



*A People Place, A Change of Pace*  
**SHELBURNE**  
ONTARIO, CANADA

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**Meeting Date:** Monday, March 10, 2025

**To:** Mayor Mills and Members of Council

**From:** **Steve Wever, Town Planner**

**Report:** P2025-03

**Subject:** **DPS 17/01 and DPC 17/01 – 600 Main Street East – Centreville (Shelburne) Inc. "Ravines Edge" Final Approval**

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### Recommendation

Be it Resolved that Council of the Town of Shelburne receives Report P2025-03 regarding final approval of the Centreville (Shelburne) Inc. (Ravines Edge) Plan of Subdivision (DPS 17/01) and Plan of Common Elements Condominium (DPC 17/01).

Be it Resolved that Council authorizes final approval of the Centreville (Shelburne) Inc. Plan of Subdivision, File Number DPS 17/01, under Section 51 of the Planning Act and directs the Clerk to sign the Municipal Approval on the Plan of Subdivision M-Plan prepared by Rudy Mak Surveying Ltd., dated November 1, 2023, and certified by the owner and surveyor, entitled "PLAN OF SUBDIVISION OF PART OF LOT 1 CONCESSION 2 O.S. (GEOGRAPHIC TOWNSHIP OF MELANCTHON) TOWN OF SHEBLURNE COUNTY OF DUFFERIN", and to have copies of the approved Plan of Subdivision forwarded to the Land Registry Office for registration, upon the Clerk's receipt of the following:

- NVCA clearance letter (required prior to final approval and registration of the M-Plan);
- The Performance Guarantee and municipal fees/deposits required under the Subdivision Agreement.

Be it resolved that Council authorizes final approval of the Centreville (Shelburne) Inc. Plan of Common Elements Condominium, File Number DPC



17/01, and directs the Clerk to sign the Municipal Approval on the Common Elements Condominium Plan prepared by Rudy Mak Surveying Ltd., dated November 1, 2023, and certified by the owner/declarant and surveyor, entitled "DUFFERIN COMMON ELEMENTS CONDOMINIUM NO. \_\_\_\_ Plan of Survey of Part of Blocks 13, 14, 16, 17 and 18 Registered Plan 7M-XX, and to have copies of the approved Plan of Condominium forwarded to the Land Registry Office for registration, upon the Clerk's receipt of the following:

- The Owner's solicitor's written memorandum setting out the order in which the Owner proposes to carry out the registration, postponements, transfer, dedications, and consolidations required to complete the registration of the Condominium; and,
- The Owner's solicitor's certification to the Town stating that all easements necessary to ensure the independent operation of the condominium corporation will be placed upon registration of the condominium.

## Background

The property at 600 Main Street East has been pre-serviced by Centreville Homes for a subdivision/condominium development known as "Ravines Edge" which includes 58 townhouse dwellings and related infrastructure, roads and amenities. The subject land is located on the north side of Main Street East (Highway 89), has a municipal address of 600 Main Street East, and is legally described as Part of East Half of Lot 1, Concession 2, Old Survey, Parts 1-9 Plan 7R-2670 and Parts 1-11 Plan 7R-5087 in the Town of Shelburne, County of Dufferin. Irregular in shape, the property is 2.27 hectares (5.6 acres) in size, with frontage on Main Street East and Centennial Road. The Besley Drain flows from southwest to northeast on the western and northern parts of the Site.

Further details on the subject land and the draft plan of subdivision and condominium are summarized in previous reports received by Council including:

- the public meeting report dated July 4, 2017, as presented to Council at a public meeting held on July 10, 2017;
- the information reports and draft conditions of approval dated February 8, 2017, and February 22, 2018, as presented to Council at its regular meetings held on February 12, 2018, and February 26, 2018, respectively;
- the recommendation report and conditions of approval dated March 7, 2018, as presented to Council at its regular meeting held on March 12, 2018;



- Report P2020-05 to facilitate the enactment of By-law 15-2020 to implement appropriate zoning permissions for a temporary sales centre on the site, as presented to Council on May 25, 2020;
- Report P2021-06 to facilitate an extension of draft plan approval for one year, as presented to Council on March 8, 2021;
- Report P2021-18 to facilitate the enactment of By-law 30-2021 to amend the Zoning By-law to implement appropriate zoning provisions and regulations for the subdivision/condominium development, as presented to Council on May 31, 2021;
- Report P2022-07 as presented to Council on March 14, 2022, to facilitate a further extension of draft plan approval for one year and the enactment of By-law 11-2022 to enter into a Subdivision (Pre-Servicing Agreement) with Centreville (Shelburne) Inc., as presented to Council on March 14, 2022;
- Report P2023-07 for a further one-year extension of draft plan approval and to facilitate enactment of By-law 20-2023 to enter into a Subdivision Agreement (Comprehensive) with Centreville (Shelburne) Inc. as presented to Council on March 27, 2023;
- Report P2024-02, as amended, to facilitate the assignment of street names to the private roadways within the development including Lemcke Way and Allen Road, as presented to Council on February 12, 2024;
- Report P2024-03 for a further one-year extension of draft plan approval and summarizing revisions to the Subdivision Agreement, as presented to Council on March 11, 2024.

The Draft Plan of Subdivision (DSP 17/01) was approved with conditions on March 12, 2018, for the creation of lots/blocks for residential (58 townhouse units), natural environment lands, a stormwater management facility, a parkette, open space and parkland.

