

**COMPLETE DEVELOPMENT PLANNING APPLICATION
REQUIRED DOCUMENTS**

| Drawings and Reports | | Official Plan Amendment | Zoning By-law Amendment | Site Development Major | Draft Plan of Subdivision | Draft Plan of Condominium (vacant/ common element) | Draft Plan of (Standard) Condominium | Part Lot Control | Site Development Major - Street Townhouse Dwelling on a Block (within an Approved/ Registered Plan of Subdivision) | Site Development Minor - Minor Additions to an Existing Building or Site Alteration | Site Development Minor - Minor Changes to an Existing or Approved Building Elevation or Site Plan | New Signage or Changes to Existing Signage |
|----------------------|----|--|-------------------------|------------------------|---------------------------|--|--------------------------------------|------------------|--|---|---|--|
| PLANNING | 1 | Development Planning Application Declaration and Authorization Form | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | 2 | Aerial Orthophotograph(s) – Colour | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ |
| | 3 | Agricultural Impact Assessment (if required) | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | |
| | 4 | Aviation Report (if required) | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | |
| | 5 | Comprehensive Development Plan/Phasing Plan (if required) | ✓ | ✓ | ✓ | | | | ✓ | | | |
| | 6 | Concept Plan | ✓ | | | | | | | | | |
| | 7 | Description of Development Proposal | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | 8 | Geo Referenced AutoCAD (UTM NAD 83, Zone 17) Site Plan/ Concept Plan in accordance with GIS Digital Drawing Submission Standards | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | 9 | GIS layered PDF's (Site Plan/Concept Plan/Draft Plan, Landscape Plan, Building Elevations) in accordance with GIS Digital Drawing Submission Standards | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | |
| | 10 | Discharge Information Form | | | ✓ | | | | | | | |
| | 11 | Draft Plan of Condominium | | | | | ✓ | ✓ | | | | |
| | 12 | Draft Official Plan Amendment | ✓ | | | | | | | | | |
| | 13 | Draft Plan of Subdivision | | | | ✓ | | | | | | |
| | 14 | Draft Zoning By-law Amendment | | ✓ | | | | | | | | |
| | 15 | Environmental Impact Study or Natural Heritage Evaluation | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 16 | Executed & Valid PAC Understanding | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | |
| | 17 | Geodetic Elevations | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | |
| | 18 | GIS Conformity Letter (Email Confirming GIS Compliance) | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | 19 | Housing Options Statement | ✓ | ✓ | | ✓ | | | | | | |
| | 20 | Internal Floor Plans + Roof Plans | | | ✓ | | | | ✓ | ✓ | ✓ | |
| | 21 | Legal Survey Plan | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| | 22 | Market Impact Study | ✓ | | | | | | | | | |
| | 23 | Oak Ridges Moraine Conformity Report / Greenbelt Conformity Report (if required) | ✓ | ✓ | | | | | | | | |
| | 24 | Parcel Abstract (within last 30 days) | | | ✓ | | | | ✓ | ✓ | ✓ | ✓ |
| | 25 | Parking Level Plans | | ✓ | ✓ | | | | | | | |
| | 26 | Planning Justification Report | ✓ | ✓ | | | | | | | | |
| | 27 | Real Estate Appraisal Report | | | ✓ | | | | | | | |
| | 28 | Site Plan Accessibility Impacts Checklist | | | ✓ | | | | | | | |
| | 29 | Site Plan | | ✓ | ✓ | | | | ✓ | | | |
| | 30 | Special Policy Area Studies (Woodbridge) | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | |
| | 31 | Sustainability Performance Metrics Scoring tool & Summary Letter | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | |
| | 32 | Title Opinion | | ✓ | ✓ | | | | | | | |
| | 33 | Waste Collection Design Standards Form | ✓ | ✓ | ✓ | | | | ✓ | ✓ | | |

