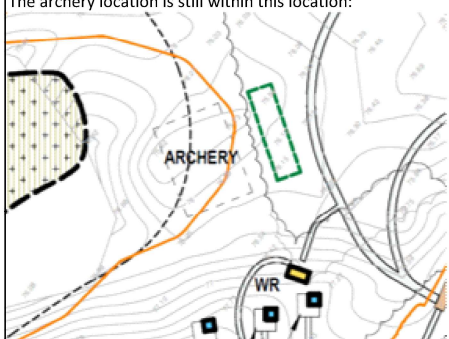
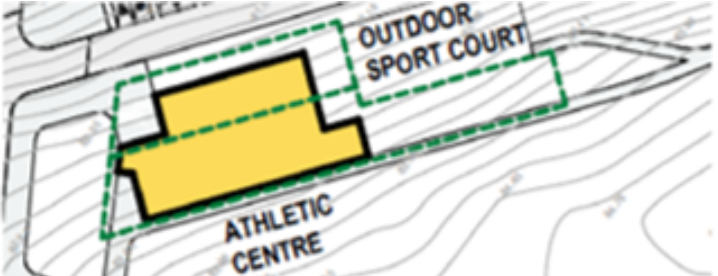
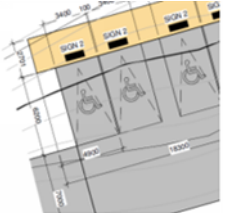


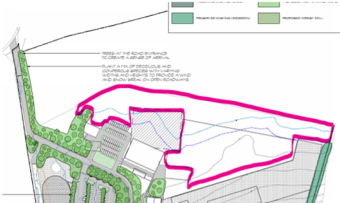
565 WESLEY ACRES ROAD | COMMENTS & RESPONSE MATRIX
 (PRINCE EDWARD COUNTY) FILE NO. SP-06-25
 CAMPFIRE CIRCLE




Last Updated: 14-JAN-2026

#	COMMENTS	CONSULTANT RESPONSIBLE	RESPONSE	RELEVANT DOCUMENT	STATUS
1	Development Services, Planning				
1.1	General Note - Please ensure consistency between Plans. For example, the landscape plans show two septic systems whereas the sanitary plan only shows one plan, and the site plan shows a garbage enclosure + generator which is not shown on other plans.	N/A		General Notes	Complete
1.2	Please provide an updated Parcel Register Page for the property. A Parcel Register. Page was not provided, only PIN Maps.	CPM	Acknowledged. Will be provided in the resubmission	Parcel Register	Complete
1.3	An Environmental Impact Study (EIS) was conducted with the Zoning By-law Amendment Application. Please provide a letter from the EIS Consultant of the Site Plan's conformity to the EIS.	ECOLOGICAL SERVICES	Acknowledged. Will be provided in the resubmission	Additional Documents Needed	Complete
1.3.1	The original EIS did not support the proposed location of the archery range given the significant tree clearing required within the 30m setback of the PSW. The archery location is still within this location: 	THA/TEEPLE	We have relocated the Archery to be clear of the trees while maintaining a safe shooting direction.	Proposed Overall Site Plan	Complete
1.4	Garbage Location				
1.4.1	Appears to be within the 1:100 year elevation. Please remove garbage location from being within the floodplain as this is not best practice to have garbage within an area which may be subject to flooding.	THA/TEEPLE	We have relocated the garbage to be adjacent to the Maintenance building for ease of access.	Proposed Overall Site Plan	complete
1.4.2	Please provide additional details on the Garbage Enclosure & Generator.	THA/TEEPLE	Garbage is intended to be visually screened by plantings. The generator and propane tanks have been relocated to reduce visibility from the road and additional screening may be considered. Final details will be available at the building permit stage.	Architectural floorplans/details	complete
1.4.3	Please provide dimensions of garbage enclosure and how this will operate with private garbage collection. Is garbage sized sufficiently for the site density?	THA/TEEPLE	Garbage size is based on use at another similar facility and can adjust the frequency of pick as needed to suit for minor fluctuations.	Proposed Overall Site Plan	Complete
1.5	1:100 Year Flood Elevation				
1.5.1	Please illustrate the 1:100 Year Flood elevation for the entire property on A012. The 1:100-year flood elevation is noted on the legend as a blue dashed line but demarcated on the plan as the orange line (erosion hazard on legend). Please ensure consistency with labels and legend.	THA/TEEPLE	We have adjusted to suit.	Proposed Overall Site Plan	Complete
1.5.2	Please illustrate the required 15.0 metre setback from the 1:100-year flood line for all buildings and structures. Section 4.25.2 of the County's Zoning By-law (1816-2006) requires a minimum setback of 15 metres from the regulatory flood plain.	THA/TEEPLE	Setback clarified.	Proposed Overall Site Plan	Complete
1.5.3	Please remove parking areas from being within the 1:100 year floodplain. Parking areas should be relocated outside of the floodplain. Please refer to QCA Comments.	THA/TEEPLE	Parking adjusted to suit.	Proposed Overall Site Plan	Complete
1.5.4	Please illustrate the setback of the maintenance building from the regulatory floodplain. It appears that the building will be located within the required 15.0 metre setback to the floodplain.	THA/TEEPLE	Building position has been adjusted to suit.	Proposed Overall Site Plan	Complete
1.6	Docks				
1.6.1	Please demonstrate compliance for the eastern most dock (canoe/kayak access) with Section 4.1.6.ii. (not located closer than 2.0 metres to the projection of the side lot).	THA/TEEPLE	Dimension added for clarity.	Proposed Overall Site Plan	Complete

1.6.2	It is understood that West Lake is generally a shallow waterbody. The proposed docks are from 39 metres to 57.95 metres in length and will occupy +/- 1171 sq. metres of area. Prior to approval of the Site Plan, the appropriate approvals will be required from the Ministry of Natural Resources & Forestry (MNRF), Transportation Canada and the Department of Fisheries & Oceans. Has any consultation occurred with any of these agencies regarding permits?	CPM/THA/FOTENN	It is the applicant's intention to receive all necessary permits in relation to the docks, however, as the County is not the regulatory authority for this item we anticipate the permitting of the docks to be included as a clause in the Site Plan Agreement, meaning that the approval need not be delayed by this process. Quinte Conservation has advised that permits will be required from the Conservation Authority for the proposed docks. They have also advised, along with Ecological Services, that the Ministry of the Environment, Culture and Parks (MECP) is the appropriate provincial body to consult in regards to the docks. The applicant has, therefore, contacted the MECP and is in the process of confirming what/if permitting from this body will be necessary. More information will be provided to the County as it becomes available.	Additional Documents Needed	Complete
