

10 IMPLEMENTATION

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10.1 Implementing the Plan

10.1.1 Detailed Planning

Volume 1 of this Official Plan represents the land use policy for the whole City. Certain areas of the City which are expected to undergo significant change may require a more detailed planning framework. Council may pass Secondary Plans, to be included in Volume 2 of the Official Plan, to provide additional structure for the development of **New Community Areas, Employment Areas or Intensification Areas**, to provide a framework for an appropriate street and block pattern, adequate municipal servicing and infrastructure and to determine the appropriate mix, location and intensity of certain uses.

Upon the adoption of Secondary Plans, a Block Plan will be required, at the discretion of the City, to be prepared by participating property owners within the Secondary Plan area or a portion thereof. The purpose of the Block Plan is to specifically address the extent and precise location of the Secondary Plan elements on the lands, including the Natural Heritage Network, servicing and infrastructure details including road and pedestrian networks, lot patterns and the precise location of community services such as *schools*, parks and community centres. The Block Plans essentially serve as a comprehensive blueprint for the creation of individual plans of subdivision where large parcels still remain. While this tool will be most commonly used in areas of new development it may also be applied, at the discretion of the City, in **Intensification Areas**.

Some areas of the City, which may or not be subject to Secondary Plans and/or Block Plans, will also be subject to Site and Area Specific Policies. These policies are to reflect historical conditions or development permissions that have been previously approved and still maintain the main goals and objectives of this Plan, but do not fit within the specific policy structure that has been created in this Plan. Council may approve additional Site and Area Specific Policies through the review of development applications where it is felt that the goals and objectives of this Plan are maintained but a modification to the policy structure is required.

It is the policy of Council:

Secondary Plans

- 10.1.1.1. That areas subject to completed Secondary Plans, contained in Volume 2 of this Plan, and areas where a Secondary Plan Study has been identified as being required are identified on Schedule 14-A. Additional Secondary Plans may be required, at the discretion of the City, for areas that are at least one of the following:
- a. **New Community Areas;**
 - b. **Employment Areas;**
 - c. ***Intensification Areas;***
 - d. areas of large, vacant or underutilized land that would benefit from comprehensive planning;
 - e. areas targeted for major public investment; and,
 - f. higher-order transit station areas, including GO stations and subway stations.
- 10.1.1.2. That Secondary Plans will address, but are not limited to, the following policy aspects:
- a. overall capacity for development, including projections for residential units and/or jobs;
 - b. street and block patterns;
 - c. land-use designations, building heights and densities;
 - d. built-form, urban design and public realm policies;
 - e. parks and open space requirements;
 - f. housing mix and strategies, including, where appropriate, opportunities for *affordable* housing;
 - g. employment mix and strategies, including, where appropriate, the provision of *retail* uses;
 - h. the transportation network, including provisions for transit, walking and cycling within the Secondary Plan area and connections to City-wide networks;
 - i. servicing requirements for the Secondary Plan area;
 - j. protection and enhancement of the Natural Heritage Network;
 - k. cultural heritage features of the area, including built heritage and potential *archaeological resources*;
 - l. provision of community services, including *schools*, libraries and community centres;
 - m. consideration of human service needs, including educational, social, health, arts, culture and recreation facilities;

- n. sustainable development requirements consistent with Section 9.1.3 of this Plan; and,
 - o. phasing of development.
- 10.1.1.3. That Secondary Plans shall be prepared in consultation with the community.
- 10.1.1.4. That where it has been determined that a Secondary Plan is required but not yet completed, no amendments to this Plan or the zoning by-law will be permitted without prior or concurrent adoption of the Secondary Plan for that area.
- 10.1.1.5. That, where a Secondary Plan has been prepared, to provide a context for coordinated development, and to demonstrate conformity with the policies of the Secondary Plan, each development application, in particular those applications intended to develop over a number of phases, shall include a Development Concept Report, providing a detailed description of the proposed development, and the manner in which it addresses the policies of the Secondary Plan. The Development Concept Report may form part of the justification for a development application as determined through a pre-consultation meeting with the Planning Department and address the following matters:
- a. phasing of development, from initial construction to ultimate completion;
 - b. achievement of the transit-supportive and pedestrian-oriented uses;
 - c. how the development has regard for the land use and design policies of neighbouring municipalities where appropriate;
 - d. height and massing of buildings;
 - e. distribution of land uses, lot sizes and densities;
 - f. relationship between streets and buildings, including how the proposed development and subsequent phases address any Secondary Plan policies respecting build-to lines;
 - g. how the street-related *retail* uses are being provided in the current phase of the application;
 - h. integration of development with transit services;
 - i. pedestrian, bicycle, and vehicular circulation networks and integration with the City's Pedestrian and Bicycle Master Plan, as appropriate;
 - j. parks and open space system;
 - k. location, dimensions and character of publicly accessible private open spaces and pedestrian routes, showing their continuity and complementary relationship to adjacent public spaces, pedestrian routes and streets;

- l. general location, size and treatment of parking facilities and vehicular access points, including the potential for shared parking, parking ramps and loading facilities and access and identification of streetscape improvements and relationship to public sidewalks and pedestrian routes.
- m. signage, streetscape amenity elements, lighting and site furnishings.
- n. location, size and design of stormwater management facilities;
- o. identification and design of streetscape and pedestrian route improvements for the entire subject property including the area from the building face to the curb, with respect to the provision of street trees (including a double row of trees on major Avenues, where feasible such as, Highway 7, Steeles Avenue and Yonge Street), signage, street furniture, landscaping, street and pedestrian scale lighting;
- p. location of street-related uses and principal pedestrian building entrances to street frontages, and how the role of the public street and pedestrian movement along the street are supported;
- q. micro-climatic conditions, modifications or enhancements;
- r. cultural heritage resources, and proposed measures to conserve them;
- s. proposed measures to remediate and restore significant natural features and conditions, and to address other environmental matters, consistent with the City's Environmental Management Guideline;
- t. protection and enhancement of significant views and landscape focal points; and,
- u. energy conservation and other proposed sustainability features of the development.

10.1.1.6. That, in evaluating development applications throughout the Secondary Plan Area, the City shall consider:

- a. the support the proposed use provides to the operation of the local, regional and inter-regional transit network in both the short and long term;
- b. the ability of the existing transit network to support the proposed development;
- c. the availability of water and sewer services and related Regional Allocation Capacity;
- d. the suitability of the proposed stormwater management facilities;
- e. compatibility with adjacent approved land use designations in proximity to the proposed use;
- f. compatibility of the proposal with the urban design policies and principles described in the Official Plan/ Secondary Plan and with the Zoning Bylaw.

- g. the proposed parking areas and access points;
- h. phasing may be addressed through the appropriate use of the policies of the Secondary Plan respecting the application of the Holding Symbol in the implementing Zoning By-law;
- i. identifies the expected financial requirements for such public infrastructure, and the appropriate financial contributions from benefiting landowners where applicable;
- j. the impact of traffic on adjacent existing and/or approved land uses, and the short and long-term impact of the proposed use on the operation of the regional and local road network;

10.1.1.7. That, in addition to the studies listed in 10.1.3.3, following the completion of a Development Concept Report and prior to the approval of any development application, the City may require the preparation of additional studies:

- a. community services needs assessment and delivery strategy;
- b. public art delivery strategy;

That the City shall establish specific requirements for studies addressing the foregoing concerns with development proponents. The costs associated with the conduct of these studies shall be the responsibility of the landowners and be shared equitably among benefiting landowners on a pro-rata basis.

10.1.1.8. That, within each block of the Secondary Plan, development applications should coordinate neighbouring development proposals in a mutually complementary fashion. Non-participating lands in the block shall be shown conceptually in the Development Concept Report and Phasing Plan.

10.1.1.9. Phases are to be based upon the existence of, or commitment to construct, the following infrastructure elements, where applicable:

- a. components of the local and primary road network;
- b. bus-rapid transit;
- c. subway; and
- d. public and community services.

Required Secondary Plan Areas - Policy Regarding the Processing of Individual Development Applications

- 10.1.1.10. That notwithstanding the policies concerning the Required Secondary Plan Areas identified in Schedule 14-A, Council may permit the continuance of processing of an existing development application submitted prior to May 17, 2010 when it is demonstrated to Council's satisfaction that the proposed development is generally compatible with the vision contemplated in the Official Plan; is significant in terms of its contribution to city-building; and that the proposal could be adversely affected because of any delay caused by having to adhere to the timing of a secondary plan process.
- 10.1.1.11. That upon direction by Council to staff to proceed with the processing of a development application in advance of the Secondary Plan, it will be required that the applicant attend a pre-application consultation meeting with appropriate staff at which meeting the requirements for various studies will be established, to the satisfaction of the City, to be undertaken as part of a complete application.

