THE CITY OF VAUGHAN

BY-LAW

SITE ALTERATION

(Consolidated Version – Enacted as By-law 031-2024)

Last consolidated on July 6, 2026. City of Vaughan by laws are provided online for convenient public reference. By laws are consolidated on an ongoing basis, but recent amendments may not be reflected in the latest consolidated version. Check the Amendment History to get a complete listing of all pertinent regulations. For further information contact the Office of the Director and Chief Licensing Officer.

A By-law to prohibit and regulate Site Alteration and Movement of Fill in the City and to repeal by-laws 189-96, 44-2004, 265-2006, and 007-2017.

WHEREAS Sections 8, 9 and 11(2) of the *Municipal Act, 2001*, as amended, (the "*Municipal Act*") authorizes municipalities to pass by-laws respecting the economic, social, and environmental well-being of the municipality; and,

WHEREAS Section 142 of the *Municipal Act* authorizes local municipalities to require that a permit be obtained for the placement of fill, the removal of topsoil, or the alteration of the grade of land, and to impose conditions to such permits; and,

WHEREAS Section 142 of the *Municipal Act* authorizes the City to enact by-laws to prohibit or regulate the placement of fill, the removal of topsoil, and the site alteration of the grade of property, land, lots in the City.

WHEREAS the *Municipal Act* authorizes a municipality to delegate its powers to an officer, employee, or agent of a municipality; and,

WHEREAS Section 398 of the *Municipal Act* authorizes a municipality to add fees and charges to the tax roll for a property and collect them in the same manner as municipal taxes; and,

WHEREAS Section 425 of the *Municipal Act* permits a municipality to pass by-laws providing that any person who contravenes any by-law the municipality passed under the *Municipal Act*, is guilty of an offence; and,

WHEREAS Section 426(4) of the *Municipal Act* deems that any person that hinders or obstructs, or attempts to hinder or obstruct, any person who is exercising or performing a duty under this By-law created under the *Municipal Act* is guilty of an offence; and,

WHEREAS Section 444(1) of the *Municipal Act* authorizes a municipality to make an *Order* requiring the person who contravened a by-law of who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity; and,

WHEREAS Section 445 of the *Municipal Act* authorizes a municipality to make an *Order* requiring the person who contravened a by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to do work to correct the contravention; and,

WHEREAS Section 446 of the *Municipal Act* provides that where a person fails to do something that is required under a by-law, the municipality make undertake to do the thing required at the person's expense and the costs may be collected in the same manner as property taxes; and,

NOW THEREFORE the Council of The Corporation of the City of Vaughan ENACTS AS FOLLOWS:

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1.0 Short Title

This By-law shall be known and may be cited as the “Site Alteration By-law.”

2.0 Applicability and Scope

(1) This By-law applies to all *Property* in the *City*, unless otherwise exempted.

3.0 Definitions and Interpretations

(1) In this By-law and attached Schedules, unless the context otherwise requires, words imparting the singular number shall include the plural, and words imparting the masculine gender shall include the feminine and further, the converse of the foregoing also applies where the context requires.

(2) That the words “include,” “includes” and “including” are not to be read or interpreted as limiting words, phrases or descriptions that precede them.

(3) If any provision or part of a provision of this By-law is found to be invalid or unenforceable for any reason, then that particular provision or part thereof shall be deemed to be severed from the remainder of By-law. All other provisions or parts of the By-law shall remain in effect and enforceable to the fullest extent permitted

by law.

(4) That any references in this By-law to statutes or statutory provisions may from time to time be amended, extended, re-enacted, or superseded.

(5) That this By-law and the provisions contained within are intended to be complementary to provincial statutes and other by-laws passed by *Council*. If any other applicable law requires a higher standard than this By-law requires, the higher standard shall apply.

(6) Any reference to a statute, regulation, by-law or other legislation shall include such statute, regulation, by-law or legislation as amended, re-enacted, replaced, or superseded. [Added by section 1.(b) of By-law 035-2025 on February 25, 2025]

(7) For the purposes of this By-law:

"Administrative Penalties By-law" refers to the City Administrative Penalties By-law 240-2024; [Amended by section 1.(d) of By-law 035-2025 on February 25, 2025]

*"*Adverse Effect*"* means one or more of the following:

(a) impairment of the quality of the natural environment for any use that can be made of it;

(b) injury or damage to *Property* or to plant or animal life;

(c) harm or material discomfort to any *Person*;

(d) a negative effect on the health of any *Person*;

(e) impairment of the safety of any *Person*;

(f) rendering any *Property* or plant or animal life unfit for human use;

(g) loss of enjoyment of normal use of *Property*; and

(h) interference with the normal conduct of business;

"Agricultural Lands" means the use of *Property* or a building on the *Property* for an agricultural purpose, including, but not limited to, animal husbandry, aquaculture, beekeeping, dairying, field crops, forestry, fruit farming, horticulture, market gardening, poultry raising, and the operation of glass or plastic covered

greenhouses;

“Agricultural Operation” means an agricultural, aquacultural, horticultural or silvicultural operation that is carried on in the expectation of gain or reward;

“Applicant” means the *Owner* of the *Property*, where such an *Owner* is an individual, or means any *Person* authorized in writing by the *Owner*, to apply for a *Permit* on the *Owner*’s behalf;

“Applicant Guide” means the applicant guide for *Site Alteration Permits* which is a supplementary document that outlines the *City*’s *Site Alteration Permit* application requirements and processes;

“Authorized Agent” means a *Person* with authorization to act on behalf of the *Owner(s)*. *Authorized Agent* may also act as the *Project Leader*; “City” means the Corporation of the City of Vaughan;

“Contaminant” means any solid, liquid, gas, odor, heat, sound, vibration, radiation, or combination of any of them resulting directly or indirectly from human activities that may cause an *Adverse Effect*;

“Council” means the Council for the Corporation of the City of Vaughan;

“Director” means the Director of Development Engineering for the *City* (or any successor job title) designated to have responsibility for this By-law and may include any *Person* authorized by the *Director* to carry out any of the powers or duties of the *Director*, pursuant to this By-law;

“Drainage” means the movement of water to a place of disposal, whether by way of natural characteristics of the ground surface or by an artificial method;

“Erosion Hazard” means the loss of land, due to human or natural processes, which poses a threat to life and *Property*. The *Erosion Hazard* limit is determined using considerations that include the 100-year erosion rate (the average annual rate of recession extended over a one-hundred-year time span), an allowance for slope stability, and an erosion/erosion access allowance;

“Fees and Charges By-law” means the Fees and Charges By-law 224-2023; [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

