

A GUIDE TO

VAUGHAN'S PLANNING PROCESS



THAT BUILDING DIDN'T JUST GET THERE...

The City of Vaughan's communities are constantly growing and changing. In fact, Vaughan is one of the fastest growing cities in Canada with a population of more than 344,000! To ensure Vaughan continues to be a great place to live, work and play, our city must grow in ways that are smart and any change must meet the needs and values of current and future residents and businesses. This is why all developments undergo a careful review by City staff, Council, public agencies, including the Toronto and Region Conservation Authority, York Region and provincial ministries where appropriate, and why the City asks for feedback from residents, landowners and stakeholders before the shovels hit the ground. For more information about land-use planning, the processes and how to get involved, visit **vaughan.ca/PlanningProcess**.

WHAT IS A DEVELOPMENT APPLICATION?

Development is a broad term referring to any activity that results in a change of land use, construction of a new building(s) or the creation of a parcel(s) of land. **Development applications** are proposals put forward by a landowner that must be carefully considered and reviewed to ensure they are consistent with provincial, regional and city plans and policies. There are six types of development applications reviewed by City staff and Vaughan Council, which are governed by the *Planning Act*.

 Official Plan Amendments (OPAs) Zoning By-law Amendments (ZBAs)

DraftPlan ofSubdivisions

Site
 Development
 Applications

Draft Plan of Condominiums Part-lot Control Exemptions

In some cases, the landowner may submit one or more of these applications at the same time for consideration by the City. More about these applications can be found at **vaughan.ca/PlanningProcess**.

HOW WE PLAN

Provincial and regional plans and policies: The Province of Ontario regulates land use through plans and policies, including the Growth Plan and Provincial Policy Statement, which establish the vision for communities in Ontario and set targets for the number of new residents and jobs York Region must accommodate by 2051. Based on these targets, the York Region Official Plan sets the vision and plan for where and how this growth and development will be accommodated within each of its nine municipalities, including the city of Vaughan. All Council decisions regarding a planning application must conform to and be consistent with Provincial plans and policy.

Vaughan's Official Plan: Vaughan's Official Plan serves as Council's roadmap for growth and land use within the city and must conform with the Province and York Region's policies and plans. It establishes the City's long-term vision and values, which is stated through goals and policies that help guide decision-making on land development, economic growth, urban design, the environment and more. Ultimately, the Official Plan guides where different types of development should be located.

Secondary Plans: Secondary Plans build on the City's Official Plan by providing policy guidance and direction for smaller and focused geographic areas. In some cases, they can also provide more prescriptive policies to reflect the uniqueness of the area they cover. A Secondary Plan defines all the elements needed for successful development, including new roads and active transportation routes, open spaces and parks, policies to establish land uses and key infrastructure requirements.

Zoning By-laws: A Zoning By-law is a more detailed planning tool used to implement the Official Plan policies in order to regulate how land is used. They provide specific standards for how development and construction can occur on a property. A Zoning By-law ensures that what is built meets the vision of the Official Plan and any land use plans. Learn more about Zoning By-laws at **zonevaughan.ca**.

HOW DEVELOPMENT DECISIONS ARE MADE

Before the shovels hit the ground, development proposals must go through the following four-step review and decision-making process:

- **1. Pre-application:** In advance of submitting an application, the landowner must consult with the City's Development Planning department. They may also meet with the local Councillor, residents, ratepayer's associations and other interested community members to share and discuss the plan they want to put forward. Once the application has been submitted to the City, a sign is posted on the site to let the community know what is being proposed.
- **2. Public meeting:** It's vital that Council hears from the community to inform their decision-making. Interested community members are invited to provide input to Council at a Committee of the Whole Public Meeting. A written notice is sent a minimum of 20 days before the public meeting to all residents, landowners and stakeholders within 150 metres (sometimes more) of the site in question. At the public meeting, the landowner will present their plans, Councillors may comment or ask questions and members of the public may share their feedback in writing or verbally if they have pre-registered to speak at the meeting. The purpose of this meeting is to **inform** Council and the community **no decision is made at this time**. Public meetings are not held for site plan applications, draft plan of subdivision applications or draft plan of condominium applications. More information about speaking live during a public meeting can be found at **vaughan.ca/HaveYourSay**.

