

Comment Response Matrix

Comment Date	Comments Received From:	Comment	Comments Related To:	Response/Action Item
21-Mar-22	Prince Edward County Fire and Rescue	38. The current renovation plan, drawings and Building Permit were issued to an existing residential property. The proposed drawings change the property to a 4-storey building and the proposal includes assumptions that may be contrary to Code requirements. The plans need to be revised to reflect a four-story multi-residential property should the proponent wish to proceed past Site Plan due to the lack of available information.	ALL SITE PLAN DRAWINGS	Building is not considered 4 storeys per OBC. It is a 3 storey building with open roof terrace level at fourth level. This level is not considered a storey. Refer to Building Code Outline Report by LMDG Code Consultants.
21-Mar-22	Prince Edward County Fire and Rescue	39. As part of any further drawing submissions please include a specific Code Compliance Table that is stamped by an Engineer. The current drawings do not achieve basic Building Code requirements for fire protection including water supply and access routes. The proponent is responsible to ensure compliance through their engineered submission.		Global - Refer to Building Code Outline Report prepared by LMDG Code Consultant for code compliance. Refer to A-102 for OBC matrix to be stamped by P.Eng. (Hambly)
21-Mar-22	Development Services	1. Please review and respond to the mark up of the drawing attached to this letter.	Zoning Compliance Sketch (ZCS)	Global - Noted
21-Mar-22	Development Services	2. Please provide a site plan drawing showing existing conditions	Zoning Compliance Sketch (ZCS)	Global - Existing survey submitted as reference.
21-Mar-22	Development Services	3. The drawing is busy and difficult to follow. Please remove irrelevant information (ie grades and elevations) on each drawing and use different grayscales, line type & thicknesses to better delineate.	Zoning Compliance Sketch (ZCS)	Global - Noted. Refer to A-101 and A-101A.
21-Mar-22	Development Services	(NO #4) 5. Please include fence around property and fence details.	Zoning Compliance Sketch (ZCS)	We have provided a fence along specific sections of the site. Please refer to the updated Site Plan. We have provided a landscaping strip in compliance with Section 4.14 of the Zoning By-law, which requires a strip which is 1.5 metres wide and 1.5 metres high.
21-Mar-22	Development Services	6. Please move garbage location, a suggested location is in the area around parking space 12.	Zoning Compliance Sketch (ZCS)	Suggested location is not feasible. Global - garbage is private pickup; wheeled waste bins are utilized, not large metal bins; garbage should not be stored in close proximity to guest suites or in middle of parking area (obstruction to view, foul smelling); current location is in proximity of neighbouring property's garbage storage
21-Mar-22	Development Services	7. A gravel driveway is not permitted. All travelable areas shall be hard surfaced. This should also be updated in the stormwater report.	Zoning Compliance Sketch (ZCS)	Global - heavy duty asphalt paving provided for fire route and loading space; RAP (reclaimed asphalt paving) to be used for balance of parking areas and drive aisles
21-Mar-22	Development Services	(NO #8) 9. Please indicate the width of the walkways, they shall be a minimum of 1.8 m.	Zoning Compliance Sketch (ZCS)	Global - Noted. Walkways have been widened to 1.8m wherever possible. Refer to A-101 and landscape consultant drawing.
21-Mar-22	Development Services	Zoning Compliance Sketch (ZCS) 10. Please indicate all surface types, ie grass, asphalt etc..?	Zoning Compliance Sketch (ZCS)	Global - Noted. Refer to A-101A.
21-Mar-22	Development Services	11. The entrance encroaches onto the neighbouring property, please move the entrance and properly define the entrance so that it is wholly on the subject site.	Zoning Compliance Sketch (ZCS)	Global - Noted. Refer to A-101.
21-Mar-22	Development Services	12. Please confirm that the entrance width shall be 7.0m wide to accommodate 2-way commercial traffic.	Zoning Compliance Sketch (ZCS)	Global - Noted. Width at entrance driveway is approximately 7.5m wide. Refer to A-101.