“Fill” means any type of material that can be removed from (cut) or placed (in-fill)

on land including but not limited to:

(a) “Aggregate” means a collective term for the mineral materials such as sand, gravel and crushed stone that can be used with a binding medium to form compounds such as concrete. *Aggregates* can either be natural or manufactured and excludes asphalt which can be placed on surface but not below *Grade*;

(b) “Clean concrete and brick” means concrete, brick, block, and other silica based construction materials that are free of *Contaminants*;

(c) “Compost” means a mixture of various decaying organic substances, such as dead leaves or manure, used for fertilizing *Soil*;

(d) “Excess Soil” means *Soil*, crushed *Rock*, or *Soil* mixed with *Rock* or crushed *Rock*, that has been excavated as part of a project and removed from the project area for the project;

(e) “Liquid Soil” means *Soil* that has a slump of more than 150 millimetres using the Test Method for the Determination of “Liquid Waste” (slump test) set out in Schedule 9 to *R.R.O.1990, Regulation 347: General – Waste Management*;

(f) “Rock” means a naturally occurring aggregation of one or more naturally occurring minerals that is 2 millimetres or larger in size or that does not pass the US No. 10 sieve;

(g) “Sod” means the upper stratum of *Soil* bound by grass and plant roots into a thick mat (turf);

(h) “Soil” means unconsolidated naturally occurring mineral particles and other naturally occurring materials resulting from the natural breakdown of *Rock* or organic material by physical, chemical or biological processes that are smaller than 2 millimetres in size or that pass the US No. 10 sieve;

(i) “Topsoil” means those horizons in a *Soil* profile, commonly known as the “O” and the “A” horizons, containing organic material and includes deposits of partially decomposed organic matter such as peat;

“Flood Hazard” means the inundation of areas adjacent to a shoreline or a river or stream system not ordinarily covered by water. Along river, stream and small inland

lake systems, the *Flood Hazard* is flood produced by the Hurricane Hazel storm event or the 100-year flood, whichever is greater;

"Grade" means ground surface elevation of the land as it relates to:

(a) "Approved Grade" means the final elevation of the ground surface following the *Site Alteration* as approved by the *Director* in accordance with this Bylaw;

(b) "Existing Grade" means the elevation of the existing ground surface prior to any *Site Alteration* including the natural *Grade* prior to human activities or any previously *Approved Grade*;

(c) "Proposed Grade" means the proposed elevation of the ground surface of land upon which *Site Alteration* is proposed; and

(d) "Unapproved Grade" means the elevation of the ground that is not an *Existing Grade* or *Approved Grade*.

"Grading Permit" means a formal authorization issued by the *City* under this By-law for the construction of the items set out in Schedule "A" but does not include a *Permit*; [Added by section 1.(d) of By-law 147-2025 on June 24, 2025]

"Grading Permit Agreement" means an agreement entered into between the *City* and *Owner* setting out certain requirements and conditions relating to the construction authorized by a *Grading Permit;* [Added by section 1.(d) of By-law 147-2025 on June 24, 2025]

"Hydrological Feature" as defined by Vaughan Official Plan and Greenbelt Plan (2017); [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

"Inspector" means a *Person* employed as a *City* as a Municipal Services Inspector to carry out observations and inspections for compliance with this Bylaw or where a *Permit* has been issued and includes an *Officer*;

"Lot" means a parcel of land fronting on a street separate in ownership from any abutting land to the extent that a consent contemplated by section 50 of *the Planning Act, R.S.O. 1990, c.P.13* would not require for its conveyance; [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

"Municipal By-law Enforcement Officer" means a *Person* appointed as a

Municipal By-law Enforcement Officer, pursuant to section 15 of the *Police Services Act*, R.S.O. 1990, c. P.15 or section 55 of the *Community Safety and Policing Act, 2019*, S.O. 2019, c. 1, Sched. 1, to enforce the provisions of this By-law; [Added by section 1.(h) of By-law 035-2025 on February 25, 2025]

"Natural Heritage Features" means lands containing sensitive and/or significant natural features and functions as defined by the Greenbelt Plan (2017); [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

"Normal Farm Practice" means any activity undertaken in accordance with the *Farming and Food Production Protection Act 1998, S.O. 1998, c. 1*, that is part of an *Agricultural Operation*, and is conducted in a manner consistent with proper and accepted customs and standards as established and followed by similar *Agricultural Operations* under similar circumstances, and may make use of innovative technology in a manner consistent with advanced farm management techniques, but does not include the *Removal* of *Topsoil* for sale, exchange or other disposition;

"Officer" means a *Municipal By-law Enforcement Officer*, *Inspector*, or other individual authorized by the *City* to enforce this By-law and may include his/her designate, a peer review consultant or other technical specialists, if designated by the *Director* under this By-law; [Amended by section 1.(i) of By-law 035-2025 on February 25, 2025]

"Order" means a written direction issued by an *Officer* and/or *Director* and made under the authority of sections 444 or 445 of the *Municipal Act* requiring a *Person* to discontinue the contravening activity or to correct the contravention; [Added by section 1. of By-law 125-2024 on June 25th, 2024] [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

"Owner" includes:

(a) the *Person* having the right, title, interest, or equity in the land, or his or her agent authorized in writing;

(b) the *Person* for the time being managing or receiving the rent of the land or premises in connection with which the word is used, whether on the *Person*'s own account or as agent or trustee of any other *Person*, or who would receive

the rent if the land and premises were let; and/or

(c) a lessee or occupant of the *Property* who, under the terms of a lease, is required to repair and maintain the *Property*;

“Permit” means a formal authorization issued by the *City* under this By-law and includes a *Site Alteration Agreement*, but does not include a *Grading Permit* or a *Grading Permit Agreement*; [Amended by section 1.(e) of By-law 147-2025 on June 24, 2025]

“Permit Holder” means a *Person* who has been issued a *Permit* pursuant to this By-law. *Permit Holder* can be the *Owner*, *Authorized Agent*, or *Project Leader*;

“Person” means an individual, corporation, partnership, company, association or party and the heirs, executors, administrators, or other legal representatives of such person, to whom the context can apply according to the law;

“Placement” means the movement and depositing of *Fill* in a location other than where the *Fill* was excavated and includes the movement and depositing of *Fill* from one location on a *Property* to another location on the same *Property*;

“Ponding” means the accumulation of surface water in the area not having *Drainage* therefrom and where the lack of *Drainage* is caused by the *Placement* of *Fill* or altering the *Grade* of land;

