

**Attn:** Theodhora Merepeza, Manager, Planning  
**Tel:** 905-885-2431

**From:** Cody Oram  
**Tel:** 905-376-8574  
**Date:** February 28, 2023

Via email: [TMerepeza@porthope.ca](mailto:TMerepeza@porthope.ca)

**RE: Garden Hill Estates (3852 Ganaraska Rd, Garden Hill)  
Applications for Zoning By-law Amendment and Draft Plan of Subdivision  
Submission 4 - in Response to Stakeholder Comments**

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Dear Ms. Merepeza,

Monument is pleased to re-submit the documents to support the Zoning By-law Amendment and Draft Plan of Subdivision related to 3852 Ganaraska Road on behalf of Mistral Land Development Inc.

In receipt of stakeholder comments received on February 9, 2023, the documents listed in the Table below, have been revised to increase the buffer width from the edge of woodland and update specific terminology in order to satisfy comments provided by North-South Environmental.

<b>Revised Submission Requirement</b>	<b>Prepared by:</b>
Draft Plan of Subdivision	Monument Geomatics
Site Plan	Monument Geomatics
Environmental Impact Study	Cambium Inc.

Attached hereto, is a response matrix to the latest comments. As you will see within the matrix a status on each comment/condition to support draft plan approval has been provided to separate those that have been completed, and those that will be completed through detailed design or form as part of a Subdivision Agreement for the Development.

Previous items submitted in our first, second, and third submission on April 20, 2022, September 16, 2022, and December 23, 2023, respectively, that have not been revised to date, are listed below.

<b>Submission</b>	<b>Previous Submission Requirement</b>	<b>Prepare by</b>
1 <sup>st</sup>	Evaluation of ANSI	GHD Limited
1 <sup>st</sup>	Geotechnical Report	Terraspec Engineering Inc.
1 <sup>st</sup>	Hydrogeology and Servicing Assessment	Greer Galloway Group Inc.
1 <sup>st</sup>	Phase I Environmental Site Assessment	Greer Galloway Group Inc.

1 <sup>st</sup>	Site Access Letter	Monument Geomatics
1 <sup>st</sup>	Legal Reference Plan	IBW
1 <sup>st</sup>	Block 104 Site Plan	Monument Geomatics
1 <sup>st</sup>	Application forms and fees	Refer to applications forms
2 <sup>nd</sup>	Stage 1 and 2 Archaeological Assessment	Northeastern Archaeological Associates Ltd.
2 <sup>nd</sup>	Response Letter to Ganaraska Conservation's Hydrogeology Review Comments	Greer Galloway Group Inc.
3 <sup>rd</sup>	Planning Justification Report	EcoVue Consulting Services Inc.
3 <sup>rd</sup>	Servicing and Stormwater Management Report	Monument Geomatics
3 <sup>rd</sup>	Traffic Impact Study	Tranplan Associates
3 <sup>rd</sup>	GRCA Hydrogeology Comment Response	Greer Galloway Group

We trust the following letter and accompany revised submission items represent a full resubmission to provide response to comments related to the propose Zoning By-law Amendment and Draft Plan of Subdivision for 3852 Ganaraska Road. If you have any questions or would like to discuss further, please feel free to contact the undersigned at 905.376.8574.

Respectfully,



Cody Oram, P.Eng.  
Sr. Project Manager  
Monument Geomatics and Estimating Inc.

