

MINUTES UNDER THE PLANNING ACT**Committee of Adjustment Application for 186 Britannia Avenue West**

An application has been submitted by **Muhammad Afzal on behalf of Ahmad Kanama** for variances from the City's Zoning By-law 60-94.

The application relates to **186 Britannia Avenue West** (PL 40M-2533 PT LT 3 RP 40R-29820 PT 6), Oshawa, Ontario.

The purpose and effect of the application is to permit a semi-detached dwelling which may include an accessory apartment with the variances in Column 1 below, instead of the requirements in Column 2 below, as required by Zoning By-law 60-94 for a semi-detached dwelling in a R2(11) (Residential) Zone.

Zoning Item	Column 1	Column 2
Minimum Parking Space Length (one space only)	5.4m	5.75m
Minimum Parking Space Width	2.6m	2.75m
Minimum Landscaped Open Space in the Rear Yard	42%	50%

A meeting of the Oshawa Committee of Adjustment was held on June 19, 2024 at 6:00 p.m. in the "C" Wing Committee Meeting Room, City Hall, Oshawa, Ontario.

Present: A. Johnson, F. Eismont, D. Lindsay, D. Thomson
V. Muhunthan, T. Ryan

Also Present: M. Afzal, 2196 Britannia Road W, Mississauga

A report received from the Economic and Development Services Department stated no objection to the approval of this application with a condition.

M. Afzal provided an overview of the application.

Moved by D. Lindsay, seconded by A. Johnson,

"THAT the application by **Muhammad Afzal on behalf of Ahmad Kanama for 186 Britannia Avenue West**, Oshawa, Ontario, be approved subject to the following condition(s):

1. The applicant shall obtain an Access to Property Permit (curb cut and restoration) to generally match the width of the hard surface driveway apron in the boulevard with the proposed parking spaces on the subject site prior to the issuance of a building permit for the accessory apartment."

Affirmative – A. Johnson, F. Eismont, D. Lindsay and D. Thomson

Negative – None


CARRIED.

The Chair declared that the application BE APPROVED.

The APPROVAL of the application granted herein is based upon the following reasons:

1. The Committee is of the opinion that the variances granted are minor in nature.
2. The Committee is of the opinion that the variances granted are desirable for the appropriate development of the subject property.

3. The Committee is of the opinion that the granting of the variances maintains the general intent and purpose of the Official Plan and Zoning By-law.



Vaishnan Muhunthan, Assistant Secretary-Treasurer

MINUTES UNDER THE PLANNING ACT

Committee of Adjustment Application for 109 Colborne Street West

An application has been submitted by **Independent Project Managers on behalf of Riverbank Homes Ltd.** for variances from the City's Zoning By-law 60-94.

The application relates to **109 Colborne Street West** (PL 19 PT LT 15), Oshawa, Ontario.

The purpose and effect of the application is to permit an apartment building with the variances in Column 1 below, instead of the requirements in Column 2 below, as required by Zoning By-law 60-94 for an apartment building in a R6-D.T25/R7-A (Residential) Zone.

Zoning Item	Column 1	Column 2
Maximum Density	468 u/ha	300 u/ha
Minimum Lot Frontage	18m	30m
Minimum Front Yard Depth	2.2m	6m
Minimum Interior Yard Depth	2.6m	9m
Minimum Exterior Yard Depth	0.3m	9m
Parking Space in a Driveway Sight Triangle	To Permit	Not Permitted
Maximum Lot Coverage	51%	45%
Minimum Landscaped Open Space	19%	25%
Minimum Landscaped Open Space in Rear Yard of a Corner Lot	5%	50%
Minimum Parking	0.177 space/unit (14 spaces)	1 space/unit (79 spaces)
Minimum Distance of Parking Area to Street Line	0.3m	3m

The subject site is also subject to an application for Site Plan Approval (File SPA-2023-12).

A meeting of the Oshawa Committee of Adjustment was held on June 19, 2024 at 6:00 p.m. in the "C" Wing Committee Meeting Room, City Hall, Oshawa, Ontario.

Present: A. Johnson, F. Eismont, D. Lindsay, D. Thomson
V. Muhunthan, T. Ryan

Also Present: D. Meredith, Independent Project Managers
J. Vinson, 22 Old Kingston Road, Courtice

A report received from the Economic and Development Services Department stated no objection to the approval of this application with conditions.

