



Township of Brock Interoffice Memorandum

To: Council

From: Paul Lagrandeur, Director of Public Works

Subject: Request to Upgrade Unopened Road Allowance—Communication No. 1074/21
from Manny Marcos, 2659121 Ontario Inc.

Date: Monday, August 23, 2021

Further to the attached request being received, staff have reviewed the request and offer the following recommendations:

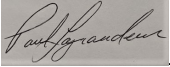
- The applicant will be required to provide a design for the proposed upgrade which must be completed by an engineer in accordance with our Design Criteria. The applicant, in conjunction with the approved engineered design will be responsible to arrange all matters pertaining to the construction.
- The engineer will be responsible to monitor the ongoing construction and sign off that all work completed has been done to municipal standards. This shall include meeting our design criteria requirements and incorporating a cul-de-sac at the end of the dead-end road in order to accommodate the local school boards for bus purposes.
- All costs incurred in this process shall be the responsibility of the applicant. They may include, but are not limited to, all applicable engineering fees, design, construction and inspection fees.
- A letter of credit (amount to be determined), shall be provided to the municipality by the applicant and held until such time as the maintenance period has expired.
- Upon expiry of the maintenance period, the municipality will assume the road, including all maintenance.

It should be noted that prior to this request, the last time this process was undertaken was in 1997. As a result, staff requested input from area municipalities and found the responses to be consistent with the recommendations outlined above.

Moving forward, any inquiries received regarding this process will be provided with the above noted information, following which, they will be advised to submit a written request to council for consideration should they wish to pursue the matter. In recent months staff have received several inquiries of this nature, however, upon hearing the general requirements and costs to be incurred, prospective buyers reconsider. Staff believe this type of request should be addressed on an individual basis to ensure consistency in the process.

End of Memorandum

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Paul Lagrandeur", is enclosed within a light gray rectangular box.

Paul Lagrandeur
Director of Public Works

proposal?

Please advise if you need any additional information from us?

Thank you and stay safe

Manny Marcos
2659121 Ontario Inc. (Design and Project Managers)
[REDACTED] Toronto Ontario M6M 1J1

E: [REDACTED]

H: [REDACTED]

[REDACTED]

Please consider the environment before printing this email.

On Tue, May 18, 2021 at 12:22 AM Manny Marcos [REDACTED] > wrote:

Dear Town Mayor and or Members of Council,

RE: Formal Letter/email requesting quote to upgrade the existing trail (Right of Way) for access to build our new home on Durham Road 23

On behalf of the owners at Pin # 72024-0057 (10 Acres) connecting with Durham Road 23 via Right of way owned by the town to have this ROW upgraded to a gravel driveway for proper and safe access to our property to build a new single family dwelling. This ROW is located between Municipal numbers B150 and B160 Durham Road 23.

We respectfully request Council to approve the upgrade of this ROW to a gravel type driveway that is suited for emergency vehicles for access (approx. 210 linear meters).

As an option, We (the owners) can do the necessary work once the town provides the proper details for the access upgrade.

Please refer to the attached site plan to better understand of our request.

Please confirm you got this email and let us know if you have any questions?

Thank you in advance for all your help and stay safe.

Manny Marcos
2659121 Ontario Inc.
[REDACTED] Toronto Ontario M6M 1J1

E: [REDACTED]

H: [REDACTED]

C: [REDACTED]

Please consider the environment before printing this email.

On Thu, Apr 22, 2021 at 11:02 AM Cathy Gray <Cathy.Gray@brock.ca> wrote:

Good Morning Manny:

Further to my email below, I have been advised that a formal letter to Council for your request to upgrade the municipal ROW to standard will be required.

You can address it to the Mayor and Members of Council and send it via email to clerksdepartment@brock.ca.

Should you have any questions or require further information, please feel free to contact us.

Kind regards,



Cathy Gray
Public Works Coordinator
Public Works Department
The Corporation of the Township of Brock
1 Cameron Street East, P.O. Box 10
Cannington, Ontario, L0E 1E0
Tel: 705-432-2355, Ext. 241 | Toll-Free: 1-866-223-7668 | Fax:
705-432-3487
cathy.gray@brock.ca | townshipofbrock.ca | choosebrock.ca

From: Cathy Gray

Sent: April 16, 2021 9:21 AM

To: Manny Marcos <[REDACTED]>

Cc: Khalil Zouhar <[REDACTED]> Paul Lagrandeur <Paul.Lagrandeur@brock.ca>;
Arlene Smith <Arlene.Smith@brock.ca>

Subject: RE: 10 Acre Lot for new home proposal

Good Morning Manny:

The correspondence back in February to the owner indicated the ROW access will need to be brought up to municipal standards prior to us approving an entrance to the subject property.

The existing culvert you are referring to which accesses the municipal ROW is maintained by the Region of Durham. It should be noted that this access is to our ROW only and **is not** considered a legal entrance to the subject property.

In order to have the municipal ROW brought up to standard to provide legal access to the subject property, an agreement will need to be established between the property owner and the municipality. All costs incurred for this process will be the responsibility of the property owner and they may include, but are not limited to, legal fees, engineering costs and construction costs.

To proceed with this process, a conversation with our Director of Public Works, Paul Lagrandeur should take place in the near future.

Paul is away on vacation this week but I will ask that he follow up with you next week.

Kind regards,



Cathy Gray
Public Works Coordinator
Public Works Department
The Corporation of the Township of Brock
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705-432-3487
cgray@townshipofbrock.ca | townshipofbrock.ca | choosebrock.ca

From: Manny Marcos <[REDACTED]>
Sent: April 15, 2021 5:50 PM
To: Cathy Gray <Cathy.Gray@brock.ca>
Cc: Manny Marcos <[REDACTED]>; Khalil Zouhar <[REDACTED]>;
plagrangeur@townshipofbrock.ca; Arlene Smith <Arlene.Smith@brock.ca>
Subject: 10 Acre Lot for new home proposal

Hello Cathy,

RE: 10 Acres Lot for new home proposal (Durham Road 23) Part of Lot 2 Concession 14
Township of Brock

This is a follow up email inquiring about our proposal for a new home on the lot described above. I believe the owner reached out to you back in February.
Please refer to the attached sketch for proper location of the subject property.

We have been in communication with the planner at LSRCA to narrow down the building site to be approved (approx 2-4 Acre building area) from our 10 Acre lot.

There is a site meeting planned in June where the conservation planner will be flagging the wetlands of the subject property so that the surveyor will be able to plot that information on a partial survey so that a proper site plan be done showing the exact location for the home and septic system. Attentively it seems that the conservation is pushing a location for the build at the north west corner of the site, however this will be confirmed in June's site meeting.

The information we will need from you is pertaining to the site access and ROW improvements. Firstly the existing culvert near the road needs to be looked at and confirm if any upgrading will be necessary for the culvert access. Also not exactly sure of the town's involvement to address the upgrade to our driveway on the right of way that will start at the road and end near the north east corner of our 10 acres. Please advise if there is any permit requirement and what our costs if necessary for the culvert and or driveway / ROW improvements?

Also, wondering if you can help us or direct us to the individuals that can assign a municipal

number for proper site identification?

Also, be aware that we have a hydro easement in location along the west side of the property where we intend to contact the local utility to bring power to the building site location and will not require using the ROW location to bring in the power from the road.

Please confirm you got this email and let us know if you have any questions?

Thank you in advance for all your help and stay safe.

Manny Marcos

2659121 Ontario Inc.

[REDACTED] Toronto Ontario M6M 1J1

E: [REDACTED]

H: [REDACTED]

C: [REDACTED]

Please consider the environment before printing this email.