“Project Leader” means the *Person* or *Persons* who are ultimately responsible for making decisions related to the planning and implementation of the *Site Alteration* as set out in *O. Reg 406/19: On-Site and Excess Soil Management*;

“Property” means the land including all buildings and structures on the land, also referred to as *Site*;

“Removal” means excavation or extraction of any *Fill* which lowers the *Existing Grade* and includes *Soil* stripping;

“Site” means the *Lot* or *Lots* of a *Property* altered or proposed to be altered by means of a *Site Alteration*;

“Site Alteration” means the *Placement* of *Fill* on land, the *Removal* of *Topsoil* from land or the alteration of *Grade* of land by any means, including the *Removal* of vegetation cover, the compaction of *Soil* or the creation of impervious surfaces, or

any combination of these activities;

"Site Alteration Agreement" means an agreement entered into between the *City* and *Owner* setting out certain requirements and conditions relating to *Site Alteration* at a *Site*;

"Site Alteration Management Plan (SAMP)" means a Site Alteration Management Plan required as a condition of a *Permit* pursuant to this By-Law, in accordance with the *Applicant Guide*, and approved by the *Director*;

"TRCA" refers to the Toronto and Region Conservation Authority;

"Vegetation Protection Zone" means an area of land adjacent to a *Natural Heritage Feature* and/or *Hydrological Feature* which serves to alleviate negative impacts from surrounding uses. The size of the *Vegetation Protection Zone* varies depending on the location and type of feature, as set out in the Vaughan Official Plan, Oak Ridges Moraine Conservation Plan and Greenbelt Plan.

4.0 Authority of The Director

(1) The *Director* is authorized and has the delegated authority to:

(a) determine and deem a *Permit* application as abandoned, expired, and closed;

(b) revise and update the *Applicant Guide* and *Site Alteration Agreement*;

(c) execute *Site Alteration Agreements*;

(d) waive certain *Permit* requirements as listed in the *Applicant Guide* and *Site Alteration Agreement* after taking into consideration the proposed works and the anticipated impacts to the *Property*, adjacent *Properties*, and surrounding environment;

(e) impose *Site*-specific conditions to a *Permit* and/or *Site Alteration Agreement* based on anticipated impacts of the *Site Alteration* and related activities to protect the economic, social, and environmental well-being of the *City* including the health and safety of all affected *Persons*;

(f) approve, exempt/waive, issue, revoke, transfer, extend, renew, amend, or close a *Permit*;

(g) require, approve, and coordinate any remediation works;

(h) amendments to *Site Alteration Management Plans*;

(i) ensure compliance with this By-law, *Permit* conditions and terms of the *Site Alteration Agreement* by conducting inspections including requiring appropriate testing and documentation;

(j) appoint a peer review consultant or other engineering, scientific and technical experts to fulfill the role or duties of an *Officer* for the purposes of this By-law;

(k) require or exempt certain works from provisions of this By-law;

(l) perform enforcement functions as required; and,

(m) authorize and/or hire agents, contractors, and other *Persons* to perform work, as required.

5.0 Prohibitions

(1) No *Person* shall conduct, undertake, cause, permit or carry out a *Site Alteration* on any *Property* within the *City* without first obtaining a *Permit*, unless otherwise exempt as set forth in this By-law.

(2) No *Person* shall have or allow storage of *Fill* on that *Person*'s *Property* that is not approved through a *Permit*, *City*'s Zoning By-law, municipal business licenses and applicable laws.

(3) No *Person* shall conduct, undertake, cause, permit or carry out *Site Alteration* unless the activity is in accordance with the:

(a) *City*'s Zoning By-law; [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

(b) *City*'s Noise By-law; [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

(c) *City*'s Property Standards By-law; [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

(d) Greenbelt Plan;

(e) Oak Ridges Moraine Conservation Plan (ORMCP);

(f) requirements of a Conservation Authority; and

(g) all other statues, regulations, policies, and by-laws.

(4) No *Person* shall conduct, undertake, cause, permit or carry out *Site Alteration*: (a) on any *Agricultural Lands* zoned as per *City*'s Zoning By-law for unless it is demonstrated that the *Site Alteration* will result in maintaining or improving the overall fertility of the *Agricultural Lands*;

(b) within or adjacent to a *Natural Heritage Feature* and/or *Hydrologic Feature* and its associated *Vegetation Protection Zone* without consent or approval from the *Director* and *TRCA*;

(c) within any *Flood Hazard* or *Erosion Hazard* lands without consent or approval from the *Director* and *TRCA*;

(d) within the boundaries of the Oak Ridges Moraine Conservation Plan Area, Greenbelt Plan Area except in accordance with the provisions of the approved Plans, this By-law, the *City*'s Zoning By-law, and Official Plan policies;

(e) which may result in injury and/or destruction of public or private *Property* trees protected under the *City*'s or Region of York Tree Protection By-laws and Tree Protection Protocols without approval from the Development Planning Department or Region of York, as part of a Tree Protection Agreement; or

(f) which may result in injury and/or destruction of archaeological resources protected under the *Heritage Act* without approval from the Development Planning Department.

(5) No *Person* shall cause, permit, or perform any *Site Alteration* on *Property* other than in compliance with this By-law and the terms and conditions of a *Permit*.

(6) No *Person* shall cause, permit, or perform any *Site Alteration* on *Property* that are subject to an approved *Site* plan, draft plan of subdivision or a consent under section 41, 51 or 53 respectively of the *Planning Act* without a *Site* plan, pre-servicing agreement, subdivision agreement or consent agreement entered under those sections. [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

(7) No *Person* shall permit the temporary storage of *Fill* unless identified as a requirement in the *Site Alteration Permit* application, approved by the *Director* and included in *Permit* conditions. The period of temporary storage will be based on the project requirements and *Site* location and will not exceed the time limit set out by *O. Reg 406/19: On-site and Excess Soil Management*.

(8) No *Person* shall cause, permit, or perform, any *Site Alteration*, or permit a *Site* condition to remain, and no *Permit* shall be issued for any *Site Alteration* that will result in:

(a) *Soil* erosion;

(b) blockage of a stormwater *Drainage* or management system;

(c) blockage of a natural *Drainage* system or water course;

(d) siltation or pollution in a *Drainage* system or water course;

(e) flooding or *Ponding* caused by a watercourse overflowing its banks;

(f) flooding or *Ponding* or *Adverse Effect* on adjacent lands;

(g) an unacceptable level of nuisance;

(h) *Adverse Effect* on any environmental protection areas or *Natural Heritage* and *Hydrological Features* as identified by *TRCA*, the Province, the Region, or the *City*;

(i) any *Adverse Effect* on any archeological, cultural heritage or historically significant features; and/or

(j) contamination of or the degradation of the environmental quality of land which includes *Soil*, groundwater, and sediment.