D. Meredith provided an overview of the application.

In response to a question from F. Eismont, D. Meredith replied that the parking justification study reviewed proxy sites within the City of Oshawa which did not identify any concerns with parking with respect to the development. D. Meredith clarified that the absence of parking availability for tenants will be controlled through the lease arrangement.

In response to a question from D. Lindsay, D. Meredith replied that the Region of Durham and Canadian Mental Health Association were consulted to assist in the funding of the proposed development.

J. Vinson, owner of 79 Colborne Street West, expressed concerns over the lack of parking and reduced setbacks as well as if the application is beyond the responsibility of the Committee of Adjustment for consideration.

F. Eismont commented that applications considered by the Committee have changed over the years as a result of provincial policy modifications and that City planning staff determine if a proposal meets the requirements for a minor variance.

In response to a question from J. Vinson, V. Muhunthan replied the decision under the Planning Act will include the signatures of the Committee of Adjustment members.

In response to a question from D. Lindsay, D. Meredith clarified that the proposed parking reduction was reviewed as part of the parking justification report that was submitted as part of the site plan approval application. D. Meredith also expressed that the current required setbacks are too restrictive to permit the redevelopment of the site.

D. Meredith commented that tree preservation will be considered as part of the site plan approval application and that if the need to manage trees on an abutting property is necessary, then authorization from the neighbour would be required.

Moved by A. Johnson, seconded by D. Thomson,

“THAT the application by **Independent Project Managers on behalf of Riverbank Homes Ltd.** for **109 Colborne Street West**, Oshawa, Ontario, be approved subject to the following condition(s):

1. A maximum of 0.5 sq. m. is permitted for a parking space within the driveway sight triangle.
2. The applicant shall construct a minimum 0.9m high decorative fence on the subject property adjacent to the exterior side lot line between the parking area and exterior side lot line.
3. Prior to issuance of a building permit for an apartment building with reduced parking, the owner shall provide a copy of an agreement with the Region of Durham or another government body committing to maintaining the apartments as affordable rental units.”

Affirmative – A. Johnson, F. Eismont, D. Lindsay and D. Thomson

Negative – None

CARRIED.

The Chair declared that the application BE APPROVED.

The APPROVAL of the application granted herein is based upon the following reasons:

1. The Committee is of the opinion that the variances granted are minor in nature.
2. The Committee is of the opinion that the variances granted are desirable for the appropriate development of the subject property.
3. The Committee is of the opinion that the granting of the variances maintains the general intent and purpose of the Official Plan and Zoning By-law.



Vaishnan Muhunthan, Assistant Secretary-Treasurer

MINUTES UNDER THE PLANNING ACT**Committee of Adjustment Application for 487 Byron Court**

An application has been submitted by **William and Anne Gummow** for variances from the City's Zoning By-law 60-94.

The application relates to **487 Byron Court** (PL 568 LT 186), Oshawa, Ontario.

The purpose and effect of the application is to permit accessory buildings ancillary to a single detached dwelling with the variances in Column 1 below, instead of the requirements in Column 2 below, as required by Zoning By-law 60-94 for accessory buildings ancillary to a single detached dwelling in a R1-C (Residential) Zone.

Zoning Item	Column 1	Column 2
Maximum Lot Coverage of all Accessory Buildings as a Percentage of the Lot Area	10%	8%
Maximum Lot Coverage of all Accessory Buildings as a Percentage of the Main Building	61%	50%

A meeting of the Oshawa Committee of Adjustment was held on June 19, 2024 at 6:00 p.m. in the "C" Wing Committee Meeting Room, City Hall, Oshawa, Ontario.

Present: A. Johnson, F. Eismont, D. Lindsay, D. Thomson
V. Muhunthan, T. Ryan

Also Present: W. Gummow, 487 Byron Court, Oshawa

A report received from the Economic and Development Services Department stated no objection to the approval of this application.

W. Gummow provided an overview of the application.

In response to a question from A. Johnson, V. Muhunthan clarified a maximum lot coverage of 10% is being proposed for all accessory structures on the lot instead of 11% due to revised calculations from planning staff based on accurate lot dimensions.

Moved by D. Thomson, seconded by A. Johnson,

"THAT the application by **William and Anne Gummow** for **487 Byron Court**, Oshawa, Ontario, be approved."