Block Plans

- 10.1.1.12. That through the Secondary Planning process, the City will identify areas subject to a Block Plan process.
- 10.1.1.13. That a Block Plan is a comprehensive planning framework that describes how the following policy aspects of development will be addressed:
- a. the proposed land uses, housing mix and densities;
 - b. traffic management, including the expected traffic volumes on all collector and local streets to precisely define the requirements for items such as traffic signals, stop signs, turn lanes and transit stop locations, traffic-calming measures, and transportation demand management;
 - c. the provision of public transit, pedestrian and cycling networks;
 - d. the provision of public and private services and the detailed approach to stormwater management;
 - e. protection and enhancement of the Natural Heritage Network, including the detailed evaluation and demarcation of Core Features and Enhancement Areas;
 - f. the precise locations of natural and cultural heritage features of the area, including built heritage and potential *archaeological resources* and proposed approaches to *conservation* and or enhancement;

- g. the precise location of any parks, open spaces, *schools*, community centres, and libraries;
 - h. the proposed implementation of sustainable development policies as contained in Section 9.1.3 of this Plan; and
 - i. phasing of development.
- 10.1.1.14. That pursuant to the preparation of Block Plans, it is the intent of this Plan that the required work to address specific ecological and environmental concerns be completed by landowners to the City's satisfaction, in consultation with affected public agencies, prior to the completion and approval of the Block Plans.
- 10.1.1.15. That the City shall establish the specific requirements for the studies required to address the specific concerns of the Block Plan area in consultation with development proponents and public agencies with an interest in the lands prior to the commencement of the Block Plan process. The costs associated with these studies and the preparation of Block Plan shall be shared equitably among benefitting landowners on a pro-rata basis. Benefitting landowners who choose not to participate in the preparation of the Block Plan but subsequently wish to develop their lands will be required to make a financial contribution to the costs of preparing the Block Plan based on their pro-rata share.
- 10.1.1.16. To require comprehensive landowner agreements to implement the financial requirements for growth related infrastructure and community services are provided without adverse impact on the City's financial capability. This may require front-end financing agreements to advance the timing for the required infrastructure, to address any acceleration in associated costs, and to implement a fair and equitable sharing of the costs of providing the required infrastructure and *community facilities*.
- 10.1.1.17. To be satisfied of the following when considering approval of a Block Plan:
- a. capital costs associated with the infrastructure and *community facilities* required for the development shall not adversely affect the City's budget;
 - b. transportation requirements, including transit and cycling facilities, both internal and external to the block, will be provided within an acceptable time frame;
 - c. the availability of capacity of other major public service providers;

- d. local and Regional water and sanitary sewer trunk services will be provided to the block;
- e. water and sanitary sewer allocation capacity shall be identified by the Region of York and allocated by the City in conjunction with the approved phasing of development within the block;
- f. *school* sites shall be identified; and,
- g. park and community centre sites shall be developed within a time frame acceptable to the City.

10.1.1.18. That phasing policies are intended to provide for the co-ordination of development within any particular Block Plan area to facilitate the development of functional and cohesive neighbourhoods throughout the community's growth and development. The approval of specific development applications shall be controlled by the City in order to facilitate:

- a. orderly, sequential and contiguous development;
- b. efficient proximity and availability of water and sewer servicing to facilitate the proposed development;
- c. availability of water supply capacity;
- d. availability of sanitary sewer capacity;
- e. adequacy of storm drainage and stormwater management systems;
- f. minimization of public costs;
- g. the adequacy of *community facilities* for the planned number of residents of the development;
- h. the capacity of other public bodies and levels of government to provide *schools* and other social services for the planned number of residents of the development;
- i. the financial capability of the City to provide necessary functions and services;
- j. the capacity of the external transportation systems and proposed improvements;
- k. the integration of the proposed development with the planned public transit system;
- l. the establishment of a fine grain of streets including connectivity between blocks; and,
- m. the application of sustainable development solutions.

10.1.1.19. That a Phasing Plan will be established within each Block Plan based upon sub-areas which would generally accommodate between 5,000 and 7,500 people plus required *community facilities* such as *schools*, parks, major transportation linkages, *woodlands*

and open space areas. The Phasing Plan will identify the sequencing of phases based on the logical extension of community services and infrastructure, consistent with policy 10.1.1.18.

- 10.1.1.20. That the first phase of any block will start with sub-areas that are adjacent to already developed areas of abutting blocks. Subsequent phases will proceed such that there are no gaps of undeveloped land between development phases.
- 10.1.1.21. That transportation system improvements be co-ordinated with development to provide adequate capacity, including transit capacity and accessibility, is available to meet projected demands during all phases of the development. Availability of adequate capacity will be demonstrated as part of the Block Plan approval process.
- 10.1.1.22. That in co-ordination with the initiation of each new phase of construction within a Block Plan Area an Infrastructure Phasing Plan approved by Council will identify within and external to the Block, the specific water, utility and sewer services (and sections thereof) and the arterial and collector streets (and the sections thereof) and bridge crossings which shall be constructed prior to the initiation of development in each subsequent phase.
- 10.1.1.23. That any parcel of land within a Block Plan intended for development that is subject to a draft plan of subdivision or other development approval application must be in conformity with this Plan and consistent with an approved Block Plan. Where Council has not approved a Block Plan, a proposed plan of subdivision may be draft approved or other development approval granted once the proponent has completed all work required to formulate a Block Plan in accordance with and in conformity to the provisions of this Plan. The proposed plan of subdivision or other development approval application may be evaluated in the context of the proposed Block Plan.
- 10.1.1.24. A proposed plan of subdivision or other development approval application which is not consistent with a Block Plan approved by Council may receive approval provided it can be demonstrated that any deviations from the Block Plan are appropriate, and represent good planning, and represent an improvement and conform to the policies of this Plan.

Site and Area Specific Policies

- 10.1.1.25. That areas subject to Site and Area Specific Policies, as contained in Volume 2 of this Plan, are identified on Schedule 14-B and 14-C.
- 10.1.1.26. That Site and Area Specific Policies reflect historical conditions or development permissions that were established prior to approval of this Plan but still maintain the goals and objectives of this Plan. Such Site and Area Specific Policies have been established because the existing development or development permission do not otherwise fit within the specific policy structure of this Plan.
- 10.1.1.27. That Council will establish, from time to time, new Site and Area Specific policies, to be contained in Volume 2 of this Plan, through the processing of development applications where it has been demonstrated that the goals and objectives of this Plan are being met.

Official Plan Review

- 10.1.1.28. To undertake a review of the policies of this Plan at a minimum of every 5 years. The review shall determine if the policies of the Plan are adequately achieving the goals, objectives and intent of this Plan.

10.1.2 Implementation Tools

Achieving the objectives of this Plan and setting out the transformative agenda within it requires an ongoing commitment to implementing the policies of the Plan. Implementation is achieved in a variety of ways. Traditional planning tools, including Zoning By-laws, Site Plan Control, Subdivision Control, Consents and Minor Variances will all be used to implement the policies of this Plan are realized. Tools such as Bonusing, Holding By-laws, Temporary-use by-laws and Community Improvement Plans are also given effect in this section so that they can be applied from time to time, as appropriate.

It is the policy of Council:

Zoning By-laws

- 10.1.2.1. That Zoning By-laws shall be used to implement the policies of this Plan by regulating the use of land, buildings or structures pursuant to the provisions of Section 34 of the Planning Act.
- 10.1.2.2. That the full range of uses, densities or heights permitted by this Plan may not be permitted by the Zoning By-law in all locations or all instances. Zoning By-law provisions may be more restrictive than the policies of this Plan.
- 10.1.2.3. That Zoning By-laws may be enacted to permit the use of land, buildings or structures subject to one or more prescribed conditions set by Council.

Temporary Use By-laws

- 10.1.2.4. That Zoning By-laws may allow the temporary use of land, buildings or structures provided the temporary use meets the following conditions:
 - a. is consistent with the general intent of this Plan;
 - b. is compatible with adjacent land-uses;
 - c. is temporary in nature and can be easily terminated when the temporary zoning by-law expires;
 - d. sufficient servicing and transportation capacity exists for the temporary use; and,
 - e. maintains the long-term viability of the lands for the uses permitted in this Plan.

Holding By-laws

- 10.1.2.5. That Zoning By-laws may be enacted to permit the use of land, buildings or structures for a future use by applying a Holding Symbol (H) in conjunction with the appropriate zone category. Until such times as a by-law is enacted by Council to remove the Holding Symbol (H), the by-law may permit either the continuation of the existing use or a temporary use which will not jeopardize the future use, in accordance with standards set out in the by-law.
- 10.1.2.6. That the Holding Symbol (H) may be applied where Council has determined the specific land use for an area or a parcel of land but that development of the lands for the intended use is premature until one or more of the following have been provided:
- a. the necessary sanitary water and stormwater services;
 - b. the necessary transportation facilities;
 - c. the necessary *community facilities* and public infrastructure;
 - d. special design features as required;
 - e. certain studies, as required, regarding the timeliness of the development, such as a market impact study;
 - f. approval of a Site Plan application; or,
 - g. the required agreements, as appropriate, are entered into.
- 10.1.2.7. Where a Development Concept Report has been prepared per policy 10.1.1.5 the City may enact a Holding By-law if:
- a. the Development Concept Report, submitted in support of a development application has not been finalized to the City's satisfaction;
 - b. the number and location of access points to the site are inadequate to function safely and efficiently; and,
 - c. where development relies upon other matters occurring first, such as the consolidation of land ownership or completion of a development agreement, to ensure the orderly development of the project, and/or to secure funding and/or to equitably cost-share among benefiting landowners, for sewer, water, stormwater, roads, parks, community services and facilities, or outstanding application processing fees.
- 10.1.2.8. That a by-law to remove the holding symbol (H) may be enacted only when the reason for the use of the holding symbol no longer applies.