The Draft Plan of Condominium (DPC 17/01) was approved with conditions on March 12, 2018, to create functional elements of the development, including the internal roadways, visitor parking, parkette, open space, stormwater management pond and water and sanitary services that will form part of the condominium. The lots created through the Draft Plan of Subdivision will be Parcels of Tied Land (POTL), with each lot tied to the Common Element Condominium. The common elements will be privately and jointly owned by the owners of the residential units who will be responsible for these lands and facilities in perpetuity via a condominium corporation.

In accordance with the Planning Act, a lapsing date of no less than three years is required for draft plan approvals and may be extended at any time prior to the lapsing date. The current lapsing date for the draft plan approvals is April 2, 2025. The Planning Act does not impose a limit on the number and combined duration of extensions that the approval authority (the Town) may



approve. Should the draft plan approvals lapse before an extension is given, the Planning Act (as amended) also provides for a one-time opportunity for the approval authority to deem draft plans not to have lapsed unless five or more years have passed since the approval lapsed.

Final approval of the Draft Plan of Subdivision (DPS 17/01) and Draft Plan of Condominium (DPC 17/01) is subject to the owner entering into a Subdivision Agreement with the Town as well as several other conditions and required clearances. A Subdivision Agreement has been prepared and finalized for the development. The Owner has signed the Subdivision Agreement and Council authorized the Clerk and Mayor to sign the agreement by enacting By-law 20-2023 on March 27, 2023. As summarized in Report P2024-03, some revisions to the Subdivision Agreement were requested by the Owner and these changes were presented to Council in March 2024.

Work on site continues to be governed by the Pre-servicing Agreement and the Owner has posted the required pre-servicing security with the Town in accordance with that agreement. The Owner is required to provide an additional Performance Guarantee as required under the Subdivision Agreement prior to the Town's execution of the Subdivision Agreement.

While the development has not progressed as quickly as previously anticipated, a number of contributing factors have impacted the timing as outlined in previous reports. The underground services (sanitary sewer, watermain and storm sewers) have been constructed, and the internal roadways were constructed and ultimately paved to base asphalt in Fall 2024.

The Owner has submitted information in support of final approval of the plans, and final detailed engineering and landscape plans have been submitted by the Owner's consulting team and have been approved. Final approval and registration of the subdivision M-Plan is required prior to the issuance of building permits. The home models have been designed and lot/block siting and grading plans have been prepared and submitted for Town review and approval. Zoning By-law Amendments have been approved to establish the appropriate zoning for the development. A final surveyed draft subdivision M-Plan and Condominium Plan have been provided by the Owner and are consistent with the approved Draft Plans. Council approved street names for the two private roads including Lemcke Way and Allen Road.

The Subdivision Agreement includes remedies available to the Town including financial securities that the Town may draw on to complete any unfinished work or to restore the site to an acceptable state should the development not proceed in accordance with the agreement.



### Conditions of Approval – Draft Plan of Subdivision (DPS 17/01)

The Conditions of Approval have been satisfied as follows:

1. The final Plan of Subdivision (M-Plan) shows 13 Blocks and conforms to the draft approved plan dated March 6, 2018. There are fewer blocks shown on the final M-Plan as it consolidates all of the land to be dedicated to the Town as one block (Block 12) whereas the draft approved plan showed the land to be dedicated to the Town as three separate blocks.

Specifically, all of Block 12 on the M-Plan (which includes Blocks 12, 17 and 18 on the original 2018 draft approved plan) will be dedicated to the Town upon registration of the M-Plan. The overall shape and area (0.51 ha) of the land to be dedicated to the Town is consistent with the draft approved plan. This land is subject to the requirements of Paragraphs 19, 20, 61 and other parts of the Subdivision Agreement, which require Centreville to improve these blocks with grading, landscaping, trails/pathways, pedestrian bridge, seeding/sodding and other elements as shown on the final detailed engineering and landscape design drawings, and to maintain these works for a period of two years or until final acceptance (whichever is longer). After final acceptance (municipal assumption), the Town will take over maintenance responsibility for this land.

Similarly, on the final M-Plan, all of the common element condominium works are consolidated in one block (Block 13) while the draft approved plan showed five separate blocks including Block 13 (Stormwater Management Pond), Block 14 (Parkette), Blocks 15 and 16 (Open Space) and Block 19 (Condominium Right-of-Way). This simplifies the M-Plan and is consistent with the area shown on the draft approved plan for the common elements which will be required to be maintained in perpetuity by the condominium corporation.

Blocks 1 to 11 on the M-Plan are for the 58 residential dwellings including 2 semi-detached dwellings (Block 1) and 56 townhouse dwellings (Blocks 2 to 10) for a total of 58 units which is consistent with the draft approved plan.

2. The Subdivision Agreement includes provisions concerning the provision of roads, installation of services, grading, drainage and other matters including but not limited to the following:



- i. The payment of development charges is applicable at the time of issuance of building permits.
  - ii. The requirement for the development to be serviced with full municipal sewage and water services.
  - iii. The installation of water, sanitary and stormwater related infrastructure with required approvals from the Ministry of Environment, Conservation and Parks pursuant to Part V under the *Safe Drinking Water Act*.
  - iv. The provision of detailed lot grading, erosion and sediment control, landscaping and stormwater management plans, prepared by a technically qualified consultant, by the Owner to the satisfaction of the Town.
  - v. Street lighting, sidewalks and tree planting to be provided for the proposed private right-of-way, road and parking areas to the satisfaction of the Town.
  - vi. The provision of an overall utility distribution plan as may be necessary for utilities, drainage and servicing to the appropriate authority.
  - vii. The granting of such easements as may be necessary for utilities, drainage and servicing to the appropriate authority.
  - viii. The provision of appropriate conditions as required by all utilities including Bell, Rogers, Hydro One and Enbridge with respect to servicing of the proposed dwelling units.
  - ix. Fencing to be provided as required by the Town in accordance with the Town's design standards, in locations required by the Town, including a continuous wood privacy fence along the common boundary of the land and the adjoining residential and industrial properties.
  - x. The provision of a Letter of Credit, the amount of which shall be determined in accordance with the Town's requirements, to ensure satisfactory completion of the development.
3. The Subdivision Agreement includes provisions requiring the Owner to satisfy the requirements of the Town of Shelburne Design Criteria by submitting the following to satisfaction of the Town's engineering consultants:
- i. Engineering calculations indicating the quantity of stormwater flow at proposed outfalls;
  - ii. The design of the Hickenbottom outlet – DICB structure to satisfy Section A1.02(c) of the Town's Design Criteria; and
  - iii. A Soils Report to satisfy Section A1.02(e) of the Town's Design Criteria.



4. The Subdivision Agreement includes provision that requires the Owner to submit detailed design drawings for Blocks 13, 14, 15, 16, 17, 18 and 19 on the draft plan (collectively, Blocks 12 and 13 on the M-Plan) to the satisfaction of the Town including:
  - i. A sight distance review at locations where vehicles may be maneuvering to or from parking areas and parking spaces into the private right-of-way;
  - ii. Detailed engineering and landscape design plans including grading and drainage, landscaping, road geometry, traffic control, parking, loading, emergency access, snow storage and removal including an operational plan, waste management vehicle access and maneuvering and pedestrian/cyclist connectivity;
  - iii. The design of the private street entrance on Main Street East restricted to a right-in / right-out access configuration; and,
  - iv. The final location and number of visitor / shared parking spaces to be provided, to the satisfaction of the Town (a total of 15 visitor parking spaces are shown on the detailed design drawings and are required to be provided and maintained).
5. The Subdivision Agreement includes provides to require the completion of the following works external to the development all at the cost of the Owner and to the satisfaction of the Town:
  - i. Installation of a stop sign on the north Centennial Road approach, along with a painted stop bar and centreline (extending 15 metres north of the stop bar) and all other recommended improvements identified in the report entitled *Traffic Impact Study for Muskoka D & M Corp.* by JD Northcote Engineering Inc. and dated March 17th, 2017;
  - ii. Installation of sanitary and watermain services to the existing municipal services along Main Street East, Centennial Road and the north sanitary sewer easement, at the cost of the Owner including all related road and right-of-way improvements and restoration, and to obtain approval of the design and construction of the sanitary sewer by the Town;
  - iii. All other water, sanitary sewer, storm sewer/drainage, road, utility, landscape and other improvements and service connections required external to the property to service the development;
  - iv. Complete restoration of grading works (proposed cut) on the Town-owned land north of the Besley Drain and west of Centennial Road.



6. The Subdivision Agreement includes provisions that require the Owner to carry out the recommended measures to mitigate the impacts of noise from the existing commercial/industrial lands and related to traffic along Main Street East (Highway 89) on the applicable lots in the development as identified in the report entitled *Noise Feasibility Study, Proposed Residential Development, Main Street East, Town of Shelburne* dated March 30, 2017 by HGC Engineering, and such additional measures as may be recommended in the final Noise Study, to the satisfaction of the Town, including requirements that the recommended noise mitigation measures have been designed and constructed for the affected lots and dwellings in accordance with the Noise Feasibility Study, and to include the recommended warning clauses in all offers of purchase and sale or lease and registered upon title of the applicable lots, all to the satisfaction of the Town.
7. The required archaeological clearance has been provided including a letter from the Ministry of Tourism, Culture and Sport dated August 3, 2017.
8. The Subdivision Agreement includes provisions that require the Owner to carry out the recommended measures for building foundations and basements, site servicing, stormwater management pond construction and pavement design identified in the report entitled *Geotechnical Investigation Study, Proposed Residential Subdivision, Shelburne, Ontario for Muskoka D & M Corp.* dated May 2, 2018 by PML, to the satisfaction of the Town, including the requirement that the Town will require Certificates of Analysis for required fill prior to transfer to the site, to the satisfaction of the Town.
9. The Subdivision Agreement includes provisions whereby the Owner agrees to carry out the recommended measures as identified in the report entitled *Phase II Environmental Site Assessment - 600 Main Street East* dated March 23rd, 2017, and *Phase II Environmental Site Assessment – Part of Lot 1, Concession 2 O.S.*, dated March 22, 2017 by Trinity Consultants Ontario Inc., including the requirement to remediate the soil impacts at Monitoring Well #5 during site development. Additionally, the Subdivision Agreement includes requirements whereby the owner agrees that any soil or fill that is being brought to the site is required to meet the required MECP Site Conditions Standards and Certificates of Analysis will need to be provided to the Town prior to transfer to the site.
10. The current zoning of the property was approved by By-law 15-2020 to implement appropriate zoning permissions for a temporary sales centre on the site and By-law 30-2021 to implement appropriate zoning



provisions and regulations for the subdivision/condominium development.