1.6.3	It is understood that floating docks are generally anchored to the shore in various ways (i.e. piles, anchors, etc.) has this been taken into consideration or will this be considered through detailed design? Will anchoring have an impact to fish habitat?	THA/TEEPLE	The intent will be to follow the advice of the ecologist and seek approval from governing bodies prior to finalizing the solution.	Additional Documents Needed	Complete
1.7	General Site Plan Notes				
1.7.1	Please clarify the green dashed line around buildings. Is this intended to be the foundation footprint or to denote something else? Please clarify this line, see example below: 	THA/TEEPLE			Complete
1.7.2	Please ensure all linework is identified in the Legend.		Dashed line reflect the roof profile so we can demonstrated coverage	Proposed Overall Site Plan	
1.8	Parking				
1.8.1	2/A015 illustrates the proposed accessible stalls. This typical drawing does not illustrate that the accessible aisle will be paved for the first stall. Please confirm that the accessible aisle for the first stall will be paved. 	THA/TEEPLE	Confirmed that this will be paved. Plans will be updated to reflect.	Proposed Overall Site Plan	Complete
1.8.2	Section 5.1.5 of the County Zoning By-law (1816-2006) requires that parking spaces shall have a minimum area of 24 sq. metres and a minimum width of 4 metres. The proposed parking stalls are proposed at 3.4 metres x 6.2 metres with a shared 1.5 metre accessible stall. The shared stall will result in an accessible stall with a total area of 4.15 metres. Staff are supportive of the proposed use of a shared accessible stall.	THA/TEEPLE	Acknowledged.	Additional Documents Needed	Complete
1.9	Photometric Plan				
1.9.1	The photometric plan only illustrates Lux on the pedestrian paths, boardwalk and roads. Please advise why the photometric plan does not illustrate any illumination off these surfaces? Is there zero light spillage off the areas intended to be illuminated? Please confirm and update the plan as necessary to illustrate illumination across the entire property.	S + A	The spaces off the pedestrian paths, boardwalk and roads do not have recommended light levels and are open green spaces. There is no direct illumination strategy for these areas, but there will be light spill from the fixtures illuminating the pedestrian paths, boardwalk and roads. Lighting calculations areas can be added to the whole site plan to indicate light levels beyond the pedestrian paths, boardwalk and roads.	Proposed Exterior Lighting Plan	Complete
1.10	Electrical Site Servicing Plan				
1.10.1	Please confirm if any electricity will be supplied to the campsite and off grid cabin.	CPM	No, electricity will not be supplied.	Proposed Site Servicing Plan	Complete
1.10.2	A Generator is not illustrated on the Electrical Servicing Plan but is illustrated on the Site Plan, please confirm if a generator will be included and if it is, it should be included on the electrical site plan.	JEWELL / S + A	[Jewell]; A Propane Generator will be included adjacent to the Utility Building. [S+A] Generator(s) will be provided.	Proposed Overall Site Plan	Complete

1.10.3	Please confirm if existing overhead service will be changed to an underground service. If it will not be changed, please delete reference of "can be changed".	JEWELL / S + A	[Jewell]: Overhead service will be maintained. Note removed. [S+A] This will be dependant on Hydro requirements and coordination that will be completed at a later date and throughout the project.	Proposed Site Servicing Plan	Complete
1.10.4	Electrical site servicing plan does not illustrate how the lights on-site will be connected to the sites electrical network. The electrical site servicing plan should show electrical connection for lights as well.	S + A	[S+A] At this stage in design, the routing is difficult to confirm. Generally, the lightng will be daisy chained together, but the details need to be determined based on the development of the design.	Proposed Site Servicing Plan	Complete
1.11	Elevations & Floor Plans				
1.11.1	A401 (Arena & Stables) - The TC-61 Zone states that a seasonal stable is permitted as an "accessory use". As this use is only permitted accessory to the Private Camp use, Section 4.1.4.2 of the County's Zoning By-law (1816-2006) only permits a mean height of 5 metres. The elevations show that the proposed building is 6.153m, which exceeds the maximum permitted height for an accessory building.	FOTENN	Section 4.9(viii) of Zoning By-law 1816-2006 exempts "grain elevator, a barn or silo" from the height provisions contained within the By-law. The by-law does not define a barn or a stable but a Livestock Facility is defined in Section 3.125. The proposed stable, therefore, dose not have a maximum permitted height as it falls under the exception for a livestock facility. This exception is reflected in the new comprehensive zoning by-law as well.	Proposed Building Elevations	Complete
1.11.2	Are there elevation details available for the washroom to service the campsites, off-grid cabin and fire pump building?	THA/TEEPLE	These buildings have not been finalized yet but are intended to be minimal in height.	Proposed Building Elevations	Complete
1.12	Sanitary Wastewater Plan				
1.12.1	Off-grid cabin is cut off from the drawing. Please provide an updated drawing illustrating the entire development including off-grid cabin.	CPM	This building is not serviced.	Proposed Site Servicing Plan	Complete
