

November 6, 2018

Town of Fort Frances  
320 Portage Avenue  
Thunder Bay, ON P7A 3P9

Attn: Tyson Dennis, Chief Building Officer e. [tdennis@fortfrances.ca](mailto:tdennis@fortfrances.ca)

**RE: RAINY RIVER DSSAB EIGHT PLEX APARTMENT BUILDING  
BUILDING PERMIT No. 2017-025  
REQUEST FOR AMENDMENT TO THE SITE PLAN AGREEMENT  
Project No. 2016042**

Dear Mr. Dennis,

We are writing to request for an amendment to the site plan control agreement for the above noted project to reduce the fence height requirement as agreed to from 1800mm to 1500mm to be consistent with the zoning bylaw requirements for a buffer fence between the subject property and adjacent single-family residential property.

The original site plan agreement indicated an 1800mm fence height despite the bylaw permitting a lower fence height. The higher height was not a design requirement of the municipality or of the building owner at the time the original SPA submission was prepared and that it was in excess of the required height was an oversight of the architect who originally proposed the higher fence and prepared the SPA drawings accordingly.

The agreed to extent of fencing is captured accurately on the SPA drawing however the contract documents for the build inadvertently omitted a section of it along the west side of the property. When it was subsequently identified by the municipality that an additional section of fencing along the west was required in order to comply with the SPA in order to reduce the cost of the increased length of fence the contractor was directed to reduce the fence height to the minimum required height stipulated in the zoning bylaw and to construct it on an existing steel framework. As a compensating measure additional board cladding is being provided on the exterior side of the fence to improve the appearance from the adjacent property.

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It is now being requested that the SAP be amended to reflect this modified, as constructed, design approach which, while different from the SPA, complies with the zoning bylaw requirements.

Thank you for the consideration of this request.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'John Stephenson', with a long horizontal stroke extending to the right.

John Stephenson, Architect, B.Arch., OAA, FRAIC,  
Partner, FORM Architecture Engineering