11. The Subdivision Agreement includes Urban Design Guidelines as contained in Schedule "K" of the agreement.
12. The Subdivision Agreement requires the dedication of Blocks 17 and 18 on the draft plan as parkland (part of the larger Block 12 on the M-Plan) in accordance with Section 51.1 of the Planning Act at no cost to the Town.
13. The Subdivision Agreement requires the dedication of Block 12 (Natural Environment) on the draft plan (part of the larger Block 12 on the M-Plan) at no cost to the Town.
14. The Subdivision Agreement requires the Owner to design and construct a trail and associated landscaping in Blocks 12, 17 and 18 on the draft plan (part of the larger Block 12 on the M-Plan) to the Town's satisfaction and at no cost to the Town, inclusive of a pedestrian bridge crossing of the Besley Drain in a location approved by the Town in consultation with the Nottawasaga Valley Conservation Authority. The Subdivision Agreement includes provisions for the apportionment of eligible costs of the pedestrian bridge to Development Charges with the balance of the cost to be paid by the Owner.
15. The Subdivision Agreement requires the owner to carry out the recommendations of the following, to the satisfaction of the NVCA and Town:
  - i. A detailed Stormwater Management Report;
  - ii. A detailed Erosion Control Plan;
  - iii. A detailed Grading Plan which demonstrates that all site grading will stop at the limit of the 15 metre buffer to the Besley Drain feature;
  - iv. A detailed geotechnical report;
  - v. A landscaping plan(s) for the stormwater management facility and outlets to environmental areas;
  - vi. A detailed environmental enhancement plan for the entire length and width of the buffer corridor associated with the Besley Drain and the additional vegetation enhancement area located on the north side of Street 'A' (Lemcke Way) at the intersection with Centennial Road.
16. The Subdivision Agreement includes provisions to require that the site grading plan meets the requirements of the above condition including



loss of developable area in order to accommodate site grading outside of the 15-metre buffer to the Besley Drain to the satisfaction of the Nottawasaga Valley Conservation Authority and the Town of Shelburne.

17. The Subdivision Agreement includes provisions whereby the Owner agrees to prepare and carry out the recommendations as contained in the plans and reports set out in Condition 15.
18. The Subdivision Agreement includes provisions to ensure that all sediment and erosion control measures are in place prior to any site alteration. The agreement also contains a provision stating that all major stormwater management facilities must be in place prior to the creation of impervious areas such as roads and buildings.
19. The Subdivision Agreement includes provisions whereby the Owner agrees to engage a qualified professional to certify in writing that the works were constructed in accordance with the plans, reports and specification as approved by the NVCA.
20. The Besley Drain corridor and associated buffer and regulatory floodplain have been restrictively zoned and will be dedicated to the Town.
21. As the stormwater management facility is a private condominium common element, will not be dedicated the Town. The Subdivision Agreement requires the Owner to dedicate all required easements.
22. The Owner has obtained a permit from the NVCA for the site grading and servicing work.
23. The Subdivision Agreement includes the wording required by the Upper Grand District School Board to address their requirements.
24. The Subdivision Agreement includes provisions that require the Owner to include warning clauses in all Offers of Purchase and Sale of residential lots as required by the Dufferin-Peel Catholic District School Board.
25. The Subdivision Agreement includes the provisions required by Canada Post.
26. The Subdivision Agreement has included the provisions that the Owner will provide all easements required to service the development and any future adjacent developments; and will provide all easements to Enbridge Gas at no cost.



27. The Owner has obtained clearance letters Bell Canada, Rogers and Hydro One.

## **CLEARANCE CONDITIONS**

28. Conditions 2 to 14 have been satisfied as outlined above.
29. NVCA clearance of Conditions #15 to #22 has been requested by the Owner and will be required prior to the Clerk's authorization on the subdivision M-Plan.
30. The Upper Grand District School Board clearance letter for Condition #23 was obtained on April 7, 2021.
31. The Dufferin-Peel District School Board clearance letter for Condition #24 was obtained on March 24, 2021.
32. The Canada Post clearance letter for Condition #25 was obtained on January 13, 2022.
33. The Enbridge Gas Distribution Ltd. clearance letter for Condition #26 was obtained on November 22, 2023.
34. Hydro One clearance letter dated February 28, 2024, Rogers clearance letter dated October 17, 2023, and Bell clearance letter dated October 18, 2023, have been received, as required to satisfy Condition #27.

To facilitate final approval of the plan, it is recommended that Council authorize the Clerk to sign the Municipal Approval of the final Plan of Subdivision upon receiving the remaining balance of the Performance Guarantee required under the Subdivision Agreement and confirmation of the NVCA clearance.

### Conditions of Approval – Draft Plan of Condominium (DPC 17/01)

1. The Owner has provided the required surveyed Common Elements Condominium Plan for final approval and registration, and the plan is consistent with the Draft Plan of Condominium.
2. As part of the condominium registration process, easements will be required in favour of the condominium corporation for works located within the residential blocks which are the responsibility of the condominium corporation to maintain. A registration memorandum and solicitor's certification will be required prior to the Clerk's signature on the final Plan of Condominium and registration of the plan.