Bonusing for Increases in Height or Density (Section 37 of the Planning Act)

- 10.1.2.9. That for development in the **Vaughan Metropolitan Centre, Primary Centres** or as specified in a Secondary Plan, Zoning By-laws may be enacted at the discretion of Council pursuant to Section 37 of the Planning Act to permit development to occur with greater height and/or density than is otherwise permitted in this Plan, or in a Secondary Plan contained within Volume 2 of this Plan, in return for the provision of community benefits. The community benefits shall consist of capital facilities and or cash contributions toward specific capital facilities, above and beyond those that would otherwise be required by this Plan or provided through Development Charges, including but not limited to:
- a. *affordable* housing, land for *affordable* housing, or cash-in-lieu of *affordable* housing;
 - b. the provision of *social housing*;
 - c. *conservation* of heritage resources that are designated under the Ontario Heritage Act, and/or listed on the City's *Heritage Register*;
 - d. fully furnished and equipped *day care* facilities including start-up funding;
 - e. public art contributions;
 - f. non-profit arts, cultural or community or institutional facilities;
 - g. parkland and/or parkland improvements, or cash-in-lieu of parkland or parkland improvements;
 - h. public access to privately owned natural heritage features, to be secured through an easement registered on title;
 - i. building or site features that decreases the environmental impact of the building or site with respect to water use, water contamination, energy use, carbon emissions or other environmental impacts;
 - j. streetscape improvements to the public boulevard not abutting the site;
 - k. below-grade connections to public transit facilities;
 - l. land for municipal purposes;
 - m. other community benefits that may be identified in Secondary Plans, Area Specific Policies or Site Specific Policies as contained in Volume 2 of this Plan; and,
 - n. other community improvements that may be identified through the development approval process.

- 10.1.2.10. That community benefits provided through policy 10.1.2.9 shall be secured in one or more agreements to be registered on title.
- 10.1.2.11. That a landowner seeking to take advantage of additional height and/or density must demonstrate that with such additions the proposed development represents good planning and is consistent with the policies of this Plan or any other applicable planning policy including, but not limited to, a Secondary Plan or Heritage Conservation District Plan.
- 10.1.2.12. That a landowner seeking to take advantage of additional height and/or density must provide rationale for the specific community benefits being proposed in return for the additional height and/or density. Council reserves the right to select community benefits based on local community needs, the nature of the development application, any implementation guidelines or plans adopted by Council and the policies of this Plan.

Community Improvement Plans

- 10.1.2.13. That Community Improvement Project Areas may be designated by by-law, pursuant to Section 28 of the Planning Act, for areas that display any or all of the following criteria:
 - a. inadequate municipal infrastructure, including piped services, streets and streetscapes, public parking facilities and/or stormwater management facilities;
 - b. inadequate community services such as public recreational/cultural facilities, public open space and/or social services including *affordable housing*;
 - c. building and/or property deterioration, including facade treatment; to the extent that it has a negative affect on the overall image of the broader community;
 - d. faulty arrangement of lands;
 - e. encroachment of incompatible land uses;
 - f. poor overall streetscape and urban design;
 - g. existing or potential Business Improvement Areas;
 - h. vacant lots with redevelopment or infill potential to achieve Urban Structure;
 - i. underdeveloped properties which have potential for redevelopment or expansion to better utilize the land base to achieve the desired Urban Structure;
 - j. development at densities that are too low to support planned transit facilities;
 - k. barriers to the improvement or development of vacant or underutilized lands or buildings such as lots that are *brownfields*, contaminated soil, fragmented ownership or financial disincentive to private investment; and/or
 - l. any other reason as provided for under the Planning Act.

10.1.2.14. That a Community Improvement Plan will be prepared and adopted for the area with input from area residents, property owners and other interested stakeholders.

10.1.2.15. That when the intent of a Community Improvement Plan has been carried out it may be dissolved by by-law.

Legal Non-conforming Uses

10.1.2.16. That the use of land, buildings or structures which does not conform to the Zoning By-law but which lawfully existed prior to the approval of the Zoning By-law is a legal non-conforming use. When a legal non-conforming use ceases, then the rights derived from the legal non-conforming use shall terminate.

10.1.2.17. That legal non-conforming uses will eventually cease and be replaced by uses, buildings or structures that conform with the intent of this Plan and the Zoning By-law.

10.1.2.18. That in special circumstances, it may be appropriate to consider the extension or enlargement of non-conforming uses. In reviewing applications to extend or enlarge a legal non-conforming use, regard will be had for the following:

- a. the characteristics of the legal non-conforming use and the proposed extension or enlargement will be examined with regard to noxious emissions including noise, vibration, fumes, smoke, dust, odour, lighting, environmental impacts and traffic-generating capacity and with regard to its ability to respect and reinforce the character and planned function of the immediate local area as demonstrated through appropriate the study(ies), and no amendment to the Zoning By-law shall be approved if one or more of such nuisance factors will be created or increased so as to add to the incompatibility of the use with the surrounding area, or if the expansion or enlargement will result in a built form that is not compatible with the character and planned function of the area;
- b. the neighbouring conforming uses will be protected where necessary by the provision of areas for landscaping, buffering or screening, appropriate setbacks for buildings and structures, devices and measures to increase compatibility of character and planned function, reduce nuisances and, where necessary, by regulations for alleviating adverse effects caused by outside storage, lighting, advertising signs; and,

- c. in all cases where an existing legal non-conforming use seriously affects the amenity, character and planned function of the surrounding area, consideration shall be given to the possibility of ameliorating such conditions as a condition of approving an application for extension or enlargement of the legal non-conforming use, especially where public health and welfare are directly affected.

Site Plan Control

- 10.1.2.19. That the whole of the City of Vaughan is considered a Site Plan Control Area in accordance with Section 41 of the Planning Act. For policies related to Site Plan Control, “development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot or of sites for the location of three or more trailers, or of sites for the location of three or more mobile homes or of sites for the construction, erection or location of three or more land lease community homes. “Development” does not include the placement of a portable classroom on a *school* site of a District School Board, if the *school* site was in existence on January 1, 2007.

- 10.1.2.20. That prior to development being undertaken in the Site Plan Control Area, Council shall approve one or both of the following:
 - a. plans showing the location of all buildings and structures to be erected and showing the location of all facilities and works to be provided in conjunction therewith and of all facilities and works required under clause 41(7)(a) of the Planning Act, including facilities designed to have regard for accessibility for persons with disabilities; or
 - b. drawings showing plan, elevation and cross-section views for each building to be erected, except a building to be used for residential purposes containing less than twenty-five dwelling units, which drawings are sufficient to display:
 - i. the massing and conceptual design of the proposed building;
 - ii. the relationship of the proposed building to adjacent buildings, streets, and exterior areas to which members of the public have access;
 - iii. the provision of interior walkways, stairs, elevators and escalators to which members of the public have access from streets, open spaces and interior walkways in adjacent buildings;

- iv. matters relating to exterior design, including without limitation the character, scale, appearance and design features of buildings, and their sustainable design, but only to the extent that it is a matter of exterior design;
 - v. the sustainable design elements on any adjoining public street including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities; and
 - vi. facilities designed to have regard for accessibility for persons with disabilities.
- 10.1.2.21. That notwithstanding policy 10.1.2.19, the following classes of development are exempt from the site plan control provisions:
- a. agricultural and farm related buildings or structures that are utilized in farming operations (agricultural, commercial or industrial operations such as farm equipment sales and services, farm supply sales and agricultural storage, service or supply establishments are not subject to this exemption); and
 - b. residential detached, semi-detached, and structures and buildings accessory thereto.
- 10.1.2.22. That notwithstanding policy 10.1.2.21.b above, new Detached Houses and Semi-Detached Houses located within areas subject to a Heritage Conservation District Plan shall be subject to Site Plan Control, but this shall not include Detached Houses that are or will be proceeding through the Plan of Subdivision approval process and comply with the approved design.
- 10.1.2.23. That the City may require drawings showing plan, elevation and cross-section views of buildings used for residential purposes containing less than 25 dwelling units other than for those exemptions contained in policy 10.1.2.21.
- 10.1.2.24. That in the Site Plan Control process, the City shall consider the design objectives, including but not restricted to the following:
- a. new development shall be compatible in conceptual design and scale with existing buildings and overall streetscape;
 - b. conflicts in land use with any adjacent sensitive uses shall be minimized by appropriate orientation and screening;

- c. access routes, internal driveways, pedestrian walkways and parking configurations shall adhere to the design guidelines of the Vaughan Fire Department and the relevant zoning by-law, including appropriate curbing and landscaped islands;
- d. the access points from the public road system to the site shall be approved by the City or Region, as appropriate;
- e. suitable parking areas, including those for the handicapped, shall be provided;
- f. services and utilities, including sanitary and storm sewers, watermains, provisions for storm water management and hydro, and easements for their construction, maintenance or improvements, shall be provided;
- g. grading shall satisfy the requirements established by the City;
- h. fencing that will be of a uniform design and an integral part of the landscaping format, and will delineate areas, confer privacy or provide a noise barrier, and will conform to the fence by-law, acoustic walls shall be provided, as required by the City in consultation with the Ministry of the Environment;
- i. all lighting, both decorative and utilitarian, shall be oriented internally to the site, away from adjoining developments and shall not constitute a traffic hazard;
- j. signs shall be in accordance with the City's Sign By-law and should form an integral part of the building design and site layout;
- k. the size, type and planting details of deciduous and coniferous trees, shrubs, ground covers and vines, shall be with regard to the City's guidelines, and coordinated with the building and surrounding streetscape, where possible; and,
- l. vaults, central storage and collection areas, etc. for garbage shall be appropriately provided on-site in accordance with the City's guidelines.