1.12.2	The sanitary wastewater plan illustrates a single septic system. The Landscaping Plan indicates that there will be two septic systems. Please confirm the number of septic systems and update drawings as appropriate.	JEWELL	A single system is proposed. See updated drawings and FSR.	Proposed Site Servicing Plan	Complete
1.12.3	To support the septic system and MECP Approval for the system, has an associated report been prepared? Staff would like to have a copy of a preliminary design for the system and may provide some insight regarding an "evaluation report" as referenced in other comments.	JEWELL	MECP has been consulted during the design phase. See Wastewater Servicing Brief prepared by Groundwork included in FSR.	Proposed Site Servicing Plan	Complete
1.13	Functional Servicing Report				
1.13.1	Jewell Engineering notes that "Groundwork has recommended the use of an advanced treatment system to minimize the area of the dispersal bed, allow for medications discharged from campers being treated by cancer and to remove nitrates and phosphorus to acceptable levels."	JEWELL	The advanced treatment system has been oversized to provide 2.3 days of retention time to permit natural decay of medications prior to release into the dispersal bed. See Wastewater Servgicing Brief prepared by Groundwork included in FSR.	Functional Servicing Report	Complete
1.13.1.2	Please elaborate on how medications discharged from campers are being treated by cancer. Additional details could also resolve comments from the Environmental Advisory Committee (EAC).				
1.13.2	Jewell Engineering notes that "Removal requirements are calculated to be 90.3% for nitrate and 98.0% for phosphorous".	JEWELL	See updated Wastewater Servicing Brief prepared by Groundwork included in FSR.	Functional Servicing Report	Complete
1.13.2.1	Are there any updated studies or reports that would suggest that the proposed septic system will meet the removal requirements? It is understood that the MECP will be responsible for the septic system.				
1.14	Landscape Plan				
1.14.1	As referenced above, the Landscape Plan (L0.1) illustrates two septic systems. Please confirm the number of systems and update all drawings accordingly.	WENTWORTH	Landscape drawings updated to match site plan.	Proposed Landscaping Plan	Complete
1.14.2	Forest Enhancements & Tree Planting Approach (L2.1) - If septic location is not needed, this would be a suitable area for tree replacement.	WENTWORTH	We have included additional tree planting in this area.	Proposed Landscaping Plan	Complete
1.14.3	Forest Enhancements & Tree Planting Approach (L2.1) - Tree replacement quantity is not provided. Please identify quantities of trees to be planted onsite.	WENTWORTH	206 caliper sized trees are intended to be planted on site during initial phase of development. Additional caliper trees may be planted in future.	Proposed Landscaping Plan	Complete
1.14.4	Forest Enhancements & Tree Planting Approach (L2.1) - Has the northern area adjacent to the PSW been considered for additional tree planting? In theory this could provide additional buffer and separation to the PSW. This appears to be a suitable location for additional tree plantings and trees could be included around the pasture. No wetland enhancements are proposed in this area and County Staff and supportive for increased plantings in this area to buffer the wetland. See screenshot below of area in reference: 	WENTWORTH	We are investigating opportunities for wetland enhancement planting in this area, we would be proposing smaller sized plant material such as whips and/or plugs. The drawings have been updated to show the areas where this is being considered.	Proposed Landscaping Plan	Complete

1.14.5	Wetland Enhancements (L2.2) - Note on Plan stating "Maintain open water free of vegetation around camper activity area to minimize animal and plant disturbance". Does this require additional approvals (i.e. QCA, DFO) for removal of existing and future aquatic vegetation? Does this create concerns related to fish habitat?	WENTWORTH	Some degree of vegetated maintenance and additional permitting will be addressed as part of the dock approval process.	Proposed Landscaping Plan	Complete
1.14.6	Meadow/Grassland Enhancements (L2.3) - similar to comment b. above, if septic location is not required can this be a treed area instead of prairie grass?	WENTWORTH	We have included additional tree planting in this area.	Proposed Landscaping Plan	Complete
1.14.7	Vegetative Screening (L2.4) - As referenced above in comment d. could this area be included as a Vegetative Screening Area?	WENTWORTH	Noted. Sparse trees proposed to screen buildings while also providing views to lake.	Proposed Landscaping Plan	Complete
1.14.8	Landscape Enlargement Plan (1 of 4) (L3.1) - The Landscaping Plans does not illustrate the proposed garbage area or the generator. Buffering should be provided to these features if they are provided.	WENTWORTH	Landscape drawings updated and buffer planting has been provided.	Proposed Landscaping Plan	Complete
1.14.9	Landscape Enlargement Plan (2 of 4) (L3.2) - What is the distance between the proposed road and property line? Please illustrate this dimension. Given the rural nature of the property, Staff would be supportive of increased buffering and distance to the property line.	WENTWORTH	4.5 metres from road to property line. Dimension provided in resubmission. Buffer planting will be provided where space is available.	Proposed Landscaping Plan	Complete