3. Review of the application: Following the public meeting, City staff review the application, including supporting materials and all comments made at the meeting or submitted in writing. Applications may also be reviewed by external parties including York Region, neighbouring municipalities, the Toronto and Region Conservation Area and the Province, depending on the nature of the application. The landowner may be required to provide additional information if necessary. Once all issues have been resolved to the satisfaction of City staff, a comprehensive report is prepared for Council to review at a Committee of the Whole meeting.

If outstanding issues are not resolved, staff can recommend refusal of the application.

4. Council makes a decision: After receiving the report, Vaughan Council may discuss the merits at a Committee of the Whole meeting. Interested community members have an opportunity to share their thoughts with Council, live, during this meeting, or, they can submit a written response to provide their feedback on the application. At the Committee of the Whole meeting, a recommendation on the application will be made and forwarded to Council for final approval. At the following Council meeting, Vaughan Council will ratify the decision to approve, modify or refuse the application.

This is when the decision is ratified by Council.

What if I don't agree with Council's decision?

Those who spoke on the public record and those who made written submissions to Council can appeal Council's decision regarding Official Plan amendments or Zoning By-law amendments to the Ontario Land Tribunal (OLT) within 20 days of receiving the formal notice of decision. Third parties are not permitted to appeal decisions made on site development applications. Only certain third parties, such as public bodies and utility companies, are permitted to appeal decisions made on plans of subdivision and condominiums in limited circumstances; however, this does not apply to residents.

HOW YOU CAN GET INVOLVED

Vaughan Council is committed to ensuring a fulsome and transparent public consultation process while safeguarding the health and safety of everyone in Vaughan. As part of the City of Vaughan's commitment to open and accessible government, Council encourages residents to get involved in the decision-making process.

Here are four ways to get involved and share thoughts about a land development application in your community:

- **1. Learn more about the application:** Review the public notice and learn more about the development application on PLANit, the City's development application tracking platform, which can be found at **vaughan.ca/maps**. Additional information on development applications and the planning process can be found at **vaughan.ca/PlanningProcess**.
- **2. Speaking to Council during a Committee of the Whole Meeting:** Residents can participate in meetings and have their say by:
- Submitting a written communication for review by Members of Council as part of an agenda item. All written communications can be emailed to the Office of the City Clerk at **clerks@vaughan.ca**.
- Requesting to speak via teleconference (through a computer, app or by phone) live during the meeting.
 Pre-registration is required. Complete a Request to Speak Form at <u>vaughan.ca/HaveYourSay</u> or call Service Vaughan at 905-832-2281. You must provide a valid email and/or phone number to participate virtually.
- Requesting to speak in person. Pre-registration is recommended by completing the online Request to Speak Form at **vaughan.ca/HaveYourSay**.

Requests to speak must be received by noon on the last business day before the meeting.

Visit <u>vaughan.ca/CouncilMeetings</u> for a full schedule of meetings and agendas. A livestream of all public Council and Committee of the Whole meetings will be available at <u>vaughan.ca/LiveCouncil</u> at the start of each meeting.

- **3. Speak directly with your local Councillor:** Speaking at a Committee of the Whole Meeting isn't the only way to reach a member of Vaughan Council. Residents may telephone or email comments directly to their Member of Council of choice. For details on how to contact a Member of Council, visit **vaughan.ca/council**.
- **4. Contact the City planner directly:** Residents may contact the planner on file directly by phone, email or letter. Questions and contact details for the City's planners can be found on the public meeting notice sent by mail, or by contacting Service Vaughan, the City's contact centre, at 905-832-2281 or **service@vaughan.ca**.