6.0 Exemptions

(1) In accordance with section 142 of the *Municipal Act,* this By-law does not apply to:

(a) activities or matters undertaken by a municipality or a local board of a municipality;

(b) the placing or dumping of *Fill*, *Removal* of *Topsoil* or alteration of the *Grade* of land imposed after December 31, 2002, as a condition to the approval of a *Site* plan, a plan of subdivision or a consent under section 41, 51 and 53,

respectively of *the Planning Act* or as a requirement of a *Site* plan agreement or subdivision agreement entered into under those sections;

(c) the placing or dumping of *Fill*, *Removal* of *Topsoil* or alteration of the *Grade* of land imposed after December 31, 2002, as a condition to a development permit authorized by regulation made under section 70.2 of *the Planning Act* or as a requirement of an agreement entered into under that regulation;

(d) the placing or dumping of *Fill*, *Removal* of *Topsoil* or alteration of the *Grade* of land undertaken by a transmitter or distributor, as those terms are defined in section 2 of *the Electricity Act, 1998*, for the purpose of constructing and maintaining a transmission system or a distribution system, as those terms are defined in that section;

(e) the placing or dumping of *Fill*, *Removal* of *Topsoil* or alteration of the *Grade* of land undertaken on land described in a license for a pit or quarry or a permit for a wayside pit or wayside quarry issued under *the Aggregates Resources Act*;

(f) the placing or dumping of *Fill*, *Removal* of *Topsoil* or alteration of the *Grade* of land undertaken on land in *Order* to lawfully establish and operate or enlarge any pit or quarry on land:

(g) that has not been designated under the *Aggregates Resources Act* or a predecessor of that Act, and

(h) on which a pit or quarry is permitted land use under a by-law passed under section 34 of *the Planning Act*;

(i) the placing or dumping of *Fill*, *Removal* of *Topsoil* or alteration of the *Grade* of land undertaken as part of an incidental part of drain construction under *the Drainage Act* or *the Tile Drainage Act*;

(j) the *Removal* or replacement of *Topsoil* from *Agricultural Lands* as part of *Normal Farm Practice* such as *Sod*-farming, greenhouse operations and nurseries for horticultural productions. This exemption does not include the *Removal* of *Topsoil* for sale, exchange, or other disposition.

(2) This By-law also does not apply to:

(a) the use, operation, establishment, alteration, enlargement, or extension of a waste disposal *Site* within the meaning of, and subject to the requirements set out in, Part V of the *Environmental Protection Act*;

(b) any *Lot* containing one or more occupied residential dwellings, but not including an occupied dwelling on *Agricultural Lands* where *Site Alteration* is not part of *Normal Farm Practices*, with the exception of sections 1.0, 2.0, 3.0, 8.1, 9.0, 10.0, 11.0, 12.0, 15.0, 16.1, 17.0, 18.0 and Schedule "A" as they pertain to the enforcement and administration of *Grading Permits, Grading Permit Agreements*, *Grading Permit* applications, and *Grading Permit* security deposits; [Amended by section 1.(f) of By-law 147-2025 on June 24, 2025]

(c) when *Fill* is placed, moved, or deposited in an excavation to the elevation of *Existing Grade* following the demolition or *Removal* of a building or structure.

7.0 Requirements for Issuance of Permit

(1) Any *Person* applying for a *Permit* shall complete an application package as outlined in the *Applicant Guide* including applicable fees. The *Permit* application review will not commence until the submission is deemed to be complete.

(2) Notwithstanding any other provisions of this By-law, the *Director* may waive certain *Permit* requirements listed in the *Applicant Guide* after taking into consideration the proposed works and the anticipated impacts to the *Property*, adjacent *Properties*, and surrounding environment.

(3) The *Director* may impose *Site*-specific conditions to a *Permit* based on anticipated impacts of the *Site Alteration* activities to protect the economic, social, and environmental well-being of the *City* including the health and safety of any and all affected *Persons*.

(4) Prior to *Permit* issuance, *Applicants* are required to enter into a *Site Alteration Agreement* with the *City*.

(5) Notwithstanding any other provision of this By-Law, no *Permit* shall be issued until the *Director* is satisfied that all requirements included in the *Applicant Guide* have been submitted and approved.

(6) The *City* does not in any way guarantee the approval of any *Permit* application submitted under this By-law. The *Director* has the authority to refuse a *Permit* application, and, in those instances, written reasons shall be provided. For greater certainty, the *Director* may refuse to issue a *Permit* under this By-law if the *Applicant* is not in compliance with any other *City* By-law.

8.0 Incomplete or Abandoned, Expired, Renewal, Amendment, Transfer, Revocation, and Closure of Permits

Incomplete or Abandoned Application

(1) An application for a *Permit* will be deemed incomplete or abandoned and file closed where a period of six (6) months has elapsed during which:

(a) the *Applicant* has not provided all required documents, fees or security deposit as required by the *Director*; or

(b) the *Applicant* has not resolved deficiency or deficiencies identified during the *City*'s technical review.

(2) Once a file is closed, it cannot be re-opened. The *Applicant* is required to submit a new application package including payment of applicable fees.

(3) The *Applicant* will be notified in writing of the closed *Permit* application.

(4) Where an application for a *Permit* has been deemed to be incomplete or abandoned and upon written request by the *Owner*, the *Director* will determine if any amount of the *Permit* application fee is refundable.

Expired Permit

(5) All *Permits* will be valid for a period of one (1) year from the date of issuance, unless otherwise specified by the *Director*.

(6) In the event the *Permit* has expired, all *Site Alteration* work must stop.

(7) In the event of expired *Permit*, the *Permit Holder* and *Owner* remain responsible to satisfy all *Permit* conditions and resolve any complaints or matters of noncompliance.

(8) Notwithstanding section 8.0(5), should the *Site Alteration* not commence within ninety (90) days of *Permit* issuance, the *Permit* is deemed to be expired.

Renewal

(9) An *Applicant* may submit a written request to the *Director* for a one-time renewal of an expired *Permit* subject to the following:

(a) the request must be made within three (3) months prior to the *Permit* expiry date or up to three (3) months following the *Permit* expiry date. The *Director* has the discretion to extend these timelines;

(b) should the renewal request include significant changes from the original application, the *Director* may require that a new application be submitted; and

(c) renewal requests are subject to a fee of fifty percent (50%) of the original application fee, as per the *Fees and Charges By-law*.

