MB1 | Land Use Planning
Development Consulting

August 11, 2026

City of Burlington
426 Brant Street, PO Box 5013
Burlington, Ontario L7R 3Z6

**Re: Concurrent Applications for Official Plan and Zoning By-Law Amendment**
**800 Burlington Drive, Burlington**

On behalf of Emshih Developments Inc., the owner of 800 Burloak Drive, I am submitting concurrent applications for Official Plan and Zoning By-Law Amendment with respect to the development proposal for construction of two 8-storey mid-rise mixed-use buildings with a surface parking lot. This submission is made in response to correspondence from the City of Burlington dated July 8, 2026 that deemed the applications incomplete. The following are specifically noted in response to the notice of incomplete application:

1. The application form has been signed by the owner and commissioned;
2. The owner is prepared to pay the applicable application fee once the application has been formally accepted by the City;
3. The updated "Compatibility Mitigation Study Air Quality, Noise and Vibration" dated July 7, 2026 has been finalized and signed;
4. Section B.2 of the updated Planning Justification Report identifies the heights of existing structures on adjacent properties in response to the comment regarding the Height Survey requirement;
5. A Sun & Shadow Study dated July 23, 2026 has been prepared by ZO1 Architects in accordance with the City of Burlington's Shadow Study Guidelines and Terms of Reference;
6. A letter from Kuntz Forestry Consulting Inc. ("KFCI") dated July 8, 2026 has been submitted with the Applications as it relates to the Tree Inventory and Protection Plan;
7. Per Section C.3.7 of the updated Planning Justification Report, it is requested that the Hydrogeological Study be deferred to the Site Plan Approval stage as this study relates to function and efficiency, adequacy of infrastructure, and grading and drainage, and can be more effectively and accurately completed once the more detailed Site Plan Application-level drawings are available;
8. The updated Traffic Impact Study includes a Parking Demand analysis section to justify the proposed parking supply; and
9. Per Section C.3.7 of the updated Planning Justification Report, it is requested that the Hydrogeological Study be deferred to the Site Plan Approval stage as this study relates to function and efficiency, adequacy of infrastructure, and grading and drainage, and can be more effectively and accurately completed once the more detailed Site Plan Application-level drawings are available; and
10. Pursuant to the e-mail correspondence from City staff dated August 5, 2026, the Stage 1 Archaeological Assessment will be deferred and addressed through a holding provision as necessary.

With respect to the items noted in the notice of incomplete application that relate to the 2020 Official Plan, I note the following:

- Section C.2 outlines the details of the proposed Official Plan and Zoning By-Law Amendments; this information can be incorporated into draft amendment documents in the City's standard format;
- Section D.3 includes an overview of the applicable urban design policies and can be expanded into an Urban Design Brief as part of the Site Plan Approval package; and
- The additional listed items can be addressed as part of the comprehensive Site Plan Approval submission.

Please contact me directly at (905) 599-9973 or michael@mb1consulting.com with any questions you have with respect to these applications and the associated plans and documents.

Regards,



Michael Barton, MCIP, RPP
President
**MB1 Development Consulting Inc.**