

Office Use Only

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| File Number: | Application Fee: | Receipt Number: |
| Date: | Received By: | Related Files: |

Applications for Block Plans are submitted pursuant to Section 10 of the City of Vaughan Official Plan 2010 (VOP 2010). All sections of this application, together with the information and material requested, shall be completed and/or submitted in its entirety. The application must be accompanied by the required fees, payable to the CITY OF VAUGHAN, prior to its processing in accordance with the "Tariff of Fees for Vaughan Planning Applications" By-law (please see Schedule "A" for fees). All submitted supporting information and reports will be made available to the public under the provisions of the *Planning Act*.

1.0 Block Plan Representatives

1.1 Landowner/Prospective Owner/Lessee/Agent or Solicitor: _____
Last First M.I.

1.2 Firm/Company: _____

1.3 Contact Person: _____
Last First M.I.

1.4 Address: _____
Street Address Apartment/Unit No.

City Province Postal Code

1.5 Phone: _____
Business Cell

1.6 Email Address: _____

1.7 Representative is: Owner Lawyer Planner Consultant / Agent Other _____

Please Note: All correspondence will be forwarded to the Block Plan Representative

2.0 Participating Registered Owner(s) of Properties

List *all* registered landowners for both Section (2) "Participating Owner" and Section (3) "Non-Participating Owner". Please attach additional pages for Sections 2 and 3, as required.

2.1 Name: _____
Last First M.I.

2.2 Mailing Address: _____
Street Address Apartment/Unit No.

City Province Postal Code

2.3 Phone: _____
Business Cell

2.4 Email Address: _____

2.5 Location of Property: _____
Lot Concession Lot Area Assessment Roll No.

Lot Registered Plan And/or Part Reference Plan

2.6 Date(s) Subject Lands Were Acquired (Optional): _____

2.7 Municipal Address (if Applicable) _____

Please note: To be completed for each individual participating landowner.

3.0 Non-Participating Owner (If Applicable):

This Section is to be completed for each "Non-Participating Owner".

3.1 Name: _____
Last
First
M.I.

3.2 Mailing Address: _____
Street Address
Apartment/Unit No.

City
Province
Postal Code

3.3 Phone: _____
Business
Cell

3.4 Email Address: _____

3.5 Location of Property: _____
Lot
Concession
Lot Area
Assessment Roll No.

Lot
Registered Plan
And/or Part
Reference Plan

3.6 Date(s) Subject Lands Were Acquired (Optional): _____

Please note: To be completed for each individual non-participating landowner.

4.0 Land Use Budget Summary Table

Provide the following details respecting the proposed type and distribution of land use(s) within the Block Plan using the instructions below.

In each column, provide statistical information for all the land uses which may include:

- a) number of hectares
- b) number of residential hectares and residential units; and
- c) commercial gross floor area of mixed residential/commercial uses, and/or residential units and commercial gross floor area

Do not double-count land area(s) for overlapping land uses in the total column

A Land Use Budget is required for each land ownership within the Block, and must be attached as an appendix to the application

| Land Uses | Participating Landowners (ha) | Non-Participating Landowners (ha) | Total Block (ha) |
|---------------------------------|-------------------------------|-----------------------------------|------------------|
| Low-Rise Residential | | | |
| Low-Rise Mixed-Use | | | |
| Mid-Rise Residential | | | |
| Mid-Rise Mixed-Use | | | |
| High-Rise Residential | | | |
| High-Rise Mixed-Use | | | |
| Employment Commercial Mixed-Use | | | |
| Community Commercial Mixed-Use | | | |
| Downtown Mixed-Use (e.g. VMC) | | | |
| General Employment | | | |
| Prestige Employment | | | |
| Major Institutional | | | |
| Theme Park and Entertainment | | | |
| Regional Park | | | |
| District Park | | | |
| Neighbourhood Park | | | |

| | | | |
|---|--|--|--|
| Urban Park | | | |
| Public Square | | | |
| Other: | | | |
| Natural Areas: | | | |
| Valley Lands | | | |
| Stream Corridor | | | |
| Tableland Woodlots | | | |
| Other: | | | |
| Private Open Space | | | |
| Infrastructure and Utilities | | | |
| Buffer | | | |
| Hydro Corridor | | | |
| Stormwater Management Facilities | | | |
| TransCanada Corridor/Facility | | | |
| Other: | | | |
| Agricultural | | | |
| Rural | | | |
| Major Arterial Roads | | | |
| Minor Arterial Roads | | | |
| Major Collector Roads | | | |
| Minor Collector Roads | | | |
| Local Roads | | | |
| Other Road Requirements (Widenings, Realignments, Highway Ramps) | | | |
| Elementary School | | | |
| Secondary School | | | |
| Other Proposed Institution | | | |
| Total | | | |

5.0 Supporting Material Required with Application

- 5.1 The Block Plan submission package must include the following:
- Three (3) copies of the application form
 - Five (5) copies of the Block Plan in full scale, 91.44 cm x 121.92 cm (3 ft x 4 ft) folded to legal size, 21.59 cm x 35.56 cm (8.5 in x 14 in)
 - Five (5) copies of the Landowner Land Budget
 - Five (5) copies (minimum) of all supporting documentation and required studies as identified in Appendix 'A' Framework for Preparation of Block Plan Submission. Additional copies may be required for circulation purposes
 - Twelve (12) USB sticks containing pdf. copies of all materials
 - Declaration of Landowner or Agent
 - Authorization of Agent
 - Environmental Certification; and
 - Block Plan Application Fees (Refer to Schedule A)

The Applicant/Agent acknowledges that the City of Vaughan considers the application forms and all supporting materials, including all studies and drawings, filed with any application to be public information and to form part of the public record. By filing an application, the applicant consents to the City of Vaughan photocopying, posting on the internet and/or releasing the application and any supporting materials either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant.

The Applicant/Agent also hereby states that it has authority to bind its consultants to these terms. Additional information may be requested by the Policy Planning and Special Programs Department following a preliminary review of the application.

5.2. Geographical Information Systems Requirements

The submission package (where appropriate) should be submitted in either GIS (*.shp or *.gdb) or AutoCAD (.dwg) formats georeferenced to NAD 83 UTM Zone 17 N. Layered .pdfs and Excel translation files (templates provided) should be included for all submissions (refer to technical requirements in Appendix 'B').

Declaration of Land Owner(s) or Agent

The processing of this application shall not commence until the following declaration is completed and commissioned.

I, _____ of the _____
of _____ in the _____
of _____ solemnly declare that:

All above statements contained in all the exhibits omitted here with, are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED before me at the _____
of _____ in the _____
_____ of _____
this _____ day of _____ 20____

Signature of Owner or Agent

Location of Commissioner of Oath's Stamp or Signature

Personal information on this form is collected under the legal authority of the *Planning Act*. R.S.O. 1990, Chapter P13, as amended. Questions about this collection should be directed to the Office-Coordinator, 2141 Major Mackenzie Drive, Vaughan, Ontario L6A 1T1 (905) 832-8585.

