



August 7, 2020

Via e-mail

334-19

Ms. Mariana Da Silva  
Planner I – Development Review

Community Planning Department  
City of Burlington  
426 Brant Street, Second Level  
Burlington, ON L7R 3Z6

Dear Ms. Da Silva,

**RE: 961 & 970 Zelco Drive and 4425 South Service Road, Burlington  
Zoning By-law Amendment Application File No.: 520-06/20**

In response to e-mail correspondence from you of July 13, 2020 where you noted the following comments from Transportation Engineering:

1. Please provide the parking layout and all dimensions on the site plan;
2. Please show truck turning templates for site circulation; and
3. Please provide the ITE land use code used in the traffic brief to estimate the additional site trips for staff to verify.

As well as the following comment from Zoning:

1. A site plan showing all parking spaces and surface treatment (asphalt, gravel etc.) to confirm sufficient parking onsite.

Please find enclosed:

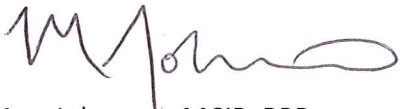
- “Update Memo” to the October 2019 Traffic Impact Brief authored by RC Spencer Associates Inc. and dated August 6, 2020; and
- Revised Concept Plan by UrbanSolutions.

Additionally, in response to Transportation Planning comment #3 it should be noted that there is no specific ITE land use code for the current use of the subject lands. The trip generation was estimated per information provided by Triple M Metal and it was anticipated that the additional trips generated by the proposed changes to the site would be 30 trips during the AM peak hour with 15 entering and 15 exiting the site. This methodology is actually encouraged by the ITE when their historical data is not suitable for use (ie. no similar land use included in Trip Generation Manual).

We trust that the enclosed is sufficient to address the above City staff comments and we look forward to continuing to work with staff in the review of this application. Should you have any questions or require anything further, please do not hesitate to contact the undersigned.

Regards,

**UrbanSolutions**



Matt Johnstoh, MCIP, RPP  
*Principal*



Ava Barnett, BA (Hons)  
*Planning Technician*

cc: Mr. Mark De Souza, Director, Real Estate, Giampaolo Investments Limited