Affirmative – A. Johnson, F. Eismont, D. Lindsay and D. Thomson

Negative – None

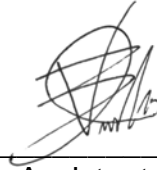
CARRIED.

The Chair declared that the application BE APPROVED.

The APPROVAL of the application granted herein is based upon the following reasons:

1. The Committee is of the opinion that the variances granted are minor in nature.
2. The Committee is of the opinion that the variances granted are desirable for the appropriate development of the subject property.

3. The Committee is of the opinion that the granting of the variances maintains the general intent and purpose of the Official Plan and Zoning By-law.



Vaishnan Muhunthan, Assistant Secretary-Treasurer

MINUTES UNDER THE PLANNING ACT**Committee of Adjustment Application for 631 Taylor Avenue**

An application has been submitted by **Daniel Allan on behalf of Joseline Perciballi** for a variance from the City's Zoning By-law 60-94.

The application relates to **631 Taylor Avenue** (PL 560 LT 37), Oshawa, Ontario.

The purpose and effect of the application is to permit a single detached dwelling which may include an accessory apartment with a minimum parking space width of 2.6m, whereas Zoning By-law 60-94 requires a minimum parking space width of 2.75m for a single detached dwelling in a R1-C (Residential) Zone.

A meeting of the Oshawa Committee of Adjustment was held on June 19, 2024 at 6:00 p.m. in the "C" Wing Committee Meeting Room, City Hall, Oshawa, Ontario.

Present: A. Johnson, F. Eismont, D. Lindsay, D. Thomson
V. Muhunthan, T. Ryan

Also Present: D. Allan, 1009-66 Malta Avenue, Brampton

A report received from the Economic and Development Services Department stated no objection to the approval of this application.

D. Allan provided an overview of the application.

Moved by D. Lindsay, seconded by F. Eismont,

"THAT the application by **Daniel Allan on behalf of Joseline Perciballi** for **631 Taylor Avenue**, Oshawa, Ontario, be approved."

Affirmative – A. Johnson, F. Eismont, D. Lindsay and D. Thomson

Negative – None

CARRIED.

The Chair declared that the application BE APPROVED.

The APPROVAL of the application granted herein is based upon the following reasons:

1. The Committee is of the opinion that the variance granted is minor in nature.
2. The Committee is of the opinion that the variance granted are desirable for the appropriate development of the subject property.
3. The Committee is of the opinion that the granting of the variance maintains the general intent and purpose of the Official Plan and Zoning By-law.



Vaishnan Muhunthan, Assistant Secretary-Treasurer

MINUTES UNDER THE PLANNING ACT

Committee of Adjustment Application for 14 Hospital Court

An application has been submitted by **D. G. Biddle & Associates Limited on behalf of Lakeridge Health Foundation** for a variance from the City's Zoning By-law 60-94.

The application relates to **14 Hospital Court** (PL 335 SHEET 9 LT C9 PT LTS C6 TO C8), Oshawa, Ontario.

The purpose and effect of the application is to maintain professional offices with accessory parking as well as temporary non-accessory parking, whereas Zoning By-law 60-94 does not permit temporary non-accessory parking for professional offices in an SO-A(5) "h-36" (Specialized Office) Zone.

A meeting of the Oshawa Committee of Adjustment was held on June 19, 2024 at 6:00 p.m. in the "C" Wing Committee Meeting Room, City Hall, Oshawa, Ontario.

Present: A. Johnson, F. Eismont, D. Lindsay, D. Thomson
V. Muhunthan, T. Ryan

Also Present: M. Khan, D. G. Biddle & Associates Limited

A report received from the Economic and Development Services Department stated no objection to the approval of this application with a condition.

M. Khan provided an overview of the application.

In response to a question from F. Eismont, M. Khan confirmed that the decision will last for ten (10) years.

Moved by A. Johnson, seconded by F. Eismont,

"THAT the application by **D. G. Biddle & Associates Limited on behalf of Lakeridge Health Foundation** for **14 Hospital Court**, Oshawa, Ontario, be approved subject to the following condition(s):

1. That this decision shall become null and void after June 19, 2034."

Affirmative – A. Johnson, F. Eismont, D. Lindsay, D. Thomson

Negative – None

CARRIED.

The Chair declared that the application BE APPROVED.

