OFFICIAL PLAN AMENDMENT & DEVELOPMENT PERMIT APPLICATION - CLASS III

File No. **OPA8-25/DP2025-13**OWNER: **AGNES & HARRIE TIEKEN**APPLICANT: **BETHANIE MATTHEWS**

The property municipally and legally described as

145 RIVER STREET

PLAN 86 PT LOT 476 PT LOT;477 PT LOT 478 PT LOT 479 RP;28R8089 PART 1
TOWN OF GANANOQUE

has applied to the Town of Gananoque for an Official Plan Amendment (File No. OPA8-25) from RESIDENTIAL TO RESIDENTIAL EXCEPTION DESIGNATION TO PERMIT A FITNESS AND RECREATION FACILITY

AND

has applied to the Town of Gananoque for a Development Permit (File No. DP2025-13) to REDESIGNATE THE PROPERTY FROM RESIDENTIAL TO RESIDENTIAL EXCEPTION (R-XX) TO PERMIT A FITNESS AND RECREATION FACILITY

Note: Applications OPA8-25 and DP2025-13 are concurrent. DP2025-13 will be a condition for final approval of Official Plan Amendment application OPA8-25

COMMENT DEADLINE: WEDNESDAY DECEMBER 3, 2025

Circulation:	Bell Canada (email) Canada Post (email) Cataraqui Region Conservation Authority (email) Cogeco (email) Eastern Ontario Catholic District School (email) Eastern Ontario Power (email) Enbridge Pipelines Inc.(email) Hydro One Inc. (email) South East Health Unit (email) Ministry of Transportation (email) Ontario Municipal Property Assessment (email) Ontario Power Generation Inc. (email) St Lawrence Parks Commission (email) Union Gas (email) Upper Canada District School Board (email) Other:		To (((((((((((((((((((wn))))))	of Gananoque (email) Mayor and Council CAO and Sr Management Team Chief Building Official – B Keyes Superintendent of Roads - B Webb Superintendent of Utilities- M. Hoult Public Works – C. Fromentin Utilities – C Brennan Utility Administrator – T Vandusen
If you have any comm the undersigned. □ No Commer □ Comments	ditions that need to be addressed and/or	fees or	se	cu	rities required, please forward them to
		Sigr	nat	ure	Đ:

Please Return to:

Trudy Gravel, Assistant Planner 613-382-2149 ext. 1129 assistantplanner@gananoque.ca 30 King Street East, Box 100 Gananoque, ON K7G 2T6



NOTICE OF PUBLIC MEETING (PREVIOUSLY DEFERRED) Proposed Official Plan Amendment and Class III Development Permit

TAKE NOTICE THAT the Town is in receipt of a complete application for a proposed Official Plan Amendment, pursuant to Section 21 and a Development Permit pursuant to Section 70.2 of the Planning Act, R.S.O. 1990.

Planning Advisory Committee for the Town of Gananoque will hold a Meeting on TUESDAY, DECEMBER 9, 2025 at 6:00 P.M. in the TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 King Street East, Gananoque to provide recommendations to Council on the concurrent applications below.

AND FURTHER TAKE NOTICE that the Council for the Corporation of the Town of Gananoque will hold a Public Meeting on TUESDAY, DECEMBER 16, 2025 at 5:00 P.M. at the TOWN OF GANANOQUE COUNCIL CHAMBERS, 30 King Street East, Gananoque to consider the following applications:

*The **TOLL-FREE PHONE NUMBER** and **ACCESS CODE** will be found on the meeting agenda, posted to the Town website at https://www.gananoque.ca/town-hall/meetings prior to the meeting.

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Additional information in relation to the proposed **Official Plan Amendment** and **Development Permit** is available in-person for inspection between 8:30am - 4:30pm at the Town of Gananoque, 30 King Street East, Gananoque Ontario or on the Town website at https://www.gananoque.ca/town-hall/meetings, or by emailing assistantplanner@gananoque.ca or by calling Trudy Gravel 613-382-2149 ext. 1129.

Official Plan

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town before the proposed Official Plan is adopted, the person or public body is not entitled to appeal the decision of the Town to the Ontario Land Tribunal.

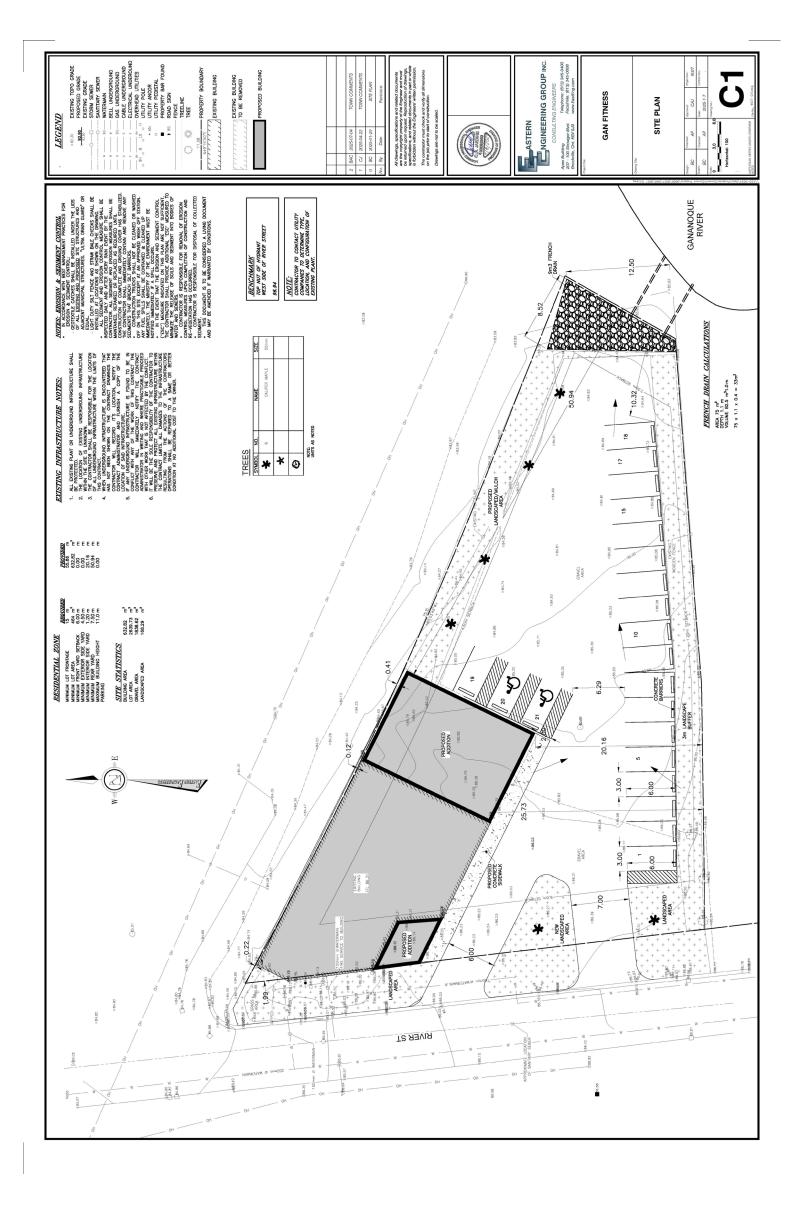
If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town before the proposed Official Plan is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal, unless in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party. If you wish to be notified of the decision of the Corporation of the Town of Gananoque in respect to this proposed **Official Plan Amendment** and related amendments, you must make a written request to the Clerk for the Town of Gananoque, 30 King Street East, Gananoque, Ontario K7G 1E9, or by email to clerk@gananoque.ca.

Development Permit By-law

If you wish to provide comment or input in respect of the proposed **Development Permit** you may do so at the public meeting or in writing prior to the meeting. **Note**: Only the applicant of a **Development Permit** has a right to appeal a decision or non-decision on an application to the Ontario Land Tribunal where the application meets the requirements established through the official plan and development permit by-law.

DATED this 14th day of NOVEMBER 2025

Brenda Guy Manager of Planning and Development bguy@gananoque.ca 613-382-2149 Ext.1126





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.

Frontage (m/ft): 55.9

Municipal Freedom of Inform	CONTACT INF	acy Act – Personal Inform	ation on this form is collected		
Name of Applicant:	rity of The Planning Act and v Complete Address includi		S application. Phone:		
Bethanie Matthews	343 Georgiana St, Ganai		613 929 9927		
	E-mail: ganfitness@outl	look.com			
Name of Property Owner (if different than applicant):	Complete Address includi 215 Marble Rock Rd, G	ng Postal Code: ananoque, On, K7G 2V4	Phone: 613 328 6653		
Agnes Tieken	E-mail:				
Architect/Designer/Planner:	Complete Address includi	Phone:			
	E-mail:				
Engineer: Eastern Enginnering	Complete Address includi 207-100 Stowger Bl Brockville, On, K6V	Phone: 6133450400			
	E-mail: baiello@easteng.com / cjardine @easteng.com				
Land Surveyor:	Complete Address includi	ing Postal Code:	Phone:		
	E-mail:				
	PROP				
Street or Property Address (if	applicable):	Roll Number (if known):			
145 River St, Gananoque, O	ntario, K7G2P8	081400001036800			
	LEGAL DES	CRIPTION			
Lot/Con/Plan:		25 (1994) (1994) (1995) (1995) (1995) (1995) (1995) (1995) (1995) (1995) (1995) (1995) (1995) (1995) (1995) (1			

Part of Lot 13, Concession 1, Town of Gananoque in the United Counties of Leeds and Grenville

Depth (m/ft):

Lot Area: 2640m2

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.

