

April 21, 2025

Koren Lam, RPP  
Senior Planner  
Lanark County  
99 Christie Lake Road  
Perth, ON K7H 3C6

**Re: Condominium Description Application  
Meadow Ridge Subdivision – Block 213**

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Dear Ms. Lam,

On behalf of my client, Pegasus Development Corporation, I am pleased to be filing the subject Planning Act application for your review, processing, and approval. This application is being submitted further to the extensive correspondence that's occurred with Town of Carleton Place and County Staff since at least 2020, including our recent exchange of e-mails confirming submission requirements.

As discussed, it is our preference in this instance to initiate approvals with Condominium Description approvals, following which necessary development permitting approvals will be pursued with the Town.

As required, I am pleased to provide the following items in support of approvals:

1. Executed Condominium Description application form.
2. Site Plan (SP-1, Rev 11), dated April 15, 2025, prepared by M. David Blakely Architect Ltd.
3. Plan of Condominium (draft), undated, prepared by Fairhall, Moffatt & Woodland Limited.
4. POTL Reference Plan (draft), undated, prepared by Fairhall, Moffatt & Woodland Limited.
5. Planning Rationale, dated April 21, 2025, prepared by GEMTEC Engineers and Scientists Limited.
6. Urban Design Brief, dated April 21, 2025, prepared by GEMTEC Engineers and Scientists Limited.
7. Housing Needs Assessment, dated April 21, 2025, prepared by GEMTEC Engineers and Scientists Limited.

8. Traffic Impact Study, dated April 7, 2025, prepared by Egis Canada Ltd.

9. Serviceability Report, dated October 10, 2024, and prepared by Novatech.

In addition to the above, a current PIN Abstract is being provided in support of your office's processing of approvals.

One cheque in the amount of \$6,000, representing the applicable County of Lanark fee for processing a Condominium Description application, is being provided directly by my client under separate cover. An additional cheque in the amount of \$5,000 is being provided pursuant to the requirement for a refundable deposit for the County's processing of the application. The Town's fee of \$5,000 is being provided separately to their attention as well.

We look forward to working with your office collaboratively in support of a swift approval process. Please do not hesitate to contact me should you require any additional information.

Sincerely,



Benjamin Clare, MCIP RPP  
Senior Planner

Encl.