3. The Owner has provided a Condominium Declaration including the required warning clauses and responsibility of the Condominium Corporation to maintain the common elements including the roads, stormwater management facility, parkette, open spaces, hardscape and other lands and facilities on the lands for the life of the development.
4. Final approval and registration of the Plan of Subdivision is required as outlined earlier.
5. The required warning clauses are included in the Subdivision Agreement to advise purchasers/tenants that the Town will not be providing maintenance or snow removal services within the development and that the County may not be providing waste collection for the private condominium roads.
6. The condominium declaration and Subdivision Agreement address the requirements for the Owner / Condominium Corporation to provide for the collection of solid waste for the development in the event that the County will not provide this service to the private condominium roads.
7. The Owner has provided the required surveyed Common Elements Condominium Plan for final approval and registration, as noted above. There are no exclusive use areas identified.
8. The Condominium Plan includes the areas required for common visitor parking spaces (15) which are required to be provided in accordance with the Subdivision Agreement and are detailed on the engineering drawings.
9. As noted earlier, the current zoning of the property was approved by By-law 15-2020 to implement appropriate zoning permissions for a temporary sales centre on the site and By-law 30-2021 to implement appropriate zoning provisions and regulations for the subdivision/condominium development. The Plan of Condominium complies with the Zoning By-law.
10. The Owner has conveyed easements to Enbridge, Bell and Hydro One and is required to convey all further easements required in accordance with the Subdivision Agreement.
11. The Owner has provided the Condominium Declaration / Description.



12. A final Condominium Declaration including all necessary schedules and certifications and a Solicitor's Undertaking are required as part of the registration process.
13. The final Plan of Condominium will be required to be registered following the registration of the Plan of Subdivision (M-Plan).
14. The Subdivision Agreement and Condominium Disclosure include the wording required by the Upper Grand District School Board to address their requirements.

## **CLEARANCE CONDITIONS**

15. Conditions 2 to 12 have been satisfied as outlined above. As noted, a registration memorandum and solicitor's certification will be required prior to the Clerk signing the Condominium Plan.
16. The Upper Grand District School Board clearance letter for Condition #14 was obtained on April 7, 2021.

## **Financial Impact**

The developer is responsible for the cost of the development and related approvals and maintenance of all works installed during the maintenance period, which generally runs for two years for most services or until final acceptance by the Town, whichever is longer. Final approval of the Plan of Subdivision is required for registration of the lots and blocks in the plan which will create additional assessment.

The Subdivision Agreement also requires the developer to post financial securities with the Town to secure the performance and maintenance of the services and other works to be constructed. Town deposits, fees and charges are also set out in the agreement and include Development Charges, lot grading deposits and lot fees, and other administrative fees to cover the Town's costs for processing, administering and reviewing development matters for this subdivision.

Development Charges will be paid by the developer for each building permit. The Subdivision Agreement establishes an upset limit for Development Charges funding for eligible works including the pedestrian bridge / trail to be located on Town lands and the upsizing of an existing municipal sanitary sewer which has been completed by Centreville.

## **Policies & Implications (if any) Affecting Proposal**

Town of Shelburne Official Plan  
Town of Shelburne Zoning By-law 38-2007



## Consultation and Communications

As summarized in the previous reports referenced herein, agency and public notification and consultation was completed for the draft plan and zoning approvals, in accordance with the Planning Act. In addition, further public notice was given and an informal public open house was held on March 6, 2018, to provide an opportunity for members of the public to ask questions and provide input directly to the proponent and municipal staff. Public and agency comments were considered and addressed as part of the draft plan approvals and related conditions of approval, and there were no unresolved concerns or objections identified.

The process of clearing conditions of draft plan approvals and municipal and agency review and approval of detailed engineering and landscape designs is a highly technical review process and a matter of ensuring the development is designed and undertaken in accordance with applicable standards. As such, the final detailed engineering and landscape design plans are not intended nor provided for public consumption and review. In accordance with the Planning Act and the Town's policies and procedures, no further public notice or consultation is required for the clearance of conditions and final approval of the plans which are consistent with the draft plans previously reviewed with the public.

The Subdivision Agreement sets out the information that the developer is required to display and provide to notify and inform the public and to inform purchasers of residential units in the development. Additionally, property owners in the vicinity of the site have been provided with construction notices and safety advisories in advance of and during the on-site pre-servicing work as needed. Erosion and sediment controls and adherence with municipal noise by-laws are required to be provided and maintained to minimize disruption related to construction activities.

The owner has obtained the required agency clearances, with exception to the NVCA clearance for which a copy of the fully executed Subdivision Agreement signed by the Town is required. As summarized above, the agreement has been authorized to be signed by the Mayor and Clerk upon the Town's receipt of the required Performance Guarantee and municipal fees/deposits.

## Council Strategic Priorities

Council's Strategic Priorities has three Goals - Sustainable, Engaged and Livable. There are a total of 12 targets with the three Goals.

This report aligns with the Sustainable Goals within the Target:

- T4 Promote balanced growth.



## Supporting Documentation

Final Plan of Subdivision M-Plan  
Final Plan of Condominium

Respectfully Submitted:

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Steve Wever, Town Planner

Reviewed by:

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Denyse Morrissey, CAO



DISTANCES

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99977.

OBSERVED REFERENCE POINTS (ORPs) DERIVED FROM GPS OBSERVATIONS USING THE LEICA SMARTNET NETWORK, UTM ZONE 17, NAD 83 (CSRS) (2010 EPOCH). COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
ORP A	4907173.62	613779.25
ORP B	4907261.35	614038.12

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THE PLAN.