X 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.

| X| 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;

X 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;

\fbox{X} 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.

xGrade 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
- 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

	• Photographs of the subject tand and abditing streets	ape on both side of the street
Х	Supporting Studies and Reports. Technical reports/plar process of a Development Permit Application. Application the following studies or reports. Applicants should consult requirements:	ns for Development Permit may be required to submit
	Air, Noise or Vibration Study Archaeological Study Drainage and/or stormwater management report Environmental Impact Assessment for a natural heritage feature or area Erosion and Sediment Control Plan Geotechnical Study and Hydrogeological Study Heritage Resource Assessment/Study Hydrogeology/Groundwater Study Phase I Environmental, investigation if required Form 1's – Record of Future Alteration (Water, Sewer and Storm)	Sanitary System Design & sufficient capacity Servicing Options Report Source Water Protection – Risk Management Assessment Sun/Shady Study Traffic Study Vegetation Inventory/Preservation Visual Impact Assessment Water Distribution System & sufficient capacity Wave Uprush Study Supporting Land Use Planning Report Other:
	NOTES TO OWNER/	APPLICANT:
•	Applications may be subject to any Town incurred costs of 047) being a by-law to establish general fees and rates for is in the form of a deposit fee in the amount of \$2,000 pay various studies as outlined in the application.	over and above the fees set out (See By-law 2016- r various services provided by the municipality). This
•	Cataraqui Region Conservation Authority (CRCA) - Applic cheque payable to the CRCA. Fees are identified on the C https://cataraquiconservation.ca/pages/permit-fees. The Conservation Authority Officer prior to making application	CRCA website e Town recommends that you consult with a n.
•	The applicant/owner may be required to provide 100% se Credit or Certified Cheque upon signing of the Developm and any Class that may require a background study or leg Security will remain with the Town until such time as the holdback will be maintained for a period of one year after the time of agreement.	curity of the cost of works in the form of a Letter of ent Permit Agreement for all Class III applications gal registration of documents. works are completed for any agreement. A 15%

Existing Use(s):					
Flea Market					
Length of time the existing use of the subject lands have continued: 30 Years					
Has the property been designated as a Heritage Site?	Yes	X No			
Is the property presently under a Site Plan/Development Permit Agreement?	Yes	X No			
Has the property ever been subject of an application under Section 34 (Zoning), 41 (Site plan) or 45 (Minor Variance) of the Planning Act?	X Yes	□No			
Has the property ever been subject of an application under Section 70.2 (Development Permit By-law) of the Planning Act?	Yes	X No			
If the property has been subject of applications under the Planning Act noted above,	provide the file	e number(s)			
and the status of the application? by-law 1997-025 passed to remove the holding symbol					
Proposed Use(s): Residential Exception to permit a community oriented Fitness and Recreation Facility, including fitness facilities, exercise classes, sports gymnasium and range of complimentary recreational uses being Gan Fitness					
Is the Use permitted or permitted subject to criteria as set out in the development permit by-law?	X Yes	□No			
How has the applicable criteria have been addressed?					
Residential Exception Discretionary Use Required					
Is/Are variation(s) requested?	X Yes	□No			
If yes, what variation is requested and why?					
seeking designation to comply					
Demonstrate how the proposed variation meets the criteria as set out in the develop	ment permit by	y-law.			
see attached planning report					
Abutting Land Use(s) – east, west, north, south: East - Gananoque River West - Residential North - Open Space					
South - Residential and Neighbourhood Commercial					

Is the Development to be		x Yes	☐ No				
What is the anticipated da				J	an 1, 20	026	
Is the land to be divided in	n the future?				Yes	X No	
Are there any easements,	right-of-ways or restrictive	e covenants	affecting the s	subject land?	Yes	X No	
If yes, please pro	vide details (and copies of	covenants	with applicatio	n submission).			
Plan Details: Please	ensure that measureme	ents are co	nsistent wit	h plan			
x Residential	Commercial Commercial		Employn Industria	nent Lands/ al	In	stitutional	
Building Coverage:			Landscape Coverage:				
(%)	633(sq.m)	7	(%)	(sq.m)		
Building Height:	No. of Storeys:		No. of Units	•	Stora	ge of Garbage:	
9.6m	1			1	indoor		
4444					1		
Parking Area:	Existing Parking Surface Paved Gravel Permeable Parking Area Other Proposed Parking Surface: Paved Gravel Permeable Parking Area Other Other Other						
	# of Existing Parking	# of New	Parking	# of Accessib		Total # of Parking	
	Spaces	Spaces		Parking Space 2		Spaces	
	0, scattered	19				21	
	Dimension of Parking S	paces (m/1	ft):	Dimensions of	of Acces	sible Parking Spaces	
	3m x 6m			(m/ft): 3m x	6m wit	h 1.5m acesss aisle	
LOADING SPACES, if applicable:			of Loading 0	Dimensions of	of Loadir	ng Spaces (m/ft):	

Heritage Tourist Inn/Bed ar	ccor	nn	100	latic	 / 1			1		/ (Vi)) tro	! !	
Is this an application for a He	eritage Tourist Inn?] Y	es			X	No							
Number of Guest Ro			<u>]</u> 1			2	Ш	3	***********]4	<u>, L</u>] 5	Ш	6	
NOTE: A Heritage Tourist Ir															
	g a description of historic f	atur	-			iired	- Additional Contraction of the		e su	ıbmi	ssior	of th	is a	pplica	ition.
Is this an application for a Be] Y	'es		 2	븸	No 3							
Number of Guest Ro		나는	<u> </u>				니 図	-	Marian Malayana	unana menderal de					
Is this an application for a Sh Number of Guest Ro		\dashv \vdash	<u> </u>	'es		2	읨	3							
Number of Guest Ro	oms:				<u> </u>										
Access*:	Potable Water*:	l s		agı	a Dis	spos	al*·			Ş	Storm	wate	r*:		
X Municipal Street	X Town Owned/operated		2000			vned	************		ed	100000		Assessment States		d/Ope	rated
Existing Private Road/ Lane	Water System	-				Syste				-		wers		•	
Existing Right-of-way	Private Well] [² riv	/ate	Sept	ic a	and	Tile	[_] S∖	walcs			
Unopen Road Allowance	= = = = = = = = = = = = = = = = = = =			Field							Ditches				
Other:] - 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1.				Other							ther			
Provide any applicable hook	-up approvals and/or perm	it nur	nb	er(s) a _l	oplic	abl	e to	the	abo	ve:				
												, my june			
Water Access (where acces	s to the subject land is by v	vater	or	ıly)											
Docking Facilities (specify)						cilitie	es (s	spec	cify)						
distance from subject land	n/a		distance from subject land												
distance from nearest public	croad	distance from nearest public road													
								700000000000							
EXISTING BUILDINGS:		Buil	dir.	ng :	1 - P	rima	ry			E	Buildi	ng 2 -	Acc	cesso	ry
Type of Structure (i	e: wood concrete)														
		concrete													
Date Constructed:								7							
		n/a													
Front Line Setback:															
Tronc Enio Gotadoki		0m													
Rear Lot Line Setba	ole														
Rear Lot Line Setba	GR.	56m													
Side Lot Line Setba	ck:	0m (north)													
		OH (Notur)													
Side Lot Line Setback:			20.1m (south)												
									-						
Height:			7.6 m												
Dimensions:															
				-											
Floor Area:			3	92	sq.ı	m									

Back Addition

Front Addition

PROPOSED BUILDINGS:	Building 1 - Primary	Building 2 - Accessory
Type of Structure (ie: wood concrete)	wood/concrete	wood/concrete
Proposed Date of Construction:	jan 2027	jan 2026
Front Line Setback:	0m	0m
Rear Lot Line Setback:	50.9m	56m
Side Lot Line Setback:	0m (north)	0m
Side Lot Line Setback:	20.1m (south)	20.1m
Height:	9.6m	7.6m
Dimensions:		
Floor Area:	633 sq.m	413 sq m
Attached Ac	Iditional Page, if necessary	1

AUTHORIZATIO	N BY OWNER				
Furthermore, I/we, being the registered owner(s) of the members of Council, Committee of Council and Municipe conducting a site inspection with re	e the applicant in the submission of this application. subject lands, hereby authorize Town of Gananoque pal Staff, to enter upon the property for the purposes of				
Agnes Teiken					
Owner Name (Please Print)	Owner Name (Please Print)				
Signature of Owner	Signature of Owner				
Signature of Witness (not applicant)	Date				
CONSENT	BY OWNER				
and Protection of Privacy Act. I/We hereby authorize the upersonal information collected under the authority of the application. Signature of Owner					
Signature of Witness (not applicant)	Date				
DECLARATION	OF APPLICANT				
(Print) I, Bethanie Matthews of the Town Ontario	of <u>Gananoque</u> in the <u>province</u> of solemnly declare that:				
I understand that the applicant/owner will be required to of a Letter of Credit or Certified Cheque until such time maintained for a period of one year after the works a agreer. All of the above statements contained in the applic conscientiously believing it to be true and knowing that and by virtue of The Contained Sworn before me at	e as the works are completed. A 15% holdback will be re completed. This will be applicable at the time of ment. Eation are true and I make this solemn declaration it is of the same force and effect as if made under Oath				
this, a Coay of sainther, etc., a Coay of sainther, etc., a Coay of sainther, etc., a coay. Province of Ontario, for the Corporation of the Town of Gananoque.	12 fe the				

Office Use Only:		Roll No: 0814000001036800			
Official Plan Designation:	Development Permit Designation:	Other:			
Residential	Residential				
Access (Entrance Permits etc):	Water and Sewer Hookup (Permits etc):	Other:			
Other Cash-in-Lieu of	Condo Consent/	X Official Plan Subdivision			
Concurrent Parking Applications:	Approval Severance	Amendment Approval			
Date Application Received:	Date Application Deemed	Fees Received:			
November 13, 2025	Complete: November 13, 2025	\$1900 September 3, 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

Peer Review/Consultant Services

In order to streamline the Town of Gananoque's planning process, professional or peer review services may be contracted out by the Town under By-law 2004-63 and amending By-law 2007-29. These may include but are not limited to the following:

Condominium Applications	Air, Noise or Vibration Study	Sanitary System Design & sufficient capacity
Consent Applications	Archaeological Study	Servicing Options Report
Cost Estimate of Works	Drainage and/or stormwater management	Source Water Protection – Risk Management
Development Permit Applications	report	Assessment
Official Plan Amendment	Environmental Impact Assessment for a	Sun/Shady Study
Local Planning Appeal Tribunal	natural heritage feature or area	Traffic Study
Part Lot Control	Erosion and Sediment Control Plan	Vegetation Inventory/Preservation
Subdivision Applications	Geotechnical Study/Hydrogeological Study	Visual Impact Assessment
	Heritage Resource Assessment/Study	Water Distribution System & sufficient
	Hydrogeology/Groundwater Study	capacity
	Phase I Environmental, investigation if req'd	Wave Uprush Study
	Form 1's – Record of Future Alteration (Water, Sewer and Storm)	Supporting Land Use Planning Report