10.1.2.25. That where a proposed development is within the designated Site Plan Control Area, the dedication free of all charge and encumbrance to the appropriate authority, of the widening needed to achieve the road allowance to meet the required standards may be required along the frontage of the development as a condition of Site Plan approval. The current street allowance requirements for all types of local and Regional streets are shown on Schedule 9. The City may also require additional dedication for sight triangles, 0.3 metre reserves, grade separations, topographic constraints and turning lanes, to meet the current engineering standards, as a condition of site plan approval.

- 10.1.2.26. That, in general, road widenings will be required to be dedicated in equal widths from the centre line of each side of the road allowance. However, when constraints such as topography, preservation of historical features, insufficient setbacks from buildings or structures or the previous pattern of dedication dictate, dedication may require that the road dedication be taken on one side of the road. However, in such cases, only one half of the widening described will be taken through site plan control as appropriate.

Plans of Subdivision

- 10.1.2.27. That a Plan of Subdivision, pursuant to Section 51 of the Planning Act, shall be deemed necessary in the following cases:
- a. where the number of new lots created is greater than three; or,
 - b. where the extension or creation of a public road allowance is required; or,
 - c. where the extension or creation of municipal services is required; or
 - d. where agreements or conditions are required by any municipality or other government with regard to any part of the remaining lands.
- 10.1.2.28. That Plans of Subdivision shall only be approved if:
- a. where a Secondary Plan and/or Block Plan is required, the Secondary Plan and/or Block Plan in which the subject lands are located has been adopted by Council and all of Secondary Plan and/or Block Plan approval have been satisfied;
 - b. the Plan of Subdivision conforms with the policies of this Plan, including any Secondary Plans, and where a Block Plan is required conforms with the Block Plan;
 - c. the subject lands can be provided with adequate services and facilities, including available transportation capacity and availability of public transit, as required by this Plan; and,
 - d. the Plan of Subdivision is not premature and is in the best interest of the City.
- 10.1.2.29. That the owner seeking to subdivide land may be required to satisfy certain conditions prior to final approval of a Plan of Subdivision including, but not limited to, the following requirements:
- a. land be dedicated, or other requirements satisfied, for park or other public recreational purposes according to the policies in Section 7.3.3 of this Plan;
 - b. transportation network facilities, including pedestrian pathways, bicycle pathways, streets and public transit rights-of-way be dedicated as necessary;

- c. land be dedicated for commuter parking lots and transit stations, including related facilities and infrastructure for the use of the general public, as necessary;
- d. where the proposed subdivision abuts an existing street, that sufficient land, other than land occupied by buildings or structures, be dedicated to provide for the widening of the street to such width as indicated on Schedule 9; and,
- e. land that is planned as a *school* site for any school board that has jurisdiction in the area in which the land is situated be offered to the school board in accordance with the provisions of the Planning Act.

10.1.2.30. That conditions of Secondary Plan and/or Block Plan approval shall not be considered part of the draft Plan of Subdivision approval process. All conditions of Secondary Plan and/or Block Plan approval shall be satisfied prior to the approval of a Plan of Subdivision.

10.1.2.31. That prior to approval of Draft Plans of Subdivision, York Region shall confirm the availability of servicing capacity and the City shall plan to allocate such capacity in conjunction with the approved Phasing Plan for the block, or where there is no Block Plan, in a manner that facilitates the orderly development of land.

10.1.2.32. That an owner(s) seeking to subdivide land may be required to enter into one or more agreements to secure the matters associated with the subdivision of land as is deemed necessary by the City.

Consents (Severances)

10.1.2.33. That a consent(s) to sever land may be considered, pursuant to Section 53 of the Planning Act, provided that a Plan of Subdivision is not deemed necessary in accordance with policy 10.1.2.27.

10.1.2.34. That a consent(s) to sever land for the creation of new lots applies whether the transaction takes the form of a conveyance, a lease for twenty-one years or more, or a mortgage.

10.1.2.35. That a consent(s) may be permitted for the following purposes:

- a. the creation of new lots;
- b. boundary adjustments to existing lots;

- c. the creation of easements over existing lots; and/or,
 - d. to convey additional lands to an adjacent lot, provided a lot smaller than that otherwise permitted by the Zoning By-law is not created.
- 10.1.2.36. That authority to grant a consent(s) to sever land is delegated to the Committee of Adjustment.
- 10.1.2.37. That a lot(s) may be created only if there is enough net developable area on both the severed lot and the remainder lot to accommodate proposed uses, buildings and structures and accessory uses without encroachment on the Natural Heritage Network.
- 10.1.2.38. As a condition of approval, the City shall enter into an agreement with the applicant establishing conditions requiring that natural self-sustaining vegetation be maintained or restored in order to ensure the long-term protection of any Natural Heritage Network components and hydrologically sensitive features on the lot.
- 10.1.2.39. That a lot shall not be created if it would extend or promote strip development.
- 10.1.2.40. That a consent(s) shall not be granted for uses that are inconsistent with this Plan.
- 10.1.2.41. That a consent(s) to sever land in the *urban area*, including the lands designated as Oak Ridges Moraine Settlement Area on Schedule 4, will be considered for the purposes of infilling in an existing *urban area*, but shall not extend the existing *urban area*. Such consent(s) in the *urban area* will be subject to the following:
- a. infilling which economizes the use of urban land without disturbing the existing pattern of development or perpetuating an undesirable pattern of development or prejudicing the layout of future development shall be considered acceptable;
 - b. where a parcel of land is located within an existing settlement or designated by the Official Plan for development, and the size of the parcel is large and it is apparent that an application for a severance could be a forerunner of other similar applications on the original parcel, such individual severances from that parcel shall not be permitted but may be considered through an application for a Plan of Subdivision; and
 - c. where existing developed lots have the potential for redevelopment on a more comprehensive scale, a proposed severance(s) which might block potential points

of access or further fragment ownership of these lands, shall not be approved unless such severance is determined to be appropriate following a Council-approved comprehensive study of the area such as through a Secondary Plan or Block Plan process.

- 10.1.2.42. That a consent(s) to sever land identified on Schedule 1 as **Natural Areas and Countryside** may be permitted subject to compliance with the following policies and all other applicable policies of this Plan, including policies relating to the Oak Ridges Moraine Conservation Plan Area and Greenbelt Plan Area as identified on Schedule 4:
- a. the consent requested is for a minor boundary adjustment, right-of-way or easement which does not create a separate lot for a *non-farm residence*;
 - b. a consent(s) which serves to enlarge or consolidate agricultural holdings shall be given favourable consideration. A consent(s) which do not hinder or jeopardize the viability, capability or flexibility of agricultural operations shall be given favourable consideration, provided that both the severed and retained parcels are of sufficient size to be viable and flexible enough for agricultural uses;
 - c. severances may be permitted to create a lot for surplus farm dwellings or for a farmer or a farmer's widow or widower who is retiring from an active working life, provided that the farmer has owned the land for a substantial number of years. Such a lot shall satisfy the following requirements:
 - i. the lot created is located on unused portions of the farm or is situated so as to remove the least amount of agricultural land from production or is situated so as to create the least amount of disruption to existing farming operations;
 - ii. the lot created is a minimum of 0.6 hectares in area and shall not be more than 0.8 hectares in area; and,
 - iii. a total of one severance is permitted for any given lot including all consents granted on or after January 1, 1994.
 - d. severances may be permitted for the purposes of allowing land acquisition for transportation, infrastructure and utilities, but only if the need for the project has been demonstrated and there is no reasonable alternative.
 - e. severances for the purpose of providing a separate residential lot for members of a farm family who are working on the farm, or for farm workers are not permitted; and,
 - f. severances may be permitted to facilitate conveyances to public bodies or non-profit entities for natural heritage conservation.

- 10.1.2.43. That consent(s) to sever land for *non-farm residences* unrelated to a farm operation on land identified on Schedule 1 as **Natural Areas and Countryside** shall only be considered on lands carrying the land use designation of **Rural Residential** on Schedule 13 having regard to the following:
- a. all such applications shall be subject to an amendment to the zoning by-law;
 - b. it is the intent of this policy that rural *non-farm residential* severances shall be strictly limited. In this regard the City shall monitor severances occurring annually in order to achieve this objective is being achieved;
 - c. severances shall not be permitted where they may conflict with the operation of agricultural uses;
 - d. regard shall be had for the relevant minimum Distance Separation Formulae of the Agricultural Code of Practice;
 - e. the City shall be satisfied that the approval of the severances shall not establish an undesirable precedent for additional severances in the immediate area;
 - f. the City shall be satisfied that the adequacy of the surrounding road network will not be incrementally compromised with the approval of the application;
 - g. lots to be created shall be limited to a size commensurate with their intended use and appropriate in the context of the area in which they are located;
 - h. lots created by consent and serviced by private waste disposal systems and individual or municipal wells, outside of estate residential plans of subdivision shall be in accordance with City of Vaughan requirements respecting minimum lot sizes;
 - i. that where development is proposed on private services on lots created by Consent, the City of Vaughan must be satisfied that the lots are of sufficient size, dimensions and capability to provide for:
 - i. adequate long-term subsurface private waste disposal such that adjacent potable water supplies will not be contaminated by the operation of the septic system; and,
 - ii. an adequate quantity and quality of potable water supplies without adversely affecting either the quantity or quality of adjacent potable water supplies; and
 - j. limited infilling may be permitted where an application is for a *non-farm residence* on a proposed lot located between existing *non-farm residences* wherein the lots of the existing *non-farm residences* are no more than 100 metres apart on the same side of the road in order to prevent ribbon or strip development.