CURVE TABLE

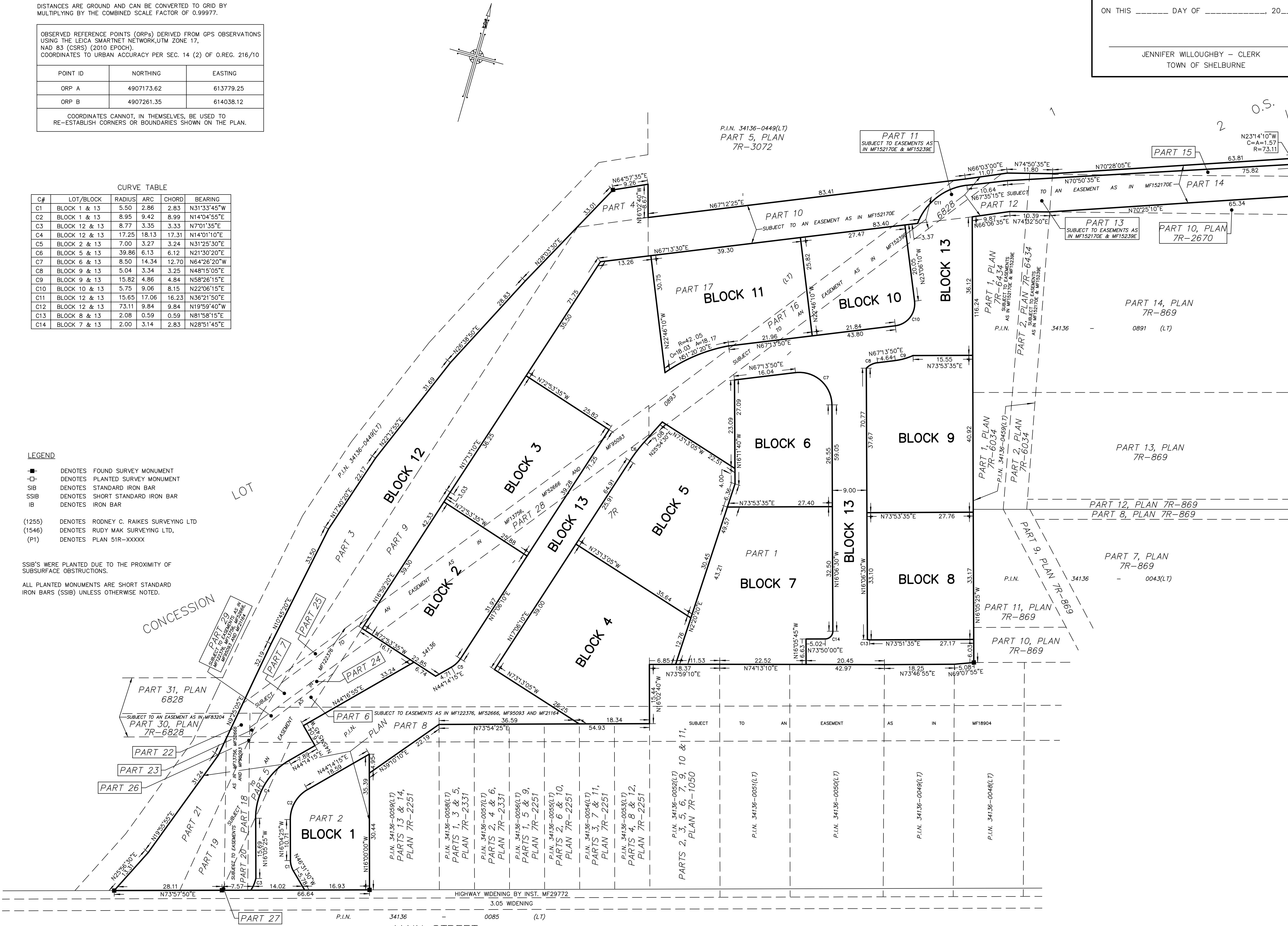
C#	LOT/BLOCK	RADIUS	ARC	CHORD	BEARING
C1	BLOCK 1 & 13	5.50	2.86	2.83	N31°33'45"W
C2	BLOCK 1 & 13	8.95	9.42	8.99	N14°04'55"E
C3	BLOCK 12 & 13	8.77	3.35	3.33	N7°01'35"E
C4	BLOCK 12 & 13	17.25	18.13	17.31	N14°01'10"E
C5	BLOCK 2 & 13	7.00	3.27	3.24	N31°25'30"E
C6	BLOCK 5 & 13	39.86	6.13	6.12	N21°30'20"E
C7	BLOCK 6 & 13	8.50	14.34	12.70	N64°26'20"W
C8	BLOCK 9 & 13	5.04	3.34	3.25	N48°15'05"E
C9	BLOCK 9 & 13	15.82	4.86	4.84	N58°26'15"E
C10	BLOCK 10 & 13	5.75	9.06	8.15	N22°06'15"E
C11	BLOCK 12 & 13	15.65	17.06	16.23	N36°21'50"E
C12	BLOCK 12 & 13	73.11	9.84	9.84	N19°59'40"W
C13	BLOCK 8 & 13	2.08	0.59	0.59	N81°58'15"E
C14	BLOCK 7 & 13	2.00	3.14	2.83	N28°51'45"E

LEGEND

- DENOTES FOUND SURVEY MONUMENT
- DENOTES PLANTED SURVEY MONUMENT
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- (1255) DENOTES RODNEY C. RAIKES SURVEYING LTD
- (1546) DENOTES RUDY MAK SURVEYING LTD.
- (P1) DENOTES PLAN 51R-XXXX

SSIB'S WERE PLANTED DUE TO THE PROXIMITY OF SUBSURFACE OBSTRUCTIONS.

ALL PLANTED MONUMENTS ARE SHORT STANDARD IRON BARS (SSIB) UNLESS OTHERWISE NOTED.