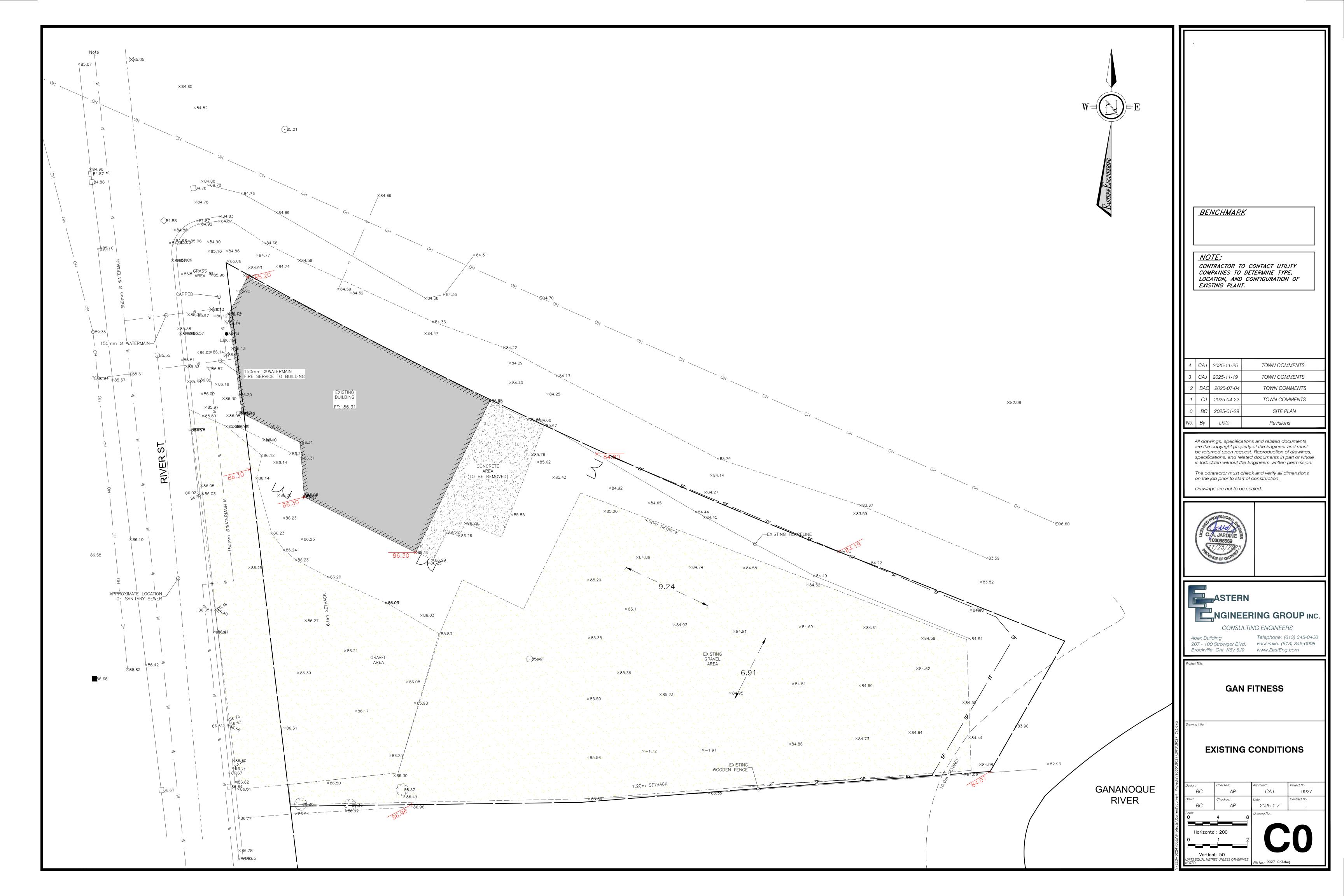
The use of and choice of peer review contract consultants for either planning or engineering on any specific project are subject to the approval of either the Manager of Planning and Development or the Director of Public Works within their respective areas of jurisdiction.

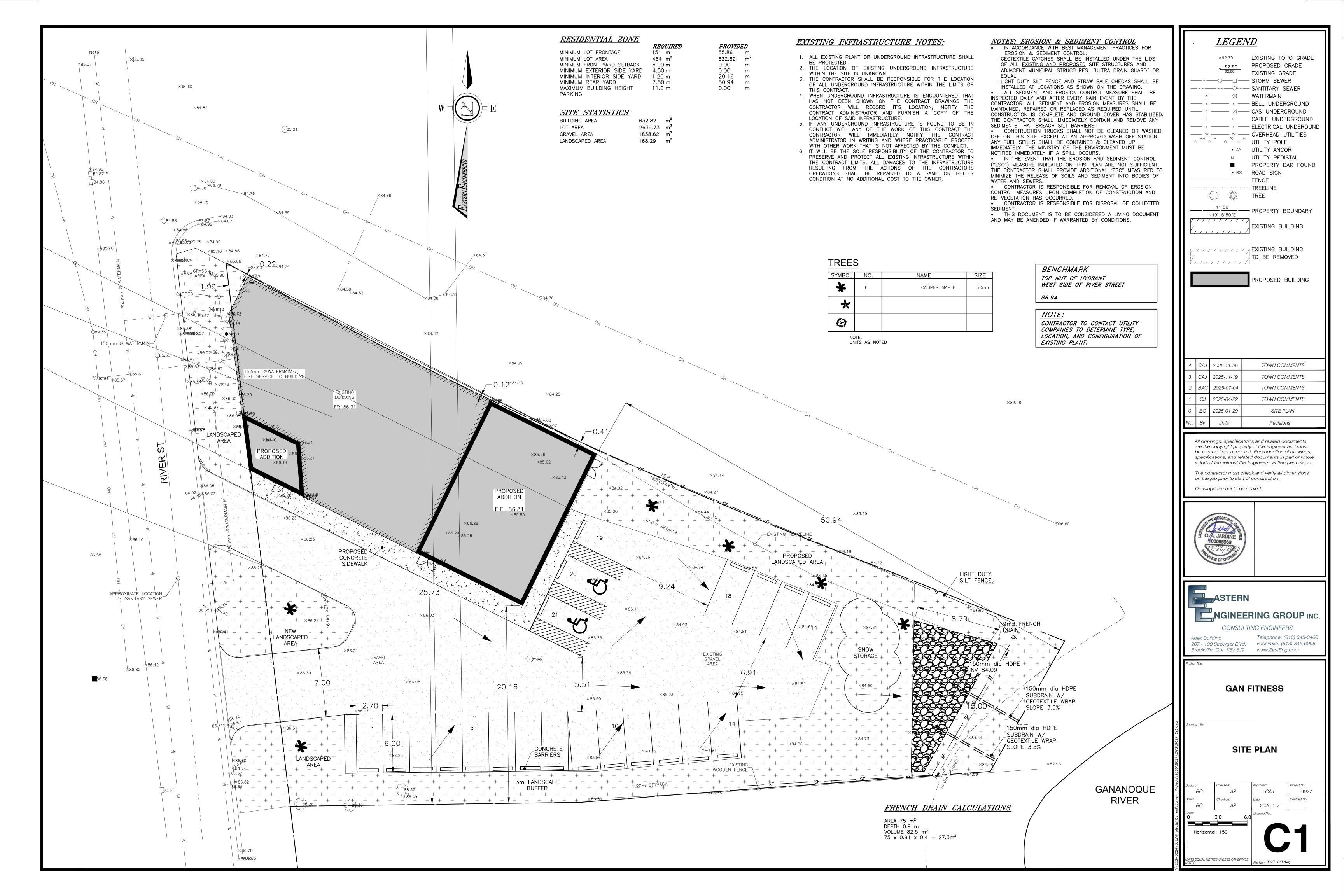
All costs for the peer review consultants and legal costs for preparation of agreements and/or registration shall be fully paid by the applicant/owner. A deposit will be received by the Town as part of application submission requirements in the amount of \$2,000 (two thousand dollars). Any costs above and beyond the initial security will be invoiced to the applicant/owner.

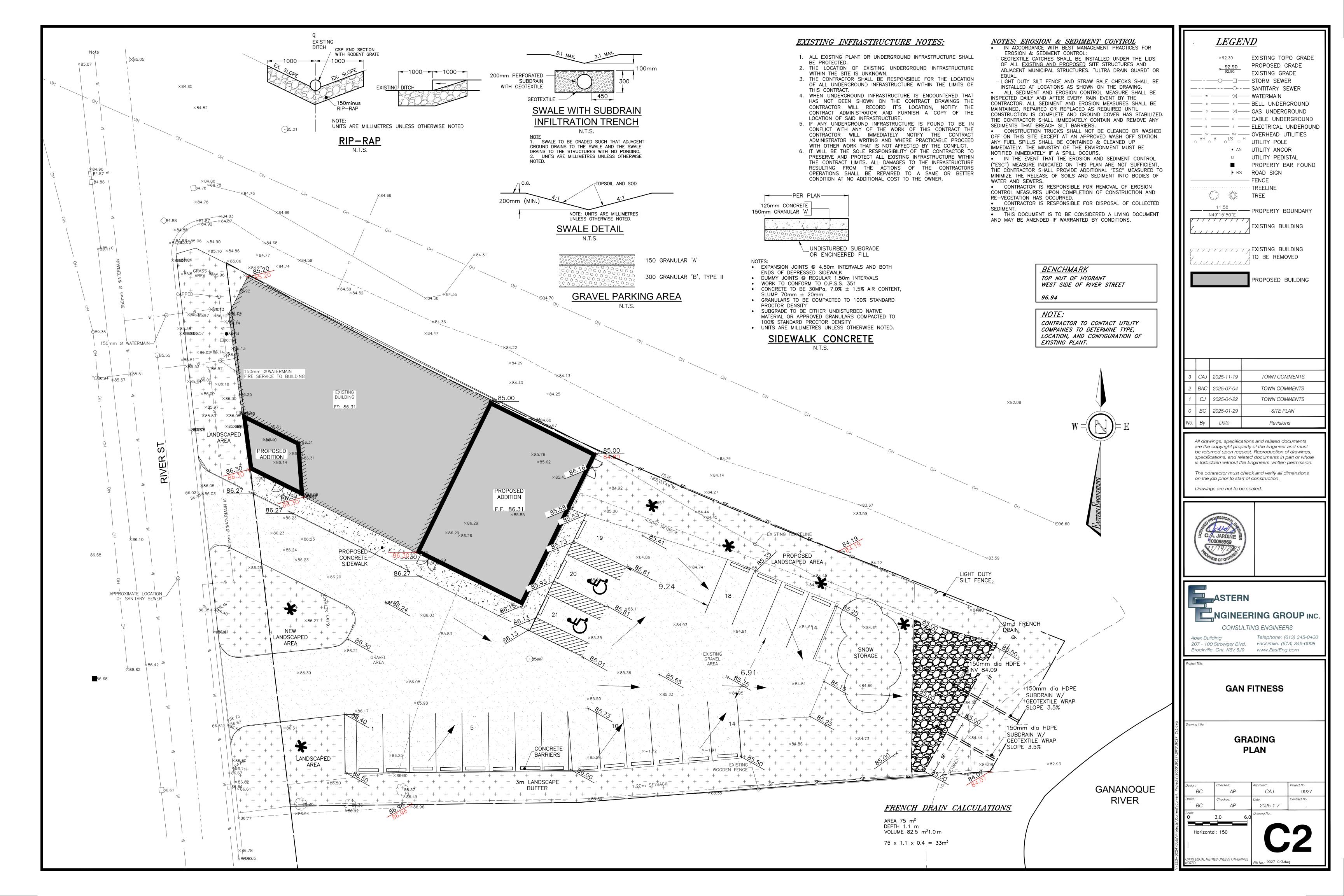
All invoices shall be paid by the Town and subsequently invoiced to the applicant/developer. If payment is not received by the Town within 30 (thirty) days of receipt, the Town will recover its costs from any other securities which have been posted for the project by the applicant/owner.

