



July 21, 2022

Project No. 2134

Township of Centre Wellington  
1 MacDonald Square  
P.O. Box 10  
Elora, Ontario  
N0B 1S0

County of Wellington Planning & Development  
74 Woolwich Street  
Guelph, Ontario  
N1H 3T9

Attention: Brett Salmon, MCIP, RPP, Director of Planning and Development  
Township of Centre Wellington

Meagan Ferris, RPP MCIP  
Manager of Planning and Environment  
County of Wellington Planning & Development

**Re: Clayton Subdivision - Cachet Developments (Elora) Inc.  
Part of Lot 16, Concession 11, (Geographic Township of Nichol) Salem  
Township of Centre Wellington, County of Wellington  
Draft Plan of Subdivision and Zone Change Application**

A Pre-consultation process was undertaken with the Township of Centre Wellington and the County of Wellington. Through this process preliminary comments were received and the submission requirements to support this application were confirmed.

The following items are included as the **First Submission to the Township as the Zone Change Application**;

- Zone Change Application with original Signatures.
- Copy of Draft Plan of Subdivision Application.
- Cheque for the Zone Change Application Fee/Deposit in the amount of \$47,480.00 payable to the Township of Centre Wellington.
- Digital Planning Report and Urban Design Brief dated July 21, 2022.
- Digital and 4 copies of the Draft Plan of Subdivision dated April 28, 2022.
- Digital MTE Functional Servicing Report dated July 20, 2022.
- Digital MTE Stormwater Management Report dated July 20, 2022.
- Digital Soil-Mat Engineers & Consultants Ltd. Hydrogeological Assessment dated July 20, 2022
- Digital Beacon Environmental Arborist Report dated July 2022
- Digital Beacon Environmental Scoped Environmental Impact Study dated July 2022.

- Digital Paradigm Transportation Solutions Transportation Impact Study dated June 2022
- Digital Amick Consultants Limited Stage 1 and 2 Archaeological Assessment dated July 6, 2022.
- Digital letter dated July 7, 2022 from the Ministry of Tourism, Culture and Sport confirming that the report was entered into the Ontario Public Register of Archaeological Reports.
- Completed Township Deposit Agreement Form.

The following items are included as the **First Submission to the County as the Draft Plan of Subdivision Application**;

- Digital and 10 copies of the Draft Plan of Subdivision dated April 28, 2022.
- Draft Plan of Subdivision Application with original signatures.
- 8 copies of the Draft Plan of Subdivision Application.
- Copy of the Zone Change Application.
- Cheque for the Draft Plan of Subdivision Application fee/deposit in the amount of \$32,390.00 payable to the County of Wellington.
- Digital and 2 copies Planning Report and Urban Design Brief dated July 21, 2022.
- Digital and 2 copies MTE Functional Servicing Report dated July 21, 2022.
- Digital and 2 copies MTE Stormwater Management Report dated July 21, 2022.
- Digital and 2 copies Beacon Environmental Arborist Report dated July 2022
- Digital and 2 copies Soil-Mat Engineers & Consultants Ltd. Hydrogeological Assessment dated July 20, 2022
- Digital and 2 copies Beacon Environmental Scoped Environmental Impact Study dated July 2022
- Digital and 2 copies Paradigm Transportation Solutions Transportation Impact Study dated June 2022.
- Digital and 2 copies Amick Consultants Limited Stage 1 and 2 Archaeological Assessment dated July 6, 2022.
- Digital and 2 copies of the letter dated July 7, 2022 from the Ministry of Tourism, Culture and Sport confirming that the report was entered into the Ontario Public Register of Archaeological Reports.
- Completed Drinking Water Source Protection Screening Form.
- Completed Application Public Consultation Strategy.

The hard copies of the submission will be delivered to the County and the Township. Please advise of any Notice Signs which must be posted on the property. Please confirm that the applications received are deemed to be complete. If receipts for the fees/deposits paid could be provided to the owner that would be appreciated. Please let me know if there is any additional information required and I will ensure that you receive it.

Sincerely,



Astrid Clos, MCIP, RPP