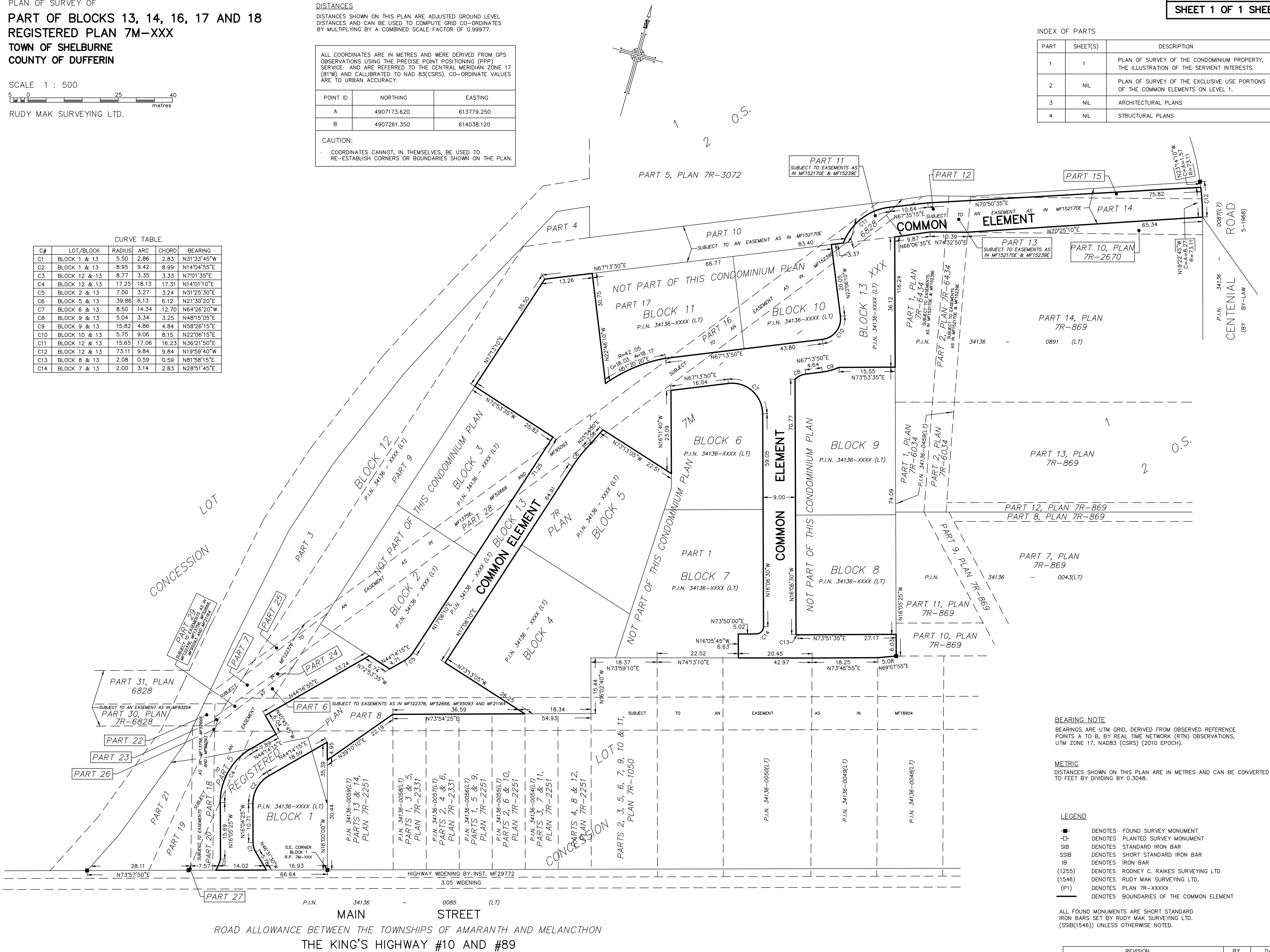


PLAN OF SURVEY OF  
PART OF BLOCKS 13, 14, 16, 17 AND 18  
REGISTERED PLAN 7M-XXX  
TOWN OF SHELBURNE  
COUNTY OF DUFFERIN

SCALE 1 : 500  
RUDY MAK SURVEYING LTD.

DISTANCES		
DISTANCES SHOWN ON THIS PLAN ARE ADJUSTED GROUND LEVEL DISTANCES AND CAN BE USED TO COMPUTE GRID CO-ORDINATES BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.99977.		
ALL COORDINATES ARE IN METRES AND WERE DERIVED FROM GPS OBSERVATIONS USING THE PRECISE POINT POSITIONING (PPP) SERVICE AND ARE REFERRED TO THE CENTRAL MERIDIAN ZONE 17 (81°W) AND CALLIBRATED TO NAD 83(CSRs). CO-ORDINATE VALUES ARE TO URBAN ACCURACY.		
POINT ID	NORTHING	EASTING
A	4907173.620	613779.250
B	4907261.350	614038.120
CAUTION:		
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THE PLAN.		