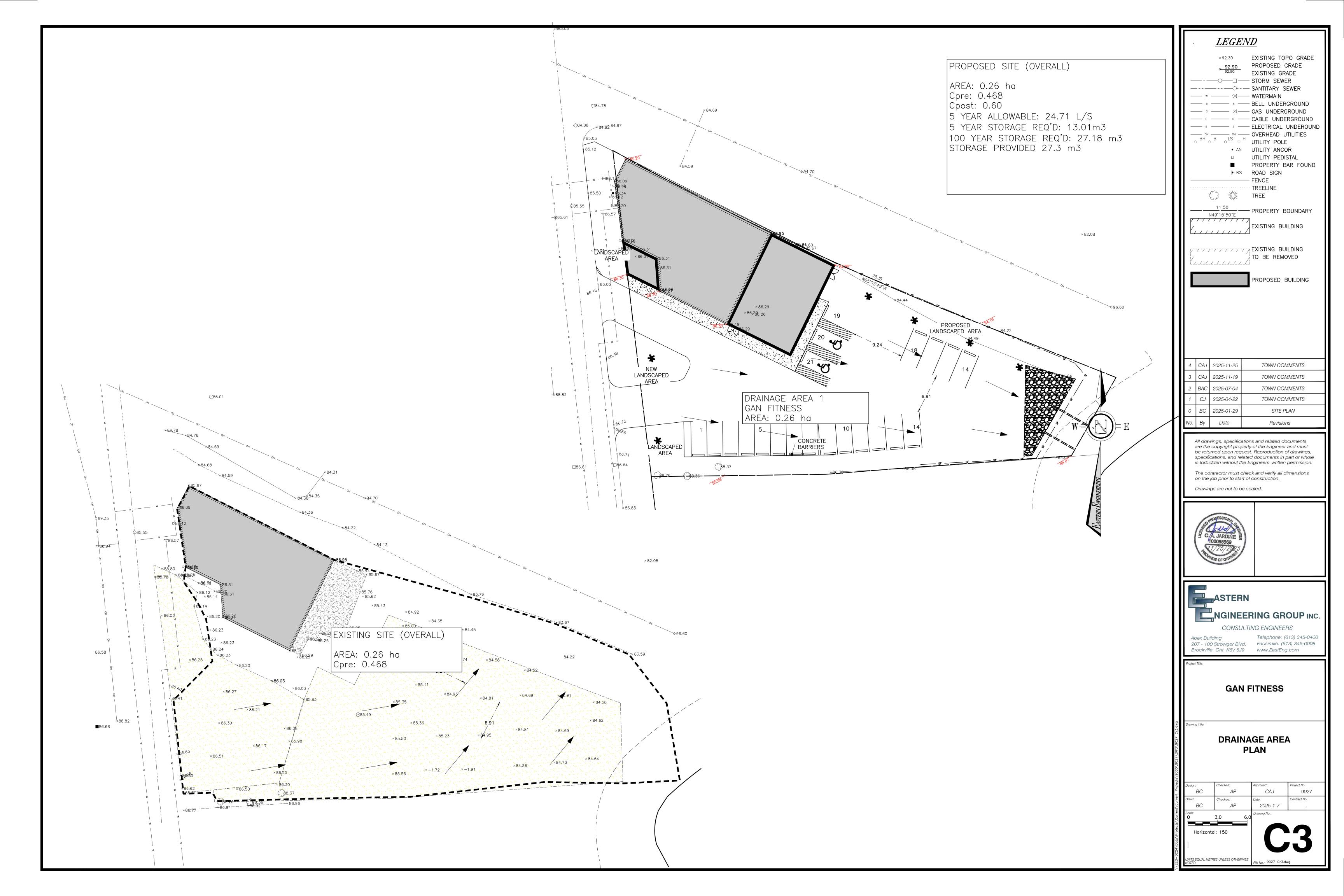
I/We.	of the	of	in the
	of		
Furthermore, I accept t	he Town's peer review process wi	nereby I agree to provide	the Town of Gananoque with a
deposit in the amount deemed by the Town o	of \$2,000 (two thousand dollars r preparation of legal agreements nt that payment is not received for	including registration in 1	y necessary peer review(s) a the completion of my plannin

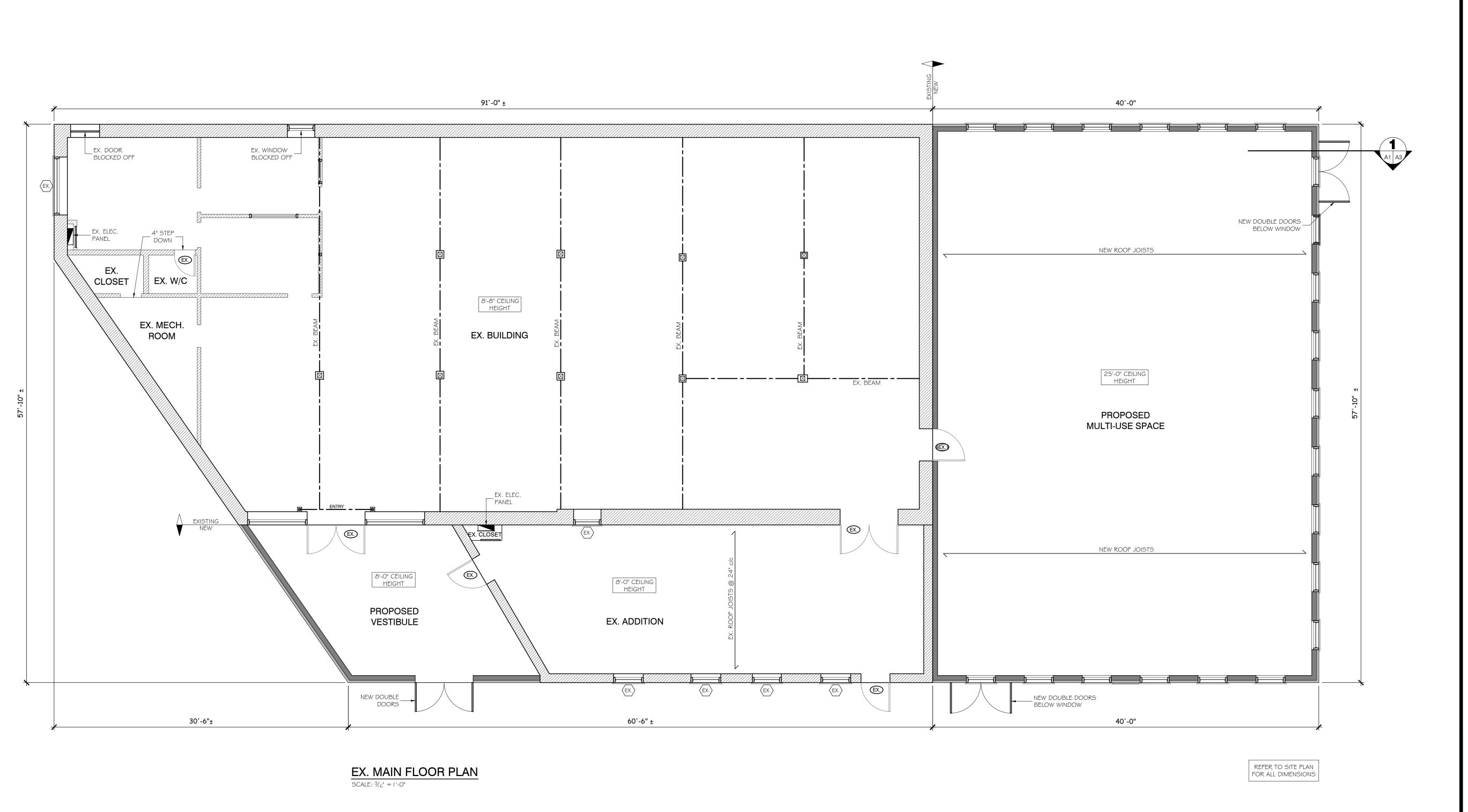
Manager of Planning/Development or his/her designate











GENERAL NOTES

- CONTRACTOR TO VERIFY ALL DIMENSIONS PRIOR TO START OF CONSTRUCTION. ALL WORK TO BE DONE IN ACCORDANCE WITH
- THE 2024 ONTARIO BUILDING CODE. . THE CONTRACTOR SHALL REPORT ANY
- DISCREPANCIES FROM THESE PLANS TO THE DESIGNER FOR REVIEW AND/OR APPROVAL.
- THE CONTRACTOR IS RESPONSIBLE FOR THE SAFEGUARDING AND LOCATING OF EXISTING UTILITIES AND STRUCTURES ON SITE.
- INSTALL PRE-MANUFACTURED COMPONENTS AS PER THE MANUFACTURES RECOMMENDATIONS AND SPECIFICATIONS.
- WHERE NOT NOTED ON DRAWINGS, SPACING ON FRAMING MEMBERS TO BE TO THE LATEST
- EDITION OF THE ONTARIO BUILDING CODE. ALL WOOD FRAMING LUMBER SHALL BE
- GRADE-STAMPED AS SPF No.2 OR BETTER WITH
 A MOISTURE CONTENT OF 19% OR LESS AT TIME OF CONSTRUCTION. CONSULT WINDOW AND/OR DOOR SUPPLIER FOR
- THE REQUIRED ROUGH OPENING SIZES PRIOR TO START OF CONSTRUCTION. HEATING, COOLING, PLUMBING AND ELECTRICAL
- DESIGN SERVICES SHALL BE SUPPLIED BY OTHERS \$ INSTALLATION SHALL BE AS PER THE ONTARIO BUILDING CODE.
-). ALL FINISH SPECIFICATIONS TO BE APPROVED BY . SHOP DRAWINGS TO BE PROVIDED BY

MANUFACTURER FOR REVIEW.