Authorization by Owner

Authorization is to be signed by the Owner, if an Agent has been appointed

As of the date of this application, I am the Registered Owner(s) of the lands described in this application, and I have examined the contents of this application and hereby certify that the information submitted with the application is correct insofar as I have knowledge of these facts, and I authorize the submission of this application on my behalf:

| | | |
|-----------------------------------|-----------------------------------|-----------------------------------|
| | whom I have appointed as my agent | |
| <i>Please Print Name of Agent</i> | | <i>Date</i> |
| | | |
| <i>Signature of Owner</i> | | <i>Please Print Name of Owner</i> |

Affix Corporate Seal of registered owner of property. Processing will not commence until this is provided.

| | | |
|------------------|---------------|----------|
| Dated this _____ | day of _____, | 20 _____ |
|------------------|---------------|----------|

** Please fill out for each landowner where required.*

6.0 Environmental Certification

Certificate is to be signed by the Landowner and purchaser and/or lessee if applicable

I/We _____

the Owner and/or Purchaser and/or Lessee of the above-noted lands hereby acknowledge that it is my/our responsibility to ensure that I/We are in compliance with all applicable legislation, guidelines and other government directives pertaining to contaminated or potentially contaminated sites including, but not limited to, the *Environmental Protection Act*, as amended. I/We further acknowledge that the City of Vaughan is not responsible for the identification and/or remediation of contaminated sites. I/We further acknowledge and agree for sites found to be contaminated that the City of Vaughan is not responsible for losses or damages related to environmental contamination or clean-up of contamination not caused by the City of Vaughan's negligence. I/We further agree that if environmental contamination is discovered, I/We will not sue or initiate a claim over or against the City of Vaughan, except where it is alleged that the City of Vaughan has been negligent.

Notwithstanding the provisions of this section 6.0 the City of Vaughan agrees that any of the above-noted lands required to be conveyed to the City pursuant to a development and/or subdivision and/or severance application/agreement that are contaminated by salt reasonably demonstrated to have resulted from the City of Vaughan's road salting operations, in accordance with *O. Reg. 153/04* (as amended), will not require remediation of and/or compensation for such salt contamination by the land owner to the City of Vaughan and the City of Vaughan agrees to accept the subject lands to be conveyed on an as-is basis with respect to such salt contamination.

| | | | | | | | | | |
|---|------|--------|--|---|--|--|----|--|--|
| Dated at | this | day of | | | | | 20 | | |
| <i>Signature of OWNER</i> | | | | <i>Please Print Name (AFFIX Corporate Seal if Applicable)</i> | | | | | |
| Dated at | this | day of | | | | | 20 | | |
| <i>Signature of PURCHASER (If Applicable)</i> | | | | <i>Please Print Name (AFFIX Corporate Seal if Applicable)</i> | | | | | |
| Dated at | this | day of | | | | | 20 | | |
| <i>Signature of LESSEE (If Applicable)</i> | | | | <i>Please Print Name (AFFIX Corporate Seal if Applicable)</i> | | | | | |

BLOCK PLAN APPLICATION FEES (PERSUANT TO SCHEDULE 'A' OF THE "TARIFF OF FEES FOR VAUGHAN PLANNING APPLICATIONS" BY-LAW)

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|-------------------------|-----------------------------------|
| File Name: | File No.(s): |
| Related File(s): | Total Amount Submitted \$: |

7.0 Block Plan Application Fees

The below fee calculation is to be completed by the Applicant.

| | | | |
|--|------------------------------|-----------|--|
| Total Fee Calculation for Block Plan Application: | (Total Gross Area) ha x | = | |
| | Attached Fee Schedule | \$ | |

Revision for Application requiring recirculation * = Attached Fee Schedule

NOTES:

The required City of Vaughan Application Fee must be paid in full before any processing of the application is commenced by the Policy Planning and Special Programs Department.

If a cheque is submitted for an incorrect fee amount, the cheque will be returned to the Applicant, and a new cheque with the correct fee amount will be required to be submitted.

The Total Gross Area and applicable fees shall include both Participating Landowners and Non-Participating Landowners

*A Recirculation fee will be applied when substantial changes are initiated by the applicant that requires a full recirculation for review and comment prior to Council approval.

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|------------------------|--------------------------------------|
| Planner's Name: | Verification of Total Fee: \$ |
| Date: | |

APPENDIX A - FRAMEWORK FOR PREPARATION OF BLOCK PLAN SUBMISSION**1.0 PREFACE**

Policy 10.1.1 of the VOP 2010 (Volume 1) requires that upon the adoption of a Secondary Plan, a Block Plan will be required at the discretion of the City, which is to be prepared by participating landowners. Block Plans generally encompass areas of 405 ha, however where appropriate a scoped Block Plan may be required for large infill sites with an area of less than 405 ha. The Block Plan process will be carried out pursuant to the policies of VOP 2010, the Draft Environmental Management Guideline (EMG), and in accordance with pertinent Provincial and Regional policies.

Each Block Plan submission should identify a Block Plan Lead who will co-ordinate the preparation of all submissions, meeting arrangements, etc. Block Plan requirements may change or expand in response to changing levels of knowledge and experience within this process. The intent however is clearly to resolve requirements and issues at the front end of the Block Plan process and thereby avoid unexpected delays towards the completion of the process.

An application form should be completed to initiate the preparation of a Block Plan. The 'Block Plan Application' will be submitted together with a 'Block Plan Fee' in accordance with the City of Vaughan's Fee By-law. Where specific issues arise requiring more detailed analysis, or which involve a significant departure from VOP 2010- Policy 10.1.1, extra costs may be attributed to the Block Plan at the expense of the applicant(s).

2.0 BLOCK PLAN REVIEW PROCESS

The Block Plan process is comprised of four stages:

2.1 Stage 1: Pre-Submission Consultation for Block Plan Process

Includes the applicant requesting a formal Pre-Submission Consultation (PSC) meeting prior to the submission of a Block Plan application. The PSC allows an applicant to present a Block Plan proposal where the City would, on a preliminary basis, only identify the required materials for a full and complete submission of the subject application(s). A PSC meeting is intended to establish the requirements for the submission of a complete application. The PSC meeting is key to ensuring identification of all issues and required supporting documentation reports.

The Block Plan Lead will work with the Landowners Group (LOG) to submit a comprehensive Terms of Reference and complete Block Plan application.

2.2 Stage 2: Approval of Block Plan Terms of Reference and Work Program

The LOG will be responsible for drafting a Comprehensive Block Plan Terms of Reference including a Terms of Reference for the Master Environment and Servicing Plan (MESP) to address the requirements of the Block Plan, as per Policy 10.1.1 of VOP 2010.

City Departments and external agencies will provide feedback on the Comprehensive Block Plan Terms of Reference as it evolves and give final approval prior to commencement of its specific tasks.