1.14.10	Landscape Enlargement Plan (2 of 4) (L3.2) - Is there an opportunity for additional tree plantings in the following location: 	WENTWORTH	Tree planting is kept minimal in this location to preserve lake views from the cabins and amenity buildings.	Proposed Landscaping Plan	Complete
2	Development Services, Engineering				
2.1	Functional Servicing Report				
2.1.1	It is understood that:				
2.1.1.1	A permit to take water is required from the Ministry of Environment, Conservation & Parks.	JEWELL	Acknowledged.		Complete
2.1.1.2	An ECA for the Septic is required from the Ministry of Environment, Conservation and Parks.	JEWELL	The well is drilled to the local limestone aquifer. It is moderately vulnerable to surface water influence due to overburden thickness consisting of sands and clays and potential fracturing of the bedrock. See Hydrogeological Study completed by ASC Environmental attached to FSR.	Additional Documents Needed	Complete
2.1.1.3	The well is a drilled well that is not under the influence of surface water and is a groundwater well.	JEWELL	Treated water will be stored within vertical tanks within the Utility Building.	Functional Servicing Report	Complete
2.1.2	Section 3 of the report and Appendix F indicate water storage would be needed. It is understood from the report the storage would be 104 m3. Please indicate how the water will be stored and show where the water will be stored.	JEWELL	The Off Grid Cabin and the Campsite were not considered in calculating the water demand or sewer flows of the Camp as they will be utilized by campers regularly occupying beds in other buildings. Those beds will remain vacant while campers utilize these facilities.	Functional Servicing Report	Complete
2.1.3	Appendix E: Water Demand and Sewer Flow Calculations:	JEWELL			
2.1.3.1	The breakdown in the table does not appear to account for the washroom for the 'Off Grid Cabin' and the 'Campsite' near the southwest corner of the site.	JEWELL			
2.2	Stormwater Management Report				
2.2.1	It is unclear what level of quality control is being applied to the runoff? Typically, lakes require an 80% TSS removal. How is the required level of quality control being achieved on site?	JEWELL	The Quality target is 'Enhanced' which is minimum 80% TSS removal. The report has been updated to clarify this.	Stormwater Management Plan	Complete
2.2.2	The design sheet sizing the storm pipes does not appear to have been included.	JEWELL	The design sheet has been added to the report.	Additional Documents Needed	Complete
2.2	Site Servicing Plan				
2.2.1	There does not appear to be any water services connecting into any of the buildings, excluding the washroom in the southwest corner of the site.	JEWELL	Water services have been added to servicing drawing.	Proposed Site Servicing Plan	Complete
2.2.2	There are a number of connection points/structures along the sanitary line not identified on the drawing. Please include them in the legend. ie. 	JEWELL	Components have been added to the Legend. Please see separate Sanitary Wastewater Plan added to drawing set.	Proposed Site Servicing Plan	Complete
2.2.3	The well is not identified on the drawing.	JEWELL	Well has been labelled.	Proposed Site Servicing Plan	Complete

2.2.4	Location of the water storage does not appear to be shown on the drawing.	JEWELL	Water treatment and storage are to be within the Utility Building.	Proposed Site Servicing Plan	Complete
2.3	Site Grading Plans				
2.3.1	Legend is missing from the grading plans.	JEWELL	Legend added.	Proposed Grading Plan	Complete
2.3.2	Overland flow arrows are missing.	JEWELL	Arrows added.	Proposed Grading Plan	Complete
2.3.3	Section 5.1 of the SWM report notes that "The vegetated swales will be designed with appropriate lengths (greater than twenty metres) and gentle slopes (less than 1%) to allow sediment to settle and infiltrate effectively as water flows through." Section 5.2 of the report notes that the swales located within the 1A sub-catchment are vegetative swales. However, all swales within sub-catchment 1A, with the exception of two 0.5% sections, all have a slope of 1% or greater. Per the SWM report, these slopes are too great to provide sufficient settlement and infiltration.	JEWELL	The 0.5% portion of the swale is 58m long, providing sufficient length for treatment. This has been highlighted on the Site Grading Plan.	Proposed Grading Plan	Complete
2.3.4	It is understood from the SWM report that the flows from sub-catchment 1A will be directed to vegetative swales which will be directed to a sand filter. The swales all appear to end with no way of traveling over the roads. What measures are being put in place to prevent the runoff in the swales from washing out the roads? How is the runoff from the swales being directed to the sand filter?	JEWELL	Culverts have been added. See updated Site Grading Plan.	Proposed Grading Plan	Complete
2.3.5	The SWM report notes that "A vegetated swale will intercept runoff from the gravel service road in sub-catchment 3A, while filter strips in the riparian zone will be used to treat water downstream of the buildings in the east part of sub-catchment 3B." The vegetative swale appears to be missing from sub-catchment 3A. The filter strips appear to be missing from sub-catchment 3B.	JEWELL	See Landscape Plan for all filter strips. Key ones have been added to the Site Grading Plan.	Proposed Grading Plan	Complete
3	Operations Department				