NEW / EXISTING WALLS LEGEND EXISTING WALLS ////// TO REMAIN NEW WALLS

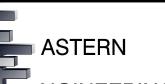
2	AGP	2025-09-02	FOR REVIEW
0	AD	2025-04-28	ISSUED FOR CLIENT REVIEW
No.	Ву	Date	Revisions

All drawings, specifications and related documents are the copyright property of the Engineer and must be returned upon request. Reproduction of drawings, specifications, and related documents in part or whole is forbidden without the Engineers' written permission.

The contractor must check and verify all dimensions on the job prior to start of construction.

DRAWINGS ARE NOT TO BE SCALED





SOUP INC. CONSULTING ENGINEERS

Telephone: (613) 345-0400 Facsimile: (613) 345-0008 Apex Building 207 - 100 Strowger Blvd. Brockville, Ont. K6V 5J9 www.EastEng.com

GANANOQUE FITNESS

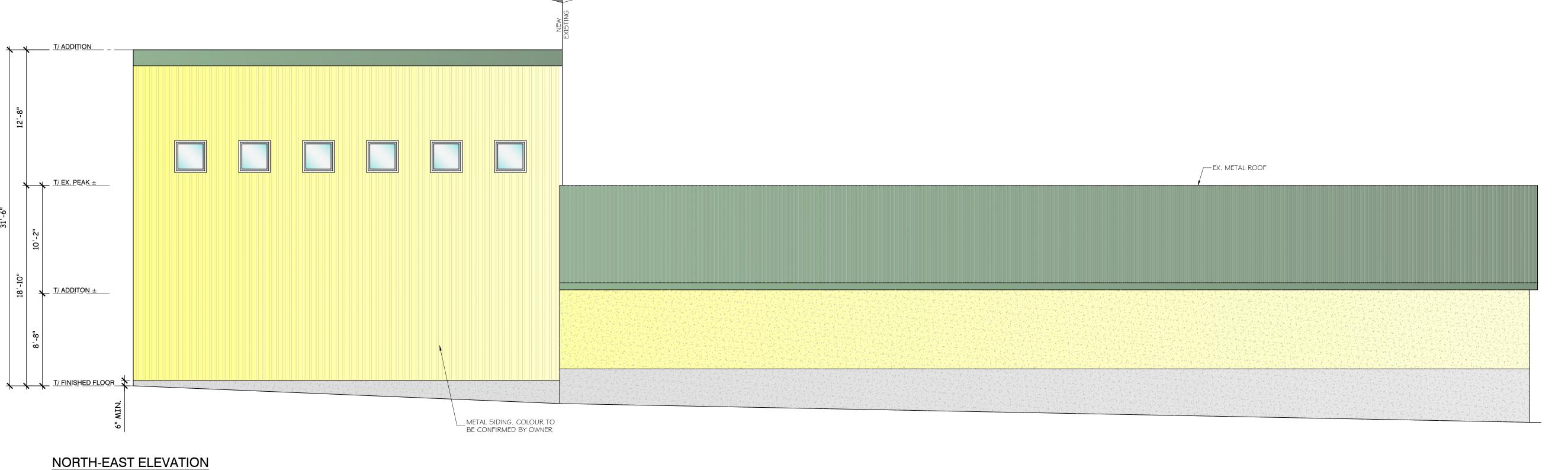
145 River Street, Gananoque, ON

MAIN FLOOR PLAN

Design:	Checked:	Approved:	Project No.: 9027
Drawn:	Checked:	Date: 2025-04-17	Contract No.: 9027-1
Scale:		Drawing No.:	

Vertical: AS SHOWN





SCALE: $\frac{3}{16}$ " = 1'-0"

GENERAL NOTES

- CONTRACTOR TO VERIFY ALL DIMENSIONS PRIOR TO START OF CONSTRUCTION.
- ALL WORK TO BE DONE IN ACCORDANCE WITH THE 2024 ONTARIO BUILDING CODE.

THE CONTRACTOR IS RESPONSIBLE FOR THE

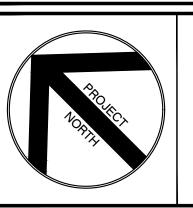
- . THE CONTRACTOR SHALL REPORT ANY DISCREPANCIES FROM THESE PLANS TO THE DESIGNER FOR REVIEW AND/OR APPROVAL.
- SAFEGUARDING AND LOCATING OF EXISTING UTILITIES AND STRUCTURES ON SITE. INSTALL PRE-MANUFACTURED COMPONENTS AS
- PER THE MANUFACTURES RECOMMENDATIONS AND SPECIFICATIONS. WHERE NOT NOTED ON DRAWINGS, SPACING ON
- FRAMING MEMBERS TO BE TO THE LATEST EDITION OF THE ONTARIO BUILDING CODE. ALL WOOD FRAMING LUMBER SHALL BE
- GRADE-STAMPED AS SPF No.2 OR BETTER WITH A MOISTURE CONTENT OF 19% OR LESS AT TIME OF CONSTRUCTION.
- CONSULT WINDOW AND/OR DOOR SUPPLIER FOR THE REQUIRED ROUGH OPENING SIZES PRIOR TO START OF CONSTRUCTION. HEATING, COOLING, PLUMBING AND ELECTRICAL DESIGN SERVICES SHALL BE SUPPLIED BY
- OTHERS & INSTALLATION SHALL BE AS PER THE ONTARIO BUILDING CODE.
-). ALL FINISH SPECIFICATIONS TO BE APPROVED BY OWNER
- I. SHOP DRAWINGS TO BE PROVIDED BY MANUFACTURER FOR REVIEW.

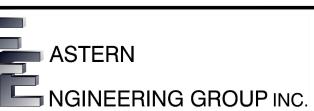
2	AGP	2025-09-02	FOR REVIEW
0	AD	2025-04-28	ISSUED FOR CLIENT REVIEW
No.	Ву	Date	Revisions

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The contractor must check and verify all dimensions on the job prior to start of construction.

DRAWINGS ARE NOT TO BE SCALED





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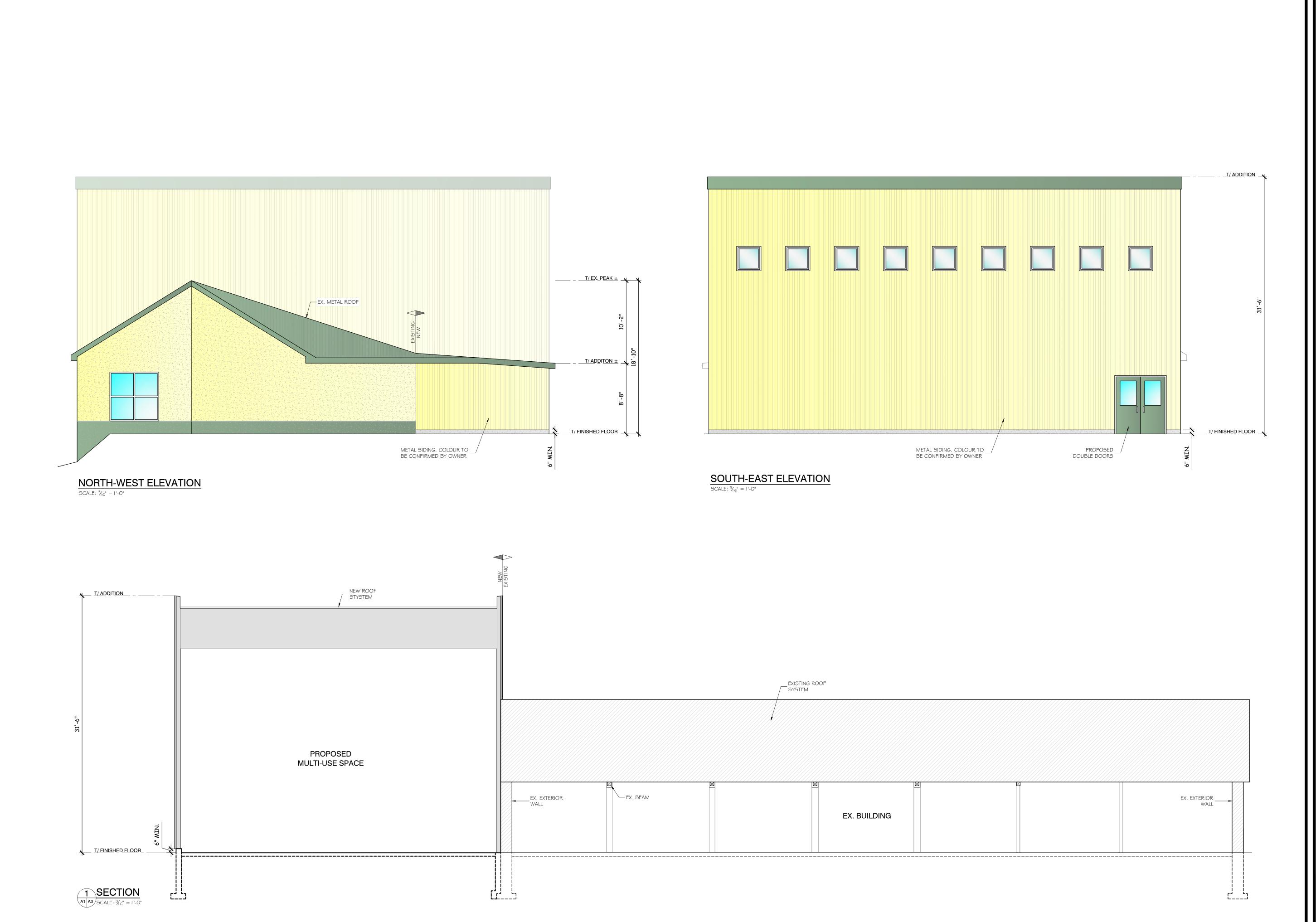
Brockville, Ont. K6V 5J9

GANANOQUE FITNESS

145 River Street, Gananoque, ON

ELEVATIONS

Design:	Checked:	Approved:	Project No.: 9027
Drawn:	Checked:	Date: 2025-04-17	Contract No.: 9027-1
Scale:	tal: AS SHOWN	Drawing No.:	^



GENERAL NOTES

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- DESIGNER FOR REVIEW AND/OR APPROVAL.