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|------------------------------------|----|-------------------------|-------------------------|------------------------|---------------------------|--|--------------------------------------|------------------|--|---|---|--|
| URBAN DESIGN AND CULTURAL HERITAGE | 1 | | | ✓ | | | | | | | | |
| | 2 | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| | 3 | | | ✓ | ✓ | | | | ✓ | | | |
| | 4 | | | ✓ | ✓ | | | | | | | |
| | 5 | | | ✓ | | | | | | | | |
| | 6 | | ✓ | ✓ | | | | | | | | |
| | 7 | ✓ | ✓ | | | | | | | | | |
| | 8 | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| | 9 | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| | 10 | | | ✓ | | | | | | | | |
| | 11 | | | ✓ | | | | | | | | |
| | 12 | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| | 13 | | | ✓ | | | | | | | | |
| | 14 | | ✓ | ✓ | | | | | | | | |
| | 15 | | | ✓ | ✓ | | | | | ✓ | ✓ | |
| | 16 | ✓ | ✓ | | ✓ | | | | | | | |
| | 17 | | | ✓ | | | | | ✓ | ✓ | ✓ | |
| | 18 | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| | 19 | | ✓ | ✓ | | | | | | | | |
| | 20 | | | ✓ | ✓ | | | | | | | |
| | 21 | | | ✓ | | | | | | | | |
| | 22 | | | ✓ | ✓ | | | | | | | |
| | 23 | | | ✓ | ✓ | | | | ✓ | ✓ | ✓ | ✓ |
| | 24 | ✓ | ✓ | ✓ | | | | | | | | |
| | 25 | | | ✓ | ✓ | | | | | | | |
| | 26 | ✓ | ✓ | | ✓ | | | | | | | |
| | 27 | | | ✓ | ✓ | | | | | | | |
| | 28 | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| | 29 | ✓ | ✓ | ✓ | ✓ | | | | | | | |
| | 30 | ✓ | ✓ | ✓ | ✓ | | | | | | | |

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|--------------------------------|----|---|-------------------------|------------------------|---------------------------|--|--------------------------------------|------------------|--|---|---|--|
| DEVELOPMENT ENGINEERING | 1 | Air Quality Assessment Report * | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 2 | Draft Reference Plan (showing Parcels of Tied Land (POTL)) | | | ✓ | ✓ | | | | | | |
| | 3 | Environmental Site Assessment (ESA) Report(s)* | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 4 | Erosion and Sediment Control Plan | | | ✓ | ✓ | | | | | | |
| | 5 | Functional Servicing Report * | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 6 | Geotechnical/Soils Report * | | ✓ | ✓ | ✓ | | | | | | |
| | 7 | Hydrogeological Report* | | ✓ | ✓ | ✓ | | | | | | |
| | 8 | Master Environmental Servicing Plan (MESP) (TOR Required) | ✓ | ✓ | | | | | | | | |
| | 9 | Metadata Table | | | ✓ | ✓ | | | | | | |
| | 10 | Noise and Vibration Report * | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 11 | Parking Study * | | ✓ | | | | | | | | |
| | 12 | Pavement Marking & Signage Plan | | | ✓ | ✓ | | | | | | |
| | 13 | Pedestrian and Bicycle Circulation Plan | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 14 | Site Plan Engineering Fee * | | | ✓ | | | | | | | |
| | 15 | Site Servicing and Grading Plan & Supporting Drawings (If grade changes are proposed) | | ✓ | ✓ | ✓ | | | | | | |
| | 16 | Site Screening Questionnaire and Environmental Certification | ✓ | ✓ | ✓ | ✓ | ✓ | | | | | |
| | 17 | Stormwater Management Report * | | | ✓ | ✓ | | | | | | |
| | 18 | Transportation Demand Management (TDM) Plan * | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 19 | Transportation Impact Study* | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 20 | Transportation Maneuverability Plans (e.g., waste collection, emergency vehicles, etc.) | | ✓ | ✓ | ✓ | | | | | | |
| | 21 | Water Balance Assessment Report * | | | ✓ | ✓ | | | | | | |
| PARKS | 1 | Community Services and Facilities Impact Study | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 2 | Park and Open Space Master Plan – abutting Open Space | | | ✓ | | ✓ | | | | | |
| | 3 | Park and Open Space Detailed Facility Fit Study | ✓ | ✓ | ✓ | ✓ | | | | | | |
| | 4 | Parkland Dedication Summary Chart | | | ✓ | ✓ | | | | | | |