- 10.1.2.44. That the Committee of Adjustment in assessing each consent application is required to consider the matters set out in Section 51(24) of the Planning Act. In addition to these matters, Council considers the following to apply:
- a. in the case of non-conformity of the approval with the Official Plan, no consent shall be granted;
 - b. in cases where either or both of the subject or retained lands are not in conformity with the approved Zoning By-law, the applicant shall file a Zoning By-law amendment application prior to or concurrently with the consent application, or where the required zoning exceptions to facilitate the severance are minor in nature and maintain the intent of this Plan, a minor variance application. When considering such Zoning By-law Amendment or minor variance applications, Council or the Committee of Adjustment shall have regard for the consent policies of this Plan; and,
 - c. in cases where a Site Plan application is deemed necessary to assess a consent application, the City may defer the consent application until the related Site Plan has been approved by Council.
- 10.1.2.45. That in addition to matters under the Planning Act, the Committee of Adjustment, in determining whether a consent is to be granted, shall have regard for the following matters in consultation with the appropriate departments and agencies:
- a. Compatibility of the proposed size, shape and use of the lot with:
 - i. the local pattern of lots, streets and blocks;
 - ii. the size and configuration of existing lots;
 - iii. the building type of nearby properties;
 - iv. the heights and scale of nearby properties;
 - v. the setback of buildings from the street;
 - vi. the pattern of rear and side-yard setbacks; and,
 - vii. conservation and enhancement of heritage buildings, heritage districts and *cultural heritage landscapes*.
 - b. Access:
 - i. consent to sever a lot shall be permitted only when both the lot severed and the remaining parcel front on an existing assumed public highway or street, or upon a dedicated public road allowance upon which the applicant is constructing a road pursuant to an Agreement with the City. Valley lands acquired for conservation purposes by the Toronto and Region Conservation Authority are exempt from these access requirements;

- ii. if the proposed lot or remaining parcel has frontage on a Provincial Highway, any consent shall be subject to the requirements of the Ministry of Transportation. If the proposed lot or remaining parcel has frontage on a Regional or City road, any consent shall be subject to the requirements of appropriate Regional or City authorities. Consent shall be conditional on the dedication of required road widenings, free of all costs and encumbrances, approval of access driveway locations or other requirements, to the satisfaction of the appropriate authorities;
 - iii. creation of lots fronting on designated arterial streets shall be discouraged, as granting of an entrance permit to serve a new lot provides another point of conflict with the smooth flow of traffic for which the road is designed, particularly in areas where strip development already poses traffic problems;
 - iv. a daylighting triangle at intersections may be required to be dedicated in order to improve visibility for traffic movement to the satisfaction of the City and York Region; and
 - v. a reserve may be required to be deeded to the Region of York or the City if requested by the Regional or City Engineer, as a means of controlling access.
- c. Servicing:
- i. all proposed lots shall be serviced by either a public water supply or other adequate supply of potable water, and either a connection to a public sanitary sewer system or provision for other sanitary waste treatment facility on the site appropriate to the proposed use, approved by the City. Where a proposed lot is located in an area serviced by a municipal water system and/or sanitary sewer, the Committee of Adjustment shall obtain confirmation from the appropriate City and/or Regional authority that servicing capacity can be allocated to the proposed lot without straining the capacity of the present system or jeopardizing anticipated development by Plan of Subdivision; and
 - ii. where a consent has been applied for to create a lot which is dependent upon an individual water supply, approval shall be conditional upon the City and or Region, as appropriate, being satisfied that an adequate potable water supply can be made available, and that the location of the well in relation to the septic tank is acceptable. The City and or Region, as

appropriate, may require a hydrology report from a qualified professional engineer in regard to the adequacy of the potable water supply without adversely affecting either the quantity or quality of adjacent potable water supplies.

- d. Conservation:
 - i. the Toronto and Region Conservation Authority shall be consulted in respect of applications for consent which are subject to flooding, wind or water erosion, or characterized by steep slopes, groundwater recharge, valuable wildlife or fish habitat, mature tree stands and areas of high aggregate potential; and
- e. Financial Implications:
 - i. creation of lots shall not be permitted where capital expenditures by a public authority would be required for the extension of any major service or facility.

10.1.3 Pre-Consultation and Complete Application Submission Requirements

The Planning Act requires that municipalities set out the requirements for pre-consultation and the submission of complete applications for the purposes of processing a development application. The following sets out the requirements for all development applications in Vaughan.

It is the policy of Council that:

- 10.1.3.1. A pre-application consultation meeting with the City is required prior to the submission of an application for an Official Plan Amendment, a Zoning By-law Amendment, Draft Plan of Subdivision, Draft Plan of Condominium and/or Site Plan Approval.
- 10.1.3.2. For the purposes of deeming an application for an Official Plan Amendment, Zoning By-law Amendment, Consent, Draft Plan of Subdivision, Draft Plan of Condominium and/or Site Plan Approval to be complete, the following information is required:
 - a. a completed application form for the applicable approval;
 - b. the prescribed application fee in accordance with the Tariff of Fees By-Law for Planning Applications in effect on the date the application is submitted to the City;

- c. a draft of the Official Plan and/or Zoning By-law Amendment(s), including the proposed text and all proposed schedules;
- d. confirmation of a minimum of one pre-application consultation meeting with the City, for the purposes determining the required information and application submission materials and to determine the other review agencies that an applicant may be required to consult with; and,
- e. all other information, studies and material(s) as may be identified through the Pre-Application Consultation meetings(s), including the requirements of other review agencies.

10.1.3.3. The following information, studies and materials, or other information, that may be identified through the Pre-Application Consultation meeting, may be required to be submitted in support of a complete application for an Official Plan Amendment, Zoning By-law Amendment, Consent, Draft Plan of Subdivision, Draft Plan of Condominium and/or Site Plan Approval:

- a. Description of Site and Proposal:
 - i. Colour aerial photograph(s);
 - ii. Survey Plan;
 - iii. Parcel abstract;
 - iv. Planning Justification Report;
 - v. Draft Official Plan Amendment;
 - vi. Draft Zoning By-law Amendment;
 - vii. Draft Plan of Subdivision and/or Condominium
 - viii. Concept Plan;
 - ix. Development Concept Report and Phasing Plan; and,
 - x. Comprehensive Development Plan;
- b. Plans and Drawings:
 - i. Architectural Site Plan;
 - ii. Internal Floor Plans;
 - iii. Roof Top screening Details and/or cross section;
 - iv. Building Elevations (both black and white and colour);
 - v. Larger scale drawings of building elevations related to the public realm;
 - vi. Coloured Renderings (perspective ground or human scale);
 - vii. Landscape Plans, including Landscape Costs Estimate;

- viii. Sign Details (including materials and colours);
 - ix. Photometric Lighting Plan;
 - x. Waste collection design standards;
 - xi. Architectural Control Architect Approved Drawings;
 - xii. Reductions of Plans (Legal Size); and,
 - xiii. Digital versions of plans in both AutoCAD and PDF formats, or the applicable format at the time of application submission.
- c. Urban Design Reports and Studies:
- i. Urban Design Brief or Guidelines;
 - ii. Architectural Guidelines;
 - iii. Sustainable Development Report;
 - iv. Public Realm Plan;
 - v. Streetscape Plan;
 - vi. Computer generated building mass model;
 - vii. Wind Study; and
 - viii. Sun/Shadow Study.
- d. Environmental Reports and Studies:
- i. Master Environmental and Servicing Plan;
 - ii. Environmental Impact Study;
 - iii. Phase 1 Environmental Site Assessment;
 - iv. Demarcation of physical and stable top of bank areas regulated by Toronto and Region Conservation Authority and/or limits of elements of the Natural Heritage Network, and/or hazard lands;
 - v. Valley Policy Area 1 to 4;
 - vi. Edge Management and/or Restoration Plans;
 - vii. Oak Ridges Moraine Conformity Report;
 - viii. Greenbelt Conformity Report;
 - ix. Special Policy Areas Study;
 - x. Erosion and Sediment Control Plan;
 - xi. Environmental Site Screening Checklist;
 - xii. Community Energy Plan;
 - xiii. Natural Heritage and/or Hydrologic Evaluation;
 - xiv. Landform Conservation Plan; and
 - xv. Flood Risk Assessment Plan;

- e. Transportation Reports and Studies;
 - i. Transportation Master Plan;
 - ii. Transportation Study and Impact Report;
 - iii. Transportation Demand Management Plan;
 - iv. Parking Study;
 - v. Pedestrian and Cycling Circulation Plan;
 - vi. Mobility Plan; and
 - vii. Transit Facilities Plan.