Amendment

(10) An *Applicant* may submit a written request to the *Director* to amend an approved *Permit*:

(a) should the amendment request include significant changes from the original application, the *Director* may require a new application be submitted; and

(b) amendment requests are subject to a fee of fifty percent (50%) of the original application fee, as per the *Fees and Charges By-law*. [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

Transfer

(11) A *Permit* shall be revoked upon transfer of ownership of the *Property* unless the new *Owner*:

(a) applies to have the *Permit* transferred and agrees to comply with all original *Permit* conditions;

(b) executes a new *Site Alteration Agreement* with the *City*;

(c) provides the necessary security deposit and liability insurance as per the *Applicant Guide*, at which time any security deposit and liability insurance provided by the original *Permit Holder* shall be released; and

(d) pays all required administrative fees as per the *Fees and Charges By-law*.

Revocation

(12) The *Director* may revoke an issued *Permit* at any time and without notice for any the following reasons:

(a) the *Permit* was obtained based on mistaken, false, or incorrect information;

(b) the *Permit* was issued in error;

(c) the *Permit* was obtained based on mistaken, false, or incorrect information;

(d) the *Permit* was issued in error;

(e) the *Owner* or *Permit Holder* submits written request that the *Permit* be revoked;

(f) the *Permit Holder* has failed to comply with *Permit* conditions or terms of the *Site Alteration Agreement*;

(g) the *Permit Holder* is in non-compliance of an *Order* issued under this By-Law;

(h) ownership of the *Property* has changed, and the new *Owner* has not applied to have the *Permit* transferred as per section 8.0(11) of this By-law; (g) to protect the safety, health, and well-being of the community; and/or

(i) to minimize any financial impact to the *City*.

(13) Where a *Permit* has been revoked, the *Permit Holder* must stop all *Site Alteration* work immediately.

(14) If a *Permit* has been revoked the *Owner* and *Permit Holder* shall each be held jointly responsible for the restoration of the *Property* to its original condition or stabilize the *Property* to the satisfaction of the *Director* prior to the final release of any remaining security deposit.

Closure

(15) A *Permit* will be closed when:

(a) *Site Alteration* works are complete;

(b) all required inspection clearances are obtained, and *Permit* conditions fulfilled to the satisfaction of the *Director*; and

(c) any *Orders* are resolved to the satisfaction of the *Director*.

8.1 Grading Permit [Added by section 1.(a) of By-law 147-2025 on June 24, 2025]

(1) No *Person* shall conduct, undertake, cause, permit or carry out the construction of any of the items set out in Schedule "A" without a *Grading Permit*.

(2) An application made by an *Owner* or an *Authorized Agent* for a *Grading Permit* shall be in the form required by the *Director*, and shall be accompanied by:

(a) a description of the proposed construction;

(b) plans providing complete details of the construction, that have been stamped by a qualified professional engineer or surveyor if required by the *Director*;

(c) plans, documents, or any other information required by the *Director*;

(d) payment of the applicable non-refundable *Grading Permit* application fee set out in the *Fees and Charges By-law*;

(e) payment of a *Grading Permit* security deposit as set out in the *Fees and Charges By-law*;

(3) The *Director* may refuse to issue a *Grading Permit* or accept a *Grading Permit* application if:

(a) the proposed construction would contravene any *City* by-law or any other applicable law or *City* standards;

(b) any of the requirements set out in 8.1(2) have not been provided to the satisfaction of the *Director*;

(c) the application does not contain sufficient information to enable the *Director* to determine whether the proposal will contravene any *City* by-law or any other applicable law or *City* standards;

(d) the *Owner* refuses to enter into and sign a *Grading Permit Agreement*; or

(e) an administrative penalty issued to the *Owner* under this By-law is unpaid;

(4) Prior to or upon issuing a *Grading Pemit*, the *Director*, at their sole discretion, may impose conditions that the *Director* deems appropriate, including the requirement for the *Owner* to enter into a *Grading Permit Agreement* with the *City*, for which the *Director* hereby has the delegated authority to enter into and execute on terms and

conditions satisfactory to the *Director*.

(5) Where an application for a *Grading Permit* remains inactive or incomplete for six (6) months after it is made, the application may be deemed by the *Director* to have been abandoned and the file closed.

(6) Where the *Director* refuses to issue a *Grading Permit* or accept a *Grading Permit* application or deem an application to be abandoned as set out in sections 8.1(3) and 8.1(5) of this By-law, upon written request by the *Owner*, the *Grading Permit* application fee, if one was provided, will be refunded in accordance with section 8.1(7).

(7) The amount of *Grading Permit* application fees refundable shall be calculated as a percentage of the total *Grading Permit* application fee as follows:

(a) eighty percent (80%) if the application is cancelled prior to review;

(b) fifty percent (50%) if the application is cancelled after commencement of the review, prior to *Grading Permit* issuance and the pre-construction site inspection has not been conducted;

(c) forty percent (40%) if the application is cancelled after commencement of the review, prior to *Grading Permit* issuance and the pre-construction site inspection has been completed.

(8) Notwithstanding any other section in this by-law, the *Director* has the delegated authority to approve, exempt/waive, issue, revoke, transfer, extend, renew, amend, or close a *Grading Permit* or application for a *Grading Permit*.

(9) The *Owner* shall contact the *City* once the construction for which the *Grading Permit* was issued, is complete and ready for a final inspection and shall pay any required re-inspection fees as set out in the *Fees and Charges By-law*.

(10) No *Person* shall construct any of the items set out in Schedule “A” except in accordance with the plans, specifications, documents and any other information on the basis of which the *Grading Permit* was issued, as well as any conditions set out in the *Grading Permit Agreement*, except for any changes that have been approved in writing by the *Director*.

(11) Prior to the *Grading Permit* expiring, the *Owner* shall:

(a) apply for and obtain another *Grading Permit* or obtain a renewal of the *Grading Permit* in the form required by the *Director* and pay any applicable fees as set out in the *Fees and Charges By-law*; or

(b) pass a final inspection to the *Director's* satisfaction;

(12) If a *Grading Permit* has expired, no *Person* shall continue any work on the item for which the *Grading Permit* was issued, until another *Grading Permit* is issued or the *Grading Permit* is renewed.

(13) The *Director* may revoke a *Grading Permit* if:

(a) it was issued in error, or on mistaken, false, or incorrect information; or

(b) the construction taking place is not in accordance with the *Grading Permit,* this By-law, or the *Grading Permit Agreement*.

(14) If a decision is made by the *Director* to refuse to issue a Grading Permit, refuse to accept a *Grading Permit* application, deem an application abandoned, or revoke a *Grading Permit*, the *Director* shall provide a written notice of that decision to the *Owner*.

