APPENDIX B

REPORT OF THE ADMINISTRATIVE COORDINATING GROUP

RE: PROPOSED SUBDIVISION AND REZONING OF LAND LOCATED EAST OF BRIDGE LAKE DRIVE, WEST OF KENASTON BOULEVARD, SOUTH OF BANKFIELD CRESCENT, AND NORTH OF WILLOWCREEK ROAD

It is recommended that approval of DASZ 39/2025, if granted, be subject to the applicant entering into a Servicing Agreement, if required, containing the following conditions:

Section I – General Comments

1. The Water and Waste Department (WWD) advises that there is adequate water servicing for the proposed development based on the provided development plans. In the event that the development plans change, WWD will need to review the revised proposal.

2. WWD's preliminary review noted that there is adequate wastewater servicing for the proposed development based on the provided development plans. However, the proposed density for this lot significantly exceeds that outlined in the existing sewer design report for the area. The following recommendation addresses the requirement for an updated engineering report to reflect current development conditions.

3. Public Works is supportive of a multi-use path connection through the proposed site to the existing multi-use path on Kenaston Boulevard southbound, as recommended in the Transportation Impact Study.

Section II – Engineering Studies

1. The Developer shall provide a comprehensive technical memorandum, prepared by a qualified municipal engineer, which shall demonstrate there is adequate wastewater servicing for the more intense development proposal, or outline the wastewater sewer works required to adequately service the Planned Area and adjacent lands, as determined by and to the satisfaction of the Director of Water and Waste.

Section III - Servicing Conditions

1. Wastewater Sewers

   The Developer shall, at no expense to the City, construct and install wastewater sewer upgrades to serve the Planned area and adjacent lands, if required, in accordance with the accepted technical memorandum, to the satisfaction of the Director of Water and Waste.

2. Bus Stop Platforms

   Developer shall pay for or construct, at no expense to the City, two pairs of bus stop platforms to the satisfaction of the Director of Transit and the Director of Public Works.

Both pairs of platforms shall be along Bridge Lake Drive between Bison Drive and S. Towne Road, with the precise locations and design of each bus stop platform as determined to the satisfaction of the Director of Transit.

3. Pedestrian Crossing Control Signals

The Developer shall pay to the City, in cash, on demand, the costs associated with the installation of appropriate pedestrian crossing controls and all related works on Bridge Lake Drive at Bison Drive, Bankfield Crescent, Willow Creek Road, and South Town Road, all as determined by and to the satisfaction of the Director of Public Works.

4. Traffic Calming

The Developer shall pay to the City, in cash, on demand, the costs to construct traffic calming devices and all related works on Bridge Lake Drive between Bison Drive and South Town Road, as determined by and to the satisfaction of the Director of Public Works. Alternatively, the City may choose the Developer construct these works.

Alternatively, the Developer shall construct the some or all of the works outlined above, as determined and to the satisfaction of the Director of Public Works.

5. Boulevards

a) The Developer shall, at no expense to the City, sod, and plant trees on, all boulevards within and fronting on the Planned Area, all in accordance with City specifications and guidelines and, where required, with concept plans prepared by the Developer and submitted to, and approved by, the Director of Public Works.

b) The Developer shall, at no expense to the City, maintain the sod for a period of one year and the trees for a period of two years, in accordance with specifications approved by the Director of Public Works.

6. Construction Traffic

a) The Developer shall ensure that construction traffic uses access routes as determined by the Director of Public Works.

b) The Developer shall maintain, at no expense to the City, the access routes in a clean, dust free and safe condition, free of dropped and tracked-on mud, and shall undertake regular scraping and sweeping of streets until building construction, including landscaping is complete, all as determined by and to the satisfaction of the Director of Public Works.

7. Utilities

a) The Developer shall, at no expense to the City, cause underground electrical and telephone services to be installed to serve the Planned Area and will pay the full cost to convert any existing overhead services within the Planned Area to underground to the satisfaction of the Director of Public Works.

b) The Developer shall pay all costs associated with the relocation of street lights and other utilities made necessary as a result of, or required to accommodate, the works to be

constructed by the Developer to serve the Planned Area, as determined by and to the satisfaction of the Director of Public Works.

8. Litter and Refuse Control and Clean-Up

a) The Developer shall, at no expense to the City, and of its own volition, initiate and control the regular cleanup of litter and refuse from the contractors and builders for this development, both on-site and off-site, during the installation of services and construction of buildings, until substantial completion of all construction, as determined by and to the satisfaction of the Director of Public Works.

b) The cleanup of litter and refuse shall be done on a regular basis as determined by the Director of Public Works. This shall include initiating action and assuming any costs in remedying the situation to the satisfaction of the Director of Public Works.

Section VI – Costs and Fees

1) By-laws and Approvals

The Developer shall pay all of its and the City's costs, fees, and expenses associated with the preparation and attainment of approval for registration of the Zoning By-law(s) and plan(s) of subdivision, including all Municipal Board, Land Titles Office and other fees and expenses, all survey, engineering and advertising fees and costs, and all expenses incidental to the preparation of this Agreement and the physical development of the Planned Area.

2) Professional Fees

a) The Developer shall pay the full cost of all design services, including preliminary engineering studies, servicing reports, servicing criteria, construction drawings and specifications, and grading and landscaping plans and specifications, to be provided by Consulting Engineer(s) approved by the City, for the design of the municipal services, parklands, parkways and associated works required to serve the Planned Area;

b) The Developer shall pay the full cost of construction and landscaping supervision services provided by or on behalf of the City for field inspection, preparation of progress estimates, provision of as-built drawings by March 31 of the year following substantial performance of the work, and all other engineering consulting services related to the installation and acceptance of municipal services, and all associated works to serve the Planned Area.

3) Administration Fees

The Developer shall pay to the City, prior to the release of the subdivision mylars for registration in the Land Titles Office, an administration fee plus applicable GST to help defray the City's administration and related costs associated with the preparation and implementation of the Development Agreement.

THIS REPORT SUBMITTED BY:

Administrative Co-ordinating Group
File No. DASZ 39/2025
October 30, 2025

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