- f. Engineering Reports and Studies:
 - i. Master Environmental and Servicing Plan;
 - ii. Phasing Plan;
 - iii. Functional Servicing Report;
 - iv. Water Supply Analysis Report;
 - v. Wellhead Protection Area Risk Assessment;
 - vi. Wellhead Protection Area Risk Management Plan;
 - vii. Stormwater Management Report;
 - viii. Noise and Vibration Report;
 - ix. Geotechnical and Soils Report; and
 - x. Site Servicing and Grading Plan.

- g. Heritage Reports and Studies:
 - i. Cultural Heritage Survey;
 - ii. Cultural Heritage Impact Assessment;
 - iii. Cultural Heritage Management Plan;
 - iv. Heritage Conservation District Conformity Report;
 - v. Archaeological; and
 - vi. Archaeological Assessment.

- h. Other Reports and Studies
 - i. Market Impact Study;
 - ii. Commercial Impact Statement;
 - iii. Housing Options Statement;
 - iv. Appraisal Report;

- v. Parks and Open Space Plan;
- vi. Landscape Master Plan;
- vii. Employment Area Compatibility Assessment report;
- viii. Tree inventory and preservation study; and,
- ix. Arborist report.

- 10.1.3.4. That through the review process for an application for an Official Plan Amendment, Zoning By-law Amendment, Consent, Draft Plan of Subdivision, Draft Plan of Condominium and/or Site Plan Approval that has been deemed complete, the City or other review agency may require additional reports, studies and information. The request for additional information, however, will not affect the date the original application was deemed complete.
- 10.1.3.5. That where a study has been submitted in support of a development application, and it is determined by the City that a peer review is required, the peer review shall be coordinated by the City but at the expense of the applicant.
- 10.1.3.6. Development agreements based on the findings of this Plan or any Secondary Plan or Block Plan and the findings of any other studies deemed necessary by Council to achieve municipal objectives related to development and the provision of services as may be defined by Council, shall be entered into by the benefiting parties and approved by the City as a condition of the approval of development applications.
- 10.1.3.7. Development approvals shall implement the required equitable contributions of funds, lands and commitments for services will be in place and operative prior to, or coincident with occupancy and use of the land. Items which may be addressed in development agreements include but are not limited to:
- a. parks and open space and Natural Heritage Network features, including the protection, ownership and management of tableland *woodlands*;
 - b. features that enhance the environmental sustainability and ecological function of the subject lands;
 - c. streetscaping and landscaping;
 - d. water provision;
 - e. wastewater collection;

- f. stormwater management;
- g. municipal services;
- h. street, cycling and pedestrian infrastructure;
- i. transitways and pedestrian access to transit facilities;
- j. financial arrangements required to implement the development;
- k. other utilities and improvements, and,
- l. preservation of heritage structures and surrounding landscapes.

10.1.4 Notification Procedures for Statutory Public Meetings

The Planning Act requires that a statutory public meeting be held prior to Council adoption of an Official Plan, enactment of a Zoning By-law or any amendments to those documents. These meetings ensure that adequate information is made available to the public and to allow the public to make representations on the matter being considered.

It is the policy of Council:

- 10.1.4.1. That at least one public meeting shall be held prior to the adoption of an Official Plan or Zoning By-law amendment at which the public may make representations in respect of the matter being considered.
- 10.1.4.2. That in order to provide ample opportunity for the public to review and discuss the proposed plan amendments, by-laws or by-law amendments and to prepare their comments, the notice of any public meeting required under policy 10.1.4.1 shall be given at least twenty (20) days prior to the date of the meeting.
- 10.1.4.3. The notice of public meeting shall contain the following information:
 - a. the date, time and location of the meeting;
 - b. a key plan showing the location of the subject site or a description of the site; and ,
 - c. a description of the proposal.

- 10.1.4.4. That notice of the public meeting shall be given to the public by at least one of the following methods:
- a. publication in a newspaper that is, in the Clerk's opinion, of sufficiently general circulation in the area to which the proposed amendment applies; or,
 - b. prepaid first class mail to personal service to every land owner within 150 meters of the land to which the proposal applies.
- 10.1.4.5. That in addition to giving notice to the general public, the City will also give notice of a public meeting to any person or agency that has provided to the City a written request for such notice in respect of the specific proposal if such request includes the person or agency's address.
- 10.1.4.6. Notwithstanding policies 10.1.4.1 through 10.1.4.5, the City may forego notification of any meetings for the public in connection with Official Plan and Zoning By-law amendments if such amendments will not affect the substance of the document being amended, including the following:
- a. deletion of obsolete provisions;
 - b. changes or corrections to format, wording, or reference errors; or,
 - c. alteration in the number and arrangement of any provisions.

10.2 Interpretation

10.2.1 Interpreting the Plan

The Official Plan represents the policy of Council of the City of Vaughan with respect to land use and related matters. The Plan consists of two Volumes. Volume 1 contains policies that apply across the City and Volume 2 consists of Secondary Plan or Site and Area specific policies that apply to specific geographic boundaries. Volume 2 policies are derived from area-specific land-use planning studies or from the processing of specific development applications. The Plan is to be read in its entirety and all policies are to be considered and balanced in its implementation.

The Plan includes both numbered policies and explanatory text. The explanatory text provides clarity and intent to the numbered policies. The Plan also includes illustrative figures and statutory Schedules. Illustrative figures are provided to guide the interpretation of the Plan whereas Schedules form part of the policy of this Plan.

It is the policy of Council that:

- 10.2.1.1. The Official Plan is to be read in its entirety and all policies are to be considered and balanced when implementing the Plan.
- 10.2.1.2. The Official Plan includes both numbered policies and explanatory text. The numbered policies represent the specific direction of Council. The explanatory text provides additional information and support to aid in the interpretation of the policies. Terms that are italicized are defined as per the applicable definition in Section 10.2.2. Terms that are bold are specific designations found on Schedules to this Plan and defined through the policies of this Plan.
- 10.2.1.3. To recognize legally existing land uses as they exist at the time this Plan is adopted. These land uses shall be deemed to conform to this Plan. Minor extensions or expansions of such uses shall be permitted without amendment to this Plan, provided that the intent of this Plan is not compromised and the tests prescribed below, are met:
 - a. the road pattern and transit routes envisioned by this Plan are not compromised or precluded in the long-term;
 - b. the proposed expansion or enlargement of the existing use shall not unduly aggravate the situation created by the existence of the use, especially in regard to the requirements of the zoning by-law;

- c. the characteristics of the existing use and the extension or enlargement shall be examined with regard to noise, vibration, fumes, smoke, dust, odor, lighting, parking and traffic generation;
- d. the neighbouring uses will be protected where necessary by the provision of landscaping, buffering or screening devices, and measures to reduce nuisances and, where necessary, by regulations for alleviating adverse effects caused by lighting or advertising signs. Such provisions and regulations shall be applied to the proposed extension or enlargement and, where feasible, shall also be extended to the existing use in order to improve its compatibility with the surrounding area; and/or,
- e. in all cases where an existing use seriously affects the amenity of the surrounding area, consideration shall be given to the possibility of ameliorating such conditions, as a condition of approving an application for extension or enlargement of the existing use, especially where public health and welfare are directly affected.

10.2.1.4. The Official Plan includes the following Schedules:

- a. Schedule 1 Urban Structure
- b. Schedule 1-A Urban Area
- c. Schedule 2 Natural Heritage Network
- d. Schedule 3 Environmentally Sensitive Areas and Areas of Natural and Scientific Interest
- e. Schedule 4 Oak Ridges Moraine Conservation Plan and Greenbelt Plan Areas
- f. Schedule 5 Mineral Aggregate Resources
- g. Schedule 6 Aquifer Vulnerability
- h. Schedule 7 Landform Conservation
- i. Schedule 8 Special Policy Areas
- j. Schedule 9 Future Transportation Network
- k. Schedule 10 Future Transit Network
- l. Schedule 11 Wellhead Protection Areas
- m. Schedule 12 TransCanada Pipe facilities
- n. Schedule 13 Land Use Designations
- o. Schedule 13A-T Land Use Designation Detailed Schedules
- p. Schedule 14A-C Areas Subject to Volume 2 Policies

- 10.2.1.5. Boundaries of land use designations on Schedule 13 are approximate except where delineated by a Secondary Plan or area-specific policy, or where they coincide with fixed distinguishable features such as streets, utility corridors, railroads, or major natural features. For the purposes of delineating between **Prestige Employment** and **General Employment** land uses and between **Commercial Mixed-Use** and **Prestige Employment** or **General Employment** land uses, the use abutting an arterial street or Provincial highway shall be interpreted to extend one lot depth, up to 200 meters, in from the arterial street or Provincial highway. In all other instances, the boundaries of land use designations will be determined by a review of existing zoning by-laws; prevailing lot depths; orientation of lot frontages; lot patterns; and land use patterns. Where the intent of this Plan is maintained, minor adjustments to the boundaries will not require amendment to this Plan. It is intended that the extent of the various land use designations be established through the Block Plan process. The detailed boundaries would be reflected in the approved subdivision plans and Zoning By-Law.
- 10.2.1.6. That where policies of this Plan contain numerical standards, minor variations from those standards may be permitted without amendment to this Plan, with the exception of any variations to *floor space index*, height or environmental standards set out in Chapter 3, provided that such variations respond to unique conditions or context of a site, and are supported through a Planning Justification Report and/or Urban Design Brief to the satisfaction of the City.
- 10.2.1.7. Lands subject to policies found in Volume 2 of this Plan are identified on Schedule 14. For the purposes of this Plan, references to Schedule 14 include Schedules 14-A through 14-C, inclusive. Volume 2 policies are derived from area-specific land-use planning studies or from the processing of specific development applications and, as such, provide more specific direction than found in Volume 1 policies. Where the policies of Volume 1 of this Plan conflict with policies in Volume 2 of this Plan, the Volume 2 policies shall prevail.