**Garden Hill Estates**  
**February 2023 Stakeholder Comment**

Response Matrix			
No.	Draft Plan Condition	Response	Action/Status
<b>Municipality of Port Hope</b>			
1	Works and Engineering has concerns with allowing access from Frost Avenue to the future multi residential Block without a proper cul de sac. With more vehicular and pedestrian traffic, there is a greater risk of an accident between pedestrians or passenger vehicles and the larger refuse collection and/or maintenance vehicles reversing to turn around. We also do not support a private turn around. Understanding that the right of way for Frost Avenue is not sufficient, the developer should extend the ROW into the proposed subdivision to allow for a cul-de-sac as per OPSD 500.010. Consultation with the GRCA will be necessary to determine if adjusting the 15m setback is possible to allow for the extended ROW. Alternatively, the developer could consult with the County to allow access from County Road 9.	Understood that the Municipality will not accept a private turn around. Monument proposes that turning movements for Municipal and County services can be accommodated within the driving/parking structure of the condo block through an easement agreement with the bill of sale to allow these vehicles to operate within private lands. Further consultation with GRCA (if necessary) can be completed to adjust the 15m setback at the time of detailed design/Site Plan Control.	Detailed Design/Site Plan Control
2	All recommendations from Servicing and Stormwater Management Report (December 20, 2022) must be implemented in detailed design drawings and details.	Understood. To adhere to through detailed design submission.	Detailed Design
3	All recommendations from Greer Galloway Hydrogeology Report (December, 2022) must be implemented into detailed design drawings and details.	Understood. To adhere to through detailed design submission.	Detailed Design
4	All recommendations from Transplan Associates (November, 2022) must be implemented for all County/Municipal roads in detailed design drawings and details.	Understood. To adhere to through detailed design submission.	Detailed Design
5	All recommendations from Cambium Environmental Impact Study (EIS) (December 12, 2022) must be implemented into detailed design drawings and details.	Understood. To adhere to through detailed design submission.	Detailed Design
<b>Protection Services</b>			
1	Site Plan SP 01 is missing the emergency access road that will connect Street B with Mill Street to provide access to the fire department connection at the Mill Street pond. This emergency access is to 6m wide (or as close to 6m as possible) and be able to sustain the weight of fire apparatus	A 6.0m access road has been illustrated on the revised Site Plan Issued Feb. 23rd, 2023. Composition of the access road shall be illustrated within the SWM detailed design drawings and will be designed accordingly to sustain the vehicular weight of the fire apparatus.	Detailed Design/Site Plan Control
2	Under "Municipality of Port Hope Fire and Emergency Services", the option of installing a sprinkler system in the multi-unit was discussed. This is not noted (January 18, 2023).	Installing sprinkler systems was noted in the December 20, 2022 report submission under Section 3.0 - Water Supply and Sewage Disposal. Additional suppression equipment onsite and within the building shall be reviewed further in site plan control process.	Detailed Design/Site Plan Control
<b>GRCA</b>			
1	That the Owner submits grading plans for all lots and blocks that back onto the watercourse, floodplain, wetland and stormwater management blocks to the satisfaction of the Ganaraska Region Conservation Authority (GRCA) and the Municipality of Port Hope. A grading plan is required to ensure that the SWM works as proposed.	Understood. To be completed through detailed design.	Detailed Design
2	That the Owner submits a Stormwater Management Plan to the satisfaction of the Ganaraska Region Conservation Authority and the Municipality of Port Hope.	Understood. A detailed SWM plan will be provided through detailed design.	Detailed Design
3	That the owner erects suitable erosion and sediment control fencing prior to undertaking development and maintain the fencing during construction or regrading along the rear of blocks adjacent to the watercourse, floodplain, wetland and stormwater management blocks.	Understood. A comprehensive erosion and sediment control plan shall be prepared within the detailed design.	Detailed Design
4	That the owner agrees to notify the Ganaraska Region Conservation Authority (GRCA) at least 48 hours prior to the initiation of any on-site development.	Understood.	Construction
5	That the Owner agrees, should it be determined through detailed design, that grade changes are required in order to accommodate outside of the buffer block and the lot lines must be adjusted accordingly, to the satisfaction of the Ganaraska Region Conservation Authority.	Understood. To be completed through detailed design.	Detailed Design

