



**IBI GROUP**  
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August 20, 2019

County of Prince Edward  
Planning Services  
280 Picton Main Street, Suite 201  
Picton, Ontario  
K0K 2T0

To Whom It May Concern:

**12697 LOYALIST PARKWAY  
APPLICATIONS FOR DRAFT PLAN OF SUBDIVISION & ZONING BY-LAW AMENDMENT  
IBI FILE NO. 115791**

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IBI Group is acting as the authorized agent for Hilden Homes Ltd., the owner of the property municipally known as 12679 Loyalist Parkway (herein referred to as the "subject property"). The subject property is currently vacant and located at the north-eastern limit of the Settlement Area of Picton-Hallowell within the County of Prince Edward.

**Plan of Subdivision and Rezoning Application Materials:**

This letter is being provided in support of a request by Hilden Homes to permit a residential Draft Plan of Subdivision and implementing Zoning By-law Amendment. The following materials are included in support of the application for Plan of Subdivision and Rezoning:

- 10 copies of the completed application forms
- 10 copies of the draft plan with key map
- 25 copies of the draft plan on 8 ½ x 11 paper
- 5 copies of each of the required reports, including:
  - Planning Justification Report
  - Servicing Brief
  - Functional Stormwater Management Design Brief
  - Traffic Impact Study
  - Environmental Site Assessment – Phase 1
  - Environmental Impact Assessment
  - Geotechnical Report and Hydrogeological Investigation
  - Stage 1 & 2 Archaeological Report
- 1 digital copy of the draft plan and information reports
- The required fees

12697 Loyalist Parkway

- Cost acknowledgement agreement and security deposit

**Summary:**

We trust that the above materials are in order and constitute complete applications for Draft Plan of Subdivision and Zoning By-law Amendment in accordance with the *Planning Act*. Should you require any further information, please do not hesitate to contact the undersigned.

Sincerely,  
**IBI Group**

A handwritten signature in black ink that reads "Mark Touw". The signature is written in a cursive style with a long horizontal stroke extending to the right.

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Mark Touw, MCIP, RPP  
Associate