



September 12, 2025

Town of Huntsville
Planning & Building Department
37 Main Street East
Huntsville, Ontario
P1H 1A1

Attention: Kelsea Shadlock, Senior Planner
Planning and Building Department
Town of Huntsville

Dear Ms. Shadlock,

RE: Second Submission - Major Class 3 Community Planning Permit Application
20 Cairns Crescent, Huntsville, Ontario
TBG Project No. 22837

On behalf of our client, 1000120857 ONTARIO INC., The Biglieri Group Ltd. ("TBG") is pleased to submit the enclosed Second Submission of the Major Class 3 Community Planning Permit ("CPP") application for lands municipally known as 20 Cairns Crescent in the Town of Huntsville (the "subject site") to facilitate its development for a new four-storey purpose-built rental apartment building with 176 units.

The initial Major Class 3 CPP application was submitted to the Town on September 11, 2024. Comments on this application were made available via the Cloudpermit platform on October 23, 2024. An applicant-led virtual Public Open House (POH) was hosted on November 11, 2024. Residents were notified of this event via public notice installed on the subject site and mailed notifications. The application was subsequently presented to and discussed by the Town of Huntsville Housing Committee of November 13, 2024, where more members of the public had an opportunity to comment on the project. Additional engagement between the project team, landowner, senior staff, and members of Council was also undertaken including a pick-up meeting on May 12, 2025, where our team described the changes that have been made to address many of the more critical public and staff comments made to date.

Throughout each stage, incoming stakeholder comments have been catalogued, considered and reviewed against the proposal and subject site. As much as possible, the project team has worked to address relevant comments. In our opinion, this second submission has addressed many of the critical comments without impacting the overall development proposal as a 4-storey purpose-built rental housing development with affordable potential.

The following is a summary of the important revisions made to the proposal:

PLANNING | PROJECT MANAGEMENT | URBAN DESIGN | HERITAGE

2472 Kingston Road, Scarborough, Ontario M1N 1V3
126 Catharine Street North, Hamilton, Ontario L8R 1J4
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- The building has been shifted westward to allow for a wider landscaped area along the east side of the linear driveway from Cairns Crescent. This area will be planted with trees, shrubs, and other vegetation to create a continuous green buffer once mature.
- To accommodate this shift, the proposed stormwater management pond has been redesigned into a more rectangular shape. This revision maintains its functionality while fitting the adjusted building footprint.
- At the northwest corner, where the building is closest to an existing single-detached dwelling, a portion of the building has been cut back. This modification increases the interior side yard setback in compliance with the Town's CPP By-law, enhancing the separation between the mid-rise building and the adjacent low-rise home.
- Following a review of grading plans and in response to feedback—along with the increased side yard setback at the northwest “pinch point”—the previously proposed retaining wall has been removed.
- On the west side of the building, the massing has been revised to incorporate a stepped design, improving built form transitions and ensuring the structure fits within a 45-degree angular plane at the north and northwest edges.
- The total number of parking spaces has been adjusted from 231 to 211, aligning with recently adopted CPP By-law amendment for apartment and affordable rental buildings. Given the new parking ratios and the landscaped area parking credit, the proposed parking is now in surplus. The exact surplus will depend on the amount of affordable units delivered as part of this proposal.
- To better accommodate larger vehicles such as pickup trucks, 20% of all parking spaces have been widened to a minimum width of 3 metres, in accordance with the CPP By-law.
- Site circulation has also been refined in response to comments received. The previous connection to Kitchen Road South has been closed and will be reserved for future or emergency use only. This connection would be opened if and when Kitchen Road is urbanized.
- Total unit counts have been revised from 184 units to 176 units, resulting in a reduction in the proposed density of the site from 84.8 to 81.1 units per hectare.
- Finally, additional landscaping has been added around and in front of the loading space to provide a visual and vegetative buffer.

In addition to the previously identified provisions from which we require relief, the CPP By-law Compliance Matrix included as part of this submission identifies partial compliance with provision 2.6.1 d). This provision does not permit “loading docks” to encroach closer than 7 metres to any Residential Precinct. We note partial compliance given partly to the fact that “loading dock” is not a defined term within the CPP By-law. Additionally, TBG would like to flag incompatibility between this provision and provision 4.2.8 xvii), the latter requires a minimum interior side yard setback of

6 metres. As such, the separation distance between a “loading dock” and a Residential Precinct is greater than the minimum interior side yard; these provisions are not in alignment with one another. Relief may be required as the loading space is 3.85 metres from the nearest Residential Precinct. We note that new landscaping has been integrated around the proposed loading area; this updated landscape approach reduces visual and noise impact and supports the required relief from the proposed loading space.

In addition to this covering letter, the project team has prepared and included a comprehensive Comment Response Matrix as part of this submission which provides a detailed account of all comments received to date and relevant responses. Lastly, a variety of supporting materials have also been provided to address comments received.

PLANNING RATIONALE REPORT

TBG would like to note that no revised Planning Rationale is being provided with this resubmission package. We recognize that one error was flagged by commentors with respect to the surrounding uses and we understand that commercial and employment uses are found to the west of the subject lands. One additional comment touched on the landscaping approach in how they related to planning policies. We note that the landscape approach on the site has been refined to include greater buffers where possible, including along the lands’ eastern edge and on the periphery of the loading area. As such, we believe this submission addresses this comment.

SUPPORTING DOCUMENTS

In support of a complete second Major Class 3 CPP submission, we are pleased to enclose the following:

No	Title	Author	Date
1	2 nd Submission Cover Letter	The Biglieri Group Ltd.	09/12/2025
2	Comment Response Matrix		09/04/2025
3	CPP By-law Compliance Matrix Chart		09/11/2025
4	Architectural Plans – Revised	Options Architects	08/15/2025
5	Renderings (for illustrative purposes only)		07/16/2025
6	Accessibility Checklist		07/16/2025
7	Functional Servicing and Stormwater Management Report – Revised	Lithos Group Inc.	08/2025
8	Civil Drawings – Revised		08/18/2025
9	Traffic Impact Study – Revised	Trans-Plan	09/2025
10	Traffic Signage and Pavement Marking Plan		08/2025
11	Landscape Drawings – Revised	Marton Smith Landscape Architects	08/14/2025
12	Site Lighting Plan – Revised	Hammerschag & Joffe Inc.	08/18/2025
13	Noise Impact Study – Revised	Aercoustics Engineering Ltd.	06/05/2025

14	Tree inventory and Preservation Plan Report – Revised	Kuntz Forestry Consulting Inc.	08/04/2025
15	Tree inventory and Preservation Plan – Revised		08/04/2025
16	Scoped Environmental Impact Study Addendum	SLR Consulting Ltd.	09/05/2025

We trust that the enclosed makes for a complete second submission. Please contact the undersigned at your earliest convenience should you require additional information.

Respectfully,

THE BIGLIERI GROUP LTD.



Evan Sugden, HBASc, MA, CAHP, RPP, MCIP
Associate



Federico Palacios, M.Pl., BA
Junior Planner

CC. Gurpreet Chatwal, 1000120857 ONTARIO INC.