21-Mar-22	Development Services	(NO #13) 14. Please provide construction details (i.e. curb restoration, asphalt thickness, pipe materials, etc.	Zoning Compliance Sketch (ZCS)	Global - Noted. OPSD details provided on A-101B and A-101C. Refer to civil consultant drawings also.
21-Mar-22	Development Services	(NO # 15) 16. Please move loading area a suggested location is beside the building for "seasonal sales". The current proposed location does not allow for loading to efficiently work.	Zoning Compliance Sketch (ZCS)	Suggested location for loading space is not feasible. Global - current location of loading space is in close proximity to the kitchen which receives deliveries; proposed location is not ideal as it is too close to garden suite; it is also too far from kitchen for deliveries to be made efficiently
21-Mar-22	Development Services	17. Please outline what the addition for seasonal sales is? What is being sold seasonally?	Zoning Compliance Sketch (ZCS)	Pop-up shop - local businesses (e.g. food shops, clothing, etc.) Global - Response from Client: Sales of a variety of local crafts, clothes, foods and goods from local vendors.
21-Mar-22	Accessibility Committee/Clerks Department	43. Please move the snow storage area from the accessible parking lot.	Zoning Compliance Sketch (ZCS)	Global - Noted. Snow Storage note removed - refer to A-101.

21-Mar-22	Accessibility Committee/Clerks Department	44. Please clearly identify the main entrance of buildings.	Zoning Compliance Sketch (ZCS)	Global - Noted. Main Entrance symbol added to legend - refer to A-101.
21-Mar-22	Accessibility Committee/Clerks Department	45. Please have the site plan indicate that the main entrance and be barrier-free with an automatic sliding door or push-button operating feature.	Zoning Compliance Sketch (ZCS)	Global - Noted. Refer to A-101, A-601C and A-601D.
21-Mar-22	Accessibility Committee/Clerks Department	46. Please have the site plan indicate that the accessible ramp at the front of the building complies with Section 80.24, Exterior Paths of Travel, Ramps of the Integrated Accessibility Standards Regulations. Please include a diagram of the accessible ramp and how it complies with the IASR.	Zoning Compliance Sketch (ZCS)	Global - accessible ramp complies with OBC and IASR. Refer to A-101, A-601C and A-601D.
21-Mar-22	Accessibility Committee/Clerks Department	47. Please provide a more appropriate location for the proposed barrier-free, detached garden suite would be closer to the accessible parking	Zoning Compliance Sketch (ZCS)	Suggested location not feasible.
				Global - Location of barrier-free garden suite result of addressing existing site grading and sloped walkways for barrier-free accessibility. Refer to civil consultant drawings.
21-Mar-22	Development Services	17. These drawings are very difficult to understand. Please provide typical cross-sections.	Servicing and Stormwater Drawings (SP2 - SP2.9, SP3 and D1.1 - D1.4)	Please refer to revised Servicing and Stormwater Plans
21-Mar-22	Development Services	18. Please clarify where the details for the cross-sections from drawing SP2.9 are from?	Servicing and Stormwater Drawings (SP2 - SP2.9, SP3 and D1.1 - D1.4)	Please refer to revised Servicing and Stormwater Plans
21-Mar-22	Development Services	19. Does each garden suite have water & sanitary connections? If so, please clarify on drawing.	Servicing and Stormwater Drawings (SP2 - SP2.9, SP3 and D1.1 - D1.4)	Yes. Please refer to revised Servicing and Stormwater Plans
21-Mar-22	Water & Wastewater Department	31. Drawing SP2.1 - 3, states that a "main water service cut-off valve is to be installed just inside the property line near the road" - Please note that a water service shut off valve will be required at the property line.	Servicing and Stormwater Drawings (SP2 - SP2.9, SP3 and D1.1 - D1.4)	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Water & Wastewater Department	32. Drawing D.1.1 - 2c) states that "lateral is to be connected to the 200 mm main using a tapping sleeve and valve type connection. All materials to be supplied by the applicant" - Please note the installation of Tee will be required for this water service and not a tapping sleeve. There will be a water shut down required on Wellington Main Street between Belleville Street and Maple Street while the final connections are completed. This will also result in Beach Street being out of service (bulk load station/park washrooms - depending on season.) The Contractor will be required to make these shut down notifications to the affected customers a couple days in advance.	