The APPROVAL of the application granted herein is based upon the following reasons:

1. The Committee is of the opinion that the variance granted is minor in nature.
2. The Committee is of the opinion that the variance granted is desirable for the appropriate development of the subject property.
3. The Committee is of the opinion that the granting of the variance maintains the general intent and purpose of the Official Plan and Zoning By-law.



Vaishnan Muhunthan, Assistant Secretary-Treasurer

MINUTES UNDER THE PLANNING ACT

Committee of Adjustment Application for 1240 Langley Circle

An application has been submitted by **Bhaskar Joshi on behalf of Syed Faisal Imtiaz** for a variance from the City's Zoning By-law 60-94.

The application relates to **1240 Langley Circle** (PL 40M-2309 LT 144), Oshawa, Ontario.

The purpose and effect of the application is to permit a single detached dwelling which may include an accessory apartment, with a minimum landscaped open space in the front yard of 41%, whereas Zoning By-law 60-94 requires a minimum of 50% landscaped open space in the front yard for a single detached dwelling in a R1-E(13) (Residential) Zone.

A meeting of the Oshawa Committee of Adjustment was held on June 19, 2024 at 6:00 p.m. in the "C" Wing Committee Meeting Room, City Hall, Oshawa, Ontario.

Present: A. Johnson, F. Eismont, D. Lindsay, D. Thomson
V. Muhunthan, T. Ryan

Also Present: B. Joshi, 7 Archway Trail, Brampton

A report received from the Economic and Development Services Department stated no objection to the approval of this application.

B. Joshi provided an overview of the application.

In response to a question from F. Eismont, B. Joshi clarified the proposal does not contemplate any changes to the driveway or landscaped open space in the front yard.

Moved by D. Thomson, seconded by A. Johnson,

"THAT the application by **Bhaskar Joshi on behalf of Syed Faisal Imtiaz for 1240 Langley Circle**, Oshawa, Ontario, be approved."

Affirmative – A. Johnson, F. Eismont, D. Lindsay, D. Thomson

Negative – None

CARRIED.

The Chair declared that the application BE APPROVED.

The APPROVAL of the application granted herein is based upon the following reasons:

1. The Committee is of the opinion that the variance granted is minor in nature.
2. The Committee is of the opinion that the variance granted is desirable for the appropriate development of the subject property.
3. The Committee is of the opinion that the granting of the variance maintains the general intent and purpose of the Official Plan and Zoning By-law.



Vaishnan Muhunthan, Assistant Secretary-Treasurer

MINUTES UNDER THE PLANNING ACT**Committee of Adjustment Application for 800 and 850 Wilson Road South**

An application has been submitted by **Biglieri Group Ltd. on behalf of 850 Wilson Property Corp.** for Consent under Section 53(1) of the Planning Act.

The application relates to **800 and 850 Wilson Road South** (PL 335 SHEET 26 PT LT C6 NOW RP 40R-4383 PT 1, 2 AND RP 40R-7535 PT 1, 2), Oshawa, Ontario.

B-2024-22: The purpose and effect of the application is to permit the severance of a 0.49 ha industrial parcel of land with an existing building, retaining a 1.48 ha industrial parcel of land with an existing building.

B-2024-23: The purpose and effect of the application is to permit the severance of a 0.47 ha industrial parcel of land with an existing building, retaining a 1.01 ha industrial parcel of land.

B-2024-24: The purpose and effect of the application is to permit the severance of a 0.44 ha industrial parcel of land, retaining a 0.57 ha industrial parcel of land.

A meeting of the Oshawa Committee of Adjustment was held on June 19, 2024 at 6:00 p.m. in the "C" Wing Committee Meeting Room, City Hall, Oshawa, Ontario.

Present: A. Johnson, F. Eismont, D. Lindsay, D. Thomson
V. Muhunthan, T. Ryan

Also Present: M. Kolcak, Biglieri Group Ltd.

A report received from the Economic and Development Services Department stated no objection to the approval of this application with conditions.

