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+ design

COVER LETTER

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Date: September 17, 2023

File: 022123 - 210 Shearson Crescent

To: City of Cambridge Planning Staff

RE: PROPOSED MINOR OFFICIAL PLAN & ZONING BY-LAW AMENDMENT APPLICATION FOR 210 SHEARSON CRESCENT

Dear Planning Staff,

Q9 Planning + Design is pleased to submit a Minor Official Plan & Zoning By-law Amendment application for a proposed building addition and permission to permit the existing transportation depot use on the subject property. As per the pre-consultation meeting notes (D03/23) and following subsequent discussions with staff (Michelle Baya and Michael Campos), the following list will provide a complete package for the Official Plan & Zoning By-law Amendments:

- [Application Form (1 copy + original)
- [Notice of Source Protection Plan Compliance (Section 59(2) *Clean Water Act*) (4 copies + original)
- [Application Fee - Region of Waterloo for \$3,000 & City of Cambridge for \$23,000
- [Planning Rationale (4 copies)
- [Site Plan (6 copies)
- [Architectural Building Elevations, Survey Plan & Floor Plans (6 copies)

Yours truly,

Dayna Edwards, RPP MCIP M.PI
Partner, Senior Planner + Urban Designer

cc: JKS Investments Inc.