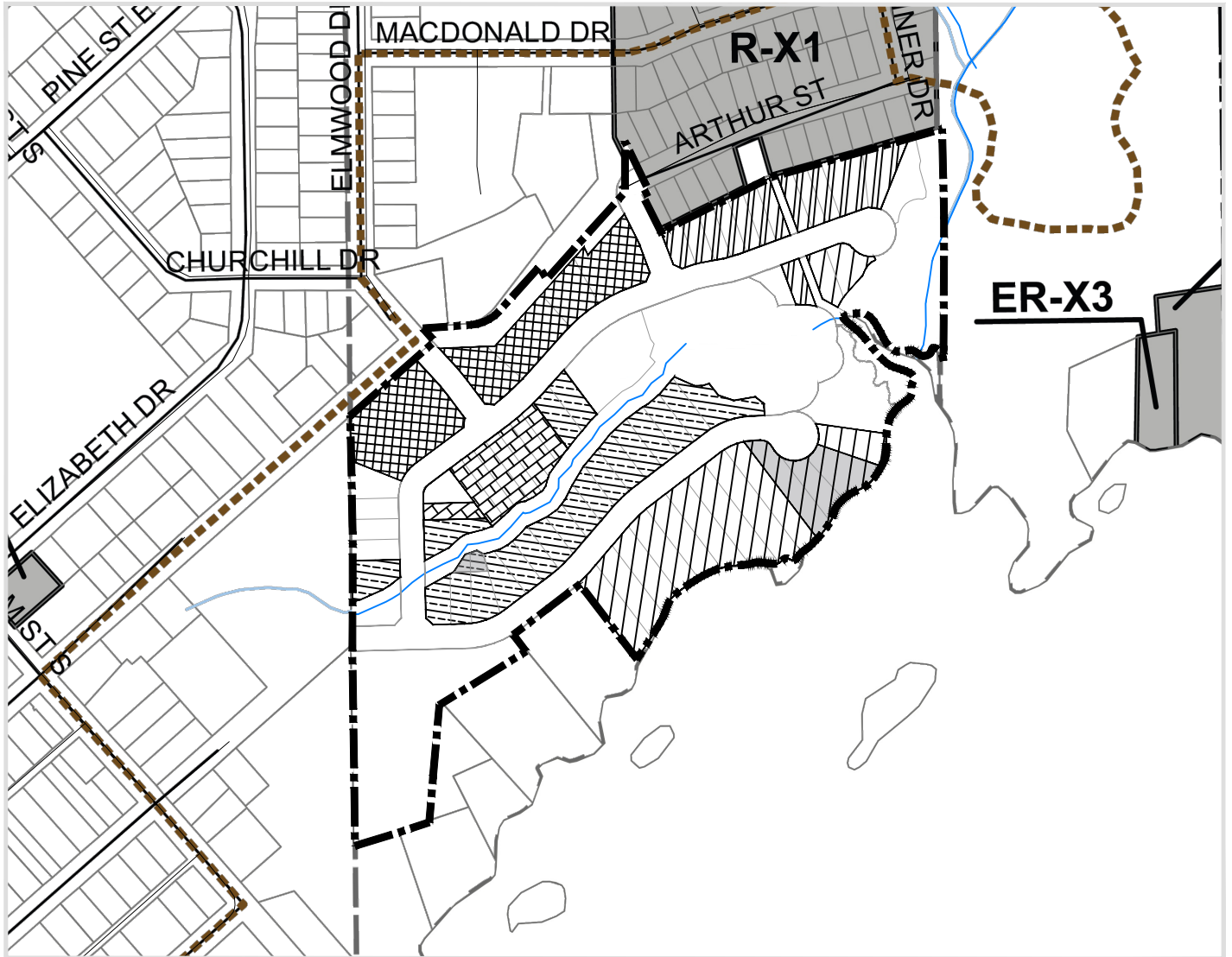


 Subject Property

 Open Space

Schedule 'C'

PART OF LOT 16, CONCESSION 1,
GEOGRAPHIC TOWNSHIP OF LEEDS
TOWN OF GANANOQUE
COUNTY OF LEEDS



 Subject Property

 Proposed to be zoned R-X_

 Proposed to be zoned R-X_

 Proposed to be zoned R-X_

 Proposed to be zoned R-X_

 Proposed to be zoned R-X_

 Proposed to be zoned R-X_