 4. THE CONTRACTOR IS RESPONSIBLE FOR THE SAFEGUARDING AND LOCATING OF EXISTING
- UTILITIES AND STRUCTURES ON SITE.

 5. INSTALL PRE-MANUFACTURED COMPONENTS AS PER THE MANUFACTURES RECOMMENDATIONS
- AND SPECIFICATIONS.

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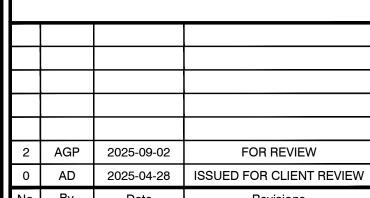
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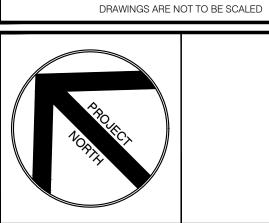
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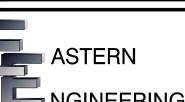
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Title:

GANANOQUE FITNESS

145 River Street, Gananoque, ON

rawing fille:

ELEVATIONS & SECTION

Design:	Checked:	Approved:	Project No.: 9027	
Drawn: AD	Checked:	Date: 2025-04-17	Contract No.: 9027-1	
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GAN FITNESS 145 RIVER STREET GANANOQUE, ON

STORMWATER MANAGEMENT REPORT



EASTERN ENGINEERING GROUP INC. APEX BUILDING 100 STROWGER BLVD, SUITE 207 BROCKVILLE, ON K6V 5J9

MARCH 2025

	REVISION RECORD							
REV	REV DESCRIPTION PREPARED BY							
0	PEER REVIEW COMMENTS		2025-11-19					
1								
2								
3								

1.0 PROJECT BACKGROUND

The project involves a new addition to the existing building at 145 River Street and revision to the site with additional gravel parking area. The building expansion is 210 m² at the rear of the building and a new entry addition of 31 m². The gravel parking area is 1167 m².

The report is a summary of data, calculations, design and support documentation required for the stormwater management of the site.

2.0 LOCATION

The property is located at current 145 River Street, Gananoque.

3.0 SERVICING

The existing building is serviced via municipal sanitary and water from the adjacent streets. There will be no increase or change in servicing for the building. The existing water is a 150m mm dia service to the property for fire protection.

The existing sanitary location could not be confirmed but there is an existing service to the building draining by gravity to the Town infrastructure.

4.0 DRINKING WATER SOURCE PROTECTION

As per Cataraqui Region Conservation Authority, portions of the site are in an area identified as a significant groundwater recharge area (SGRA) and Highly Vulnerable Aquifer (HVA). As mandated by the Clean Water Act (2006), the Source Protection Plan identifies significant activities that are considered to be drinking water threats.

A review of the proposed use of the site confirms that the activities planned on the site will not be a threat or risk to the groundwater. There will be no chemical handling or storage of any items listed in the Cataraqui Source Protection Plan. The proposed use of the site is a fitness centre.

5.0 EXISTING CONDITIONS

The area being redeveloped currently does not have any stormwater management facilities in place. The existing parking lot drains easterly towards the Gananoque River on the site. There is no controlled outlet currently.

The intent of the stormwater management plan presented herein is to mitigate any negative impact that the proposed development will have on the Town sewer system and neighbouring properties.

6.0 SEDIMENT AND EROSION CONTROL PLAN

To control sediment and erosion during construction the following shall be adhered to:

- 1. Before proceeding with any area grading the silt fence must be constructed where indicated.
- 2. Silt control fence shall be installed where shown and maintained until the completion of the landscaping.
- 3. Catchbasin silt traps are to be installed at all catchbasins off site where runoff can drain.
- 4. Accumulated silt to be removed off site prior to removal of the silt control fence.
- 5. Contractor to clean adjacent roads on a regular basis to the satisfaction of the Town.
- 6. The silt fence must be inspected weekly and immediately after rainfall events for rips or tears, broken stakes, blow outs (structural failure) and accumulation of sediment. The silt fence must be fixed and/or replaced immediately when damaged. Sediment must be removed from silt fence when accumulation reaches 50% of the height of the fence.
- 7. Upon completion of landscaping all sediment and erosion control measures shall be removed.
- 8. No construction activity or machinery shall be beyond the silt fence.
- 9. All earth or topsoil stockpiles shall be surrounded with a sediment control fence.

The Contractor shall be responsible for monitoring and maintaining the sediment and erosion control facilities until re-vegetation is complete.

The Sediment and Erosion Control Plan shall be considered a 'living document' that may need to be changed or adjusted during the life of the project to be effective.

7.0 PROPOSED STORMWATER MANAGEMENT DESIGN

The stormwater management for the new commercial development and parking area will be done via grading and use of low impact development to contain and treat stormwater runoff before leaving the site.

The intent of stormwater management is to limit the Post-development drainage runoff to the 5 year Pre-development conditions. The existing site has no stormwater management in place with no storm sewers. The proposed works will contain all runoff on the parking area.

The proposed SWM facilities are shown on the C1. Storage will be provided on site for the 2 through 5 year events, using infiltration trench and surface.

8.0 QUALITY- BEST MANAGEMENT PRACTICES

The site is less than 2 ha, using the Stormwater design manual, Section 4.1.1, and will be treated as a smaller developed area and recommend Lot Level and Conveyance Controls should be allowed for the site.

The flow from the site will follow natural drainage paths towards the east and Gananoque River. To help with water quality, Best Management Practices and Low Impact Development strategies are addressed by the rural nature of the development which includes the following factors:

Infiltration

Designing water flow paths in a longer shape will help with the removal of sediment and keeping temperature of the water lower. The flow path from the parking area to the infiltration trench is a low sloped gravel area. The gravel will and infiltration area allow for infiltration.

Preserve areas of undisturbed soil and vegetation

Areas that can retain their natural soils and current conditions should be included in the planning. The area of undeveloped treed area at the east end will be preserved to accommodate all runoff from the site.

Lot level Controls

At the lot level, the effects of runoff reduction measures are enhanced by minimizing lot grades to promote natural infiltration. Due to the natural topography or relief of the site, the existing grading of the entire site will be maintained and thus allowing natural filtration and absorption to continue while maintaining base flows and reducing TSS levels.

Conveyance Control

The use of low gradient grassed areas where possible is one of the best conveyance controls available.

Treatment Method

The treatment method will be best management practices included an infiltration area outside the floodplain setback. This also acts as a large buffer strip between the gravel parking area and the Gananoque river.

Treatment Area

This area has been designed and grades so all new surfaces drain to the grass areas around the development. The parking area is graded to flow to the grass swales and infiltration areas. The intent of the design is to provide a normal level of protection as defined by the MOE Stormwater Management Planning and Design Manual, March 2003 for the area being developed into a storage area.

9.0 LOW IMPACT DEVELOPMENT

As the practice of SWM has evolved, increasing emphasis has been placed on treating the runoff as close as possible to the source using a sequence of treatment methods called a "treatment train approach" and Best Management Practices. As a result, Low Impact Development (LID) approaches were established to mimic the existing natural hydrologic environment and to allow the rainwater to infiltrate, filter, and evaporate close to the source. Typical LID practices include rainwater harvesting, green roofs, downspout disconnection,

soak-away pits, infiltration trenches and chambers, bio-retention, vegetated filter strips, enhanced grass swales, and permeable pavements.

Based on the type of proposed development the LID features for the site, downspout disconnection involves directing the runoff from roof leader downspouts to a pervious area, which drains away from the building. This gives an opportunity for the runoff to infiltrate before it reaches the Gananoque River.

Additionally, grass swales will be implemented in line before the infiltration area on the site to provide quality control of stormwater. It will be constructed at gentle gradient to promote absorption and infiltration, as well as providing some opportunity for particle filtration.

The gradient of the system will be enough to ensure the continuous flow of stormwater, minimizing standing water. Outlet flow controls will are provided to attenuate the flows and meet the quantity control objectives. Details regarding the outlet controls are included in this report, with the placement, sizing, and elevations.

10.0 QUANTITY – PRE-DEVELOPMENT

The site will be considered a treed area prior to the parking lot expansion. The runoff coefficient for the existing areas are calculated using the areas and assumed C for the lands.