(15) During the course of the construction of an item in Schedule "A", no *Person* shall disturb, damage, or foul *City* property;

(16) With respect to the *Grading Permit* security deposit referred to in subsection 8.1(2)(e), the *Director* may:

(a) in the event of a contravention of section 8.1(15) and non-compliance with an *Order* to restore or clean the disturbed, damaged, or fouled *City* property, the *Director* may require that work be undertaken to restore or clean the disturbed, damaged, or fouled *City* property, and draw upon the security deposit to apply it to expenses incurred by the *City* to restore or clean the disturbed, damaged, or fouled *City* property;

(b) withhold the return of the security deposit if the construction was not completed in accordance with the plans, specifications, documents and any other information on the basis of which the *Grading Permit* was issued, as well as any conditions set out in the *Grading Permit Agreement*, unless the *Director* is otherwise satisfied that there are no adverse impacts on other properties because of the condition of the *Property*;

(c) withhold the return of the security deposit if any outstanding inspection fees required under section 8.1(9) have not been paid. If inspection fees required under section 8.1(9) have not been paid, the *Director* may draw upon the security deposit to satisfy payment;

(d) if a *Grading Permit* has been revoked or expired, withhold the return of the security deposit until a final inspection has been passed to the *Director's* satisfaction; and

(e) if the security deposit was drawn upon for any reason, require the security deposit to be replenished to one hundred percent of the original amount within (30) days of the *Director's* request;

(17) If the *Director* has required that the *Grading Permit* security deposit be replenished to one hundred percent of the original amount, no *Person* shall continue any work on the item for which the *Grading Permit* was issued and the security deposit is associated, until that security deposit is replenished to the *Director*'s satisfaction.

(18) When all relevant provisions, terms and conditions of the *Grading Permit,* the *Grading Permit Agreement*, and this By-law, have been complied with and completed to the satisfaction of the *Director*, the *Grading Permit* security deposit, or any balance of it remaining if the *City* drew upon it in accordance with section 8.1(16), shall be released to the entity that provided it.

(19) Where the *City*, its employees, contactors, or agents have performed work to restore or clean *City* property disturbed, damaged, or fouled as a result of, or related to the construction contemplated in the *Grading Permit*, all expenses incurred by the *City* in doing the work, including a 15% administrative fee, shall be deemed a debt to the *City* and if the expenses cannot be fully recovered by drawing upon the *Grading Permit* security deposit, they will be added to the tax roll and collected in the same manner as municipal taxes.

9.0 Enforcement, *Orders* and Right of Access

Officers and Director

(1) This By-law may be enforced by *Officers* and/or the *Director*. Without limiting/restricting any other power, duty or function granted by the By-law, *Officers* and/or the *Director* may:

(a) give verbal or written direction;

(b) issue an *Order* to discontinue or to perform work; and

(c) enter the *Property* and/or carry out and direct whatever inspections are reasonably required to determine compliance with this By-law.

(2) An *Officer* and/or the *Director* may issue an *Order* under this By-law to any *Person* believed to be contravening or have contravened any provision of this By-law, and the *Person* shall comply with such *Order*. [Amended by section 1.a. of By-law 087-2026 on May 26, 2026]

(3) An *Order* may include, but is not limited to, the following:

(a) immediately desist from the activity constituting or contributing to the contravention;

(b) leave the *Property* and cease the contravening activity immediately; and/or

(c) take immediate action to mitigate and/or remediate the impacts of the activity.

Entry and Inspection

(4) An *Inspector* or *Officer* may at any reasonable time:

(a) enter a *Property* for the purpose of an inspection, and/or investigation to determine compliance with the provisions of this By-law, or any condition of a *Permit*, or *Order* issued under this By-law. This power of entry does not allow entry into any dwelling;

(b) alone or in conjunction with a *Person* possessing special or expert knowledge, collect information, take photographs, videos, measurements, readings, and samples (ex. air, surface water, groundwater, *Soil*, materials etc.), necessary for the purposes of the inspection;

(c) require the production of copies or reports, manifests, or other documentation for the purposes of auditing the *Site Alteration* or compliance with the conditions of a *Permit*, agreement, or *Order*; and

(d) require the production of documents for inspection or things relevant to the inspection, inspect and remove documents or things relevant to the inspection for the purposes of making copies or extracts.

Duty to Identify

(5) During an inspection and/or investigation, the *Inspector*, *Officer*, or *Director* must display or produce on demand, their identification.

(6) Where an *Officer* has reasonable grounds to believe that an offence has been committed by a *Person*, the *Officer* may require the name, address, and proof of identity of that *Person*, and the *Person* shall supply the required information.

Obstruction

(7) No *Person* shall hinder or obstruct or attempt to obstruct the *Director* or *Officer*, or *Person* in the discharge of duties under this By-law as required by the *Director* or *Officer* in *Order* to bring a *Property* into compliance with this By-law or an *Order* issued under this By-law.

(8) No *Person* shall provide false information in any statement, whether orally, in writing or otherwise, made to an *Officer* or the *Director*.

(9) No *Person* shall hinder or obstruct, or attempt to hinder or obstruct, any *Officer* or *Director* who is exercising a power or performing a duty under this By-law.

Presumption

(10) Where any *Site Alteration* occurs, is undertaken, caused, or permitted on any *Property*, the *Owner* of the *Property* is presumed to have undertaken, caused, or permitted the *Site Alteration* to occur, which presumption may be rebutted by evidence to the contrary on a balance of probabilities.

Contravention

(11) If an *Inspector* or *Officer* is satisfied that a contravention of the provisions of this By-law, the conditions of a *Permit* and/or an agreement pursuant to this By-law has occurred, the *Officer* may issue an *Order* requiring work to be done to correct the contravention.

(12) *Order*s issued shall contain the municipal address and/or the legal description of the *Property* and shall set out:

(a) reasonable particulars of the contravention, the work to be done, any work or action required to cease or be undertaken to rectify the contravention, and the period within which there must be compliance with the *Order*; and

(b) notification that if the work or action is not done, or ceased, in compliance with the *Order* within the period specified, the *City* may have the work done at the expense of the *Owner* and seek penalties as outlined in this By-law.

Order Served

(14) *Orders* issued by an *Officer* under this By-law shall be served as follows:

(a) personally, or by prepaid registered mail to the last known address of the *Owner*, the *Permit* holder, and any other *Person* to whom the *Order* is issued; or

(b) if the *City* is unable to effect service on the *Owner*, a placard containing the terms of the *Order* may be placed in a conspicuous place on the *Property* and the placing of the placard shall be deemed service of the *Order*.

