

**From:** Deborah Keay <dkeay@dmwills.com>  
**Sent:** Thursday, November 02, 2017 11:32 AM  
**To:** Christina Sisson  
**Cc:** Juan Rojas; Sherry Rea; Richard Holy; Bill Ulicki  
**Subject:** 1732 - ECA Approval / Subdivision Agreement  
**Attachments:** ECA\_2758-AQ2K6F.pdf; 2017 11 02 Arizona Heights Subdivision Agreement (updates for 2015) (3) CKL 2017 Template Edits.doc; 2017 05 02 Subdivison Agreement Schedule D.xlsx

Good morning Christina:

As discussed, I have attached the latest version of the draft Subdivision Agreement. I have left the track changes on, so you can see the chronology of changes.

You were correct – the ECA approval number was not included. I have added the ECA approval number and attached the certificate for your files. As indicated in previous correspondence, the Owner has opted to defer Development Charges to Occupancy, so the redundant paragraph regarding deferral to building permit has been removed. I did highlight one additional date on page 15, where you (or Lauren) had added a line about the calculation of the Development Charges and referenced a date 201x. The other yellow highlights are for the M plan number when it is registered.

I have also attached the Schedule D, from May of this year, that I was under the understanding we were both in agreement on. It has not been changed and the calculations match the values reflected in this Subdivision Agreement attached.

As far as we are aware, other than the approved M-Plan (on Mylar) from the Registry Office, the City has all of the required documentation that has been requested in support of the Subdivision Agreement going to Planning Committee.

Per your email November 1<sup>st</sup>, we understand that you require:

To execute the subdivision agreement, the City requires:

- Four (4) copies of current & approved engineering design drawings, signed by Owner & Consulting Engineer
- Treasurer's Report confirming financial requirements and outstanding taxes etc. and receipt of all financials (i.e. security, remaining DAAP fee, park cash in lieu)
- Confirmation all draft plan conditions cleared by the Owner,
- Mylar M Plan

Please confirm with the planning department, as it is our understanding from correspondence from Sherry Rea, that they are satisfied that all draft plan conditions have been met. Assuming that you receive the M-Plan by November 22<sup>nd</sup> (or before), we understand that the agreement will be put on the December 6<sup>th</sup> Planning Committee Agenda. We expect that the M-Plan will be approved and forwarded to you in the next week.

Please confirm that our understanding of the status of the foregoing is correct.

Thank you,  
Deb



**Deborah A. Keay, P.Eng.**  
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