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6	That the boundaries of the development envelope are to be clearly delineated on the ground prior to any site preparation or construction activities. A snow and silt fence is to be installed and maintained at least 30m from the wetland (or as close as possible to Porter Crescent)	Understood. To be completed prior to construction.	Construction
7	That the Owner obtains a permit from the Ganaraska Region Conservation Authority, prior to any development including filling and site alteration within the regulated area associated with pre-grading or pre-servicing and the new crossing at Ganaraska Road.	Understood. To be completed prior to construction.	Construction
8	That the Owner designs, constructs, stabilizes and has in operation the new crossing at Ganaraska Road as well as any further alterations to the natural hazards to the satisfaction of the Ganaraska Region Conservation Authority, Northumberland County and the Municipality of Port Hope.	Understood. To be completed through detailed design.	Detailed Design
<b>Northumberland County - Public Works</b>			
1	To ensure waste collection for this subdivision, the proposed cul-de-sacs at the ends of Streets 'A' and 'B' must be built in accordance with Pages 30 to 32 of the County's waste collection design specification standards.	Cul-de-sacs have been design to meet these specifications. Further details to be provided through detailed design.	Detailed Design
2	The updated submission has not clearly demonstrated that a vehicular and pedestrian access serving the apartment block (Block 102) can be supported off Frost Avenue. Street 'A' is the only access point the County will support off County Road 9 (Ganaraska Road), which is proposed to service the rest of the subdivision.	Understood that the County will not accept a second entrance off Frost Avenue. Further consultation with all stakeholders (as discussed above) will be complete through the Site Plan Control Process.	Detailed Design/Site Plan Control
3	The proponent's request to twin the existing 900-millimetre (mm) diameter pipe with the proposed 800mm pipe at a higher elevation may be considered. However, it would have to be an open cut. The County would pay for a replacement structure for the existing 900mm and some additional excavation/granular. The County may have to budget for such. When the developer can provide a clear timeframe on when they propose to build the subdivision, the replacement structure can be included into our budget.	Further consultation required at time of detailed design to understand timeline for culvert replacement.	Detailed Design
4	Additional clarification is required on how the proposed runoff from County Road 9 west of Street 'A' is being collected and where it is going.	Further clarification can be provided through detailed design. Runoff west of County Road 9 (Catchment 200) is planned to cross Street 'A' and discharge into the southeast creek.	Detailed Design
<b>County Requested Conditions of Draft Plan of Subdivision</b>			
1	The Owner/Developer shall prepare a final subdivision plan on lands legally described as Part of Lot 16, Concession 8 to the satisfaction of the County of Northumberland and the Municipality of Port Hope in accordance with the approved draft plan prepared by Monument Geomatics, identified as Project Number 21-0135 dated December 6, 2022 which propose the following land uses and areas: (List not presented below)	Final draft plan to be provided.	Final Draft Plan
2	The Owner/Developer shall prepare a land use table to the satisfaction of the County of Northumberland, which outlines the proposed land uses, total number of lots and blocks and lot areas within the draft plan of subdivision;	To be completed on the final Draft Plan of Subdivision.	Final Draft Plan
3	The Owner/Developer shall submit plans showing any development phasing to the County of Northumberland for review if this subdivision is to be developed by more than one registration.	This development is not planned to be phased.	No Action
4	The Owner/Developer shall name the road allowances included in the draft plan to the satisfaction of Northumberland County and the Municipality of Port Hope.	Street names to be provided on Draft Plan of Subdivision.	Final Draft Plan