(15) If an *Order* is served to a *Person* by registered mail, it shall be deemed served on the *Person* on the 5th day after mailing of the *Order*, which deemed service may be rebutted by the *Person* proving, on a balance of probabilities, that they did not receive the *Order*.

(16) An *Order* may also be issued to a new *Owner* in any case where ownership of the *Property* has changed but the offence continues or remains.

10.0 Fines

(1) Every *Person* who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33. [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

(2) Every *Person* who is guilty of an offence under this By-law, may be subject to a fine under the *Municipal Act*, such that:

(a) a minimum fine shall not exceed five hundred dollars ($500) and a maximum fine shall not exceed one hundred thousand dollars ($100,000);

(b) in the case of a continuing offence, for each day or part of a day that the offence continues, a minimum fine shall not exceed five hundred dollars ($500) and a maximum fine shall not exceed ten thousand dollars ($10,000),

however the total of all the daily fines for the offence is not limited to one hundred thousand dollars ($100,000); and

(c) in the case of a multiple offence, for each offence included in the multiple offence, a minimum fine shall not exceed five hundred dollars ($500) and a maximum fine shall not exceed ten thousand dollars ($10,000), however the total of all fines for each included offence is not limited to one hundred thousand dollars ($100,000).

(3) A special fine may be imposed in addition to a fine imposed under section 10.0(2) in circumstances where there is economic advantage or gain from the contravention of this By-law and the maximum amount of the special fine may exceed one hundred thousand dollars ($100,000). [Amended by section 1.b. of By-law 087-2026 on May 26, 2026]

(4) A special fine shall be calculated based on:

(a) ten dollars ($10.00) for each cubic metre of *Fill*:

i. deposited in excess of the amount allowed in a *Permit*; or

ii. deposited beyond the geographic limits of the *Permit*; or

iii. deposited without first having obtained a *Permit*;

(b) where the *Fill* is found to contain *Contaminant* levels that exceed Table 2 Standards from the *Soil* and Groundwater and Sediment Standards for Use under Part XV.1 of the *Environmental Protection Act* as prescribed in this By-law, greater fines of not less than one hundred dollars ($100) per cubic metre may be imposed. [Added by section 2. of By-law 125-2024 on June 25th, 2024]

11.0 Administrative Penalties

(1) Instead of laying a charge under the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33 for a breach of any provisions of this By-law or failure to comply with an *Order* to comply under this By-law, an *Officer* may issue an administrative penalty to the *Person* who has contravened this By-law. [Amended by section 4. of By-law 125-2024 on June 25th, 2024] [Amended by section 1.(f) of By-law 035-2025 on February 25, 2025] [Amended by section 1.(c) of By-law 035-2025 on February 25,

2025]

(2) If a *Person* is required to pay an administrative penalty under section 11.0(1), no charge shall be laid against that same *Person* for the same contravention. [Amended by section 1.(f) of By-law 035-2025 on February 25, 2025]

(3) The amount of the administrative penalty for a contravention under this By-law is one thousand dollars ($1,000). [Amended by section 1.(f) of By-law 035-2025 on February 25, 2025]

(3.1) Notwithstanding section 11.0(3), the amount of the administrative penalty for a contravention of section 8.1 is two hundred and fifty dollars ($250). [Added by section 1.(b) of By-law 147-2025 on June 24, 2025]

(4) A *Person* who is issued an administrative penalty shall be subject to the procedures provided for in the *Administrative Penalties By-law*. [Amended by sections 1.(c), 1.(e) and 1.(f) of By-law 035-2025 on February 25, 2025]

(5) An administrative penalty imposed on a *Person* that becomes a debt to the *City* under the *Administrative Penalties By-law* may be added to the municipal tax roll and collected in the same manner as municipal taxes. [Amended by sections 1.(c), 1.(e) and 1.(f) of By-law 035-2025 on February 25, 2025]

12.0 Recovery of Expenses

(1) Where the *City*, its employees or *Authorized Agents* have performed the work required to bring the *Property* into compliance with this By-law, all expenses incurred by the *City* in doing the work including any related administrative fees, shall be deemed a debt to the *City* and may be collected by the *City*, and/or drawn from the security deposit, and/or added to the tax roll for the *Property* and collected in the same manner as municipal taxes.

(2) The treasurer of a municipality may add any unpaid fine or administrative penalty to the tax roll for any *Property* in the local municipality for which all the *Owners* are responsible for paying the fine and collect in the same manner as municipal taxes. [Amended by section 1.(f) of By-law 035-2025 on February 25, 2025]

13.0 Fees and Security Deposit

Permit Fees

(1) The fee for the processing, administration, and inspection of a *Permit* shall be charged and collected in accordance with the *Fees and Charges By-law*.

(2) *Permit* renewals, amendments and transfers are subject to additional fees in accordance with the *Fees and Charges By-law*.

Additional Inspection Fees

(3) The prescribed fees for the regular and on-going inspection of *Site Alteration Permits* are included in the *Permit* fees as set out in the *Fees and Charges By-law*.

(4) Any additional inspections required to address non-compliance of this By-law, the terms and conditions of a *Permit*, Agreement or an *Order* and where remedial work is required will be subject to additional inspections fees as set out in the *Fees and Charges By-law*.

(5) The preparation and issuance of *Site Alteration* compliance or remediation *Order* (s) will be subject to administrative fees as set out in the *Fees and Charges By-law*.

Security Deposit

(5) An irrevocable letter of credit, certified cheque or bank draft held by the *City* to secure performance of the *Owner* and *Permit Holder* obligations pursuant to this By-law, *Permit* and agreement, including as needed, stabilizing and/or returning the *Site* to its original condition, carrying out work under the *Permit* and complying with all other provisions of the By-law.

(6) The amount of the security deposit is determined by the *Director* as per the *Applicant Guide* including any additional amounts based on scope of *Site Alteration* and *Site*-specific conditions.

(7) The security deposit must remain in effect for the full duration of the *Permit*. Any letter of credit and subsequent renewals shall contain a clause stating that thirty (30) days written notice must be provided to the *City* prior to its expiry or cancellation.

(8) The security deposit must be replenished to one hundred percent (100%) of the original amount within thirty (30) days of the *City*'s request to remain in compliance

with the *Permit*.

(9) The *Permit Holder* must submit a request to the *City* to carry out the necessary final inspections to obtain clearances that all By-law, terms and conditions or *Permit*, agreement and any *Orders* have been satisfied.