Prior to submission, the City strongly recommends that the development limits (i.e., valley and stream corridors and/or woodlands) be confirmed by City and/or TRCA staff.

2.3 Stage 3: Preparation of Draft Block Plan and Supporting Documents

Preparation of the draft Block Plan submission package will entail regular meetings between the LOG representatives and City departments and external agencies. These meetings will keep City departments and external agencies informed of progress on the workplan, provide an opportunity for feedback, and facilitate integration of the draft Block Plan elements.

2.4 Stage 4: Public Review and Approvals

The process of public review, revision and final approval of the Block Plan submission package, is as follows:

1. Following the submission of the application and supporting documentation, it will be reviewed by the required technical staff and external agencies. If required a meeting will also be arranged to introduce the project.
2. Based on initial responses, a Public Hearing report will be prepared for the Committee of the Whole outlining the purpose, context and itemizing the information received (i.e., MESP, Block Plan submission) and potential issues identified through initial review.
3. Following the Committee of the Whole Public Hearing, the applicant shall address comments received through the Block Plan process in advance of staff preparing recommendations for a future Committee of Whole meeting.
4. Once all comments have been addressed to the satisfaction of the City and required agencies/ stakeholders, staff will initiate the preparation of a Report to the Committee of the Whole.

Note that throughout the Block Plan process, it is in the interest of all concerned that all stakeholders within the Block Plan area, whether participating or non-participating, should be kept informed as the Block Plan evolves. Landowners (or their representatives) participating in the Block Plan approval process are requested to assume responsibility for ensuring that information dissemination occurs.

Throughout the Block Plan process, appropriate agency, stakeholders and public engagement is required.

3.0 INDIGENOUS COMMUNITIES ENGAGEMENT

Section 6.1.1 of the VOP 2010 acknowledges Indigenous Communities as having traditional lands within the City of Vaughan. The archaeological policies in VOP 2010 identify the requirement to engage and consult with First Nations if archeological findings (i.e., burial grounds, artifacts) are found. The Indigenous Communities also have an interest in the natural environment (i.e., valley land and stream corridors, carrying place trail, and species at risk).

While the Block Plan process is a non-statutory process, the City acknowledges constitutional obligations to consult and accommodate Indigenous Communities as per the Provincial Policy Statement 2020. The City strongly encourages the LOG to engage Indigenous Communities early in the Block Plan process to determine their interest in the process, as the policies of VOP 2010 pertain to the activities taking place and not the process. City staff can provide the LOG with an Indigenous Communities contact list for the City. Where individual Indigenous Communities may request accommodations to participate in the archaeological and/or environmental field work, the City will not be responsible to cover the costs of the expenses incurred.

4.0 TECHNICAL REPORTS SUBMISSION REQUIREMENTS

There may be instances where additional studies are required due to the nature of the landscape. A Comprehensive Block Plan Terms of Reference should be included as part of the submission package.

4.1 Block Plan Application Key Components

Listed below are the key components required for Block Plan applications, as identified in Policy 10.1.1.14 to 10.1.1.26 of VOP 2010 (Volume 1) inclusive, to enable the City to determine whether the policy objectives of VOP 2010 are satisfied. However, the review and evaluation of Block Plan submissions will be based on the policy content of VOP 2010 in its entirety, including the requirements of the EMG and relevant Regional and Provincial policies.

The Block Plan submission package may include, but is **not** limited to, the following technical reports:

- Agricultural Impact Assessment
- Archaeological Assessment
- Block Plan (Planning Justification) Report
- Community Energy Plan
- Community Services and Facilities Impact Study
- Cultural Heritage Impact Assessment
- Development and Infrastructure Phasing Plan
- Environmental Impact Study
- Environmental Site Assessment
- Financial
- Housing Option Statement
- Landscape Master Plan and Architecture Design Guideline
- Land Use Compatibility Assessments
- Master Environment and Servicing Plan
- Multiuse Recreational Trail Network Plan
- Noise and Vibration Study
- Parks and Open Space Master Plan
- Sustainability Performance Metrics
- Transportation Study
- Transportation Demand Management Plan / Transportation Management Plan
- Urban Design Guidelines

Mapping submissions must include a layered *.pdf map and georeferenced GIS or AutoCAD files following the technical requirements outlined in Appendix 'B' indicating location, names, and addresses of all landowners within the Block, and identifying those landowners who are participants in the preparation of the Block Plan. Only complete submissions, as defined by the approved terms of reference and workplan, will be accepted.

4.1.1 Agricultural Impact Assessment

The Agricultural Impact Assessment (AIA) shall be prepared by a qualified professional with Planning and Agriculture technical expertise. The Province has currently prepared a draft AIA Guidance Document (March 2018) which can be found at the following website: <https://ero.ontario.ca/notice/013-2454>.

4.1.2 Archaeological Assessment

An Archaeological Assessment shall be prepared by a qualified Archaeologist licensed under the *Ontario Heritage Act*. An Archaeological Assessment Stage 1 (at a minimum) is required for development approvals in order to identify archaeological potential of the Block Plan area or specific site. Archaeological assessment reports are to be in compliance with the guidelines set out by the Ministry of Heritage, Sport, Tourism and Culture Industries, as well as licensing requirements developed under the *Ontario Heritage Act*. For development proposing alteration to a watercourse, a marine archaeology survey conducted by a licensed marine archaeologist will be required.

4.1.3 Block Plan (Planning Justification) Report

The Block Plan (Planning Justification) Report will address the distribution of land uses based on VOP 2010 Volume 1, and Volume 2 as applicable, while recognizing environmental constraints and opportunities. The Report must also address the integration of natural features (i.e. woodlots, valleys) with the planned layout of the new community to conform to applicable policies and summarize the conclusions of the supporting technical studies.

The Report should address the following technical components: Policy Conformity

- Identify all applicable Federal, Provincial, Regional and VOP 2010 policies that apply
- Provide a statement that the proposed Block Plan is in conformity with all applicable policy

Housing

- Summary of the Housing Option Statement (Policy 7.5.1.3 of VOP 2010)

Land Uses

- Land use area structure
- Distribution of all land use types as identified in VOP 2010 Volume 1 or 2
- Identification of all land use areas

Natural Features and Open Space

- Identify natural heritage, hydrological features and open space features
- Identify lands within the Greenbelt Plan/Oak Ridges Moraine Conservation Plan Areas
- Delineate natural heritage and hydrological features and establish a Natural Heritage System (i.e., delineation of physical and stable top-of-bank areas regulated by Toronto and Region Conservation Authority (TRCA) and/or limits of elements of the Natural Heritage Network (NHN))
- Evaluate the impacts the development may have on the NHN and identify mitigation measures where appropriate
- Identify opportunities to create, promote and enhance the Natural Heritage and Open Space Systems

Parkland Dedication

- Provide a parkland dedication table and associated georeferenced mapping data illustrating sufficient information to demonstrate parkland dedication calculations to the City's satisfaction. The parkland dedication table shall be used for valuating, determining, and identifying the total amount of the final parkland conveyance or payment representing the payment-in-lieu of parkland dedication to the City based on developable lands of the individual applicant lands or the development group

Road Network

- Hierarchy of roads
- Rights-of-way and road widenings

Stormwater Facilities

- Location and area requirements
- Identify opportunities for Low Impact Development
- Integration with natural heritage system and open space, where appropriate

Development and Infrastructure Phasing Plan

- Provide co-ordination of development within the Block that is efficient and functional
- Detailed scaled georeferenced drawings for both the Development and Infrastructure Plans should be provided to determine the key infrastructure required. The drawings must comply with the technical requirements outlined in Appendix 'B'.