M. Kolcak provided an overview of the application.

Moved by D. Lindsay, seconded by A. Johnson,

"THAT the application by **Biglieri Group Ltd. on behalf of 850 Wilson Property Corp.** for **800 and 850 Wilson Road South**, Oshawa, Ontario, be approved subject to the following conditions:

1. That the lands meet the applicable provisions of Zoning By-law 60-94 or, in the alternative, the applicant obtain the approval of the Committee of Adjustment for any variances required to ensure conformity with the applicable provisions of Zoning By-law 60-94, and that such approvals become final and binding.
2. The applicant shall provide a plan indicating the location and dimensions of loading spaces associated with 800 and 850 Wilson Road South on their respective proposed new lots, demonstrating compliance with Subsections 39.6 and 39.7 of Zoning By-law 60-94, or, in the alternative, the applicant obtain the approval of the Committee of Adjustment for any variances required to ensure conformity with the applicable provisions of Zoning By-law 60-94, and that such approvals become final and binding.
3. That the applicant submit to the Economic and Development Services Department a draft 40R Plan for approval describing the proposed severed and retained lands, the road widening, a 0.3m reserve and any necessary easements. Ultimately, the 40R Plan shall be deposited at the Land Registry Office prior to final approval, and the City be provided with a copy.
4. That the applicant demonstrate that there are no underground utilities on or under the proposed severed and retained lots that cross the proposed new property lines. In the event utilities cross property lines, easements would be required or utilities would need to be relocated.

5. That the applicant submit a building audit with respect to spatial separation for the south wall of the building addressed 800 Wilson Road South facing the new property line, prepared to the City's satisfaction, which documents the necessary works, if any, required to achieve compliance with the Ontario Building Code.
6. That the applicant submit a building audit(s) with respect to spatial separation for the south and north walls of the building addressed 850 Wilson Road South facing the new property lines, prepared to the City's satisfaction, which documents the necessary works, if any, required to achieve compliance with the Ontario Building Code.
7. That the applicant obtain the necessary building permit(s) to undertake the works identified by the building audit(s) and that such works be completed.
8. If necessary, as an alternative to Condition 7 above, a spatial separation agreement(s) is executed to the satisfaction of the City, which would prevent any building on the severed or retained lot from being built too close to the openings on the walls of the existing buildings.
9. This section of Wilson Road South is classified as a Type 'C' Arterial Road with a desired overall right-of-way of 26.0 metres. Therefore, the owner shall convey to the City of Oshawa sufficient unencumbered widening, that measures 13.0m from original centre line of the right of way.
10. The owner shall convey to the City a 0.3m reserve abutting Wilson Road South in front of the severed and retained lands of Application B-2024-24.
11. Unless a zoning bylaw amendment is passed or a minor variance is approved permitting a parking lot, the owner shall execute an undertaking to the satisfaction of the City acknowledging that the current SI-A (Select Industrial) Zone in the City's Zoning By-law 60-94 does not permit a parking lot as a standalone use of the severed and retained lands of Application B-2024-24, and agrees not to operate parking lot on these lands, and will communicate to all purchasers that a parking lot is not a permitted use.
12. The owner shall enter into an agreement or other satisfactory arrangement with the City, if necessary due to changes to drainage or any required changes in stormwater sewer services, if any, to ensure the fulfillment of the City's requirements, financially or otherwise for the development of the lands.
13. The owner shall prepare and execute a shared services agreement to the satisfaction of the City for the maintenance of the storm sewer that spans and services the severed and retained lands. This agreement shall be registered on title if necessary.
14. That the applicant acknowledge and agree to arrange for and pay the cost of all existing or proposed services required to service the severed and retained lands in accordance with the policies and/or requirements of the City.
15. That the applicant satisfy the requirements of the Regional Works Department's letters dated May 24, 2024 concerning the provision of Regional services, financial and otherwise.
16. That the applicant satisfy the requirements of the Regional Planning and Economic Development Department's letters dated May 22, 2024.
17. That the applicant satisfy the requirements of the Canadian National Railway's letter dated May 3, 2024.
18. Prior to final approval, all taxes for the subject lands must be current
19. That the consent be subject to the following periods:
 - (a) Last date for fulfilling conditions is May 19, 2026.
 - (b) Expiry date is June 19, 2026."

Affirmative – A. Johnson, F. Eismont, D. Lindsay, D. Thomson

Negative – None

CARRIED.

The Chair declared that the application BE APPROVED.