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5	The Owner/Developer shall submit updated Environmental Site Assessment documents, which may include confirmation that a Record of Site Condition was filed in the Ministry of the Environment Conservation and Parks' Environmental Site Registry to address any potential site contamination within the draft plan of subdivision to the satisfaction of the County of Northumberland.	A Record of Site Condition was not warranted within Greer Galloway Group's Environmental Site Assessment of the Site. Therefore, a Record of Site Condition is not required for the development.	No Action
6	The Owner/Developer shall service the future residential lots and blocks in the draft plan by private well water supply and private sewage disposal systems to the satisfaction of the Municipality of Port Hope and the County of Northumberland.	Understood.	Detailed Design
7	The Owner/Developer shall convey to the satisfaction of the County of Northumberland, a road allowance widening across the total frontage of the plan on Ganaraska Road (County Road 9). This widening shall be determined as 18.25 metres north of the centreline of the existing road. This widening shall be free and clear of all encumbrances.	Complete. Road-widening is included on Draft Plan of Subdivision.	Complete/Draft Plan
8	The Owner/Developer shall convey to the satisfaction of the County of Northumberland, free and clear of all encumbrances 15 metre x 15 metre sight triangles at the future intersection along Ganaraska Road (County Road 9). All sight triangles shall be measured from the road allowance widening limits.	Complete. 15m Sight triangles provided on the Draft Plan of Subdivision	Complete/Draft Plan
9	The Owner/Developer shall agree in the future subdivision agreement with the Municipality of Port Hope that the pavement structure for the roadways within the plan of subdivision shall be designed to accommodate highway vehicle loading for future waste collection vehicles and the paved surface in any cul-de-sacs shall have a minimum radius of 13 metres.	Understood. To be completed through detailed design.	Detailed Design
10	The Owner/Developer shall be responsible for the full cost of the proposed culvert replacement/upgrades and all related improvements on Ganaraska Road (County Road 9) and shall submit plans satisfactory to the County of Northumberland and other approval agencies detailing all elements of the external works on Ganaraska Road (County Road 9) and obtain all permits necessary to undertake any external works on Ganaraska Road (County Road 9).	Understood. Detailed drawings will be completed through detailed design.	Detailed Design
11	The Owner/Developer shall be responsible for the management of all excess soils resultant from external works on Ganaraska Road (County Road 9) and shall undertake all investigations necessary to characterize/quantify excess materials and plan for their management in accordance with all applicable regulations.	Understood. A geotechnical firm shall be retained for management of all excess soil at the time of detailed design.	Detailed Design
12	In consideration for the provision of an entrance directly to Ganaraska Road (County Road 9) rather than Mill Street, the Owner/Developer shall provide illumination along the total frontage of the plan on Ganaraska Road (County Road 9) unless agreed otherwise with the County of Northumberland.	Illumination shall be provided at the intersection. Further consultation required to determine extents requested by the County.	Detailed Design
13	The Owner/Developer shall submit a Land Use Planning commenting fee of \$1,000.00 made payable to the County of Northumberland.	Understood.	Fee
14	The Owner/Developer shall submit an Inspection Services commenting fee of \$5,400.00 made payable to the County of Northumberland.	Understood.	Fee
15	In accordance with the County's Fee By-law applicable at the time of County clearance, the Owner/Developer shall submit a subdivision clearance fee (e.g., \$500.00) made payable to the County of Northumberland.	Understood.	Fee

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<b>Canada Post - Developer Timeline, Obligations and Installation</b>			
1	Please provide Canada Post with the excavation date for the first foundation/first phase as well as the date development work is scheduled to begin.	Understood.	Detailed Design
2	If applicable please ensure that any street facing installs have a depressed curb or curb cut. Contact Canada Post Corporation – Delivery Planning for further details.	Not applicable.	No Action
3	If applicable please ensure that any condominiums apartments with more than 99 units, incorporates a mailroom with rear loading lock box assemblies (mailboxes).	Not applicable.	No Action
4	Finally, please provide the expected first occupancy date and ensure the future site is accessible to Canada Post 24 hours a day.	Understood.	Detailed Design
<b>Appendix</b>			
1	The developer will consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes or Lock box Assemblies (Mail Room). The developer will then indicate these locations on the appropriate servicing plans.	Understood. Consultation will occur through detailed design.	Detailed Design
2	The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office in a place readily accessible to potential homeowners that indicates the location of all Community Mail Boxes or Lock Box Assemblies (Mail Room)., within the development, as approved by Canada Post.	Understood. Shall be formed with the Subdivision Agreement	Subdivision Agreement
3	The owner/developer will be responsible for officially notifying the purchasers of the exact Community Mailbox locations prior to the closing of any home sales with specific clauses in the Purchase offer, on which the homeowners do a sign off.	Understood. Shall be formed with the Subdivision Agreement	Subdivision Agreement
4	The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.	Understood. To be completed on the composite utility plan at the time of detailed design.	Detailed Design
5	The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Boxes or Lock Box Assemblies (Mail Room). The developer also agrees to note the locations of all Community Mail Boxes or Lock Box Assemblies (Mail Room)., within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Boxes or Lock Box Assemblies (Mail Room).	Understood. Shall be formed with the Subdivision Agreement	Subdivision Agreement
6	The owner/developer will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy.	Understood. To be provided through detailed design.	Detailed Design
7	The owner/developer will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings	Understood. To be provided through detailed design.	Detailed Design
8	The developer agrees to provide the following for each Community Mail Boxes or Lock Box Assemblies, and to include these requirements on the appropriate servicing plans: (if applicable) <ul style="list-style-type: none"> <li>• Any required walkway across the boulevard, per municipal standards</li> <li>• If applicable, any required curb depression for wheelchair access, with an opening of at least two meters (consult Canada Post for detailed specifications)</li> </ul>	Understood. To be provided through detailed design.	Detailed Design