3.1	Tree Removal: Recommend removal of the identified tree near the proposed reconstructed asphalt entrance, as this will improve sightlines for vehicles entering and existing the site. The tree may already be slated for removal, but no note was observed on the current drawing set. See image below for reference.	THA/TEEPLE	Acknowledged. Tree to be removed as part of the entrance reconfiguration.	Tree Protection Plan	Complete
3.2	Entrance Decommissioning: The drawings should confirm the decommissioning of the existing secondary entrance to the municipal right-of-way. This may already be included but was not clearly noted in the drawings.	THA/TEEPLE	The entrance has been modified to follow the traffic consultant recommendation to remain as one way in and out with a modified configuration.	Proposed Overall Site Plan	Complete
3.3	Road Protection: Appropriate measures should be implemented during construction to protect Wesley Acres Road, as it is a surface-treated road that received a new surface treatment in 2023.	THA/TEEPLE	Noted.	Additional Documents Needed	Complete
3.4	It is recommended that the tree [depicted below] be removed to improve entrance sightlines at the bend for vehicles accessing Wesley Acres Road. Recommended removal of second entrance to property. 	THA/TEEPLE	Tree to be removed as part of the entrance reconfiguration.	Proposed Overall Site Plan	Complete
3.5	Additional Question: Was a Traffic Impact Study (TIS) required as part of the Site Plan Control Application? The scale and capacity of this new development appears to be significant.	CPM	This was not requested.	Additional Documents Needed	Complete
3.6	Tree Protection Plan: After reviewing the tree report and inventory, this project appears to be compliant with the County's Tree Management and Preservation Policy. The policy does not provide any guidance on the requirements of replacing dead or infested/infected trees with terminal diseases. Operations if of the opinion that these trees do (or will) pose a safety risk and that removal would be necessary to complete construction safely. Based on the level of commitment to protecting other trees and replacing all other tree removals, Operations is comfortable that not replacing the hazardous ash trees complies with the spirit of the policy. The report has a very thorough monitoring and compliance section, that includes having the proponents arborist routinely check compliance on tree protection measures as well as a final after-construction verification of the health of retained trees as well as newly planted ones. Is there a report that goes along with his for Operations to verify that it all happened as planned?	COUNTY ARBORIST	The report currently operates on the assumption that dead trees do not require replacement. However, replacements were recommended for hazardous trees (those exhibiting splitting, decay, or poor lean) because they currently provide significant habitat value. If the municipality prefers not to replace these specific trees, the report can be adjusted accordingly. Regarding post-construction oversight: while a follow-up assessment is not currently in our scope, we can certainly perform one upon request. We recommend consistent site monitoring as outlined in the report, followed by a final compliance audit once the project is complete.	Tree Protection Plan	Complete
4	Building Department				
4.1	The Building Department has provided the following comments:				
4.1.1	Each building greater than 600 m2 is required to face a street as per OBC 3.2.2.10 and 3.2.5.5. Each street must be within 3-15m of the principal entrance for each building. Please ensure that all buildings comply and specifically that the proposed Arts and Music building complies.	THA/TEEPLE	Acknowledged.	Proposed Overall Site Plan	Complete
4.1.2	Barrier free parking to comply with OBC 3.8.2.2 for aisles adjacent to barrier free parking spaces.	THA/TEEPLE	Acknowledged.	Proposed Overall Site Plan	Complete
4.1.3	All pedestrian entrances shall be barrier free as per OBC 3.8.1.2.	THA/TEEPLE	Noted.	Proposed Building Elevations	Complete
4.1.4	Ministry of Natural Resources and Quinte Conservation approvals are required for the proposed docks.	N/A	Noted.	Additional Documents Needed	Complete
4.1.5	Provide details of spatial separation of water services from sanitary services as per OBC 7.3.5.6.	JEWELL	Details added to notes on the Site Servicing Plan.	Additional Documents Needed	Complete

4.1.6	Demolition permits required for any structures to be removed on-site (greater than 10m2).	CPM	Acknowledged.	Additional Documents Needed	Complete
4.1.7	Manholes are to be spaced as per OBC 7.4.7.2.	JEWELL	Manholes on gravity sewers spaced at 90 m or less in accordance with OBC 7.4.7.2. See Sanitary Wastewater Plan for details.	Proposed Site Servicing Plan	Complete
4.1.8	An ECA for sanitary services is to be provided prior to the issuance of buildings permits.	JEWELL	Acknowledged. Pre-consultation with MECP District Staff has been completed.	Proposed Site Servicing Plan	Complete
5	Fire Department				
5.1	No issues at this time with the First Submission.	N/A	Acknowledged.	General Notes	No Action
6	Water and [Waste] Department				
6.1	It is recommended that all new manhole installations in this area be sealed for water tightness to prevent any excess infiltration.	JEWELL	Maintenance holes to be sealed according to OPS specifications.	General Notes	Complete
7	Prince Edward County Environmental Advisory Committee				
	Please review Quinte Conservation Authority's comments dates October 21, 2025 for reference		Acknowledged.		