Development PlanningPlanning and
Growth Management



2141 Major Mackenzie Dr. Vaughan, ON L6A 1T1

905-832-2281

developmentplanning@vaughan.ca vaughan.ca/PlanningProcess



Office of the City Clerk

2141 Major Mackenzie Drive, Vaughan, ON L6A 1T1 T 905 832 8585 T 905 832 8585

E clerks@vaughan.ca

NOTICE OF PUBLIC MEETING **COMMITTEE OF THE WHOLE**

Official Plan Amendment File OP.24.002 Zoning By-law Amendment File Z.24.006

DATE OF MEETING: Tuesday, April 16, 2024

TIME: 7:00 p.m.

MEETING LOCATION: Vaughan City Hall, Council Chamber, 2141 Major Mackenzie Drive, Vaughan

LIVE STREAM LINK: Vaughan.ca/LiveCouncil

PARTICIPATION

The City of Vaughan is open for in-person attendance at public meetings. You may speak at the meeting in person, at which time you will be requested to fill out a Request to Speak Form.

Electronic participation is also <u>available</u>. To speak electronically, pre-registration is required by completing the Request to Speak Form on-line and submitting it to the Office of the City Clerk at clerks@vaughan.ca no later than NOON on the last business day before the meeting.

You can also register to speak by contacting the Office of the City Clerk at 905-832-8504.

Please submit written comments by mail or email to:

City of Vaughan Office of the City Clerk 2141 Major Mackenzie Drive, Vaughan, ON, L6A 1T1 clerks@vaughan.ca

THE DEADLINE TO REGISTER TO SPEAK ELECTRONICALLY OR SUBMIT WRITTEN COMMENTS ON THE ABOVE NOTED FILE IS NOON ON THE LAST BUSINESS DAY BEFORE THE MEETING.

APPLICANT:	2678463 Ontario Ltd.
DESCRIPTION OF SUBJECT LAND:	1890 Highway 7 (vicinity of Highway 7 and Bowes Road) (Attachment 1)
WARD:	4
PURPOSE OF THE APPLICATION:	The Owner seeks to permit an increase in the maximum permitted building height from 27-storeys to 37-storeys for the previously approved mixed-use towers and an additional 372 residential units, as shown on Attachment 2.
RELATED APPLICATIONS:	19T-16V009, Z.16.049, Z.20.034 and DA.19.016
NELATED ATTEMATION.	101 10 000, 2.10.040, 2.20.004 and D/1.10.010

PLEASE SEE REVERSE FOR LOCATION OF THE SUBJECT LAND AND IMPORTANT INFORMATION REGARDING PROCESS

IMPORTANT INFORMATION

TO OBTAIN MORE INFORMATION: To obtain additional information on these applications please contact Carol Birch, Planner, at carol.birch@vaughan.ca or 905-832-8585, Ext. 8485 Requests for additional information can also be submitted by email to developmentplanning@vaughan.ca.

**When submitting a request for additional information please quote file numbers and applicant.

PUBLIC CONSULTATION:

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NOTICE OF COUNCIL DECISION: If you wish to be notified of the decision of Council in respect to these applications you must submit a written request to the Office of the City Clerk, 2141 Major Mackenzie Drive, Vaughan, Ontario L6A 1T1 or email clerks@vaughan.ca

PUBLIC RECORD: Personal information collected because of this public meeting is collected under the authority of the *Municipal Act*, 2001 the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA"), the *Planning Act* and all other relevant legislation, and will be used to assist in deciding on this matter. All personal information (as defined by MFIPPA), including, but not limited to: names; addresses; opinions and comments collected; will become property of the City of Vaughan, will be made available for public disclosure (including being posted on the internet) and will be used to assist the Council and staff to process this application.

The City records Council and Committee meetings. If you make a presentation to a Council or Committee, the City will be video/audio recording you and City staff may make these recordings available to the public.

