

January 4, 2024  
File: 1614-1439429

## DIGITAL SUBMISSION ONLY

**Attention:** Mr. Brian Treble  
Township of West Lincoln  
318 Canborough Street, Smithville, ON

**Reference:** Smithville 3A, Block Plan Area 9  
Preferred Land Use Concept and Block Plan Terms of Reference

### Introduction

On behalf of Lockbridge Development Inc. and our consultant team consisting of Arcadis Group, Barry Myler, Terra-Dynamics, and Stantec, we are pleased to present the Township of West Lincoln with an initial Block Plan submission for formal consultation purposes. The total Block Plan 9 area is 63.5 ha and our Client, Lockbridge Development Inc. owns 13.3 ha, in the central region of this block. Our Client's lands are adjacent to 4.0 ha that belong to the Hendlers and 16.0 ha that belong to the Kingma family. It should be noted that this Block Plan does not include the lands southeast of the Client's property nor the northwest. This Block Plan is bounded by Townline Road to the north, Port Davidson Road to the west, the abandoned rail line to the east and agricultural farmland to the south. Below is an excerpt from the Township OPA 63 which illustrates the current OP designations applicable to this area.

### OPA 63 Schedule E-10 excerpt for Block Plan Area 9:

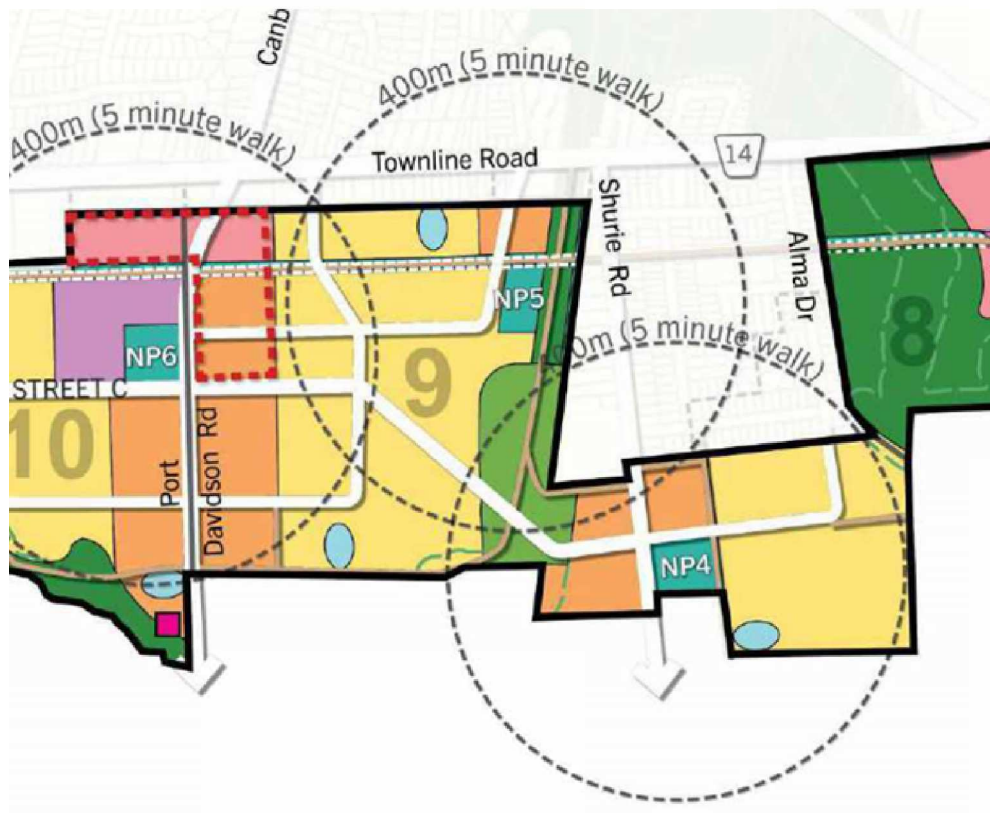


Figure 1: OPA 63 Schedule E-10 excerpt for Block Plan Area 9

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**Block Plan Preparation Scoping Requirements & Studies** Based on PD-29-2023 the preparation of a Block Plan will generally follow the steps below:

1. Pre-consultation(s) with Township Staff, Region, NPCA (and any other relevant agency);
2. Notification to all Block Plan landowners (within and immediately adjacent to the Block Plan) invite them to participate in preparation of the Block Plan; **Provide any correspondence from adjacent land owners on the participation in the Block Plans**
3. Submission of Scoped Block Plan Terms of Reference by the proponent(s) to the Township for review after the consultation process; Amend Terms of Reference and re-submit (if needed);
4. Acceptance of Block Plan Terms of Reference by the Director (in consultation with Township Staff);
5. Completion of Block Plan by proponent(s) and submission to Township;
6. Circulation of Block Plan by Township Planning Staff to Township Departments and agencies for review and comment;
7. Proponent amends Block Plan and re-submit (if needed); and,
8. Acceptance of Block Plan by the Director.

This Submission is meant to address both Steps 1 and 3 of this process. Our final submission of a Block Plan to the Township will include a Conceptual Master Plan, graphically illustrating the public and private design elements of the Block Plan area, accompanied by a Block Plan Document which will explain in writing the design rationale for the various elements of the Conceptual Master Plan.

The Block Plan will reflect and communicate the vision of the Master Community Plan (MCP) and promote comprehensive planning within this Block Plan area. The final Block Plan will demonstrate how the physical form of a proposed development fits within the planned context for each area. It will illustrate the vision of the MCP and analyze the proposed development, demonstrating a regard for:

- A mix of land uses;
- The layout and design of public streets and blocks;
- Existing and planned adjacent land uses and Block Plan areas;
- Pedestrian and cycling connections;
- Parks and open spaces;
- Public realm and streetscape elements;
- Parking and access;
- Landscaping;
- Natural heritage features, buffers, and enhancements; and, **Justify the reduced naturalized area from that of the MCP**
- Built form considerations such as type, location, organization, massing, and density distribution.

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**Master Environmental Servicing Plan (MESP) - Infrastructure and Servicing Components**

- A Master Environmental Servicing Plan (MESP) will be prepared to determine the appropriate servicing needs for this Block.
- While we will closely follow the recently approved MCP, we are proposing interim servicing using existing sanitary capacity downstream of the site to the SPS. It is further proposed that a Letter of Credit be provided by the proponent(s) to contribute to upsizing of the downstream infrastructure at such time as may be appropriate. Should any significant modifications to the preferred municipal servicing strategies other than the above interim option be proposed (to be determined through the Pre-Consultation) would be subject to the Municipal Class Environmental Assessment (MCEA) Planning Addendum Process. This recognizes that the MCP followed the MCEA Integrated Planning Act and MCEA Planning Process which obtained approval for select Schedule B projects (subject to no appeals to OPA 63 or the resolution of appeals process). The MESP – Infrastructure and Servicing submission will include studies and plans that inform the design of the road network, active transportation network, water and wastewater servicing, and stormwater management (SWM) facilities.

**Servicing:**

Per the Comprehensive Block Plan and MESP Guidelines Appendix 3.

**Geo-Technical:**

Per the Comprehensive Block Plan and MESP Guidelines Appendix 3.

**Stormwater Management:**

A description of the SWM strategy and preliminary design of SWM facilities are in accordance with the SWM criteria outlined in the Subwatershed Study (Wood, 2003). Documentation of design and analysis to be completed in a standalone SWM Report or Functional Servicing Report. The following SWM criteria are assumed based on the Subwatershed Study (Wood, 2023):

- Water Quantity: Control post development runoff rates to pre-development runoff rates.
- Water Quality: Provide enhanced level of water quality protection.
- Water Budget: Incorporate LID BMPs to maintain a water budget across the site. Site specific restrictions may inhibit this.
- Erosion: Provide erosion control per Table 2.2.3 in SWS (Phase 3).

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**Hydrogeology:**

A Hydrogeological Site Assessment will be conducted, using the following guidelines:

- A desktop review of existing geological and hydrogeological site conditions.
- Field investigations including installation of boreholes/monitoring wells onsite to confirm subsurface soil conditions and groundwater conditions. Monitoring results will be used to evaluate groundwater interactions with features onsite, complete a water balance assessment and identify potential suitable areas for LID features in proposed conditions. Includes two years of continuous groundwater monitoring.
- Review of proposed land use activities for conformity with Source Water Protection requirements as stipulated in the Clean Water Act.