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<b>North-South Environmental</b>			
1	<p>a) It was relayed by NSE during the meeting held on November 15th that a 15 m variable buffer width would be acceptable. A variable buffer width of 15 m implies that the average is 15 m, not that the upper limit is 15m. Please adjust the limit of the buffer to illustrate a wider buffer in locations (e.g., adjacent to Lot #9 and at the end of the turn around on Street A).</p> <p>b) The proposed location of the “Street A” cul-de-sac extends north of Lot #9 closer to the Significant Woodland than the boundary of Lot #9, and closer to the woodland than the previous terminus illustrated on the Site Plan from the 2nd submission. It is my recommendation the cul-de-sac be shifted at least 10 m to the south to ensure the buffer width is at least 20 m in this location where there are more sensitive functions (including Significant Wildlife Habitat) and features (wetlands and vernal pools) associated with this part of the Significant Woodland (see markup of site plan attached). This adjustment will also achieve the variable (i.e., average) buffer width of 15 m by providing a buffer of at least 20 m in this location, where some areas are as low as 10 m in width and other areas are at least 20 m in width.</p> <p>Through consultation with the Works and Engineering Department of the Municipality of Port Hope, it was relayed they would supportive of the culde-sac being shifted further south to accommodate a wider buffer, so long as the dimensions of the cul-de-sac are maintained to provide a 15 m radius, and Northumberland County and Fire &amp; Emergency Services are agreeable. Please confirm with the County and Fire and Emergency Services that a change to the Site Plan / Draft Plan to shift the cul-de-sac south would be acceptable and make the revisions to the drawings as requested.</p> <p>c) Both the Site Plan and Draft Plan depict a 10 m and 15 m “setback” along segments of the woodland. Please replace the term “setback” with “buffer” to clearly indicate the intended function of this area (i.e., not simply to offset development from the feature, but to provide an ecologically appropriate buffer that adequately mitigates impacts to the features and their ecological functions).</p>	<p>a) Cambium agrees that the buffer should be widened to greater than 15 m in all locations where this can be accommodated by the Site Plan, but specifically adjacent to Lot #9 and at the end of the cul-de-sac on Street A. A 20 m buffer has been included on the updated Site Plan in these areas.</p> <p>b) Cambium agrees that the cul-de-sac should be shifted to the south, to a distance of 20 m or greater from the woodland edge to allow for a minimum 20 m buffer in this area, reflective an increased ecological buffer between the development and the adjacent sensitive adjacent features.</p> <p>c) Cambium supports the recommended change in terminology on the Site Plan from 'setback' to 'buffer'.</p>	Complete
2	<p>Through communication with the Municipality of Port Hope’s Works and Engineering Department, they have confirmed that the municipality maintains/plows many kilometers of roads with curb and gutter and they do not agree with the response provided by Cambium the maintenance/plowing is not feasible. Please include the details on future drawings a curb with gutter that captures road runoff and conveys storm water from Street C and the terminus of Street A to a SWM pond (e.g., Block 104).</p>	<p>Cambium understood that a curb and gutter system was not supported by the Municipality, based on the Municipality's response to the request for curb and gutter during the agency meeting held November 15, 2022. Cambium agrees that installing a curb and gutter would add increased mitigation of potential impacts to the adjacent wetland, related to the proximity of Street C and terminus of Street A to the wetland feature. Cambium supports this recommendation, provided it is acceptable and feasible for the Municipality.</p>	Complete
3	<p>While it is acknowledged and appreciated that the term buffer has been introduced in some sections of the EIS, the EIS continues to refer to a “setback” to wetlands and woodlands. When referring to a natural feature to which a separation is proposed, which is intended to mitigate impacts to natural heritage features and ecological functions, and which is to be planted with vegetation to compliment the natural feature and mitigate impacts from the proposed development, the term “buffer” should be used. Please revise the EIS and replace the term “setback” with “buffer” as directed in this comment.</p>	<p>Cambium understands NSE's position on the use of the term 'buffer', and agrees that it does have different implications from the term 'setback'. Cambium further understands that revisions to the EIS are no longer required, and clarification of the use of this term will be presented in an EIS addendum to address the 3rd submission comments.</p>	Complete