(10) When all relevant provisions, terms and conditions have been completed to the satisfaction of the *Director*, the balance of the security deposit shall be released.

(11) If the *Permit* has expired or is revoked, the security Deposit is to remain in effect until the *Site* is restored or stabilized to a condition acceptable to the *Director*.

14.0 Appeals

(1) A *Person* who considers themselves aggrieved by an *Order* made by an *Officer* may appeal the *Order* to the *Director* within twenty (20) days from the date on which the *Order* is made. The appeal shall be in writing and shall contain the *Person*'s:

(a) name;

(b) address;

(c) email address and phone number

(d) reasons for appealing the *Order*; and

(e) requested remedy.

(2) An appeal shall be served by prepaid, ordinary, registered mail, courier or email addressed to the attention of the *Director*.

(3) An appeal will be heard only if filed and received as per the above-mentioned time period and all applicable fees paid.

(4) The appeal shall be heard in writing. The *Director* may also arrange for an oral hearing to be held if the *Director* considers it necessary to do so, at their sole discretion.

(5) An appeal does not stay the operation of the *Order* appealed from, but the *Director* may stay the operation of the *Order* until the disposition of the appeal.

(6) On an appeal, the *Director* may request and require production of any further documents, reports and information to be provided by the *Person* appealing the

Order, from the *Officer* who issued the *Order*, and from any other *Person* who may have knowledge or information relevant to the *Order*. The *Director* may consider relevant to the issuance of the *Order*, including legal issues and interpretation of the By-law, and may consult with legal counsel in determining the validity of the *Order*.

(7) The *Director* may affirm, vary, or rescind the *Order* and/or take any other action that the *Director* considers the *Person* ought to take in accordance with this Bylaw and for this purpose, the *Director* may substitute his/her opinion for that of the *Officer*. Any decision made by the *Director* shall be made in writing and shall be delivered by ordinary, prepaid registered mail, courier or email to the *Person* appealing the *Order* and the *Officer* who issued the *Order*.

15.0 Liability and Indemnification

(1) The provisions of this By-law do not limit the responsibility or liability of any *Person* who has lawfully or unlawfully undertaken *Site Alteration* from any personal injury, including injury resulting in death or *Property* damage resulting from such *Site Alteration* or from acts or omissions of such *Person*, or his or her agents, employees, or contractors.

(2) Likewise, provisions of this By-law shall not be construed as acceptance by the *City*, its officers, employees, or agents of any responsibility or liability whatsoever by reason of allowing such *Site Alteration*, approving the request for permitting such *Site Alteration*, or activities related to the *Site Alteration*.

(3) The *City* is not responsible for any damages, losses or injuries caused as a result of any *Site Alteration*.

(4) The *Permit Holder* and *Owner* shall be jointly and severally responsible to indemnify the *City*, its officers, employees, and agents from all losses, damages, costs, expenses, claims, demands, actions, lawsuits, or other proceedings of every nature and kind arising from, and in consequence of activities related to *Site Alteration*.

16.0 Transition

(1) Notwithstanding the repeal of By-law 189-96, 44-2004, 265-2006, 007-2017, 164-

2019, and all amendments thereto, those by-laws shall continue to apply to act, omission or occurrences and to any offences that took place prior to the enactment of this By-law. [Amended by section 1.(j) of By-law 035-2025 on February 25, 2025]

(2) Any *Permit* valid and binding at the date of enactment of this By-law shall not require further authorization pursuant to this By-law until the *Permit* expires or is otherwise terminated.

(3) The *Director* shall not permit any extension or renewals of *Permits* issued under the predecessor By-law 189-96. [Amended by section 1.(c) of By-law 035-2025 on February 25, 2025]

(4) Any charges laid under a previous repealed by-law remains valid.

16.1 Grading Permit Transition [Added by section 1.(c) of By-law 147-2025 on June 24, 2025]

(1) All *Grading Permit* applications made prior to section 8.1 of this By-law coming into force and effect are deemed to have been made on the same day that section 8.1 comes into force and effect.

(2) Any *Grading Permit* valid and binding at the date that section 8.1 comes into force and effect shall not require further authorization pursuant to this By-law until the *Grading Permit* expires, is amended, renewed, revoked, or is otherwise terminated.

17.0 Repeal and Amendment of Other By-laws

(1) [Deleted by section 1.(l) of By-law 035-2025 on February 25, 2025]

(2) By-laws 189-96, 44-2004, 265-2006, 007-2017, and 164-2019 are hereby repealed. [Amended by section 1.(k) of By-law 035-2025 on February 25, 2025]

17.1 Designated By-law

(1) This is a designated by-law as per Schedule 1 of the *Administrative Penalties By-law*. [Added by section 1.(m) of By-law 035-2025 on February 25, 2025]

18.0 Force and effect

(1) This By-law shall come into force and effect on the date it is enacted.

Voted in favour by City of Vaughan Council this 21st day of February, 2024.

Steven Del Duca, Mayor

Todd Coles, City Clerk

Authorized by Item No. 7 of Report No. 5 of the Committee of the Whole.
Report adopted by Vaughan City Council on February 21, 2024.
City Council voted in favour of this by-law on February 21, 2024.
Approved by Mayoral Decision MDC 002-2024 dated February 21, 2024.
Effective Date of By-Law: February 21, 2024

SCHEDULE "A"

[Added by section 1.(g) of By-law 147-2025 on June 24, 2025]

A *Grading Permit* is required for the following:

Accessory structure* greater than 10 square metres
Any ground floor addition
Loggia/covered porch poured concrete greater than 25 millimetres to 2.5 centimetres
(one inch) deep
New door addition side elevation that requires excavation
New house construction (infill)
Sunroom with foundation
Walk-up basement

**Accessory structure includes cabanas, detached garages, sheds, etc.*

If you are uncertain as to whether you require a *Grading Permit* for what you propose on constructing:

- visit the Development Engineering Department's webpage on the City's website at: www.vaughan.ca/depermits
- call (905) 832-2281 during regular business hours.

AMENDMENT HISTORY

SITE ALTERATION BY-LAW

DATE (YYYY/MM/DD)	BY-LAW	AUTHORITY	CONSOLIDATED
2024/ 06 / 25	125-2024	Item No. 22 of Report No. 25 of the Committee of the Whole	✓
2025 / 02 / 25	035-2025	Item No. 13 of Report No. 1 of the Committee of the Whole	✓
2025 / 06 / 24	147-2025	Item No. 12 of Report No. 23 of the Committee of the Whole	✓
2026 / 05 / 26	087-2026	Item No. 8 of Report No. 22 of the Committee of the Whole	✓