Other Uses and Resources

- Interface with railway line and pipeline, (if applicable)
- Location and area requirements of other uses
- Identification of heritage properties and significant archaeological sites

Existing Zoning Provisions

- Review existing provisions
- Review of existing permitted uses

Mapping and Statistical Information

The Block Plan will be provided in GIS or AutoCAD format consistent with the City's specifications outlined in Section 5, Supporting Material Required with Application and the technical requirements outlined in Appendix 'B'. The Block Plan will include one or more maps accurately identifying the following:

- Land uses, ownership and area of each property
- Statistical summary of land use allocation (hectares)
- Statistical summary of participating and non-participating landowners in the preparation of the Block Plan
- Arterial, primary and local roads, and Provincial highways
- Natural Heritage System including lands within the Greenbelt Plan/Oak Ridges Moraine Conservation Plan Areas
- Water and sanitary sewer trunks and sub-trunks
- Stormwater management facilities and Low Impact Developments
- Summary of right-of-way widths by road classification

4.1.4 Community Energy Plan

The applicant shall have regard for Energy Conservation consistent with Policy 8.5.1 of VOP 2010. Policy 8.5.1.2 of VOP 2010 requires the completion of Community Energy Plans for Intensification Areas, lands designated as New Community Areas, and as yet undeveloped Employment Areas. The Community Energy Plans will:

- Provide additional detail and clarity about Vaughan's energy consumption
- Identify targets for energy reduction
- Identify opportunities and targets for on-site energy generation and district energy systems
- Provide development standards and design guidelines to maximize energy efficiency

4.1.5 Community Services and Facilities Impact Study

A Community Services and Facilities Impact Study (CSFIS) is required specifically referencing the current Active Together Master Plan (2018) and any subsequent Master Plan updates. The submission of a CSFIS, in support of any/all development application(s), is needed to provide the City with an assessment of the basic community services required for the development of a Sustainable and Complete Community.

The CSFIS assists with planning and forecasting of community services within the City. The CSFIS should provide the City with a framework for addressing any issues, which will assist City staff in understanding, ahead of time, what type of impacts a particular development may have on a community.

The CSFIS will provide information on the future residential needs within the subject area and shall include an assessment of the following, but are not necessarily limited to:

- Public Parks including outdoor facilities as listed in the ATMP
- Open Space
- Multiuse Recreational Trails
- Libraries
- Schools
- Child Care Centres/Pre-school/Nursery
- Community indoor facilities as listed in the ATMP (i.e. arenas, pools, multipurpose facility, fitness centre, skating, etc.)
- Private recreational facilities
- Private amenity space
- Social services
- Places of worship/community gathering places

City staff will work with the applicant to determine the specific requirements for the study that may be relevant to the community and area that the application is located in. The need for the CSFIS for a development planning application will be determined in consultation with community services, Parks Planning, libraries, and school board staff. Development applications within areas of intensification or pertaining to high-rise development must be supported with the submission of a CSFIS.

The CFIS shall be comprised of, but not limited to the following components:

- Demographic profile of the study area based on latest census data
- Inventory of services and facilities that exist in the study area including direct walking/driving distances to said services/facilities
- Mapping of services and facilities within the study area including relevant service catchments

- Identify provision standards, as per ATMP recommendations within the study area and benchmarked against existing City-wide and community wide provisions
- Profiles of services and facilities available and offered within the study area
- Gap analysis based on recommended provisions standards
- Recommendations for short-term and long-term community services and facilities provisions
- Consultations and additional information from City Departments, Region of York, School Boards, and relevant private sector providers
- Amount of development or redevelopment in the study area
- Identify a list of existing studies and reports that may be available for the study area
- Overview of the list of social services being provided or existing in the study area (i.e. seniors centres, community health and family support counselling centres, etc.)

The CSFIS shall provide a conclusion statement that includes an overall summary and recommendations ensuring the continued success of a high quality of life in the City of Vaughan.

4.1.6 Cultural Heritage Impact Assessment

A Cultural Heritage Impact Assessment shall be prepared by a qualified professional relating to the conservation of the type of subject heritage resource, who should be registered in the “building specialist” category, under the Canadian Association of Heritage Professionals. A Cultural Heritage Impact Assessment shall identify and evaluate cultural heritage resources in a given area to determine the impact that may result from the proposed development (new construction, demolition, and/or alteration) of the subject lands. The report will also recommend an appropriate intervention approach to the heritage resources as per Policy 6.3.3.2. of VOP 2010.

4.1.7 Development and Infrastructure Phasing Plan

A Phasing Plan shall be prepared to provide co-ordination of development within the Block that is efficient and functional. The applicant shall have regard for Block Plan Phasing policies consistent with Policy 10.1.1.1.20 of VOP 2010. Detailed scaled drawings for both the Development and Infrastructure Plans should be provided to determine the key infrastructure required.

4.1.8 Environmental Impact Study

An Environmental Impact Study (EIS) shall be prepared by a qualified professional once the MESP has been reviewed. The EIS shall evaluate the proposed development, forecast impacts and achievement of City environmental goals, objectives and policies, while addressing the policy requirements of the Federal, Provincial, Regional and Local levels, including but not limited to the *Endangered Species Act* and *Fisheries Act*.

As per the City’s Draft Environmental Management Guidelines (EMG), an EIS is an evaluation that anticipates the implications of land use change and the interaction of these changes with the features and functions of an area, requiring the following:

- Conformity analysis with applicable policies
- Inventory of abiotic conditions, flora and fauna
- Analysis of the inter-relationships among the biotic and abiotic elements of a site (i.e. its ecology)
- Description of the proposed development, including all aspects that have the potential to affect adjacent natural features and functions
- Determination of the direct and indirect effects the proposed development will have on the existing conditions and consideration of cumulative effects
- Identification of potential improvements or enhancements to the existing NHN (Natural Heritage Network)
- Modification to the development proposal as well as evaluation of mitigation measures and monitoring, including restoration options

The EIS must determine if there will be ‘negative impacts’ (as defined by the Provincial Policy Statement, 2020) to the natural features or their ecological functions should the development proceed under a given proposed design. This information is required by decision makers in order to determine the need for modifications to proposed plans, the vegetation protection zone, NHN additions and other mitigation strategies to fairly evaluate the implications of a land use change. Ultimately, this information is required to achieve decisions that are consistent with the Provincial Policy Statement, 2020. Reference should also be made to the Toronto and Region Conservation Authority’s Environmental Impact Statement Guidelines, 2014.