7.1	Compliance is required with the PEC Official Plan (2021)				
	Policy 3.1.4(7)				
7.1.1	Development is not permitted in Significant Woodlands under Official Plan Policy 3.1.4(7) . However, reports and site plans submitted in support of the Campfire Circle application for Site Plan Control show buildings, campsites, roads, and infrastructure (electrical and plumbing) and a boardwalk within those protected areas. The developers' own EIS confirms that two woodlands on the property meet the MNRF's criteria for Significance (Campfire Circle EIS, April 2024). Given this, we respectfully request that Campfire Circle be instructed to remove all development that is proposed to be located within these Woodlands from their initial submission materials for site plan control.	FOTENN	An Environmental Impact Study was prepared in support of the proposed development, which resulted in a defined boundary of the woodlands on the property based on on-site investigations. The EIS provides recommendations regarding tree preservation, among other items, that have been reflected in the updated site plan. Further, the ecologist has reviewed each iteration of the proposed development, including the updated site plan, and has identified no concerns with the plan as it relates to the existing wooded areas. A Tree Preservation Plan was prepared and submitted to the County for review regarding the limited tree clearing required on the site, primarily focused on the removal of impacted ash trees on the site. The proposed development's conformity with the Official Plan was reviewed at the time of the Zoning By-law Amendment and was found to conform by County planning staff.	Proposed Overall Site Plan	Complete
	Policy 3.1.6(7)				
	The Campfire Circle Medical Camp proposal is not supported with a site evaluation report as required by OP Policy 3.1.6(7). This Policy states as follows: 3.1.6 Constraint Area Policies Water Resources Large development proposals (i.e. campgrounds, trailer parks, resort/condominium development) within 120 metres of waterbodies and watercourses must be supported with a site evaluation report in consultation with the Ministry of the Environment, Conservation and Parks. This is to ensure water quality protection. The study should take into consideration the existing water quality of the water body, surface water run-off, impact and loadings of phosphorous from septic systems, type of soils, stormwater management and nature of vegetation. (bold added)	FOTENN	The septic system required to support the proposed development will be evaluated and approved by the MECP through the required Environmental Compliance Approval process. The site evaluation report is ultimately a combination of contemporary technical studies, such as hydrogeological studies, stormwater reports, Environmental Site Assessments, and Environmental Impact Studies, all of which have been prepared in support of the proposed development to the satisfaction of the County.		Complete
	In an email dated February 27, 2025, Mr. Michaud confirmed that the Site Evaluation Report "will be prepared at the Site Plan Control application stage where it can help inform the site planning with respect to placement of buildings and infrastructure and best practices for the naturalization of the shoreline." Again, on March 3, 2025, Mr. Michaud confirmed that the completion of the study at Site Plan Control application will aid the developer in designing the site. Mr. Michaud went on to note that "There is enough information within the existing studies to indicate that the change in land use is supportable and that further refinement of those studies through the completion of the proposed recommendations mentioned in each report along with the Site Evaluation report and any other study that may be necessary at Site Plan will lend further insight into how the site should be developed."	FOTENN	The applicant is unable to comment on correspondence sent by municipal staff.		Complete
	Based upon Mr. Michaud's statements, it is quite apparent that the site evaluation report must be completed in consultation with MECP and that it must be completed and submitted at the front-end of the proposal, not deferred to a later stage. The timing is critical: proceeding with site plan control without this report undermines the intent of the policy that the site evaluation report is a critical tool in designing the site, and risks compromising water quality protections. In addition, we respectfully request that any further review of the submissions for site plan control be postponed until already-completed reports and site plans included in the first submission have been revised as necessary based on the findings of the Site Evaluation Report.	FOTENN	The site evaluation report is ultimately a combination of contemporary technical studies, such as hydrogeological studies, stormwater reports, Environmental Site Assessments, and Environmental Impact Studies, all of which have been prepared in support of the proposed development to the satisfaction of the County.		Complete

7.2	Lighting				
7.2.2	<p>There are a lot of lights indicated on the photometric plan. The over-lighting of populated areas causes serious harm to night migrating birds and other animals that are normally active in the dark including the herptiles and others living in and foraging in the adjacent wetlands. Intense lighting has been shown to have a negative effect on the overall health of wetlands. This property is surrounded on three sides by Provincially Significant wetlands. A daily period of darkness is necessary for good mental and physical health of all people especially those dealing with serious disease. As an aside patients may gain a pleasant experience from having the night sky with stars, planets and the moon easily visible and not overpowered by overhead lights. All the overhead lights should beam downwards and only come on when motion is detected. Similarly, the lights that are the pathway edges should face down towards the pathway and only come on when motion is detected. There should be no lighting of the site when it is not being used in the winter months. Only limited lighting should be necessary in the summer months due to long daylight.</p>	FOTENN / S+A	<p>FOTENN: The photometric plan meets the requirements of the County engineering guidelines, which requires low-spill lighting and has been designed to meet the accessibility and safety requirements of users of the site. Lights will only be used when the camp is in use and outside of natural daylight hours. The photometric plan is, at time of writing, being reviewed by technical professionals through the County's technical review process.</p> <p>[S+A]:Lighting layouts were determined based on IES recommendations for safety and security. Lighting Controls can be implemented to assist in turning off lights or dimming during times of non-occupancy or specific hours of the day or months.</p> <p>[S+A]:Most lighting is pointed downwards, but there are some lighting that is not and this was intentionally done to create a specific lighting effect in areas like the main turn-around or the camptheatre.</p>	Proposed Exterior Lighting Plan	Complete