The C_{avg} for the 5 year Pre- are calculated as follows:

Runoff Coefficient Calculation:							
PRE DEVELOPMENT							
Surface	C	Area (m2)	Area (ha)				
Gravel	0.60	383.000	0.04				
Grass	0.35	1863.100	0.19				
Asphalt/Concrete	0.90	0.00	0.00				
Building	0.90	393.61	0.04				
Pasture Lands	0.28	0.00	0.00				
Average C =	0.468284016	SUM:	0.26				

PO	POST DEVELOPMENT							
Surface	C	Area (m2)	Area (ha)					
Gravel	0.60	1167.00	0.12					
Grass	0.35	779.00	0.08					
Asphalt/Concrete	0.90	0.00	0.00					
Building	0.90	632.82	0.06					
Pasture Lands	0.28	0.00	0.00					
Average C =	0.60	SUM:	0.26					

C_{pre} was calculated to be 0.47. C_{post} is 0.66

	Drainage Area for (
Pre Runoff C =	0.468284016				
Area =	0.264	ha			
5 YEAR					
Time (min)	mm*ha/hr to L/s	C	I (mm/hr)	A (ha)	Q(L/s)
5	2.78	0.47	155.10	0.264	53.299
10	2.78	0.47	95.50	0.264	32.818
15	2.78	0.47	71.90	0.264	24.708
20	2.78	0.47	58.63	0.264	20.147
25	2.78	0.47	50.16	0.264	17.238

The allowable flow from the full site based on the pre-development 5 year storm event is **24.708** L/s.

The water quantity objective for the storage area is to not exceed the existing stormwater flows from this area. The flow is limited to the pre-development runoff rates. Please note that it is widely recognized that the rationale method typically overestimates peak runoff flows and as a result is an extremely conservative prediction method. Any facilities that are sized using results from the rationale method are expected to function in "real world" conditions.

11.0 QUANTITY - POST DEVELOPMENT

The post development flows are calculated using Modified Rationale method for various times and rainfall intensities, to determine the stormwater storage requirements for each area.

11.1 Drainage Area 1

The post development runoff coefficient is 0.60 for 5 year event. The rainfall intensity is taken using tables from rainfall intensity of the property is calculated from the IDF curves available at MTO IDF Curve Finder, and the rainfall intensity values for Gananoque.

POST DEVELOPMENT						
Surface	Area (m2)	Area (ha)				
Gravel	0.60	1167.00	0.12			
Grass	0.35	779.00	0.08			
Asphalt/Concrete	0.90	0.00	0.00			
Building	0.90	632.82	0.06			
Pasture Lands	0.28	0.00	0.00			
Average C =	0.60	SUM:	0.26			

The allowable release rate from Drainage Area 1 is 24.708 L/s (5 year).

	e release rate i				(<i>J y</i> -		
	ainage Area fo	or Qpost						
Post Runoff C =	0.66							
Area =	0.26	ha						
5 YEAR						Allo	wable Rele	ase
	mm*ha/hr to		I (mana/lan			Allowed	Net	Storage
Time (min)	mm*na/nr to L/s	С	(mm/hr	A (ha)	Q (L/s)	Discharge	Runoff	Reqd (m3)
5	2.78	0.598	155.10	0.264	68.075	24.708	43.367	13.010
10	2.78	0.598	95.50	0.264	41.916	24.708	17.208	10.325
15	2.78	0.598	71.90	0.264	31.557	24.708	6.849	6.165
20	2.78	0.598	58.63	0.264	25.732	24.708	1.024	1.229
25	2.78	0.598	50.16	0.264	22.016	24.708	-2.692	-4.038
100 YEAR						Allo	wable Rele	ase
			I					Storage
	mm*ha/hr to		(mm/hr			Allowed	Net	Reqd
Time (min)	L/s	C)	A (ha)	Q(L/s)	Discharge	Runoff	(m3)
5	2.78	0.598	259.00	0.264	113.677	24.708	88.969	26.691
10	2.78	0.598	159.50	0.264	70.006	24.708	45.298	27.179
15	2.78	0.598	120.20	0.264	52.757	24.708	28.049	25.244
20	2.78	0.598	97.65	0.264	42.860	24.708	18.152	21.782
25	2.78	0.598	83.55	0.264	36.670	24.708	11.962	17.943

Therefore, based on Modified Rationale Method, the storage requirement for Drainage Area 1 for 5 year storm event is 13.01 m³ and for the 100 year storm is 27.18 m³. The storage will be in an underground infiltration trench.

0.264

32.479

24.708

7.771

13.988

11.0 STORAGE PROVIDED

2.78

0.598

74.00

30

The stormwater storage requirements for the new development for the commercial building is 27.18 m³. The site storage requirements are achieved with the use of an infiltration trench at the east end of the gravel areas. The area of the French drain is 75 m². The volume is calculated by area x depth (0.91) x 40% voids in clear stone for 27.3 m³.

Outlet control is achieved with use of subdrains from the infiltration area to the slope at the river edge. The subdrain will be 100mm dia which will drain the infiltration area during large storm events. Each subdrain is sloped to allow for 12 L/s in full flow velocity.

12.0 WINTER OPERATION

During the winter months, snow will be stored in areas designated as snow storage area. If accumulation is above normal, snow will be removed from the site and parking lot. Regular maintenance of the parking lot in spring to remove accumulated sand will be required.

13.0 MAINTENANCE

Refer to Appendix A for Maintenance Procedures.

Prepared by:

Eastern Engineering Group Inc. 100 Strowger Boulevard, Suite 207 Brockville, ON K6V 5J9 Colin A. Jardine, P. Eng November 19, 2025



MAINTENANCE PROCEDURES APPENDIX A

Maintenance procedure:

a. Basin Berm Grass Cutting

A regularly scheduled program of mowing and trimming of the grass at SWMFs during the growing season will help to maintain a tightly knit turf and will also help to prevent diseases, pests, and the intrusion of weeds. The actual mowing requirements of an area should betailored to the specific site conditions, grass type, and seasonal variations in the climate. In general, grass should not be allowed to grow more than 1 to 2 inches between cuttings. Allowing the grass to grow more than this amount prior to cutting it may result in damage to the grass growing points and limit its continued healthy growth. At a minimum, once per month (if needed) mow the side slopes and berm area of the basin.

b. Grass Maintenance

Grassed areas require periodic fertilizing, de-thatching, and soil conditioning in order to maintain healthy growth. Additionally, provisions should be made to re-seed and re-establish grass cover in areas damaged by sediment accumulation, storm water flow, or other causes.

c. Vegetative Cover

Trees, shrubs, and ground cover require periodic maintenance, including fertilizing, pruning, and pest control in order to maintain healthy growth.

d. Removal and Disposal of Trash and Debris

A regularly scheduled program of debris and trash removal from SWMFs will reduce the change of outlet structures, trash racks, and other components becoming clogged and inoperable during storm events. Additionally, removal of trash and debris will prevent possible damage to vegetated areas and eliminate potential mosquito breeding habitats. Disposal of debris and trash must comply with all local, county, state, and federal waste flow control regulations. Only suitable disposal and recycling sites should be utilized.

e. Sediment Removals and Disposal

Accumulated sediment should be removed before it threatens the operation or storage volume of a SWMF. Disposal of sediment must comply with all local, county, state, and federal regulations. Only suitable disposal sites should be utilized. The sediment removal program in infiltration facilities must also include provisions for monitoring the porosity of the sub-base, and replacement or cleansing of the

pervious materials as necessary. Agencies such as the Ministry of the Environment, Conservation and Park should be contacted for information on disposal regulations.

f. Infiltration Trench and Storm basin Maintenance

A program of monitoring the proper functioning of the infiltration basin should be established. Silt and or sediment accumulation, vegetative growth, and animal populations should be monitored on a regular basis. The timely removal of silt or sediment accumulation, proper mowing of grass and observation of animal damage can prevent more serious problems form occurring. Raking or tilling by light equipment can assist in maintaining infiltration capacity and break up clogged surfaces.

As a minimum, four (4) times per year (quarterly): Inspect for clogging and excessive debris and sediment accumulation. Remove sediment (if needed) when basin is completely dry.

As a minimum, two (2) times per year: Inspect for signs of damage to structures, repair eroded areas, check for signs of petroleum contamination, and remediate.

As a minimum, once per year: Inspect basin for unwanted tree growth, remove and replace as necessary any areas of damaged vegetation.

After every storm exceeding one (1) inch of rainfall, inspect and, if necessary, remove and replace damaged vegetation areas to restore the original infiltration rate.

g. Inspection

Regularly scheduled inspections of the SWMF should be performed by qualified inspectors. The primary purpose of the inspections is to ascertain the operational condition of embankments, outlet structure, and other safety-related aspects. Inspections will also provide information on the effectiveness of regularly scheduled preventative and aesthetic maintenance procedures and will help to identify where changes are warranted. Finally, the facility inspections should be used to determine the need for and timing of corrective maintenance procedures. In addition to regularly scheduled inspections, an informal inspection should be performed during every visit to a SWMF by maintenance or supervisory personnel.

h. Reporting

The recording of all maintenance work and inspections provides valuable data on the facility condition. Along with the written reports, a chain of command for reporting and solving maintenance problems and addressing maintenance needs should be established. All inspection reports and records shall be retained for a minimum of five (5) years.

i. Structural Repairs

Structural damage to outlet and inlet structures and headwalls from vandalism, flood events, or other causes must be repaired promptly. At a minimum, once per month (if needed) stabilize eroded banks and repair erosion at structures. Equipment, material, and personnel must be available to perform these repairs on short notice. The analysis of structural damage and the design and performance of structural repairs shall only be undertaken by qualified personnel.

j. Embankment and Slope Repairs

Damage to basin embankments, and side slopes as well as stone forebay embankment must be repaired promptly. At a minimum, once per month (if needed) stabilize eroded banks and replace stone. Typical problems include settlement, scouring, cracking, sloughing, seepage and rutting. Equipment, materials and personnel must be available to perform these repairs on short notice. The immediacy of the repairs will depend upon the nature of the damage and its effects on the safety and operation of the facility. The analysis of damage and the design and performance of geotechnical repairs should only be undertaken by qualified personnel.

k. Dewatering

It may be necessary to remove ponded water from within a malfunctioning Infiltration Basin SWMF. This ponding may be the result of a blocked principal outlet (detention facility), inoperable low-level outlet (retention facility), loss of infiltration capacity (infiltration facility), or poor bottom drainage. Portable pumps may be necessary to remove the ponded water temporarily until a permanent solution can be implemented.