4.1.9 Environmental Site Assessment

An Environmental Site Assessment (ESA) report identifies potential or actual chemical impacts in soil, ground water, and/or sediment. In general, the Phase One ESA identifies potential contaminating activities and areas of potential environmental concerns through desktop studies and site reconnaissance. The Phase Two ESA involves intrusive investigations (e.g., boreholes/monitoring wells, test pits) whereby the areas of potential environmental concern are assessed through chemical analysis for applicable contaminants of concern. Other

associated ESA documents may also include Remedial Action Plans (RAPs) outlining the procedure for addressing or remediating impacts and risk assessment/evaluation reports, which assess the potential impacts of contaminants to human and ecological receptors. All ESA reports shall be completed by a Qualified Person, as defined by O. Reg. 153/04, and be accompanied with a reliance letter addressed to the City by the environmental consultant.

For lands requiring remediation or for a proposed change to a more sensitive land use, the City shall require the submission of a Record of Site Condition (RSC) registered on the Environmental Site Registry (ESR) and acknowledged by the Ministry of Environment, Conservation, and Parks (MECP).

4.1.10 Financial

Block Plan applications should include identification of the full range and costs of facilities, infrastructure and other items needed in the development of the Block which would be considered as "Development Charge" items.

4.1.11 Housing Option Statement

Consistent with 7.5.1.3 of VOP 2010, a Housing Option Statement (HOS) is required for applications that meet the definition of "significant development" that includes a residential component. The HOS shall demonstrate their contribution to meeting the City's housing objectives as contained in Section 7.5 Housing Options in the VOP 2010. Housing options statements shall describe the following:

- Total distribution of housing types
- Tenure types and distribution
- Range of unit sizes, both in terms of floor area and number of bedrooms
- Special residential components, such as social or senior housing
- Proposed unit type and anticipated unit/sale price at the time of preparing the housing options statement. Further guidance on performance metrics for affordable housing will be established through the affordable housing implementation framework referenced in Policy 7.5.1.7.

4.1.12 Land Use Compatibility Assessment

A Land Use Compatibility Assessment shall be prepared by a qualified professional Engineer. The assessment applies to industrial and sensitive land uses in proximity to one another. The goal of land use compatibility is to minimize adverse effects of "industrial, transportation and utility" uses that emit noise, vibration, odour or air pollution on sensitive uses (e.g. residential). Refer to the Ministry of Environment Guidelines for Land-Use Compatibility (D-Series).

4.1.13 The Landscape Master Plan and Architectural Design Guidelines

A Landscape Master Plan and Architectural Design Guidelines shall be prepared to ensure that the theme and identity of each community and/or block is implemented as agreed in the Block Plan process. The Landscape Master Plan and Architectural Design Guidelines for development on private and public lands will be desirable. Information illustrated on the Landscape Master Plan shall be consistent with that shown as part of the Parks and Open Space Master Plan and the Multiuse Recreational Trail Network Plan. These guidelines will be established, and the implementation process determined through subsequent development application processes. As such they do not form part of the Block Plan process, however they do reflect the City's intentions in this regard.

Reference should be made to the in-effect City-Wide Urban Design Guidelines and the Block Plan Urban Design Guidelines (section 4.1.21).

4.1.14 Master Environment and Servicing Plan

Consistent with Policy 3.9.3 of VOP 2010, a Master Environment and Servicing Plan (MESP) is prepared in support of the Block Plan and provides the framework for the layout of a Block Plan by identifying the areas of environmental priority. The MESP will address the complete range of relevant natural features and ecosystem functions to be maintained and/or enhanced as part of the NHN. This includes confirming natural heritage and hydrological features and their vegetation protection zones, identifying ecological corridors, linkages and proposing details of enhancement areas, and identifying additional restoration opportunities to include as modifications to the NHN or other open space options.

The MESP shall provide an assessment of the environmental impacts of the proposed development and mitigation strategies. Appropriate detail regarding proposed grey infrastructure shall be determined, including the transportation network, stormwater management approach, and water and wastewater servicing. All elements of the Block Plan will be required to conform to the standards and requirements of the approved MESP, including the transportation and servicing networks, Landscape and Open Space Master Plan, Woodlot and Edge Management Plan, and other submission requirements. Studies such as the Subwatershed Study shall be used to inform the MESP, if available. Opportunities to include Low Impact Development techniques in the design are encouraged by the City, as these are now Provincially mandated. Source Water Protection policies under the *Clean Water Act* should also be addressed.

Prior to initiation of a MESP, a Terms of Reference (ToR) that outlines the scope of work must be prepared to the satisfaction of the City in consultation with the TRCA and York Region. Study requirements shall generally follow the specifications established in the City's Draft EMG and shall be tailored to the needs of the Block Plan

study area. The MESP ToR shall also reference the TRCA's MESP Guidelines 2015 for additional technical requirements.

A MESP must be completed to the satisfaction of the City, in consultation with public agencies such as the TRCA and York Region, prior to the approval of the Block Plan. The MESP document shall address at a minimum the following:

- Policy evaluation of Federal, Provincial, Regional and Municipal policy implications that pertain to the site
- Inventory of all natural heritage and hydrological features and ecosystem functions on the site and on adjacent and nearby sites, including groundwater resources
- Proposed measures to improve natural heritage features and ecosystem functions
- Limits of development including the vegetation protection zones
- Proposed approach to development informed by the evaluation of features and functions to be maintained and/or enhanced, and additional infrastructure requirements
- Assessment of impacts on natural heritage features and ecosystem functions, including cumulative impacts from development
- Proposed environmental management techniques and measures to mitigate anticipated impacts
- Assessment of impacts on natural hazards, including cumulative impacts of development and proposed mitigation or remediation measures
- Recommendations for long-term management, monitoring requirements and contingency plans for the NHN
- Statement on overall compliance with the environmental policies of the VOP 2010

For the purpose of developing the MESP, the City and TRCA may require other technical reports (i.e., Hydrogeological Assessment, Geotechnical Assessment, Slope Stability Assessment, Meander Belt Assessment and a Geomorphic Assessment).

