



Date Prepared: August 12, 2025

From: Jason Slade, Project Manager, Housing Accelerator Funding

Re: Addendum 1
RFQ No. DPLI -2025-07-28 (Public Land Inventory)

Questions in black. Answers by Town in red.

Is the Town able to provide an estimated budget for the scope of work?

- It comes out of the Housing Accelerator Funding. Range envisioned is \$55-70,000.

Does the Town have any topographic data available?

- Yes. In CAD, GIS. Also, LIDAR data (if requested; however large file / high density data points).

Could the Town clarify whether the expectation is for the consultant to conduct a field visit and/or topographic survey for each identified parcel of land, or if this analysis can be completed through a desktop review?

- Desktop review is envisioned. Field surveys are not required.

Can the Town provide more information on the extent to which you are able to provide the following data for this project:

- Parcel boundaries and street address or unique identifiers for all parcels in the entire municipality in a GIS format
- Yes. We can provide in GIS, here parcel data is available: not all properties in the town are surveyed.

Parcel ownership information. At minimum whether the parcel is publicly owned and ideally by individual public organization.

- Yes, we can provide where available: not all Crown land is mapped.

Any other land use data and whether such data can be provided in a GIS format

- Existing land use (example: assessed existing land use on the property for property tax purposes)
 - We can provide records/excerpts from assessment roll book (table format). Keeping in mind that we are looking for vacant property, where a use has not been determined. Crown land may have domestic cutting or agricultural uses associated with it.
 - We can provide servicing in GIS format. Only 30-40% of the Town is on serviced water/sewer. Remainder is on private well and septic systems.
- Planned land use (example: Official Plan designation, Zoning, etc.)
 - Available in CAD.
- Development constraints mapping (i.e. environmental, infrastructure, agricultural, etc.)
 - We don't have an official map yet. In process as part of the Municipal Plan Review, but not available to date.
 - We have very good and up to date aerial photography (May 2025) and access to Eagleview program.
 - GIS and Eagleview illustrate water/sewer line locations (water approximate only).
 - We have some wetland data in GIS.

Can we assume substantial involvement from Torbay's in-house planner and other relevant staff regarding policy, regulations, etc.?

- The Town will offer any support we can provide, including advice/consultation on policy, regulations etc.
- We understand this to be a mapping study with an associated analysis / ranking for residential developability.

Do you have a starting list of public lands with boundaries, or do we build from scratch via provincial land-use atlas, registry of deeds, Open Street Map and similar public sources?

- The Town will provide its CAD and GIS mapping and relevant excerpts from data bases. The Town's mapping is good, but not fully complete, and, as you will appreciate, there might be 'unsurveyed' public land, where approximate boundaries would need to be indicated.
- We are able to assemble a list of Town owned land and associated survey work (if not already plotted in existing systems).
- Research with Crown lands and the land use atlas will still be required for Crown land where the Town is uncertain of the information.
- The Town wants to make you aware that there will likely be land that the Crown would understand to be Crown owned but that some property owners / residents may believe to be theirs. It might be advisable to distinguish between 'certainly Crown land' and 'land with uncertain title'. You might be aware of some of the concerns in and around the Crown Land process.

Do you have a relatively comprehensive set of private land boundaries? If not, is survey digitizing or other boundary digitizing within the scope of this project?

- Our information set has a large majority but not all boundaries plotted.
- We would only require plotting of public land where survey information is available via Town information, Crown or public source, or where private property boundaries might better define public land.

Do you have a relatively comprehensive list of municipal assets with GIS locations/boundaries (excluding natural assets, which we are involved in inventorying with Fundamental this year)?

- We have property boundary information. We have LIDAR data from 2018.
- The Town's Capital Asset Mapping Technologist is in process of mapping all of the Town's existing infrastructure. Some aspects have been extensively mapped, but others have not. Is there a specific infrastructure asset that you are wondering about?
- In the older part of the town, road right of ways are effectively the blank space between private property boundaries. A large number of major roads are provincial jurisdiction (Torbay Road, Marine Drive, Bauline Line, Indian Meal Line etc.), while we do have conveyances on hand for the 'newer' subdivisions including road r.o.w.'s and open spaces; however, we don't really need the road r.o.w.'s mapped if they are provincial or municipally maintained / paved roads, unless a boundary might define the boundary for the publicly owned parcel.
- We do have a number of unmaintained private gravel roads. There are numerous old public right of ways in the Town that are not publicly maintained. Some of those are mapped, but not all.
- We need the developable public land mapped.

Does this prioritization project require all legal boundaries or are informal/estimated boundaries OK where necessary?

- Informal / estimated boundaries will be accepted where no legal surveys exist or cannot easily be found.
- We do have the old cadastral maps.
- We have a folder with reference surveys / mapping

Does this prioritization need to take into account property values?

- No.
- But land suitability / developability / constraints will matter (for example environmental constraints, wetlands, rivers, slopes, road access, acreage, zoning, servicing). 30-40% of the Town is serviced by water/sewer. 60-70% is on well and septic system. The existing water supply is at capacity.