Servicing and Stormwater Drawings (SP2 - SP2.9, SP3 and D1.1 - D1.4)	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Water & Wastewater Department	33. Drawing D1.1 - 2e) states that "The minimum cover of the water service lateral will be 1.7 m" - Please note typically service cover is 1.8 m and if this cannot be maintained throughout the length of service, insulation must be used.	Servicing and Stormwater Drawings (SP2 - SP2.9, SP3 and D1.1 - D1.4)	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Water & Wastewater Department	34. Drawing D.1.1 - 2f) states that "Prior is to putting the water service into use, a bacterial test must be performed and the line shown to be free of bacteria. A copy of the test report must be provided to the County prior to the line being put into service". - Please note the work on this water service will fall under the 2015 or 2020 Watermain Disinfection Procedure for Ontario (depending on the timing of this project - we are currently under the 2015 version). This water service line will need to be within 6 metres of the watermain and all documentation will need to be approved by the ORO of the PEC Water Department or Designate before the final connection will be made. PEC Water department will require a commissioning procedure for the work with respect to the water system.	Servicing and Stormwater Drawings (SP2 - SP2.9, SP3 and D1.1 - D1.4)	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Water & Wastewater Department	35. Drawing SP3-1 - Please reduce the number of water services to one. From the drawings it appears from the servicing drawing that there is a 100mm water service line into the property that feeds the main building. It also appears as though there is an additional 150mm water feed to the property, from the watermain, with fire hydrants connected to it. There shall be only on water service from the watermain.	Servicing and Stormwater Drawings (SP2 - SP2.9, SP3 and D1.1 - D1.4)	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Development Services	20. Please provide a Tree Preservation, Planting and Management Report as per the Prince Edward County Tree Management & Preservation Policy. The Terms of Reference for the report can be found on Page 32 of the policy.	Landscaping Plan	Please refer to Tree Preservation Plan from Cohen and Master
21-Mar-22	Development Services	21. Please remove details not relevant to the landscaping	Landscaping Plan	Please refer to revised Landscaping Plan - Plan updated with only landscape elements
21-Mar-22	Development Services	22. Please clarify the trees being planted on the neighboring property.	Landscaping Plan	No trees being planted on neighbouring property.

21-Mar-22	Development Services	23. The proposed 3 m high wood privacy fence shall be around the entire site. Currently, fencing is only proposed along the along the west property line, and a portion of the north and south property line.	Landscaping Plan	Fencing is only provided in some areas, and will be 2 metres high, which is in compliance with Section 3.14 of the PEC Zoning By-law and the PEC Property Standards By-law 4250-2018. In order to ensure adequate visual screening between the subject property and adjacent residential properties, the proponent will utilize fencing, landscaping and existing tree and vegetative cover, as shown on the Landscape Plan.
21-Mar-22	Development Services	24. Please provide an illumination plan which confirms that there will be minimal to no offsite light pollution on to adjacent lands. The plan shall include Illumination intensity location information.	Lighting Plan	Please refer to updated Lighting Plans.
21-Mar-22	Accessibility Committee/Clerks Department	48. The illumination Plan shall indicate exterior lighting at the main entrance and accessible parking spaces shall be at a lighting level not less than 35 lux.	Lighting Plan	Please refer to updated Lighting Plans.