4.1.15 Multi-Use Recreational Trail Network Plan

A Multi-Use Recreation Trail Network Plan (Trail Network Plan) will be prepared to demonstrate the final alignment and design characteristics based on City standards of the Network Plan to be implemented as agreed to in the Block Plan process and informed by in effect City-Wide Master Plans and initiatives such as but not limited to the in-effect Pedestrian and Bicycle Master Plan and the Vaughan Super Trail initiative. The Trail Network Plan shall include the following information:

- Trail alignment including crossings based on existing opportunities and constraints as informed by various Block Plan studies including but not limited to natural heritage, hydrology, geomorphology and erosion analysis, flood-line analysis, geotechnical, slope analysis
- Description of trail user profiles and activity types (cycling, walking hiking, cross country and winter sports)
- Description of trail hierarchy: Primary, Secondary, tertiary including local spurs or short connections to main trails
- Trail types and recommended surfacing (asphalt, limestone screenings, boardwalk, earth, etc...)
- Details of crossings across major barriers such as but not limited to valleys, major roads, rails corridors, and other infrastructure in the form of at grade crossings, bridges and underpasses with key dimensions and features
- Key dimensions (widths, vertical and horizontal clearances, design details, edge details)
- Trailhead types and characteristics (major, minor, and gateways)
- Compliance to AODA and/or the York Region Accessible Design Guidelines for Forest Trails compliance including acceptable grades as informed by local constraints, accessories such as guardrails, handrails and resting areas
- Trail theming, signage and wayfinding
- Lighting provisions where required
- Trail elements and facilities such as access control (P-Gates), line markings, seating/rest area opportunities, etc.

4.1.16 Noise and Vibration Study

The Noise and Vibration Report should show design calculations, assumptions and recommendations for noise and vibration attenuation features (e.g., barriers, berms, air conditioning, etc.). The report shall also reflect current City of Vaughan policies pertaining to mandatory air conditioning or fencing as the policies may be more stringent.

All potential noise sources shall be taken into account including, but not necessarily limited to, the following:

- Traffic from arterial, collectors, local roads and Provincial Highways
- Local commercial, and/or industrial blocks, railways and utilities
- Parks, public squares, urban parks and service blocks
- Interim noise attenuation measures, if any

4.1.17 Parks and Open Space Master Plan

A Parks and Open Space Master Plan (Parks Plan) shall include a report and layout plan which demonstrates where public parkland and associated outdoor facilities will be located in the Block. The submission shall include the following information:

- Illustration of the proposed active and passive program requirements and level of service to meet the projected population and demographics informed by the findings and recommendations of the Community Services and Facilities Report prepared as part of the Block Plan submission
- Demonstrate a sound design approach to parks and open spaces, including at locations where proposed public parks are adjacent to private development including the treatment of the interface between the public park and the private development to ensure an integrated design approach is adopted towards built form, pedestrian connections
- Layout plan which illustrates proposed active and passive program requirements as determined by the City
- Parkland configuration demonstration and grading to allow for the placement and development of appropriate outdoor facilities
- Identify boundaries of proposed parkland dedication and the total size of individual blocks
- An existing conditions plan illustrating topographic information in order to assess slopes and drainage, and vegetation, identifying species, age, size and condition
- Grading plan illustrating proposed storm water run-off, surface drainage patterns and sub-surface storm water servicing requirements
- Preliminary construction cost estimate
- Required restoration works and Edge Management Plan for park block abutting open space and associated vegetation protection zone

Land to be conveyed for parkland and implemented as agreed through the Block Plan process along with the Parks Plan shall be to the City's standard level of service as determined by the City through the in-effect Active Together Master Plan (ATMP).

4.1.18 Sustainability Performance Metrics

The Sustainability Performance Metrics (SPM) comprise metrics in categories that relate to the built environment (i.e. urban form, compact development); mobility; environment/open space; and infrastructure and buildings (i.e. energy efficiency, water conservation). The SPM scoring tool determines the sustainability score for planning applications.

For each metric, Mandatory, Recommended Minimum, and Aspirational targets are outlined in the Static Tables and the Sustainability Scoring Tool. The Mandatory targets represent the existing municipal standard or required policy, which all planning applications are currently required to satisfy (e.g. Ontario Building Code and Official Plan). No points are allocated to achieving Mandatory targets. Points are allocated to planning applications that achieve enhanced performance targets or the Recommended Minimum or Aspirational targets, for select metrics.

On May 23, 2018 Vaughan Council approved the thresholds applicable to overall application scores, and performance expectations for Site Plan (excluding minor applications), Draft Plan of Subdivision, and Block Plan applications. For more information and to calculate the SPM score for the referenced planning applications, go to the following link: <http://www.vaughan.ca/cityhall/departments/dp/Pages/Sustainability-Metrics.aspx>.

4.1.19 Transportation Study

The Transportation Study analyzes all modes of transportation serving the block the manner in which these systems are integrated with each other and the proposed land uses, density and urban design elements of the Block Plan through the following:

- Provide a preliminary layout of vehicular circulation and identify the Provincial highways, the arterial, collector and local road network
- Identify the required right-of-way (ROW) for each road and road design elements such as layby parking and traffic calming measures
- Identify the active transportation systems including on- and off-road networks
- Integrate the development with the public transit network
- Describe the preliminary public transit network and facility requirements for all roads
- Identify the proposed improvements to the existing road and active transportation networks including provisions for missing active transportation facilities
- Integrate the road and active transportation with adjacent blocks and/or other municipalities
- Identify the road crossings and connections to major highways (i.e. regional road and provincial Highways 400 and 407)
- Consider GO Station relocation and land use/transportation network requirements (if applicable)

- Integrate the block with the City-wide transportation and transit networks

4.1.20 Transportation Demand Management Plan and Transportation Management Plan

A Transportation Demand Management (TDM) and Transportation Management Plan (TMP) is required. These reports can be integrated into the main Transportation Study or can be submitted as separate reports. A high-level TDM Plan will be required to provide a framework for the future detailed site-specific TDM Plans for each subsequent Site Development Plan or Draft Plan of Subdivision application within the block. TDM Plans should be prepared with the aim to encourage/enhance shifts to sustainable modes of transportation through ongoing action before and after occupation. As stated in Policy 10.1.1.15. of VOP 2010, the TDM Plan shall:

- Integrated with the transportation study submitted in support of the Block Plan
- Identify design ('hard') and/or programmatic ('soft') measures to reduce single occupancy vehicle use
- Identify the roles and responsibilities of the landowner with respect to each recommended measure and its implementation
- Identify the operational and financial roles and responsibilities of the landowner including, but not limited to, program development, implementation and ongoing management and operations of the travel demand management plan and/or program

The TDM Plan should also be completed with reference to the York Region Mobility Plan Guidelines and TDM Checklist. While the TDM Checklist is not required in the Plan, it should be identified as a requirement to follow as part of the site-specific TDM Plans.

A TMP is also required for Council approval at the Block Plan stage. A TMP provides a visual plan illustrating the hierarchy of roads with their respective ROWs, identification of transit, bicycle and pedestrian routes, traffic calming measures, road crossings, traffic controls devices for all intersections including the identification of all-way stop controls and traffic signals. Attention should be paid to the routing of pedestrians/cyclists to major destinations such as transit stops, schools, parks, commercial land uses, and other generators of pedestrian/cyclist activity.