I. Erosion Repair

Vegetative cover or other protective measures are necessary to prevent the loss of soil from the erosive forces of wind and water. Where a re-seeding program has not been effective in maintaining a non-erosive vegetative cover, or other factors have exposed soils, to erosion, corrective steps should be initiated to prevent further loss of soil and any subsequent danger to the stability of the facility. Soil loss can be controlled by a variety of materials and methods, including riprap, gabion lining, sod, seeding, concrete lining, and re-grading. The Ministry of the Environment, Conservation and Park can provide assistance in recommending materials and methodologies to control erosion.

m. Elimination of Trees, Brush, Roots, and Animal Burrows

Large roots can impair the stability of dams, embankments and side slopes and animal burrows. Burrows can present a safety hazard for maintenance personnel. Trees and brush with extensive woody root systems should be completely removed from dams and embankments to prevent their destabilization and the creation of

seepage routes. Roots should also be completely removed to prevent their decomposition within the dam or embankment. Root voids and burrows should be plugged by filling with material similar to the existing material, and capped just below grade with stone, concrete, or other material. If plugging of the burrows does not discourage the animals form returning, further measures should be taken to either remove the animal population or to make critical areas of the facility unattractive to them.

n. Snow and Ice Removal

Accumulations of snow and ice can threaten the functioning of SWMF, particularly at inlets, outlets, and emergency spillways. Providing the equipment, materials, and personnel to monitor and remove snow and ice from these critical areas is necessary to assure the continued functioning of the facility during the winter months.



Apex Building 100 Strowger Blvd., Suite 207 Brockville, Ontario K6V 5J9 Tel: (613) 345-0400 Fax: (613) 345-0008 www.EastEng.com



File: 9027 November 19, 2025

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

Re: Peer Review and CRCA comments

Gan Fitness Centre

Please find below our responses to the comments from the above submission:

Jewell Engineering Comments September 12, 2025

SWM Report Comments:

- The site area is shown as 2,640m2, of which 383m2 is gravel, 1,863m2 is grassed and 394m2 is covered by buildings. Post-Development conditions will increase the gravel area to 1,839m2, buildings to 633m2 and reduce landscaped areas to 168m2. Overall, the runoff coefficient is expected to increase from 0.47 to 0.66. The site plan drawings show proposed concrete sidewalk that does not appear to be included in the surface coverage calculations. This should be reviewed.
 - The areas have been updated with setback requirements by CRCA comments.
- 2) Report page 7? (pages are not numbered), section 10.1 states that the post-development runoff coefficient is 0.80 for the 5 year event. This is assumed to be a typo the chart following that statement shows the calculation of 0.66.

 Updated typo and numbered pages for clarity.
- The water quality treatment Section 8.0 refers to lot level and conveyance controls, as well as BMPs and LIDs. This section introduces a list of measures that are stated to be addressed by the 'rural nature of the development'. Many of the measures appear to be carry overs from another report. Please review the description of each measure that is being used and make sure they apply. As an example, the conveyance control subsection promotes the 'low gradient grassed areas' as 'one of the best conveyance controls available' but the design does not appear to include any. For clarity, this describes the grassed bottoms and side slopes and their benefit as filters and for promotion of infiltration.
- Water quality is intended to achieve Normal treatment levels. The measures referenced to achieve Normal are mostly not present. How will the site achieve Normal targets? If the site is relying on the north landscaped area consider that the grading of this area shows that any flow from this area would drain northeast to the trail. It would not direct drainage to the French drain. A portion of the parking lot will drain to the landscaped area and not the French drain (see existing grade

Report was updated. New sections added.



84.52m will drain to 84.19m. The 84.61m and 84.58m closer to the French drain will obstruct drainage to the French drain. If the site is relying on the south landscaped area – no part of the site will drain to it. Do not suggest that the gravel parking lot is the BMP that is relied on for quality control. What remains then is the French drain area that appears only to be sized for quantity controls. Grading has been revised so all water on the parking area site is directed to the infiltration area. The north area is not part of the property and water is now directed away from the property line.

- 5) Section 10 calculates the storage requirements as 15m3 for the 5-yr and 31.4m3 for the 100-yr. Section 11 references the storage requirements as 33m3. This is assumed to mean 'storage provided'

 *Report has been updated and typo fixed.
- 6) Section 12 describes how the site will perform in the winter. It references the catch basins, manholes, ditches and swales. None of these features are proposed.

 Report has been updated.
- 7) Section 16 references the maintenance requirements. The section appears to offer no specific instruction on maintenance. Instead it appears to instruct the owner to develop a maintenance plan. Provide maintenance instruction for the French drain.

 Maintenance procedures included in appendix.
- 8) Review the section numbering (sections 13 to 15?). *Corrected numbering*.
- 9) Quantity storage is stated to be achieved using the infiltration trench. However, reliance on an infiltration trench requires that the designer also verify that the infiltration technology will empty within 48 to 72 hours. What soil conditions are present? What groundwater conditions? What is the depth to bedrock?

 Infiltration trench acts as storage and infiltration. The volume is achieved for the 100 year storm event at 5 year release rate. It is expected that stormwater will infiltrate when possible and flow through the control subdrains in larger events to the Gananoque River.

Drawing Comments:

- The existing conditions drawing appears to show the existing sidewalk area extends to the limits of the proposed building. The existing gravel area appears to cover significantly more of the site than is listed in the SWM report tables. Conversely, the coverage of the landscaped areas appears to be much less in existing conditions. The drawing also appears to show proposed features such as the "new landscaped area", Proposed Landscaped / Mulch Area", "gravel area" and grading. Please clearly display the actual existing conditions on the C0 dwg.
 - The Existing conditions plan has been updated.
- The Site Plan drawing (C1) shows four proposed trees. Some of these appear to be proposed within the gravel area. Is this intended? The concrete sidewalk is all shown to be proposed. Please confirm how much sidewalk exists and how much will be added.
 - Trees have been relocated outside the gravel area. The existing sidewalk will be replaced with new addition and a new sidewalk.
- 12) The grading plan suggests that the grassed area in the front of the building likely drains toward River Street.



- The area is uncontrolled and not being changed. Existing conditions maintained.
- Similarly, the "proposed landscaped / mulch area" appears to drain to the trail not to the "french drain" area.
 - Modified grading to keep water on site.
- 14) How does the current building drain? It appears the north half of the building drains offsite to the trail and would not stay within the property limits. This also affects the overall SWM calculations. Drainage from the roof over the new extension should be clearly explained and any instruction on roof drains should be noted on the drawings.
 - Roof drains will be directed to the parking lot. Any new runoff from the addition will be sloped to the parking lot. Existing drainage on existing roof is not being modified. Building was constructed on the property line not allowing any modifications on Town property.
- The position of the existing building with respect to the property line is dimensioned on the site plan, except along the frontage of River Street. Here the existing building appears to encroach onto the ROW.

 Correct, existing conditions.
- 16) Correct the BM elevation to 86.94m. Corrected typo
- 17) Please identify the materials proposed for the 'french drain'. *Detail added to C2*.
- Please provide a cross-section showing how the French drain will be constructed. The site plan indicates some double dashed lines extending from the French drain to the river. Are these piped outlets / sub drains? How will these be terminated at the river? What sediment and erosion controls will be proposed here?

 Added silt fence along east edge of construction. Details of drain added. Rip Rap with silt fabric wrapped.
- 19) Will the landscape buffers be created with a certain depth of topsoil and seed? Or sod?
 - Any modified areas outside the property will be reinstated with topsoil and seed.
- Will the existing fence in the north landscaped area be removed and replaced along the property line?
 - Yes, fence will be left in place. Moved or relocated as necessary.
- 21) Will the French drain be constructed inside or outside of the fenced area? French drain area relocated outside 10m setback. Will be constructed around the fence.
- 22) There is a proposed elevation of 86.50m in the middle of the south entrance. It does not seem to fit with the surrounding existing grades. Please review. *Grades updated*.
- 23) Show the proposed finished floors on the site plan drawing. Show the locations of the entrances. Show the sidewalk elevation at the entrances. What is the elevation difference between the sidewalks and the gravel?

 Sidewalk is flush with gravel. Grades added.
- Show proposed elevations around the extension. Existing grades are 84.96m to 85.20m in this area. Is a sidewalk required here for accessibility?

 Doors proposed added to drawing.



- 1. Encroachment of material and grading is not permitted within/below the 83.3 m flood plain. The proposed "French Drain" will need to be revised so that it is entirely outside this elevation and no changes are made in the flood plain.
 - Please revise the drawings to demonstrate this.
 - Revised location of the infiltration French drain. Top of basin area is 85.00 and bottom is at 84.09m.
- 2. Please confirm the distance from the French Drain area to the toe of the shoreline slope. This feature and associated placement of material and grading will need to be at least 10 metres from the toe.
 - Moved outside the 10 metre setback and labelled setback.
- 3. Please confirm if existing trees and vegetation along the shoreline slope will be retained and what, if any, removals will occur.
 - Only works in the setback are the subdrains shown. No removal of vegetation is proposed.
- 4. As is standard, Cataraqui Conservation requests that drainage area maps be provided in the SWM Report for both predevelopment and post development conditions. **Please revise.**
 - The drainage area plans are added.
- 5. Cataraqui Conservation guidelines require quantity control be provided for the minor through regulatory return periods (2 year through 100 year), it hasn't been demonstrated that control will be achieved up to the 100-year predevelopment allowable release rate. **Please revise.**
 - Quantity control done with use of subdrains.
- 6. On-site stormwater storage should be provided for the 5 through the 100-year events, it is not clear if this is the case. **Please address.**
 - On site quantity control with the use of French drain for the 100 year storm.
- 7. Please indicate on the plans and in the report where surface storage will occur. **Please revise.**
 - Revised to remove surface storage.
- 8. In response to comment 1, above, if the storage capacity/function of the French Drain is reduced due to revisions to get it outside the flood plain, the designer will need to modify this area so that necessary capacity is still provided. **Please address.**
 - Storage is achieved.
- 9. Calculations should be provided within the report to prove the underground infiltration trench and surface storage will provide sufficient storage for up to the 100-year event. **Please revise.**
 - Dimensions added to report for calculations of storage volume. $75m2 \times 0.91m$ deep with 40% voids.
- 10. Please illustrate the location and type of erosion and sediment controls in the drawings.
 - Added silt fence to drawing
- 11. Please indicate the location of snow storage for the site on the drawings. *Snow storage added to plan.*



Yours truly,

EASTERN ENGINEERING GROUP INC.

Colin Jardine, P. Eng.

Cfardi