CURVE TABLE				
C#	LOT/BLOCK	RADIUS	ARC	CHORD
C1	BLOCK 1 & 13	5.50	2.86	2.83
C2	BLOCK 1 & 13	8.95	9.42	8.99
C3	BLOCK 12 & 13	8.77	3.35	3.33
C4	BLOCK 12 & 13	17.25	18.13	17.31
C5	BLOCK 2 & 13	7.00	3.27	3.24
C6	BLOCK 5 & 13	39.86	6.13	6.12
C7	BLOCK 5 & 13	8.50	14.34	12.70
C8	BLOCK 9 & 13	5.04	3.34	3.25
C9	BLOCK 9 & 13	15.82	4.86	4.84
C10	BLOCK 10 & 13	5.75	9.06	8.15
C11	BLOCK 12 & 13	15.65	17.06	16.23
C12	BLOCK 12 & 13	73.11	9.84	9.84
C13	BLOCK 8 & 13	2.08	0.59	0.59
C14	BLOCK 7 & 13	2.00	3.14	2.83



INDEX OF PARTS		
PART	SHEET(S)	DESCRIPTION
1	1	PLAN OF SURVEY OF THE CONDOMINIUM PROPERTY, THE ILLUSTRATION OF THE SERVIENT INTERESTS.
2	NIL	PLAN OF SURVEY OF THE EXCLUSIVE USE PORTIONS OF THE COMMON ELEMENTS ON LEVEL 1.
3	NIL	ARCHITECTURAL PLANS
4	NIL	STRUCTURAL PLANS

DUFFERIN COMMON ELEMENTS CONDOMINIUM PLAN No.

PART 1 OF 4 PARTS  
SHEET 1 OF 1 SHEET

LEVEL 1

REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES  
DIVISION OF DUFFERIN (No. 7) AT SHELBURNE, AT \_\_\_\_\_  
O'CLOCK ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

REPRESENTATIVE FOR LAND REGISTRAR

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE CONDOMINIUM ACT (1998) AND THE REGULATIONS MADE UNDER THEM.
  - THE SURVEY WAS COMPLETED ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

DATE \_\_\_\_\_ RUDY MAK  
ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN  
SUBMISSION FORM NUMBER \_\_\_\_\_

DECLARATION REGISTERED AS No.

THIS PLAN COMPRISES ALL OF P.I.N. 34136-XXXX (LT)

SCHEDULE OF APPURTENANT AND SERVIENT INTERESTS  
(UNDER CLAUSE 8(1)(G) AND (H) OF THE CONDOMINIUM ACT 1998)

	BLOCK/PART	PLAN	DESCRIBED IN	NOTES
TOGETHER WITH (APPURTENANT INTERESTS)	PARTS 30 AND 31	7R-6828	MF83204	-
SUBJECT TO (SERVIENT INTERESTS)	PARTS 5, 6, 7, 8, 18, 19, 23, 24, 25, 26 AND 29	7R-6828	MF122376	-
	PARTS 10, 11, 12, 13, 14 AND 15	7R-6828	MF152170E	-
	PARTS 7, 18, 20, 22, 23, 25, 26, 28 AND 29	7R-6828	MF13756	-
	PARTS 7, 8, 18, 20, 22, 23, 25, 26, 28 AND 29	7R-6828	MF52666 MF95093	-
	PARTS 8, 23 AND 29	7R-6828	MF21164	-
	PARTS 11, 13 AND 16	7R-6828	MF15239E	-
			DC254675	-

FINAL APPROVAL - PLAN OF CONDOMINIUM

THIS FINAL PLAN OF CONDOMINIUM IS APPROVED UNDER  
SECTION 51 OF THE PLANNING ACT R.S.O. 1990,  
CHAPTER P.13 (AS AMENDED)

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

JENNIFER WILLOUGHBY - CLERK  
TOWN OF SHELBURNE

CERTIFICATE OF DECLARANT

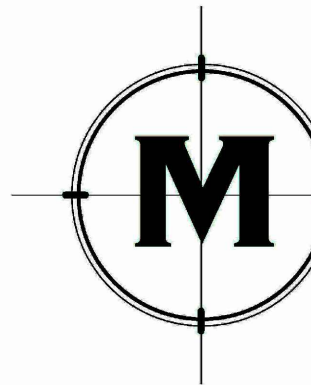
THIS IS TO CERTIFY THAT THE PROPERTY INCLUDED IN THIS PLAN HAS BEEN LAID  
OUT INTO UNITS AND COMMON ELEMENTS IN ACCORDANCE WITH MY INSTRUCTIONS.

DECLARANT:

DATED AT \_\_\_\_\_

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
- PRESIDENT  
CENTREVILLE (SHELBURNE) INC.  
I HAVE THE AUTHORITY TO  
BIND THE CORPORATION



**RUDY MAK  
SURVEYING LTD.**  
ONTARIO LAND SURVEYORS

732 DUNLOP STREET WEST  
BARRIE, ONTARIO L4N 9X1 (705) 722-3845  
E-MAIL MAIL@MAKSURVEYING.COM

BEARING NOTE  
BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE  
POINTS A TO B, BY REAL TIME NETWORK (RTN) OBSERVATIONS,  
UTM ZONE 17, NAD83 (CSRS) (2010 EPOCH).

METRIC  
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED  
TO FEET BY DIVIDING BY 0.3048.

LEGEND

- DENOTES FOUND SURVEY MONUMENT
- DENOTES PLANTED SURVEY MONUMENT
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- (1255) DENOTES RODNEY C. RAIKES SURVEYING LTD
- (1546) DENOTES RUDY MAK SURVEYING LTD.
- (P1) DENOTES PLAN 7R-XXXX
- \_\_\_\_\_ DENOTES BOUNDARIES OF THE COMMON ELEMENT

ALL FOUND MONUMENTS ARE SHORT STANDARD  
IRON BARS SET BY RUDY MAK SURVEYING LTD.  
(SSIB(1546)) UNLESS OTHERWISE NOTED.

REVISION		BY	DATE
FIRST ISSUE		HFD	SEP. 20/23
REVISED		HFD	NOV. 01/23

DRAWN BY: HFD CHECK BY: FILE No S-15955\_C1