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Apr. 18, 2017

# Memo

To: Karen Ellis, Director of Planning  
Christina Coulter, Planner  
Township of Cavan-Monaghan

From: Kevin M. Duguay MCIP, RPP

Date: April 18, 2017

Re: **2410 Lansdowne Street West  
Official Plan and Zoning By-law Amendment  
Applications (Proposed Gymnastics Club/Facility)  
Township of Cavan-Monaghan  
(KMD File 2015-07)**

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I have prepared this memorandum and accompanying material as a follow-up to your letter dated February 23, 2017 (Notice of Incomplete Application) and of our pre-consultation meeting held January 23, 2017 (Township offices) regarding the above-captioned.

You will find attached the following documents:

i. "Revised" concept site plan (referred to Figure 4 – Site Grading and Servicing Plan, Figure 4). The plan is highlighted by the following:

- Reduced floor area of proposed gymnastics club building;
- Reconfiguration of site parking and vehicle access – routing;
- Introduction of proposed privacy board fencing (portions of site lot lines); and

- Illustration of required fire access route.

The revisions are, in part, responsive to the March 8, 2017 Open House event held at the Peterborough Curling Club, and also reflect revisions in response to operational considerations.

- ii. Revised Environmental Impact Study- revisions address comments raised by Township Staff – February 23, 2017 Notice of Incomplete Application letter;
- iii. Minimum Distance Separation (MDS) – we conducted a review/tour of area properties and did not identify any existing barn structures in proximity to the property. Some area/adjacent properties contained accessory structures/sheds, but there was no evidence of any barn structures.

It is my professional opinion that there are no MDS issues regarding the proposed

- iv. Marketing Plan – Township Staff have requested that additional “Marketing” information be provided. The required information is attached to this memorandum.
- v. CD-Rom – containing Functional Stormwater Management Report and revised Environmental Impact Study.

You may contact me should additional information be required or should you wish to discuss matters.

Yours truly,



Kevin M. Duguay, MCIP, RPP

CC

M. Rene (Client)