21-Mar-22	Development Services	25. The report identifies the indigenous soil and base material consisting of shallow sandy/clay soil of 300mm to 900mm, over shale of 300mm to 600mm, over hard limestone bedrock. This isn't deep enough to accommodate the CULTEC stormwater chamber as the minimum installation depth appears to be 1,384mm which would place the chamber and infiltration in a sump within the bedrock. Please clarify. Will this place the tanks below the water table and further reduce storage capacity?	Stormwater Management Report	Please refer to Stormwater Management Response from Hambly Group, dated July 19, 2022.
21-Mar-22	Development Services	26. Please provide additional details or technical references that confirms that the proposed will meet or exceed 80% TSS.	Stormwater Management Report	Please refer to Stormwater Management Response from Hambly Group, dated July 19, 2022.
21-Mar-22	Quinte Conservation	Drawings need to be simplified. Due to their complication it is difficult to assess individual processes. It is recommended to separate individual processes into separate drawings, such as a drawing for each of the following; catchment areas pre and post development, overland flow directions, grading, and stormwater infrastructure.	Stormwater Management Report	Please refer to revised drawings.
21-Mar-22	Quinte Conservation	Clear delineation and description of all discharge points and conveyances from the property, both current and proposed, should be shown in the drawings and described in report.	Stormwater Management Report	Please refer to revised Stormwater Management Plan and Report from Hambly Group.
21-Mar-22	Quinte Conservation	Please include drawings showing predevelopment and post development drainage catchment areas, with over land flow directions. Reference these designated catchment areas in the calculations and a summary table.	Stormwater Management Report	Please refer to revised Stormwater Management Plan and Report from Hambly Group.
21-Mar-22	Quinte Conservation	Please describe and show in the drawings, details of any stormwater conveyance, storage, or discharge restriction infrastructures.	Stormwater Management Report	Please refer to revised Stormwater Management Plan and Report from Hambly Group.
march 21 2022	Quinte Conservation	Quality control is required for the site. The current design appears to have uncontrolled and untreated parking lot storm water directly connected to the storm sewer.	Stormwater Management Report	Please refer to revised Stormwater Management Plan and Report from Hambly Group.
21-Mar-22	Development Services	27. Please amend the report to include sanitary design criteria. i.e. existing & expected flows and the inputs used (i.e. 350 l/p/d, commercial/industrial flows, infiltration, peaking factors, etc.). Please provide a breakdown of estimated flows referencing the Ontario Building Code. • There are capacity constraints in the sanitary main. The main discharges into the Belleville Street Pumping Station to the Wharf Street PS and to the Wellington Wastewater Treatment Facility. The Wharf Street PS is at capacity and investigative work is underway to determine economic solutions to increase capacity at this facility. The additional sanitary flows from the proposed will need to be evaluated and offsite contributions may be required if a solution is found to accommodate.	Functional Servicing Report	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Development Services	28. Please amend the report by expanding on the water design demand criteria to include: (Show all references, calculations and inputs) o Fire Flow Calculations following FUS Method (Fire Flow) - Please see Comments from Prince Edward County Fire and Rescue o Domestic Water Demands (Max Day) o Peak Flow (Fire Flow + Max Day) o Existing capacity - i.e. sourced from a Hydrant Flow Test or Calibrated Water Modeling Data o Proposed works. (i.e. lateral size, including design calculations to confirm capacity) o The Wellington Master Servicing Plan was approved by council and will change the water flows and pressures in Wellington. Please review and reference this document: https://www.thecounty.ca/government/municipal-projects/special-capital-projects/wellington-master-servicing-plan/	Functional Servicing Report	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Water & Wastewater Department	36. On page 2 it states that ""The existing sanitary system includes a manhole in the front yard to which all sanitary laterals from all buildings will drain. The outlet from the manhole will drain in a 125 mm PVC pipe to the municipal 250 mm main." - Please revise to include a manhole at the property line for municipal access.	Functional Servicing Report	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.