Vaishnan Muhunthan, Assistant Secretary-Treasurer

Agency Conditions

1. That prior to the signing of the certificate by the Assistant Secretary-Treasurer that the consent has been given, the Assistant Secretary-Treasurer is to be advised in writing by the City of Oshawa that conditions 1 to 14 have been carried out to its satisfaction.
2. That prior to the signing of the certificate by the Assistant Secretary-Treasurer that the consent has been given, the Assistant Secretary-Treasurer is to be advised in writing by the Regional Works Department that Condition 15 has been carried out to its satisfaction.
3. That prior to the signing of the certificate by the Assistant Secretary-Treasurer that the consent has been given, the Assistant Secretary-Treasurer is to be advised in writing by the Regional Planning and Economic Development Department that Condition 16 has been carried out to its satisfaction.
4. That prior to the signing of the certificate by the Assistant Secretary-Treasurer that the consent has been given, the Assistant Secretary-Treasurer is to be advised in writing by the Canadian National Railway that Condition 17 has been carried out to its satisfaction.
5. That prior to the signing of the certificate by the Assistant Secretary-Treasurer that consent has been given, the assistant Secretary-Treasurer is to be satisfied that the time periods outlined in Condition 19 have been adhered to.

MINUTES UNDER THE PLANNING ACT**Committee of Adjustment Application for 142 and 148 Townline Road North**

An application has been submitted by **Titlers Professional Corporation on behalf of Baseline Properties Ltd. (Courtice) and Kingsway College** for Consent under Section 53(1) of the Planning Act.

The application relates to **142 and 148 Townline Road North** (PL 586 PT LTS 1 AND 2), Oshawa, Ontario.

The purpose and effect of the application is to sever a 0.140ha residential parcel of land and add it to the lands to the west (126 Townline Road North), retaining a 37.8 ha lot with existing institutional uses.

A meeting of the Oshawa Committee of Adjustment was held on June 19, 2024 at 6:00 p.m. in the "C" Wing Committee Meeting Room, City Hall, Oshawa, Ontario.

Present: A. Johnson, F. Eismont, D. Lindsay, D. Thomson
V. Muhunthan, T. Ryan

Also Present: M. Beck, Titlers Professional Corporation

A report received from the Economic and Development Services Department stated no objection to the approval of this application with conditions.

M. Beck provided an overview of the application.

In response to a question from D. Lindsay, V. Muhunthan replied that the applicants have two (2) years to meet conditions.

Moved by D. Thomson, seconded by F. Eismont,

"THAT the application by **Titlers Professional Corporation on behalf of Baseline Properties Ltd. (Courtice) and Kingsway College** for **142 and 148 Townline Road North**, Oshawa, Ontario, be approved subject to the following conditions:

1. That the lands meet the applicable provisions of Zoning By-law 60-94 or, in the alternative, the applicant obtain the approval of the Committee of Adjustment for any variances required to ensure conformity with the applicable provisions of Zoning By-law 60-94, and that such approvals become final and binding.
2. That the applicant submit to the Economic and Development Services Department a draft 40R Plan for approval describing the proposed severed and retained lands. Ultimately, the 40R Plan shall be deposited at the Land Registry Office prior to final approval, and the City be provided with a copy.
3. That the applicant satisfy the requirement of the Regional Works Department's letter dated June 13, 2024
4. That the applicant satisfy the requirement of the Regional Planning and Economic Development Department's letter dated June 13, 2024
5. The Applicant shall pay the required fee for clearance of City conditions for each application
6. All taxes for the subject lands shall be current.
7. That the consent be subject to the following periods:
 - (a) Last date for fulfilling conditions is June 19, 2026
 - (b) Expiry date of Application is July 17, 2026."

Affirmative – A. Johnson, F. Eismont, D. Lindsay, D. Thomson

Negative – None

CARRIED.

The Chair declared that the application BE APPROVED.



Vaishnan Muhunthan, Assistant Secretary-Treasurer

Clearing Agencies

1. That prior to the signing of the certificate by the Assistant Secretary-Treasurer that the consent has been given, the Assistant Secretary-Treasurer is to be advised in writing by the City of Oshawa that conditions one (1) to seven (7) has been carried out to its satisfaction.
2. That prior to the signing of the certificate by the Assistant Secretary-Treasurer that the consent has been given, the Assistant Secretary-Treasurer is to be advised in writing by the Regional Works Department that condition three (3) has been carried out to its satisfaction.
3. That prior to the signing of the certificate by the Assistant Secretary-Treasurer that the consent has been given, the Assistant Secretary-Treasurer is to be advised in writing by the Regional Planning and Economic Development Department that condition four (4) has been carried out to its satisfaction.