



### Letter of Authorization

Date: March 22, 2022

To: City of Brandon  
Planning & Buildings Department  
638 Princess Avenue  
Brandon, MB  
R7A 0P3

RE: Willowcrest Avenue (address or legal description of application)

I (We) hereby give authorization to:

Brandon Evergreen Enterprises Ltd. (Applicant's name)

To apply for a development application for the above address.

First Mortgagee on the Current Status of Title:

Fusion Credit Union Limited

DocuSigned by:  
*Brenda Salyn*  
1C06CC552AE748B

22-Mar-2022 | 10:08 AM CDT

Name (Print)

Per: Brenda Salyn  
Name (Signed)

Date

Name (Print)

Name (Signed)

Date

Name (Print)

Name (Signed)

Date

Name (Print)

Name (Signed)

Date



Planning & Buildings Department
638 Princess Avenue. Brandon MB. R7A 0P3
T: 204.729.2110 F: 204.728.2406
www.brandon.ca/planning

Application for Subdivision

Name of Property Owner: Brandon Evergreen Ent LTD

Name of Applicant: As above

Civic Address of Property: 21 Willowcrest Avenue, Brandon Maniotba R7A-7K9

Legal Description of Property: FIRSTLY: PARCELS A AND B PLAN 1269 BLTO-IN SW 1/4 11-10-19 WPM -SECONDLY: PARCELS 1 AND 2 PLAN 1287 BLTO - THIRDLY: PARCEL "B" PLAN 1547 BLTO - FOURTHLY: PARCEL 1 PLAN 1592 BLTO

References:

BAPD Development Plan By-law No. 95/01/12

Applicable Secondary Plan By-law

City of Brandon Zoning By-Law No. 7124

\*\*Prior to submitting a formal application, the Planning & Buildings Department strongly recommends that all applicants meet with a Community Planner to complete a pre-application review\*\*

Subdivision Request:

As the applicant, I confirm and verify to the City that the information provided in this application is true and complete, and I undertake to observe and perform all provisions of The Planning Act, the Development Plan, the Zoning By-law, and the provisions of other relevant laws, by-laws or agreements.

Signature of Applicant: [Signature] Date: March 28 2022
Address: 21 Willowcrest Ave Brandon Maitoba Postal Code: R7A-7K9
Phone No.: (Primary) 604-722-2731 (Secondary)
Email Address: aaron@brandonevergreen.com

Signature of Owner: [Signature] Date: March 28 2022
Address: As Above Postal Code:
Phone No.: (Primary) (Secondary)
Email Address:

The personal information which you are providing is being collected under the authority of The Planning Act and will be used for the purpose of approving this application. Information is also being collected for the purpose of statistical reporting. It is protected by the Protection of Privacy provisions of The Freedom of Information and Protection of Privacy Act. If you have any questions about the collection and/or use of information, contact Jennifer Houlihan, FIPPA Coordinator, City of Brandon Planning & Buildings Department, 638 Princess Avenue, Brandon, Manitoba, R7A 0P3, Telephone 204-729-2116

FOR PLANNING DEPARTMENT USE ONLY:
Community Planner: Planning File No.: CityView No.:
Date Application Received: Payment Date: Receipt No.: Amount: \$
Subdivision - Application Attachment A-2 REV 07/2020

## Development Information

Proposed Land Use(s)	Number of Units	Number of Lots	Total Land Area (m <sup>2</sup> )
Detached			
Semi-Detached			
Duplex			
Row House	7	1	592
Multiple Dwellings	183	1	4727
Other Residential			
Parks and Open Space	N/A	N/A	
Industrial	N/A		
Commercial	N/A		
Institutional	N/A		
Roadway/Laneway ROW	N/A	N/A	
Other Non-Residential	N/A		260
<b>Totals</b>	190	2	5579

## Services

Sewage Disposal	Municipal Sewer	Septic Tank	Septic Field	Other
Present	yes			
Proposed	yes			
Water Supply	Piped Water	Community Well	Individual Well	Other
Present	yes			
Proposed	yes			
Drainage	Natural	Ditches	Curb & Gutter	Storm Sewer
Present				
Proposed			yes	yes

March 22, 2022

City of Brandon  
Planning & Building Safety Department  
638 Princess Avenue  
Brandon, MB  
R7A 0P3

**Attention:** Bernice Leyeza, Community Planner

**Reference:** Letter of Intent for Subdivision Application

**Subject:** Brandon Evergreen Enterprises Ltd.

Dear Ms. Leyaza,

I write this letter of intent for submission with a subdivision application for the property located at 21 Willowcrest Avenue. The property contains six parcels that are legally described as follows:

Parcel B, Plan No. 1547, Brandon Land Titles Office (BLTO)  
Parcel 1, Plan No. 1592, BLTO  
Parcels 1 and 2, Plan No. 1287, BLTO  
Parcels A and B, Plan No. 1269, BLTO

The proposed subdivision will be comprised of 2 separate developments on 2 separate lots with a public road dedication and in combination provide a mix of 190 residential units of wood framed townhouses and condominiums. There will be pedestrian connectivity provided throughout both developments.

This subdivision application has been submitted to replace an already approved but not registered subdivision for this property. I have made changes that I feel are best for the surrounding community and for the health of the development. This application is less disruptive for the community as we no longer have to provide an emergency access on the South side that would have removed a home from Kelsey Bay to provide that emergency access. Also, our storm water services no longer have to travel East along the public reserve from our Southeast corner then North along Tracey Street to tie into existing storm water services.