ONTARIO LAND TRIBUNAL (OLT): If a person or public body would otherwise have an ability to appeal the decision of the City of Vaughan to the OLT but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of Vaughan before the adoption of a proposed Official Plan Amendment and/or the passing of a proposed Zoning By-law Amendment, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Vaughan before the adoption of a proposed Official Plan Amendment and/or the passing of a proposed Zoning By-law Amendment, the person or public body may not be added as a party to the hearing of an appeal before the OLT unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

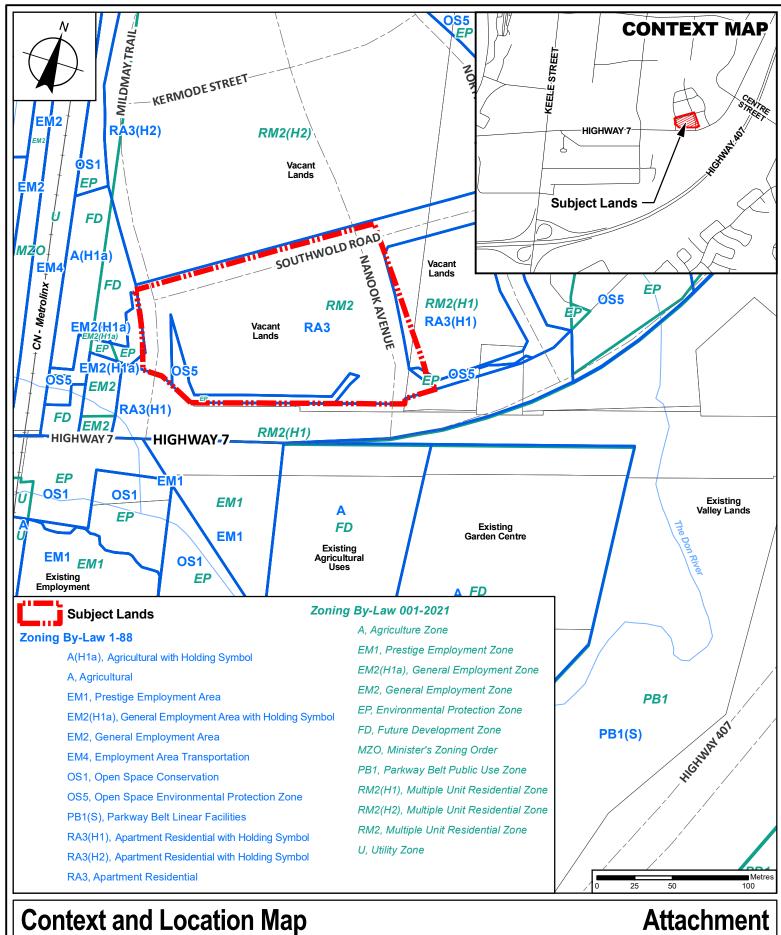
OLT appeals, together will all required fees, must be filed directly with the Office of the City Clerk for more information on the appeal process please visit www.elto.gov.on.ca.

NOTICE REQUIREMENTS FOR LANDLORDS & CONDOMINIUM CORPORATIONS: In accordance with Ontario Regulation(s) 543/06 and/or 545/06 if you own a building that contains 7 (seven) or more residential units, you must post this public notice in a location that is visible to all residents within your building.

In accordance with the *Condominium Act*, a corporation that is served with a notice under the *Planning Act* shall notify all persons whose names are in the record of the corporation required by section 46.1 or are required by that section to appear in that record that it has been served with a notice under the *Planning Act* and shall make a copy of the notice available for examination by them.