10.2.2 Definitions

Certain words throughout the Plan have been italicized. Words have been italicized because they either have been defined through one of the Schedules to this Plan or are more precisely defined in this section of the Plan. For all other words found in this Plan, the standard meaning is implied.

- 10.2.2.1. It is the policy of Council that, where italicized in this Plan, the following definitions shall apply:

ADJACENT

When applied to natural heritage, those lands contiguous to a *Core Feature* where it is likely that development or site alteration can reasonably be expected to have an impact on the feature. Generally, adjacent lands are considered to be within 120 metres from any part of the feature.

When applied to cultural or built heritage, those lands contiguous to a protected heritage property.

AFFORDABLE

- a) In the case of ownership housing, the least expensive of:
- i. housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low- and moderate-income households; or
 - ii. housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the *regional market area*;

- b) In the case of *rental housing*, the least expensive of:
- i. a unit for which the rent does not exceed 30 percent of gross annual household income for low- and moderate-income households; or
 - ii. a unit for which the rent is at or below the average market rent of a unit in the *regional market area*.

For the purposes of this definition, “low- and moderate-income households” means, in the case of ownership housing, households with incomes in the lowest 60% of the income distribution for the *regional market area*, or in the case of rental housing, households with incomes in the lowest 60% of the income distribution for renter households for the *regional market area*.

ARCHAEOLOGICAL RESOURCES	Includes artefacts, archaeological sites, and marine archaeological sites. The identification and evaluation of such resources are based upon archaeological fieldwork undertaken in accordance with the Ontario Heritage Act.
AQUIFER VULNERABILITY	An aquifer's intrinsic susceptibility, as a function of the thickness and permeability of overlying layers, to contamination from both human and natural impact on water quality.
BROWNFIELD	Undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.
BUILT BOUNDARY	The limits of the developed <i>urban area</i> as of June 2006, defined by the Minister of Public Infrastructure Renewal.
COMPLETE COMMUNITY	Communities that meet people's needs for daily living throughout an entire lifetime by providing convenient access to an appropriate mix of jobs, local services, a full range of housing, and community infrastructure including <i>affordable housing, schools, recreation and open space</i> for their residents. Convenient access to public transportation and options for safe, non-motorized travel is also provided.
COMMUNITY FACILITY	Public facilities for recreation, social and cultural activities, which may be further defined as <i>small-scale community facilities</i> .
CONSERVE (also: conserved, conserves, conserving, conservation)	When applied to cultural heritage resources, means the identification, protection, use and/or management of cultural heritage and <i>archaeological resources</i> in such a way that their heritage values, attributes and integrity are retained.
COUNTRYSIDE	Lands outside the <i>urban area</i> , including lands with the following Land Use designations: Natural Area, Agricultural and Rural Residential .

CULTURAL HERITAGE CHARACTER AREA	A defined geographical area modified by human activity consisting of landscapes and/or groupings of buildings or structures of heritage value that may not merit designation under the Ontario Heritage Act but that merit special conservation efforts. Such areas can include mill sites, hamlets, neighbourhoods and natural areas.
CULTURAL HERITAGE IMPACT ASSESSMENT	A document prepared by a qualified professional with appropriate expertise comprising text and graphic material including plans, drawings and photographs that contains the results of historical research, field work, survey, and analysis, and descriptions of cultural heritage resources together with a description of the process and procedures in deriving potential effects and mitigation measures. The document shall include: <ul style="list-style-type: none"> a) a description of the cultural heritage values of the property; b) contextual information, including any <i>adjacent</i> heritage properties; c) the current condition and use of all constituent features; d) relevant planning and land use considerations; e) a description of the proposed development and potential impacts, both adverse and beneficial, on the cultural heritage values; f) alternative strategies to mitigate adverse impacts; and, g) recommendations to conserve the cultural heritage values.
CULTURAL HERITAGE LANDSCAPE	A defined geographical area of heritage significance which has been modified by human activities and is valued by a community. A landscape involves a grouping(s) of individual heritage features such as structures, spaces, archaeological sites and natural elements, which together form significant type of heritage form, distinctive from that of its constituent elements or parts. Examples may include but are not limited to heritage conservation districts designated under the Ontario Heritage Act, and villages, parks, gardens, a sacred site within a natural environment, battlefields, mainstreets, neighbourhoods, cemeteries, trailways, and industrial complexes of cultural heritage value. They are often protected as, or part of, a heritage conservation district.

**CULTURAL
HERITAGE SURVEY**

A document prepared by a qualified professional with appropriate expertise that:

- a) identifies any cultural heritage resources on or in close proximity to the subject lands and the significance of those resources; and
- b) makes recommendations for conserving the cultural heritage resources, including whether a *Cultural Heritage Impact Assessment* should be prepared.

DAY CARE

A building or part of a building that receives more than five children under the age of 10 years primarily for the purpose of providing temporary care, or guidance, or both temporary care and guidance, for a continuous period not exceeding twenty-four hours, pursuant to the Day Nurseries Act.

DEVELOPMENT

When applicable to the Oak Ridges Moraine Conservation Area:

The creation of a new lot, a change in land use, or the construction of buildings and structures, any of which require approval under the Planning Act , the Environmental Assessment Act , or the Drainage Act , but does not include,

- a) the construction of facilities for transportation, infrastructure and utilities uses, as described in section 41, by a public body, or
- b) for greater certainty,
 - i. the reconstruction, repair or maintenance of a drain approved under the Drainage Act and in existence on November 15, 2001, or
 - ii. the carrying out of agricultural practices on land that was being used for agricultural uses on November 15, 2001;

When applicable to the Greenbelt Plan Area:

The creation of a new lot, a change in land use, or the construction of buildings and structures, any of which require approval under the *Planning Act* , or that are subject to the *Environmental Assessment Act* , but does not include:

- a) the construction of facilities for transportation, infrastructure and utilities used by a public body;
- b) activities or works under the *Drainage Act* ; or
- c) the carrying out of agricultural practices on land that was being used for agricultural uses on the date the Plan came into effect (PPS, 2005).

DESIGNATED HERITAGE PROPERTY	Real property designated under Parts IV, V or VI of the Ontario Heritage Act or real property that is subject to a heritage conservation easement under Parts II or IV of the Act.
ECOLOGICAL INTEGRITY	Includes hydrological integrity and means the condition of ecosystems in which: a) the structure, composition and function of the ecosystems are unimpaired by stresses from human activity;; b) natural ecological processes are intact and self-sustaining; and, c) the ecosystems evolve naturally.
FLOOR SPACE INDEX	The ratio of gross floor area to the net developable area of the site. The gross floor area means the total area of all of the floors in a building above grade measured from the outside of the exterior walls, but excluding bicycle parking within a building. Net developable areas means the area of the site excluding any lands to be conveyed for public purposes such as public streets, valley lands, street widenings, parks and <i>schools</i> .
GOOD HERITAGE CONSERVATION PRACTICE	Is the approach to conserving a cultural heritage resource generally accepted by professionals engaged in the work and is set out in the following documents: a) UNESCO and International Council on Monuments and Sites (ICOMOS) Conventions and Charters – Venice, Appleton, Washington and Burra; b) Parks Canada’s Standards and Guidelines for the Conservation of Historic Places in Canada; c) The Ontario Ministry of Culture’s eight guiding principles in the conservation of built heritage properties; and d) The respective Heritage Conservation District Plan or guidelines in which the property is located, if the property is designated under Part V of the Ontario Heritage Act.
GREENFIELD	Lands designated for urban use in an Official Plan, but not yet developed for such uses.

**HABITAT OF
ENDANGERED
AND THREATENED
SPECIES**

Habitat for endangered, threatened or special concern species are identified by regulation under the Endangered Species Act.

**HERITAGE PERMIT
APPLICATION**

An application for a permit under Parts IV or V of the Ontario Heritage Act to alter, add to, construct, demolish or remove a structure or feature on a property. The heritage permit application shall be accompanied by the following information:

- a) municipal and legal address of the property;
- b) name and address of the property owner;
- c) property survey of the affected property;
- d) current photographs of the buildings and landscape features of the property that will be affected by the proposal;
- e) a description of the proposed work including:
 - i. site plan;
 - ii. sketches or architectural drawings of the proposed work showing materials, dimensions and scope of the work to be undertaken;
- f) any research or documentation in support of the proposal including:
 - i. archival photographs of the property;
 - ii. pictures or plans of similarly styled heritage buildings in the community; and
 - iii. signed statement by the owner authorizing the application and permitting staff to inspect the property.

