



The Corporation of

**THE TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. -(519) 925-1110

Website: [www.melancthontownship.ca](http://www.melancthontownship.ca)

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

February 18<sup>th</sup>, 2025

**Complete Application Letter**  
437031 and 437075 4<sup>th</sup> Line

Dear Mr. Newlands:

This letter is to confirm that Township Planning staff have received a submission for Official Plan and Zoning By-law amendments as per O. Reg's 543/06 and 545/06, respectively, of the *Planning Act* on the lands legally known as west half of Lots 11 to 14, Concession 3. The lands are municipally referred to as 437031 and 437075 4<sup>th</sup> Line.

The following documents were submitted by MHBC Planning Ltd. (herein referred to as the 'applicant') in support of the application:

- Agricultural Impact Assessment, prepared by *MHBC Planning Ltd.*
- Air Quality Assessment, prepared by *RWDI AIR Inc.*
- Archaeological Assessment (Stage 1), prepared by *Archaeological Services Inc.*
- Archaeological Screening Checklist, prepared by *Archaeological Services Inc.*
- Blast Impact Analysis, prepared by *Explotech Engineering Ltd.*
- Cover Letter, prepared by *MHBC Planning Ltd.*
- Cultural Heritage Screening Checklist, prepared by *MHBC Planning Ltd.*
- Cultural Heritage Screening Report, prepared by *MHBC Planning Ltd.*
- Level 1 and 2 Hydrogeological Assessment, prepared by *Tatham Engineering Ltd.* and *Earthfx Inc.*
- Maximum Predicted Water Table Report, prepared by *Tatham Engineering Ltd.*
- Natural Environment Assessment, prepared by *Natural Resource Solutions Inc.*
- Noise Impact Study, prepared by *Aercoustics Engineering Ltd.*



The Corporation of

**THE TOWNSHIP OF MELANCTHON**

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. -(519) 925-1110

Website: [www.melancthontownship.ca](http://www.melancthontownship.ca)

Email: [info@melancthontownship.ca](mailto:info@melancthontownship.ca)

- Official Plan Amendment Application Form, prepared by *MHBC Planning Ltd.*
- Owners Authorization Form, prepared by *Strada Aggregates Inc.*
- Planning Justification Report and Aggregate Resources Act Summary Statement, prepared by *MHBC Planning Ltd.*
- Site Plan, prepared by *MHBC Planning Ltd.*
- Traffic Impact Study, prepared by HDR Corporation
- Zoning By-law Amendment Application Form, prepared by *MHBC Planning Ltd.*

The application was submitted by the applicant on January 31<sup>st</sup>, 2025. The application and associated technical materials have been reviewed in accordance with the required studies outlined in the pre-consultation memorandum dated May 30<sup>th</sup>, 2024. Based on Township Planning staff's review, the application is deemed **complete** as of February 18<sup>th</sup>, 2025.

Sincerely,

A handwritten signature in black ink, appearing to be 'LM'.

**Liam Morgan, BES, MEPP, RPP Candidate**

Development Planner

Township of Melancthon