



Date: October 28, 2024
To: Mayor and Council
Author: Jerell Penales, Development Engineer
RE: Millbrook Estates Stage 2 Phase – Final Acceptance

RECOMMENDED ACTION

That Council **APPROVE** the final acceptance and assumption of the roadway and infrastructure for the Millbrook Estates Subdivision Stage 2 Phase 2.

BACKGROUND

In a formal written request to Planning and Development Services, dated September 26th, 2024, the developer has provided a General Conformance letter requesting that the municipality grant final acceptance and assume all underground and surface infrastructure.

As per the Town's current Development Standards Manual, the developer is to formally request final acceptance from the Director of Planning & Development for the Town to accept the subdivision as complete. Subsequently, Council must agree to final acceptance of the subdivision to transfer responsibility of the roadway and infrastructure to the Municipality. Once approval is given, the developer is no longer obligated to maintain or repair the infrastructure in the subdivision.

DISCUSSION

The Millbrook Estates Stage 2 Phase 1 subdivision was assumed on February 8, 2017, encompassing the western and southern portion of Hazel Crescent. The subsequent Millbrook Estates Stage 2 Phase 2 subdivision includes the eastern portion of Hazel Crescent and Woodland Street. This phase of the development consists of forty-one (41) single-family residential lots. The overall progress of the development stands at 93% build out, with only three lots remaining vacant.

All infrastructure has been satisfactorily constructed and installed including surface asphalt. All previous outstanding deficiencies have been rectified and all Development Agreement requirements for this phase have been fully satisfied.



Figure 1: Millbrook Estates Stage 2 Phase 2 Aerial

FINANCIAL CONSIDERATIONS

Infrastructure assets are added to the municipalities Tangible Capital Assets (TCA) inventory upon final acceptance. The associated infrastructure will be included in future Asset Management Plans and lifecycle reserve strategies.

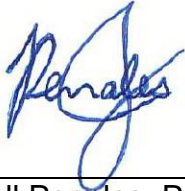
ENVIRONMENTAL CONSIDERATIONS

The Stormwater Management system has been designed in conformance with the Windsor/Essex Region Stormwater Management Standards Manual. This phase of the development is fully serviced by sanitary sewers.

CONSULTATIONS

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