4.1.21 Urban Design Guidelines

The Urban Design Guidelines shall consider urban form and design elements in establishing a community image or identity for the community in general, and the Block Plan in particular. Establishing an identity or 'sense of place' for each community is the fundamental first step in creating the urban form and design plan. Once this is established, the full range of development standards can be created, ranging from the public realm (i.e., boulevard, park and greenway treatments) to the private realm (i.e., zoning standards, streetscape and urban design guidelines). Design guidelines will be prepared having consideration for the City-Wide Urban Design Guidelines and to provide more detailed direction with respect to character of development.

Community Structure

- General description and approach to creating community theme, identity and character, 'Sense of Place'. Initiatives to achieve a complete and resilient community through compact form, complete streets, appropriate land use mix, energy efficiency and, consideration of alternative development standards.

Local Community

- Establishment of identity
- Description of neighbourhoods, distinctive characteristics
- Identification/treatment of edges and gateways
- Identification/treatment of significant views, landforms and focal points

Neighbourhoods

- Identification/treatment of edges and gateways
- Identity and describe noteworthy features
- Focal points and meeting places
- Main streets and neighbourhood streets
- Views and vistas
- Description (in generic terms) of techniques to be employed in preliminary layout of:
 - primary and local street
 - pedestrian and bicycle circulation, including the greenway system, and relationship to pedestrian destinations (schools, parks, transit stops, crosswalks, commercial facilities)
 - preliminary lotting pattern, including the creation of focal points and treatment and orientation of:
 - buildings and public lands
 - significant environmental features, including buffering

- juxtaposition of residential with parks, schools, commercial, institutional or industrial uses, rail lines, arterial and primary roads, including reversed lots where necessary

Public Open Space Systems - Greenway Corridors

- Continuous systems: pedestrian bicycle paths and trails
- Layout, landscape treatment, tree planting, berming
- Integration of major uses in the greenway
- Interface of greenway with adjacent uses and streetscape
- Connectivity to natural features, Hydro Corridor, other blocks
- Individual uses: parks, schools, stormwater facilities, natural and hydrological features
- Parks, Publicly Accessible Privately-Owned Open Spaces (POPs) and Squares
 - uses
 - character
 - integration
 - school/park campuses
 - stormwater management facilities
 - character, treatment and siting
 - integration within greenway corridors
 - interface with adjacent uses
 - natural and hydrological features
 - integration interface
 - vegetation protection zone treatment (edge management)

Public Open Space Systems - Neighbourhood Perimeter and Entries

- Planning and lotting configuration/orientation
- Street tree planting
- Landscape buffers
- Acoustic fence design
- Identity features
- Treatment of entrances and gateways

Public Open Space Systems - Arterial, Primary and Local Streets

- Street tree planting
- Hard and soft surface treatment, landscaping
- Distinctive streetlights, signage and furniture
- Crosswalks, transit stops, and community mailboxes
- Service pedestals, transformer, switchgear
- Median landscapes/boulevard treatment
- Treatment of arterial and primary road streetscapes, greenway relationships
- Traffic calming devices
- On-Street and Off-Street parking
- Deviations from Vaughan's physical design standards (for roads and physical infrastructure in the road allowance)
- Alternative Development Standards

Built Form Relationships

- Built form
 - Building Typologies
 - Preliminary lot configurations and corner lots
 - Building Envelope; Heights, Step backs and tall building elements, illustrating transition in scale between areas of differing intensity of use
 - Building Frontage and Setbacks
 - Primary public entrances to buildings
 - Proposed service areas, public laneways, Service courts, shared driveway
 - Possible locations of Public Art
- Parking
 - On-Street and Off-Street parking
 - Garages
 - Driveways On-Street and Off-Street
- Sustainable Approaches
- Recommended Zoning Standards
 - Changes

APPENDIX B – GIS / AUTOCAD REQUIREMENTS

1.0 GEOREFERENCING

Georeferencing is the process of assigning geographic coordinates to a map. All the plans specified in this document must be georeferenced as per the City of Vaughan's GIS technical requirements before being submitted to the Policy Planning and Special Programs Department.

The standard coordinate system for the City of Vaughan is Universal Transverse Mercator (UTM) zone 17 with the North American Datum 1983 (NAD83) (EPSG 26917). The map units for all features in the file must be in metric, set to metres and given a set of coordinates.

In order to streamline the drawing and submission process, a Teranet parcel mapping file can be obtained at Teranet¹ or at one of its authorized vendors². Parcel files from Teranet are in *.dwg or *.shp/*.gdb format and are georeferenced as per the City's technical requirements.

2.0 REQUIRED GIS / AUTOCAD LAYER STRUCTURE

Please see the list of layers in the provided excel translation files. Use the appropriate layer structure list for each plan to identify the proper GIS/AutoCAD layers to be used. Please note that the layer structure must be maintained as shown in the layer list (e.g. do not draw sidewalks and curbs in the same layer) although you may add or exclude layers as required.

For submissions in *.dwg format, features that require many labels (e.g. contours, elevation points) may have a dedicated text layer (e.g. *contours_text*), while a miscellaneous text layer may be used for all other labels. Submissions in *.shp or *.gdb format may manage labels through the attribute tables for each layer.

Please ensure the following additional criteria are met for each plan:

GIS or AutoCAD

- Layers are named clearly and intuitively
- Feature types are separated by layer (e.g. curbs and sidewalks in separate layers)
- Use only standard, True Type fonts
- All files should be in two-dimensional (2D) format
- Units are to be in metric
- Remove slivers and unnecessary layers

Specific to AutoCAD

- All property lines that meet must snap to form closed polylines
- All linework must be in model space at 1:1 scale
- Use paper space (layout) for plotting and scaling for your paper needs
- Bind xref files
- Do not attach raster images to CAD files
- Do not use hatch pattern multiple times in CAD files, keep it at a minimum
- Do not create blocks in AutoCAD to group features or layers.

3.0 PREPARE EXCEL TRANSLATION FILES

Choose the appropriate Excel translation file for the block plan type (e.g. TranslationFile_BlockPlan_LandUse.xls) and update the "Source_Layer" and "Source Text Layer" columns with the layer names from your CAD file to coincide with the applicable layers listed in the "Target Layer" column. Please note that only one CAD layer should be assigned to each Target Layer. CAD layers should not be repeated in column A. The remaining columns in the Excel file must not be edited.

Name the *.dwg and *.xls files following naming convention in Figure 1 and zip into a single *.zip file with the same name.

¹ <https://www.teranet.ca/>

² <http://maps.firstbasesolutions.com>

Figure 1. File Naming Convention

- Text 1 – SITE
- Text 2 – Block number (e.g. Block 34 or Block34W)
- Text 3 – Description of plan type e.g. land use plan or landscape plan.

Sample Acronyms:

- Land Use Plan – LUP
- Grading Plan - GP
- Landscape/Master Landscape Plan – LP



4.0 SUBMIT

The digital files are now ready to be submitted as part of the Block Plan application submission to the City of Vaughan. Please note that layered *.pdf files for all drawings must also be included as part of the review, and they must be submitted separate from the *.dwg, and *.xls zip file.