**Noise Study:**

A Noise Impact Study will be completed using the following Guidelines:

- Review of project background and available information regarding potential noise sources associated with the proposed development, and applicable MECP, and Township of West Lincoln Road traffic noise policies and guidelines, and Federation of Canadian Municipalities and Railway Association of Canada (FCMRAC) Guideline for New Development in Proximity to Railway Operations.
- Collection of road traffic data from TWP for assessment of traffic noise. If data is unavailable, multiple assumptions will be applied for the assessment.
- Rail traffic data to be collected from owner of rail line. If unavailable, rail traffic counts will be captured using long term monitoring equipment over a period of one week.
- Stationary noise assessment is not expected to be required.
- Analysis of data including modelling and assessment per agency requirements listed above to determine the potential sound levels at PORs from traffic based on 10-year projected daily traffic.
- Based on the assessment, if required, noise mitigation measures will be identified.
- Onsite investigations will be completed on lands where permission to enter has been granted from property owners. Where permission to enter is not granted, supplementary desktop studies will be completed.

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**Karst Study:**

The Karst Study will be completed using the following guidelines:

- Carry-out karst-based mapping of the property;
- Instrument onsite sinkhole with staff gauge and water level logger;
- Map down-gradient areas south of Twenty Mile Creek for spring locations;
- Instrument spring(s) with water level logger(s);
- Monitor flows and water levels into the on-site sinkhole and flow from down-gradient spring(s);
- Complete dye tracing study of stormwater flow into the onsite sinkhole and monitor the down-gradient spring(s) for dye during a large rain event;
- Complete karst hazard assessment of on-site karst features;
- Complete karst monitoring and karst hazard assessment report with a karst contingency plan for the site;
- Submit the report to the NPCA and based on the report finding, submit a permit application to the NPCA for karst remediation.

**Urban Design Study:**

The Township's Urban Design Guidelines Report is nearly completed and requires Council approval/endorsement. This document will form the basis and provide the principles for the urban design for the development of this Block Plan Area.

The Urban Design Study will be completed with the following guidelines:

- Preparation of a general overview of the Block Plan context including overall vision, goals and objectives.
- Prepare an analysis of the existing context from site, neighborhood and regional scales which will include analysis of such things as site location, orientation, topography, vegetation, existing built form, adjacent land uses and transportation networks.
- Each section will be supported by written and visual references including plans, illustrations and mapping.
- Provide an overview of applicable policy and/or guiding references which would influence the Block Plan urban design (such as the Provincial Policy Statement, OPA 63 and the recently approved Urban Design Guidelines).

Key components of the Urban Design Study will include but not be limited to Site Design, Built Form & Use, Architectural Quality, Access (vehicular, bicycle and pedestrian), Circulation, Parking, Open Space and Landscaping. Street views, enhanced landscaping, street furniture components and gateway features will also be included to help define the block and create a sense of place.

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**Transportation/Traffic Impact Assessment:**

Based on the Township of West Lincoln *Block Plan and Master Environmental Servicing Plan (MESP) Guidelines* (June 2023), a transportation impact assessment (TIA) will be undertaken for the developments proposed within the Block Plan Area 9.

The proposed study area includes the following intersections:

- Townline Road and St Catherines Street (Roundabout)
- Townline Road and Canborough Street (Unsignalized)
- Townline Road and Port Davidson Road (Unsignalized)
- Townline Road and Site Access (Unsignalized)



Figure 2: Study Area Intersections

The study horizons are proposed to include the following scenarios:

- Existing Conditions (2024) Weekday AM/PM Peak Hours
- Future Background Horizon (2029) Weekday AM/PM Peak Hours
- Future Total Horizon (2029) Weekday AM/PM Peak Hours



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Based on our review of the proposed development, the surrounding context, Township of West Lincoln Comprehensive Block Plan and MESP Guidelines and the Region's TIS requirements, the following scope of work is proposed:

1. **Pre-Consultation:** This Terms of Reference (TOR) document provides the opportunity to consult with the Township to conduct a pre-consultation and agree on the study specific requirements to confirm the study area, scope of work, and background transportation assumptions to be included in this TIS study.
2. **Data Collection:** We will submit a data collection request to the Township to obtain the transportation related data required for the study. The main data that will be collected is listed as follows:
  - Turning Movement Counts (TMC) at study area intersections
  - Any historical AADT or mid-block traffic counts available along study area corridors
  - Future background developments and infrastructure plans adjacent to the study area (within the TIS study horizons)
  - Traffic growth rate and transit data for the study area
  - Truck routes and limitations
3. **Existing Conditions:** We will document intersection and roadway lane configurations, existing turning and parking restrictions, active transportation facilities, and transit service and facilities within the study area.
4. **Existing Operations:** An intersection operational analysis will be conducted for the existing conditions at the study area intersections during the weekday AM and PM peak hours. Synchro software will be utilized to conduct this operational analysis. The analysis will follow the Region TIS Guideline requirements.
5. **Future Conditions:** The future conditions will document the planned works in the study area which would affect the operational conditions of automobiles, active transportation connectivity, and transit service. The planned works in the study area will be incorporated into the future background and future total road networks.
6. **Future Background Operations:** We will conduct operational analysis for the future background conditions at the study area intersections during the weekday AM and PM peak hours. The future background traffic will include the nearby development traffic and the existing traffic volumes projected to represent the volumes during the future horizon.
7. **Site Trips:** Site trips for the proposed development will be estimated for the weekday AM and PM peak hours based on the latest ITE Trip Generation Manual, 11<sup>th</sup> Edition and the proposed Development Land Use Plan.
8. **Trip Distribution & Assignment:** The trip distribution and assignment for the proposed development will be estimated using existing traffic count patterns, the information that will be extracted from 2016 TTS dataset for the adjacent area, and the available road network.
9. **Future Total Operations:** We will conduct an intersection operational analysis for the future total conditions at the study area intersections during the weekday AM and PM peak hours. The future total traffic includes the background development traffic, the existing traffic volumes grown to represent the volumes during the future horizons, and the site additional generated traffic.

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10. **Access Study:** We will assess the site accesses and internal circulation and will conduct a sightline assessment at the proposed site access following the methodology outlined in the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads, 2017.
11. **Mitigation Measures:** We will highlight and propose mitigation measures to any issues that may arise out of the study. We note that this does not include design services, but a traffic operational assessment of mitigation measures. Design solutions can be developed, if required, based on separate client authorization.
12. **Prepare Draft Report:** The recommendations and conclusions based on the above findings will be documented in a Draft Report and included in the Block Plan submission.
13. **Finalize Report:** Once the Township and Region have reviewed the transportation/traffic components described above we will liaise with these agencies, address comments and prepare a final report.

**Environmental Impact Study:**

Within Block Plan Area 9, Natural Heritage System (NHS) Components and Other Features shown on the Natural Heritage System figure provided as Appendix 2 to the Block Plan Guidelines include:

- Provincially Significant Wetland
- HDF Conservation
- Core Area
- Conceptual Buffer
- Linkage
- Recommended Restoration Area

Additionally, the Subwatershed Study (SWS) includes Headwater Drainage Feature (HDF) management recommendations for HDFs within the Block Plan Area 9, including NPCA-regulated watercourses as mapped on Watershed Explorer, based on the preliminary HDF Assessment that was conducted as part of the SWS scope.

Further, the Niagara Region Natural Environment System (NES) online mapping includes the following natural features within the Block Plan Area 9:

- Wetland with Significance (i.e., Provincially Significant Wetland)
- Other Wetlands
- Other Woodlands



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Per the Environmental Impact Study (EIS) scoping list provided as Appendix 4 to the Block Plan Guidelines, and in consideration of the specific NHS and Regional NES components and HDFs, the Block Plan 9 EIS is proposed to include the following elements selected from Appendix 4:

- Field studies to address gaps or updates to the SWS, including site-specific terrestrial field surveys.
- Breeding bird and vegetation surveys.
- Screening for bat maternity roost habitat.
- Assessment of the northern Provincially Significant Wetland limit within/adjacent the Block Plan Area 9 and of the Regional NES Other Wetlands, and follow-up with NPCA to stake wetland boundaries, if required.
- Woodland boundary (dripline) staking.
- SWH screening.
- SAR screening.
- Refinement of the HDF management recommendations for the single HDF – Conservation swale segment.
- Summary of NHS and HDF constraints.
- Linkage assessment and recommendations.
- Restoration area assessment and recommendations.
- Environmental Impact Assessment (EIS) in consideration of the proposed development within Block Plan Area 9, including consideration of proposed road network, land use, servicing, and stormwater management plans, and development of avoidance, mitigation, and compensation/offsetting strategies to protect and enhance the NHS and its ecological functions.
- High level recommendations for long-term stewardship of the NHS.
- Discussion and consideration of the Block Plan Area 9 contribution to the Township-wide 30% natural cover objective.      **Intent of restoration areas should not include parks as a function of restoration for natural cover**

Appendix 4 also lists scope elements that are not typically included in an EIS, such as those relating to other disciplines such as engineering (e.g., stormwater management plans, flood line mapping, water budgets), planning (trail system refinement and recommendations) and karst assessment recommendations. The EIS may cite pertinent elements of that work by others, but such work is expected to be provided in reports prepared by those disciplines and not primarily within the EIS.

**Cost Sharing:**

As previously stated, our Client owns 13.3 ha and shares 20.0 ha with the adjacent Owners (4.0 ha with Hendler Property and 16.0 ha Kingma Property). Refer to Figure 3 for Property Owners.

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To support the submission of the Terms of Reference for the Block Plan for the above noted project, we envision cost sharing as follows:

**Block Plan:** The creation of the block plan covers three parcels of land as noted above. With our client front ending all costs, the following items should be included for sharing with the adjacent owner(s), based on their proportionate/respective land area: **Require estimates for the entire block plan area 9 to have the landowners who will benefit from the servicing know their contribution as per the MCP policy**

- The cost of preparation of the plan itself, supporting documents/studies to substantiate block plan (environmental, TIS, geotechnical, HydroG, preliminary engineering, SWM, etc.).
- Proportionate share of preliminary design affecting the properties (SWM ponds that benefit other properties, conceptual grading on adjacent parcel as necessary to finalize FSR, design of watermain that will cross adjacent property, external road design work in adjacent property).
- Design of the sanitary sewer at the south limit of the property, to benefit lands to the east (fronting Shurie Road on both east and west sides, should be wholly recoverable from these landowners to the limit of our client's property, as there is zero benefit to our client for this infrastructure. Further, the depth of this sanitary is considerably deeper than what would be required for our client's property, and the landowners to the east should contribute to the additional cost as a result of servicing their lands.
- Downstream upgrades, once finalized, should be cost shared on a contributing area basis.
- Municipal/regional/NPCA/other fees associated with application review.

**At The Detailed Design Stage**

- Cost sharing of internal services based on staging of construction (details will need to be finalized at a later date, once the timing for each Block Plan development is determined).

**Planning Summary Report:**

The Block Plan submission will include a Planning Summary Report which will provide an overview of the planning status, summarize the relevant support studies, and will include a Conceptual Master Plan and Block Plan document together with a Draft Plan of Subdivision and Zoning By-Law Amendment for those lands that have immediate servicing capacity. This Report will outline how the proposed Block Plan and the immediate Draft Plan conform with the policies and objectives of OPA 63 and will include the necessary justification should there be any modifications or changes needed. As is stated in OPA 63, the phasing can be amended without the need for an OPA subject to compliance to certain criteria. This Summary Report and the Block Plan submission will outline how the phasing can be adjusted in full compliance with those criteria in order to accommodate the immediate development of those lands identified by the Draft Plan.

**The Planning Justification Report will be required to provide the rationale on conformity to the policies of OPA 63 for land use compatibility, phasing criteria, restoration policies, servicing policies particularly required upgrades and new service infrastructure.**

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Should you have any questions or concerns, please do not hesitate to contact the undersigned.

Regards,

**STANTEC CONSULTING LTD.**



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