7.3	Wetlands				
7.3.1	<p>Require a Road Ecology study for the entrance road which bisects the two wetlands to the north of the property. At the least wildlife culverts should be constructed under the roadway and exclusion fencing erected along the road edges to prevent animals from impact with the many vehicles that will be travelling this roadway.</p>	FOTENN	<p>The existing driveway is proposed to be maintained to serve the proposed development, no new road is proposed through the wetlands. The proposed development will generate limited traffic as campers will arrive at scheduled intervals, i.e. weekly or for the weekend, and are primarily transported via coach bus. Staff and volunteers similarly remain on site for days or weeks at a time and typically coordinate carpooling, further limiting the traffic utilizing the driveway. Limited winter maintenance is anticipated for the driveway to reflect the reduced utilization of the camp in the off-season. The Environmental Impact Study did not identify utilization of the existing driveway as a concern for the ecological function of the adjacent wetlands.</p>	Additional Documents Needed	Complete
	<p>Require remediation of the two wetland areas like that completed at the Big Island Marsh which opened up channels in the marsh to maintain and support the health of the wetlands in response to the destruction of the other natural areas (roads, large parking lot, helicopter landing pad) and other threats to the Provincially Significant wetlands.</p> <p>Marsh monitoring of the Wesley Acres Road wetlands to continue through the construction and operating phases of this development to adequately document any changes in the health of these significant wetlands.</p>	FOTENN	<p>The applicant is committed to maintaining the ecological function of the adjacent wetlands. They are interested in opportunities for continued conversation with local ecological experts on monitoring programs or restorative maintenance that can be integrated within the camp culture and provide an educational opportunity for users of the site. Wetland remediation was not identified as a recommendation in the Environmental Impact Statement. Further, complete remediation of the wetland is outside of the regulatory scope of a site plan control agreement.</p>	Additional Documents Needed	Complete
7.4	Drinking Water & Wastewater				
7.4.1	<p>The drinking water will come from wells on site and have only the basic household treatment. Given that this is a medical campsite, the most stringent safeguards must be in place. O. Reg. 170/03 sets minimum treatment standards for drinking water systems. Suggest that Reverse Osmosis treatment be required because it is the only way to remove cryptococcus spores that can cause serious intestinal issues especially for individuals with compromised immune systems.</p> <p>All wastewaters must be treated to remove traces of pharmaceuticals used in chemotherapy. An "advanced treatment system" is recommended but not fully described. The wastewater ultimately returns to the two provincially significant wetlands surrounding the site and to West Lake. Frequent monitoring of the adjacent waters must be carried out to document any chemical or physical pollution and to allow for immediate remediation.</p> <p>As much as possible all surfaces must be permeable to rainwater. That includes all parking lots and roadways that do not require asphalt paving. Unless absolutely necessary there should be no winter maintenance of the roadways eliminating the requirement to deal with road chemicals seeping into the wetlands and West Lake. There should be a requirement to justify any winter maintenance of the roadways. Again, frequent monitoring of the water in the wetlands and West Lake should be carried out to ensure adequate stormwater management and document the need to adjust methods and/or landscaping.</p> <p>A letter from Campfire Circle consultants to Matthew Coffey dated December 9, 2024 regarding Public Consultation confirms that two wastewater systems (septic beds) will be required to manage the estimated load. The specific location of these two septic beds have not been clearly identified in the Functional Servicing Report or in other diagrams showing the Site Plan.</p>	JEWELL	<p>The drinking water system falls under the requirements of O. Reg. 170/03, including licencing and operation. Concerns with immunocompromised individuals will be considered at the detail design stage.</p> <p>See updated wastewater treatment system in attachments to FSR. The system is designed to meet requirements for surface discharge, but is also utilizing a dispersal bed for additional treatment certainty. Regular testing and reporting of system operation is required.</p> <p>Stormwater quality treatment has been designed to an Enhanced level as defined by MECP utilizing Low Impact Development techniques including reducing imperviousness and promoting infiltration.</p> <p>Only a single wastewater treatment system will be required, located in the northeast area of the property.</p>	Functional Servicing Report	Complete

7.5	Water Taking				