**HERITAGE
REGISTER**

The register of cultural heritage resources as established under Section 27 of the Ontario Heritage Act.

HOME OCCUPATION

A small-scale privately operated business which provides a service as an accessory use within a residential dwelling unit, or an accessory building to a residential dwelling unit, and is performed by one or more of the permanent residents of that dwelling unit and is compatible with the character of the surrounding area. Permitted home occupation uses will be defined and development standards established in the zoning by-law.

HOTEL	A building(s) or part thereof on the same lot used to accommodate the travelling public for gain or profit, by supplying them with sleeping accommodation but without individual private cooking facilities.
INTENSIFICATION	The development of a property, site or area at a higher density than currently exists through: <ul style="list-style-type: none"> a) redevelopment, including reuse of <i>brownfield</i> sites; b) infill development, meaning development of vacant lots within previously developed areas; c) the expansion or conversion of existing buildings.
INTENSIFICATION AREA	Areas identified on Schedule 1 Urban Structure as Vaughan Metropolitan Centre, Primary Centre, Local Centre and Primary Intensification Corridor
MAJOR OFFICE	Office uses greater than 12,500 square metres per lot.
MAJOR RETAIL	<i>Retail</i> uses greater than 10,000 square metres per lot.
MINERAL AGGREGATE OPERATION	<p>When applicable to the Oak Ridges Moraine Conservation Area:</p> <ul style="list-style-type: none"> a) an operation, other than a <i>wayside pit</i>, conducted under a licence or permit under the Aggregate Resources Act , and b) associated facilities used in the extraction, transportation, beneficiation, processing or recycling of mineral aggregate or the production of related by-products; <p>When applicable to the Greenbelt Plan Area:</p> <ul style="list-style-type: none"> a) an operation, other than <i>wayside pits and quarries</i>, conducted under a licence or permit under the <i>Aggregate Resources Act</i>, or successors thereto; and b) associated facilities used in extraction, transport, beneficiation, processing or recycling of mineral aggregate resources and derived products such as asphalt and concrete, or the production of secondary related products.

MUNICIPAL COMPREHENSIVE REVIEW	An Official Plan or an Official Plan amendment, initiated by a municipality that comprehensively applies the policies and schedules of the Provincial Growth Plan for the Greater Golden Horseshoe, as amended from time to time.
NON-FARM RESIDENCE	A single residential unit, unrelated to a farm operation located in the Agricultural or Rural Residential land use designations.
PUBLIC UTILITY	A public body or private corporation providing infrastructure to the public such as hydro, natural gas, telephone, cable, sewer and water.
PUBLIC SAFETY SERVICES	Fire, police, or ambulance services.
RAPID INFILTRATION BASIN	A basin or system of basins at or below surface grade that is constructed in porous soil and punctures through a relatively impermeable layer to gain access to a more permeable sand or gravel layer, so as to rapidly infiltrate into the ground, at a single point or area of concentration, surface runoff collected from impervious surfaces.
RAPID INFILTRATION COLUMN	A column or system of columns at or below surface grade that is constructed in porous soil and punctures through a relatively impermeable layer to gain access to a more permeable sand or gravel layer, so as to rapidly infiltrate into the ground, at a single point or area of concentration, surface runoff collected from impervious surfaces.
REGIONAL MARKET AREA	An area, generally broader than a lower-tier municipality, that has a high degree of social and economic interaction. In southern Ontario, the upper or single-tier municipality will normally serve as the regional market area. For the purposes of the City of Vaughan, the Region of York shall be used as the regional market area.
RETAIL	Retail shall mean retail, restaurant and service commercial uses.
RETAIL WAREHOUSE	A building or part of a building in which goods and merchandise are displayed, stored and sold in a warehouse format in accordance with the City of Vaughan Zoning By-law.

RENTAL HOUSING	Buildings containing one or more rented residential units, including vacant units that have been used for rented residential purposes, but does not include condominium-registered, life-lease or other ownership forms which are rented out by individual owners.
RISK ASSESSMENT	A study completed by a qualified person that examines the relevant hydrologic pathways and qualitatively evaluates the level of risk associated with a land use or land use activity that may pose a threat to the quantity or quality of a municipal drinking water supply
RISK MANAGEMENT PLAN	A document completed by a qualified person that describes the results of the <i>risk assessment</i> , proposes a plan for the mitigation and management of the identified risks, and outlines an emergency response plan to be executed in the event that a risk occurs.
SCHOOL	An elementary or secondary <i>school</i> , which every person who attains the age of six years is required to attend, as enacted by the Ontario Education Act.
SECONDARY SUITE	A single, self-contained, independent and separate accessory residential unit located within a residential dwelling, or on the same lot as a residential dwelling.
SIGNIFICANT DEVELOPMENT	A building with 100 or more residential dwelling units or a total gross floor area of all uses of 12,500 m ² or greater.
SIGNIFICANT WILDLIFE HABITAT	Areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations. Specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species. These areas are ecologically important in terms of features, functions, representation or amount, and contribute to the quality and diversity of an identifiable geographic area or natural heritage system. The Provincial Significant Wildlife Habitat Technical Guide should be referenced to determine significant wildlife habitat.

SITE ALTERATION	<p>When applicable to the Oak Ridges Moraine Conservation Area and the Greenbelt Plan Area:</p> <p>Activities such as filling, grading and excavation that would change the landform and natural vegetative characteristics of land, but does not include,</p> <p>a) the construction of facilities for transportation, infrastructure and utilities uses by a public body, or</p> <p>b) for greater certainty,</p> <ul style="list-style-type: none"> i. the reconstruction, repair or maintenance of a drain approved under the <i>Drainage Act</i> and in existence on November 15, 2001, or ii. the carrying out of agricultural practices on land that was being used for agricultural uses on November 15, 2001.
SMALL SCALE COMMUNITY FACILITY	Community or Neighbourhood library as defined in the Active Together Master Plan, or a community centre.
SMALL SCALE CONVENIENCE RETAIL	<i>Retail</i> uses intended to serve the residents of the immediate area with basic provisions such as such as a corner store. For clarity, a restaurant is not considered as a small scale convenience retail use.
SOCIAL HOUSING	<i>Rental housing</i> units which are owned by a non-profit housing corporation, including housing provided by non-profit housing co-operatives to their members, and which are produced or funded under government programs providing comprehensive funding or financing arrangements.
STOREYS	The number of floors located within a building in according with the City of Vaughan Zoning By-law.
SUPPORTIVE HOUSING	<i>Affordable housing</i> linked to support services for populations in need of assistance. Such support services may be offered on site or through outreach programs and may include accessible mental health, substance addiction, employment, and other support services.
TIME OF TRAVEL	The estimated time required for groundwater to move from a given location in an aquifer to the intake of a water well. A <i>wellhead protection area</i> is typically divided into several time of travel zones.

UNIVERSAL ACCESSIBILITY	The design of buildings and public places, and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.
UN-SERVICED PARK	When applicable to the Oak Ridges Moraine Conservation Area: a park that provides recreational opportunities and facilities, including playing fields, but without outdoor lighting, accessory commercial facilities, paved parking lots or permanent water or sewer facilities.
URBAN AGRICULTURE	The growing or raising of food products produced through agricultural activity within or on the fringe of an <i>urban area</i> .
URBAN AREA	Lands identified on Schedule 1 Urban Structure as having an urban designation including Employment Area, Community Area, Vaughan Metropolitan Centre, Primary Centre, Local Centre and Primary Intensification Corridor .
VALLEY AND STREAM CORRIDOR	Valley and stream corridors are the natural resources associated with river systems characterized by their landforms, features and functions. Valley and stream corridors are distinguished from other physiographic features by their connection to the river system as a whole. Valley corridors are distinguished from stream corridors by the presence of a distinct landform.
WAYSIDE PITS	See <i>Wayside Pits and Quarries</i>
WAYSIDE PITS AND QUARRIES	A temporary pit opened or used by or for a public body solely for the purpose of a particular project of road construction and not located on the road right of way.
WELLHEAD PROTECTION AREA	The surface and sub-surface area surrounding a water well or well field that supplies a municipal water system and through which contaminants are reasonably likely to move so as eventually to reach the water well or well field

WETLAND

Lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic plants or water tolerant plants. The four major types of wetlands are swamps, marshes, bogs and fens. Periodically soaked or wet lands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands for the purposes of this definition.

Wetlands on the Oak Ridges Moraine and Greenbelt include any wetlands identified by the Ministry of Natural Resources or by any other person, according to evaluation procedures established by the Ministry of Natural Resources, as amended from time to time.

WOODLAND

A treed area of land at least 0.2 hectare in size with at least:

- a) 1000 trees of any size, per hectare;
 - b) 750 trees measuring over 5 centimetres diameter at breast height, per hectare;
 - c) 500 trees measuring over 12 centimetres diameter at breast height, per hectare; or,
 - d) 250 trees measuring over 20 centimetres diameter at breast height, per hectare, but does not include a cultivated fruit or nut orchard, a plantation established for the purpose of producing Christmas trees or nursery stock.
- For the purposes of defining a woodland, treed areas separated by more than 20 metres will be considered a separate woodland.