21-Mar-22	Water & Wastewater Department	37. The servicing report indicates that the Total Hydraulic Load for the building will be 303.26 gal/min which when converted equates to 19.14L/s. This equates to about 1653.7 m3 per day. In theory, what you use in water will be discharged to the sanitary sewer. An additional 1653 m3 of sanitary sewage flow will gravity feed to Harbour Street Pumping Station to be pumped to Wharf Street Station and pumped from Wharf Street station to gravity and eventually make its way to Wellington Wastewater Treatment Plant. An additional 1653 m3 of sanitary sewage will likely create issues at both of the pumping stations, not just Wharf Street Pumping Station. This is also an additional capacity that will need to be treated at Wellington Wastewater Treatment and will add additional strain to the current Wastewater Treatment facility. Even with an Equalization Tank installation at Wellington Wastewater, an additional 1653 m3 will provide severe challenges for the treatment facility. This is a very large sanitary volume and is greater than the current rated capacity of the Wellington Wastewater Treatment facility. Generally, the current sanitary system cannot handle these additional volumes. Wastewater requires clarification on the sanitary servicing due to the high flow volumes.	Functional Servicing Report	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Prince Edward County Fire and Rescue	40. Please have a A professional Fire Protection Engineer calculate the fire flow demand to determine whether or not there is enough water supply to accommodate the required sprinkler system and site water consumption usage. County staff have been requested to comment on water supply with disregard for the lack of an engineered system. The fire department recommends the applicant confirm the calculated waterflow for the proposed building(s) and provide the necessary servicing drawings to confirm design and use of the buildings achieves applicable codes and standards.	Functional Servicing Report	Please refer to Service Comment Response from Hambly Group, dated July 5, 2022.
21-Mar-22	Prince Edward County Fire and Rescue	41. A review of the proposed servicing for the firefighting water supply (hydrants) will be required due to the distances shown in the proposed drawings and building location on the property. A single hydrant may not achieve applicable code requirements for the buildings located at the rear of the property. The lack of building fire access routes for the rear buildings makes further comments difficult. For example, the drawings currently exceed the 45 m distance to the front door from the proposed hydrant location and assumes straight line access across the property without any access shown	Functional Servicing Report	Please refer to Service Comment Response from Hambly Group, dated July 2022.
21-Mar-22	Development Services	29. Please confirm if Wellington Hotel intends to install a permanent sound system?	Noise Impact Study	Please refer to the revised Noise Study - permanent sound system will be located inside
21-Mar-22	Development Services	30. Please amend the Noise Impact Study to reflect the current Municipal Noise By-law 221-2021. The study reflects an old by-law which was in effect on the date of the writing of the Noise Impact Study but not in effect on the date of the submission of the Site Plan Control Application.	Noise Impact Study	Please refer to the revised Noise Study - reflects Noise By-law 221-2021
21-Mar-22	Prince Edward County Fire and Rescue	42. Please amend to include section on Emergency Vehicle access.	Traffic Impact Assessment Study	Please refer to the revised Traffic Impact Study
21-Mar-22	Bell Mobility	"The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost."	General	No Action
21-Mar-22	Bell Mobility	It shall also be noted that it is the responsibility of the Owner to provide entrance/service duct(s) from Bell Canada's existing network infrastructure to service this development. In the event that no such network infrastructure exists, in accordance with the Bell Canada Act, the Owner may be required to pay for the extension of such network infrastructure.	General	No Action
21-Mar-22	Bell Mobility	If the Owner elects not to pay for the above noted connection, Bell Canada may decide not to provide service to this development.	General	No Action
21-Mar-22	Bell Mobility	To ensure that we are able to continue to actively participate in the planning process and provide detailed provisioning comments, we note that we would be pleased to receive circulations on all applications received by the Municipality and/or recirculations. Please note that WSP operates Bell's development tracking system, which includes the intake of municipal circulations. WSP is mandated to notify Bell when a municipal request for comments or for information, such as a request for clearance, has been received. All responses to these municipal circulations are generated by Bell, but submitted by WSP on Bell's behalf. WSP is not responsible for Bell's responses and for any of the content herein.	General	No Action