7.5.1	<p>The Functional Servicing Report estimates net daily water taking of approximately 106,750 L/day for the proposed development at maximum occupancy levels (approximately 387 campers and 144 staff). On August 14, 2025 Quinte Conservation declared a Level 1 Low Water Condition for the watershed that was subsequently raised to Level 3 on September 5, 2025 and is still currently in effect. Level 3 is the most severe condition and indicates a possible failure to meet water supply demands. Inland lake communities like West Lake that are not directly connected to the open waters of Lake Ontario are on the front lines of these conditions. Level 3 conditions can lead to algae blooms, reduced oxygen levels, putting stress on fish and other aquatic life. Among other things, further concerns include shoreline vulnerability (low water levels expose more shoreline, increasing erosion risk and damage to docks).</p> <p>Water taking that amounts to almost 107,000 litres per day is problematic, to put it mildly, during Level 3 conditions, particularly when a large swimming pool, stables, gardens and landscaping must be maintained.</p> <p>Under the current drought condition, Quinte Conservation and local authorities request a 30% reduction in water use across all sectors.</p> <p>We understand that water for essential purposes like drinking water and critical public services is required. The County should seek advice from Quinte Conservation whether this camp's operations would be recognized as essential under the current water restrictions. In addition, we recommend that Campfire Circle submit contingency plans addressing extreme weather events to ensure preparedness and minimize environmental impact.</p>	JEWELL	Initial water taking was estimated at 106,750 L/d. This has been reduced to 87,470 L/d by reducing the capacity of the Camp. Even with the higher estimate, ASC Environmental concluded that rainwaterwater recharging the aquifer was about double the average daily water taking, and that adverse impact to existing neighbouring well water supply is not expected. See Appendix D of the FSR for details.	Additional Documents Needed	Complete
7.6	Trees and Woodlands				
7.6.1	As recommended in the tree plan – all trees to be planted must be native and be sourced locally. In addition all the plants and shrubs indicated in the landscaping plan should be as much as possible sourced locally and be native varieties.	COUNTY ARBORIST	Correct.	Tree Protection Plan	Complete
7.6.2	The Tree Report notes "Altered Hydrology: New impervious surfaces from the improved roadway and fire course could alter surface water flow, negatively affecting the long-term health of adjacent trees." To mitigate the impacts of altered hydrology caused by new impervious surfaces, it is recommended that the project incorporate Low Impact Development (LID) strategies such as bioswales, permeable paving, and rain gardens to manage surface water flow and enhance infiltration. Additionally, implement root zone protection measures and monitor soil moisture levels near affected trees to ensure long-term health. Where feasible, tree-friendly stormwater infrastructure should be designed to redirect runoff away from critical root zones and maintain natural hydrological patterns.	COUNTY ARBORIST	The "Altered Hydrology" pertains primarily to the proposed waterfront trail segment. The concern is that a raised-bed pathway could obstruct natural water flow, leading to water ponding against the upslope forest edge. To mitigate the risk of root suffocation and soil saturation, we recommend utilizing boardwalks or frequent culverts to maintain hydrological connectivity. While the well-draining sandy soils at higher elevations (near the cabins) pose less risk, site-specific grading must ensure that runoff is diverted away from critical root zones to maintain forest health.	Tree Protection Plan	Complete
8	Quinte Conservation Authority				
8.1	Stormwater Management				
8.1.1	<p>The drawings are not final construction drawings. Therefore, there is insufficient details and final placements of infrastructure on the drawings to provide a detailed review at this time.</p> <p>Please note that proper conveyance of stormwater across travelled trails and roadways (culverts) should be shown. Impervious travelled trails and roadways should not be used for extended stormwater conveyance paths during normal storm events.</p>	JEWELL	Culverts have been added. See updated Site Grading Plan.	Stormwater Management Plan	Complete
8.2	Ontario Regulation 41/24				
8.2.1	The proposed development is located in an area subject to O. Reg. 41/24 (Prohibited Activities, Exemptions and Permits). A permit from this office will be required for all development (construction and site grading) within 30 m of a wetland and floodplain and 15 from the erosion hazard (whichever is greater).	CPM	Acknowledged.	Additional Documents Needed	Complete
8.2.2	<p>In a letter dated February 20, 2025, QC provided comments on the second submission for the rezoning application for the property. Drawing (Concept Plan) A011 rev. 8 dated Feb. 7, 2025 was provided as part of the submission. The natural hazards and corresponding setbacks were accurately depicted on the concept plan. According to the plan, all proposed structures were located outside of both the 100 year floodplain and erosion hazard and their respective setbacks. The only exceptions include a pedestrian path/boardwalk and boat launch. Staff had no concerns with these exceptions, both of which will require a permit and further review from this office. Also, as mentioned in our original comments, the proposed docks must be floating or on legs and removed seasonally.</p> <p>Unfortunately, this site plan submission chose to ignore drawing A011 rev. 8 dated Feb. 7 2025 and QC's comments. Instead, a new Concept Plan, drawing A012 rev. 9 dated Aug 15, 2025 was provided. This new Concept Plan includes various changes to building locations and dimensions, road layout, path layout, parking lot location and dimensions. For the most part, QC has no concerns with exception of the large parking lot and helicopter pad at the entrance that are now re-located within the floodplain. Staff cannot issue permits for development within a floodplain including the 15 m setback.</p>	THA/TEEPLE	Acknowledged. Site configuration has been revised to honour the flood plain and associated set back.	Proposed Overall Site Plan	Complete
8.2.3	Also, on some of the drawings from Cope/THA/Teeples, the lines shown in the legend are not shown on the drawings. All drawings should depict the 100 year floodplain (from updated topographical information), the 15 m wave uprush setback from the floodplain, the erosion hazard limit (from QC), the 6 m setback from the erosion hazard limit, the wetland boundaries and 30 m setback (as determined in the EIS).	THA	Acknowledged.	General Notes	Complete
8.2.4	Further, although Conservation Authorities no longer comment on natural heritage, the municipal peer reviewer should ensure that changes to the site plan from what was approved at the rezoning are reviewed from a natural heritage point of view.	N/A	Acknowledged.	General Notes	Complete
8.3	Quinte Source Protection Plan				
8.3.1	The subject property is not located within a Municipal Drinking Water Intake Protection Zone. Source Protection staff have no concerns with this aspect of the proposed development.	N/A	Acknowledged.	General Notes	Complete