DATE OF PUBLIC NOTICE: March 22, 2024

NANCY TUCKETT, Director of Development Planning TODD COLES, City Clerk



Location: 1890 Highway 7

Part of Lot 6, Concession 3

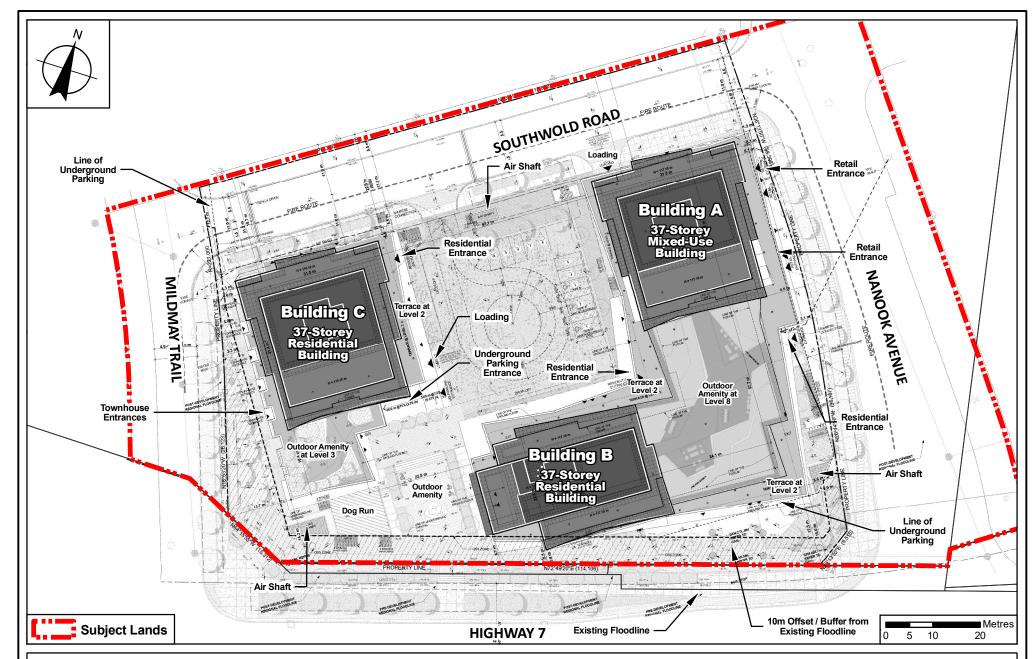
Applicant:

2678463 Ontario Ltd. (Cortel Group)



Files: OP.24.002 and Z.24.006 **Related Files:** Z.16.049, 19T-16V009, DA.19.016

Date: April 16, 2024



Conceptual Site Plan

Location:

1890 Highway 7 Part of Lot 6, Concession 3

Applicant:

2678463 Ontario Ltd. (Cortel Group)



Attachment

Files: OP.24.002 and Z.24.006 Related Files: Z.16.049, 19T-16V009, DA.19.016 Date:

April 16, 2024



Office of the City Clerk

2141 Major Mackenzie Drive, Vaughan, ON L6A 1T1 T 905 832 8585

E clerks@vaughan.ca

NOTICE OF PUBLIC MEETING COMMITTEE OF THE WHOLE

Zoning By-law Amendment File Z.21.033

DATE OF MEETING: Tuesday, April 16, 2024

TIME: 7:00 p.m.

MEETING LOCATION: Vaughan City Hall, Council Chamber, 2141 Major Mackenzie Drive, Vaughan

LIVE STREAM LINK: Vaughan.ca/LiveCouncil

PARTICIPATION

If you would like to speak at the meeting, either electronically or in person, please complete the Request to Speak Form and submit to clerks@vaughan.ca.

You can also register to speak by contacting the Office of the City Clerk at 905-832-8504.

Please submit written comments by mail or email to:

City of Vaughan Office of the City Clerk 2141 Major Mackenzie Drive, Vaughan, ON, L6A 1T1 clerks@vaughan.ca

THE DEADLINE TO REGISTER TO SPEAK OR SUBMIT WRITTEN COMMENTS ON THE ABOVE NOTED FILE(S) IS <u>NOON</u> ON THE LAST BUSINESS DAY BEFORE THE MEETING.