Fee Calculation Worksheet

This form must be accurately completed for the Calculation of Fees, pursuant to By-law 158-2021.

| | | |
|-----------------|-------------------------------------|--|
| Office Use Only | File Name: | |
| | File Number(s): | |
| | Total Fees Calculated and Verified: | |
| | Verified By (Planner's Name): | |
| | Date: | |

| 2021 Calculations (Check applicable "○" and Refer to General Notes and Notes Below) | | | Amount (\$) |
|---|---|----------|-------------|
| BLOCK PLAN AND SECONDARY PLAN | | | |
| <input type="radio"/> | Block Plan and Secondary Plan | \$740/ha | |
| <input type="radio"/> | Revision for Application requiring recirculation ⁹ | \$5,181 | |
| Block Plan and Secondary Plan Total: | | | |

Notes – Applicable to All Development Planning Applications, not all notes applicable to Block Plans/Secondary Plans

- Any application fees paid prior to the date this By-law comes into force, shall be credited to the amount(s) due under this By-law.
- If an application is withdrawn in writing by the Applicant:
 - prior to a technical report proceeding to Committee of the Whole, 25% of the fee may be refunded; or
 - prior to a Public Meeting, 50% of the fee may be refunded.
- Should the Applicant request that a Public Meeting be cancelled (after Notices have been mailed out) and held at a later date, the total cost incurred for the second mailing of a Public Meeting Notice shall be borne by the applicant.
- An appeal of any of the Planning Applications identified in this By-law to the Ontario Land Tribunal shall be subject to a \$850.00 Planning Department Administrative fee for each application appealed, to be paid by the Appellant.
- Site Development applications for new individual (excluding new detached residential dwelling developments(s) proceeding through the plan of subdivision approval process) detached dwellings that are to be constructed within any Heritage Conservation District Study and Plan, as defined by Vaughan Official Plan 2010, are subject only to the Simple Revision fee for Site Development Applications, and will require Council approval of the application. The Heritage Review fee shall also apply.
- For a Mixed-Use development, where more than one use is proposed on a site, the applicable Site Development application fee shall be the Base fee, plus the total of the fees for each individual use/units added together. For a Zoning By-law Amendment Application, Site Development Application and Draft Plan of Subdivision Application, where residential uses are proposed, the per unit residential fee shall apply to each unit for each application type.
- Major Official Plan Amendment: A "Major" Official Plan amendment is an Official Plan amendment that:
 - any proposed redesignation or change in land use for a property(ies);
 - requires many changes to the policies and schedules of the Official Plan;
 - is more significant in scale and scope than a minor Official Plan amendment, and which may have greater impact or policy implications beyond the subject lands. Applications relating to more than one property would normally be in this category;
 - a site-specific application representing a large-scale development/redevelopment or a change in use. An application involving significant changes to the text or policies of the Official Plan would also fall in this category; and
 - an Official Plan amendment within a Heritage Conservation District.
- Minor Official Plan Amendment: A "Minor" Official Plan amendment is an Official Plan amendment that:
 - proposes a small-scale exception to a specific Official Plan standard (e.g., minor variations (maximum 10%) to numerical values, such as, the number of permitted units, building height, and gross floor area; or to add a site-specific use limited in scale, excluding outside/open storage and environmental standards);
 - proposes a minor change to a specific policy that is limited in scope to one property;
 - maintains the intent and purpose of the Official Plan; and
 - shall have limited impact or policy implications beyond the subject lands.
- Official Plan, Zoning By-law Amendment, Site Development, Block Plan and Secondary Plan Applications – Recirculation fee applicable when substantial changes are initiated by the applicant that requires a full recirculation for review and comment prior to Council approval. When more than one related application (e.g., Official Plan and Zoning By-law Amendment) is filed, the fee shall only be applied for one of the related applications.

10. For the purposes of calculating the applicable application surcharges the VMC, Intensification Areas and Infill Development are defined as follows:

- a) VMC - Any Development Planning application for a property located within the boundary of the Vaughan Metropolitan Centre (VMC), as defined by the VMC Secondary Plan.
- b) Intensification Areas - Any Development Planning application for a property located within an Intensification Area identified on the following: Schedule 1 - Urban Structure of Vaughan Official Plan (VOP) 2010; any Secondary Plan Policies (Section 11); Area Specific Polices (Section 12); or Site-Specific Policies (Section 13) constituting Volume 2 of VOP 2010. The surcharge will apply to Development Planning applications that facilitate new development and redevelopment proposals.
- c) Infill Development - Any Development Planning application for a property where the proposal is for development that meets the following definition:

Infill Development means the development or redevelopment of a property, site or area with new development at a higher density or building height than is currently permitted by the Official Plan. The surcharge fee will not apply to a Development Planning application for street townhouse development, but shall apply to all other forms of townhouse development (e.g. common element, back-to-back, row, stacked, etc.). Infill development also includes all residential apartment and mixed-use buildings.

In each case above (i.e. VMC, Intensification Area and Infill Development) the surcharge will not apply to development that is minor in nature, such as additions or expansions of existing buildings, a change in use in an existing building, or an amendment to a development standard (e.g. number of units or gross floor area).

- d) Heritage Conservation Districts (HCD): Intensification Areas and Infill Development fees do not apply to any Development Planning application that will facilitate the retention, adaptive reuse, or a minor alteration(s) (e.g. addition) of an existing building that is designated as Part 4 or Part 5 under the Ontario Heritage Act or recognized in the City's Built Heritage Inventory. However, any Development Planning application for new development / redevelopment within a HCD is subject to the Intensification Area/Infill surcharge.
- e) The VMC, Intensification Areas, Infill Development and Heritage (where applicable) surcharges shall be paid for each application type. (Example: If a Zoning By-law Amendment and Site Development application are required for a residential development in the VMC, the applicable Zoning By-law Amendment surcharge of \$18,373 and the Site Development application surcharge of \$5,591 shall apply.)

11. OTHER GENERAL FEES:

\$1000.00 per year Maintenance Fee charged to files inactive for over 1 year (where the Applicant prefers not to close the file). The Development Planning Department may close a file if the Applicant does not pay the above within 30 days of written notice from the City.

12. Fees for Landscape Inspection and Landscape Review are subject to HST.

13. Per unit fee charge is based on a decreasing per unit rate. For example, a Zoning By-law Amendment application for a proposed residential development with 250 units, the fee is calculated as follows:

| | |
|---|------------|
| For the first 25 Units = 25 Units x \$757 | = \$18,925 |
| For the next 26-100 Units = 75 Units x \$282 | = \$21,150 |
| For the next 101-200 Units = 100 Units x \$77 | = \$7,700 |
| For each Unit above 200 (201-250 Units) = 50 Units x \$34 | = \$1,700 |
| Total Per Unit Fee | = \$49,475 |

14. Tree Protection Fee paid only one time either at Draft Plan of Subdivision or Site Development Application as applicable.

15. Where more than one application type requires an additional Public Meeting or Committee of the Whole Report for a development, only one surcharge fee shall apply.