We have negotiated with our neighbors to the North that allow us to tie into in their servicing as well as for them to provide secondary/emergency access to the two lots from the Northeast corner, eliminating the need for both items above.

Both subdivided lots will legally have access via Willowcrest Avenue on the west. A secondary access will also be provided at the northeast corner of lot 2. Lot 2 will provide emergency access to Lot 1 from the northeast access should emergency vehicles require a secondary path to the site. Part of the subdivision application is the dedication of 0.045 HA of roadway that will make up the Eastern portion of the City owned Willowcrest Ave. This dedication of land will provide legal frontages of city owned streets to both lots. All other streets within the subdivision lots will be private.

The site is consistent with the BAPD Development Plan (DP) by complying with the Urban Residential Policies for location, housing mix and density. The site is located within residentially designated land as indicated on Map One in the DP. The site provides a mix of housing and density.

The site is consistent with the Zoning By-law by meeting all requirements for setbacks, projections and obstructions sans one. A variance for a 3.0 m side yard setback reduced from 4.6m will be submitted separately. This reduction will not be detrimental to the health or general welfare of people living or working in the surrounding area; it will not negatively affect adjacent properties.

Sincerely,

A handwritten signature in black ink, appearing to be 'A. Dubois', with a long horizontal stroke extending to the right.

Aaron Dubois

April 2, 2022,

**Attention:** Property Owner

**Reference:** 21 Willowcrest Ave Subdivision Application

**Subject:** Subdivision Application Details

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Hello,

I just wanted to reach out to you and provide some more information as it becomes available and as we move forward with our adjusted (new) subdivision application.

Please find attached our preliminary site plan.

Also, some enquires have come in about the need for us to add additional access through Kelsey Bay on top of the already required emergency access for our older subdivision plans.

I want to take this time to inform you. There is no need for additional access through Kelsey Bay and in fact our new application does not require the need to provide **any** emergency accesses or access otherwise at all through Kelsey Bay.

We have worked out a deal with the property owners to the North of our development and if our current application is approved, it will eliminate any and all requirements to provide access through Kelsey Bay as that was a condition of my previous subdivision approval.

The public reserve between our development and Kelsey Bay will still be fenced and landscaped as per City requirements

More information will be shared and sent as we confirm timelines and information.

For any inquiries or comments that are negative or positive regarding the newest subdivision application. I look forward to hearing them and we can be reached @

info@brandonevergreen.com

Thanks

Brandon Evergreen



**From:** [Aaron Dubois](#)  
**To:** [Bernice Leyeza](#); [Ryan Nickel](#); [Andrew Mok](#)  
**Subject:** [EXTERNAL]2nd Community Outreach  
**Date:** Sunday, April 10, 2022 3:39:06 PM  
**Attachments:** [Sub Division Application THE WOODS COMBINED SITE PLAN MAR29 2022.pdf](#)  
[Community Outreach Letter to neighbors 2022.docx](#)

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**CAUTION:** This email originated from outside the organization. Be cautious of web links or attachments.

Please note below the second info letter sent to the 96 addresses provided were mailed out Saturday 2nd of April.

Of the 192 letters that have been prepared and sent out we received 2 responses in total.

One was from a resident in the Landing asking about dog poop in the buffer between the properties East/West  
other was from a Kelsey Bay resident asking for an updated site plan.

I will report on any other inquiries I receive but I don't think we will get any more as both original inquiries came from the first round of mailings.

Please see attached for 2nd community outreach letter.

Aaron



To Occupant:

April 13, 2022

This notification is to advise you that Brandon Evergreen Enterprises Ltd. is making application to subdivide 21 Willowcrest Ave, Brandon Manitoba. The intent of the subdivision is to facilitate the creation of two parcels and the dedication of Willowcrest Road to the City of Brandon.

Lot 1 is proposed to be .96 acres in area and includes an existing 7 unit townhouse and a future 18 unit, 2-storey building.

Lot 2 is proposed to be 4.52 acres in area and is currently vacant. Broadstreet Properties, which owns and operates the existing Aspen Greens apartment site, is proposing to construct a phase 2 development consisting of 165 purpose built rental units in two 4-storey apartments. The proposed new development will have accesses from Willowcrest Avenue and an internal laneway via phase 1.

The two L-shaped buildings complement the existing construction and serve to frame the parcel, while screening the surface parking from neighbouring residents. A well thought out landscape plan will provide additional buffering for residents, and planting locations and species will be chosen with the intent of providing year-round visual interest and shade, and screening where appropriate. Particular attention will be placed on the east and south property lines, and the 6.1m public reserve to the south will be landscaped and maintained with the rest of the property.

The exterior details of the proposed development will be similar to the existing Aspen Greens apartments to support a seamless transition and promote a community village atmosphere. Phase 2 development will incorporate additional amenities such as a community garden, dog run, and a multi use path with access to a future sidewalk on Willowcrest Avenue.

Included with this notification is the proposed plan of subdivision and a contextual overlay of the proposed developments alongside existing conditions.

For information regarding the subdivision application or development of Lot 1 please contact:

Aaron Dubois

[aaron@brandonevergreen.com](mailto:aaron@brandonevergreen.com)

For information regarding the proposed development of Lot 2 please contact:

Rachel Ricard

[Rachel.ricard@seymourpacific.ca](mailto:Rachel.ricard@seymourpacific.ca)