-	
APPLICANT:	MOUNT PLEASANT GROUP OF CEMETERIES
DESCRIPTION OF SUBJECT LAND:	7241 Jane Street (vicinity of Jane Street and Highway 407) (Attachment 1).
WARD:	4
PURPOSE OF THE	The Applicant has submitted Zoning By-law Amendment File
APPLICATION:	Z.21.033 to permit a 2-storey Funeral Home that will provide
	visitation, non-denominational chapel, funeral services,
	reception/office facility and 222 surface parking spaces on the
	Subject Lands in the manner shown on Attachment 2.
	· •
RELATED APPLICATION:	N/A

PLEASE SEE REVERSE FOR LOCATION OF THE SUBJECT LAND AND **IMPORTANT INFORMATION REGARDING PROCESS**

IMPORTANT INFORMATION

TO OBTAIN MORE INFORMATION: To obtain additional information on this application please contact OluwaKemi (Kemi) Apanisile, Senior Planner, at Kemi.Apanisile@vaughan.ca or 905-832-8585, Extension 8210. Requests for additional information can also be submitted by email to developmentplanning@vaughan.ca.

**When submitting a request for additional information please quote file number and applicant.

PUBLIC CONSULTATION: If you would like to speak at the meeting, either electronically or in person, please complete the **Request to Speak Form** and submit to <u>clerks@vaughan.ca</u>.

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NOTICE OF COUNCIL DECISION: If you wish to be notified of the decision of Council in respect to this application you must submit a written request to the Office of the City Clerk, 2141 Major Mackenzie Drive, Vaughan, Ontario L6A 1T1 or email clerks@vaughan.ca

PUBLIC RECORD: Personal information collected because of this public meeting is collected under the authority of the *Municipal Act*, 2001 the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA"), the *Planning Act* and all other relevant legislation, and will be used to assist in deciding on this matter. All personal information (as defined by MFIPPA), including, but not limited to: names; addresses; opinions and comments collected; will become property of the City of Vaughan, will be made available for public disclosure (including being posted on the internet) and will be used to assist the Council and staff to process this application.

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If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Vaughan before the adoption of a proposed Official Plan Amendment or the passing of a proposed Zoning By-law Amendment the person or public body may not be added as a party to the hearing of an appeal before the OLT unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

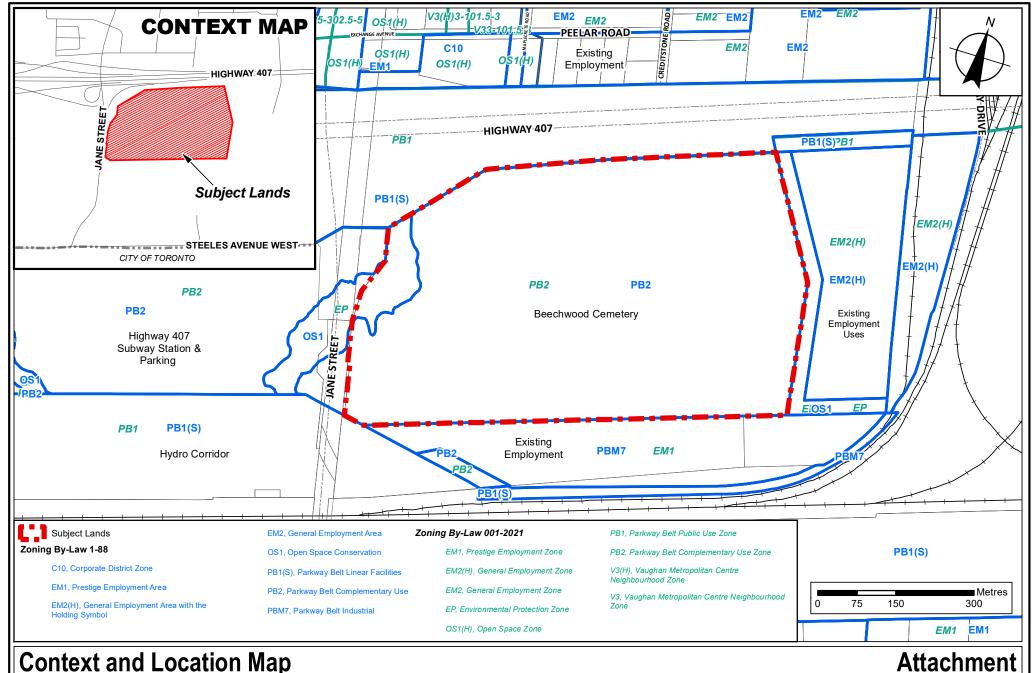
OLT appeals, together will all required fees, must be filed directly with the Office of the City Clerk for more information on the appeal process please visit www.elto.gov.on.ca.

NOTICE REQUIREMENTS FOR LANDLORDS & CONDOMINIUM CORPORATIONS: In accordance with Ontario Regulation 197/96 if you own a building that contains more than 7 (seven) residential units, you must post this public notice in a location that is visible to all residents within your building.

In accordance with the *Condominium Act*, a corporation that is served with a notice under the *Planning Act* shall notify all persons whose names are in the record of the corporation maintained under subsection 47 (2) and shall make a copy of the notice available for examination.

DATE OF PUBLIC NOTICE: March 22, 2024

NANCY TUCKETT, Director of Development Planning TODD COLES, City Clerk



Context and Location Map

LOCATION:

7241 Jane Street Part of Lots 2 and 3, Concession 4

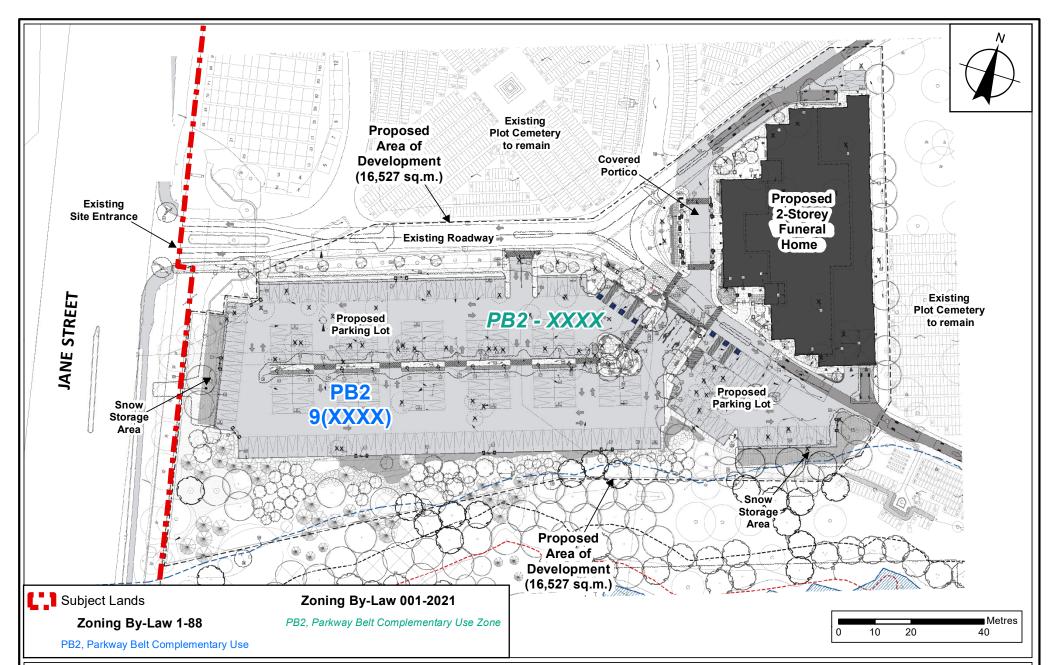
APPLICANT:

Mount Pleasant Group of Cemeteries



FILE: Z.21.033

DATE: April 16, 2024



Site Plan and Proposed Zoning

LOCATION:

7241 Jane Street Part of Lots 2 and 3, Concession 4

APPLICANT:

Mount Pleasant Group of Cemeteries



Attachment

FILE: Z.21.033 DATE: April 16, 2024