

# City of Vaughan Sustainability Metrics Program

Screen shots from update Applicant Input Table and updated Sustainability Assessment Tool

At the City of Vaughan, the Sustainability Assessment Tool (SAT) has been integrated into the Service Vaughan Development Application Portal process. This enables the Sustainability Metrics submission to be submit just in time. Below is the general development application submission process and the location of the SAT submission.


The following process applies to all development applications subject to the Sustainability Metrics Program submitted through the development application process after **January 1<sup>st</sup>, 2023**.



Recognizing that completing a Sustainability Assessment requires coordination among multiple disciplines, the combined use of the *Sustainability Metrics guidebook* and the *Applicant Input Table* will allow a coordinated evaluation of all sustainable development initiatives.

## Applicant Input Table

The purpose of this supporting tool is to help standardize the collection and circulation of information for development proponents preparing to submit a sustainability metrics evaluation.



Sustainability Metrics Program				Block Plan, Residential - Supportive		
City File		Applicant: Block Plan - Residential				
Scenario: Block Plan - Residential						
Overall Application Score (auto calculated)	<b>32</b>	<b>Gold</b>				
<b>Important Note:</b> This is not a formal Sustainability Metrics submission rather a supporting tool. Complete the Sustainability Assessment Tool via Service Vaughan Development Application Portal. Reference the Sustainability Metrics Program Guidebook for more information. Ensure development scenario is appropriately identified (above).						
More information at <a href="http://www.vaughan.ca/sustainabilitymetrics">www.vaughan.ca/sustainabilitymetrics</a>						
ID #	Title	Level	Point Value	Requirement	Achieved? (y/n)	Document Compliance (indicate where documentation compliance is found - e.g. Landscape Plan, dated January 1, 2023, page L-100)
BE-1	Proximity to Amenities	Good	1	Three or more amenities (equivalent to a 5 minute walk) of 75% of dwelling units.	y	Urban Design Brief, pg.XX
BE-1	Proximity to Amenities	Great	2	Three or more amenities will be 400 m (equivalent to a 5 minute walk) of 75% of dwelling units.	y	Urban Design Brief, pg.XX
BE-2	Mixed-Use Development	Good	1	A mix of uses will be provided on the same lot or block.	y	Block Plan Concept Plan, pg.XX
BE-3	Housing Diversity	Good	1	Two of the housing typologies listed will be provided. Reference SMP Guidebook for typologies	y	
BE-3	Housing Diversity	Great	1	Three of the housing typologies listed will be provided. Reference SMP Guidebook for typologies	y	
BE-3	Housing Diversity	Excellent	1	Four or more of the housing typologies listed will be provided. Reference SMP Guidebook for typologies	n	
BE-3	Housing Diversity	Good	1	Two accommodation types listed will be provided. Reference SMP Guidebook for typologies	n	
BE-3	Housing Diversity	Great	1	Three accommodation types listed will be provided. Reference SMP Guidebook for typologies	n	

Applicant to complete administrative information

Inputting "y" or "n" will trigger auto-calculation of points

Applicant to note specifically which document evaluators can find compliance.

Applicants to answer “y” or “n”. Only answers of “y” will allow applicants to answer associated metrics highlighted in light blue.

BE-5				Does your site contain a cultural heritage resource?		y/n	Applicable
BE-5	Cultural Heritage Conservation	Excellent	3	The cultural heritage resource will be conserved, and no elements that contribute to its cultural heritage value will be demolished, removed, or relocated (excluding temporary removal for restoration purposes).	Cultural Heritage Impact Assessment / Heritage Conservation Plan		
BE-5	Cultural Heritage Conservation	Good	1	A cultural heritage resource will be relocated to a visually prominent location within the development.	Cultural Heritage Impact Assessment / Heritage Conservation Plan		
MB-1	Block Length	Good	1	75% of block lengths will not exceed 250m.	Block Plan / Draft Plan of Sub	y	
MB-1	Block Length	Great	1	All block lengths will not exceed 250m.	Block Plan / Draft Plan of Sub	y	
MB-1	Block Length	Excellent	1	All blocks will not exceed 80m x 150m in size.	Block Plan / Draft Plan of Sub	y	

All cells except for cells in white are locked and not editable.

All points and achieved threshold levels are auto calculated.

## Service Vaughan Development Application Portal

1. Start a new application in Service Vaughan Development Planning Portal

Planning Portal
 My Profile
 Service Vaughan
 Log out

**Planning Portal**

The Planning Portal is used to submit and manage Development Planning Applications. If you are looking to apply for Building Permits and Services or Engineering Permits, then click [HERE](#) to navigate to the Permitting Portal.

**Development Planning Application**  
Please use this section to view and manage your Development Planning Application. Click Add New button to apply.

All types of applications are initiated here

+ Add New

Row ID	Permit/Application #	Status	Acceptance Date	Address	Actions
533322	23 100016 000 00 DDPS	Incomplete Application Submission	2023-01-03		<div style="display: flex; gap: 5px;"> <div style="background-color: #0070c0; color: white; padding: 5px 10px; border-radius: 3px;">▶ Application Continue</div> <div style="background-color: #0070c0; color: white; padding: 5px 10px; border-radius: 3px;">✕ Cancel</div> </div>
533313	22 101046 000 00 DDPS	Incomplete Application Submission	2022-12-15		<div style="display: flex; gap: 5px;"> <div style="background-color: #0070c0; color: white; padding: 5px 10px; border-radius: 3px;">▶ Application Continue</div> <div style="background-color: #0070c0; color: white; padding: 5px 10px; border-radius: 3px;">✕ Cancel</div> </div>

2. Completing an initial development application submission will result in an “Active” status.

Planning Portal

The Planning Portal is used to submit and manage Development Planning Applications. If you are looking to apply for Building Permits and Services or Engineering Permits, then click [HERE](#) to navigate to the Permitting Portal.

**Development Planning Application**  
 Please use this section to view and manage your Development Planning Application. Click Add New button to apply.

Type to filter the table columns... *Check your email for any follow up directions or notations concerning your development application* Add New

Row ID	Permit/Application #	Status	Acceptance Date	Address	Actions
533330	23 100024 000 00 DDPS	Active	2023-01-12		<span>Detail</span>
533322	23 100016 000 00 DDPS	Incomplete Application Submission	2023-01-03		<span>Application Continue</span> <span>Cancel</span>

- Continue with the application through the Pre-Application consultation and GIS Review requirements.
- Once the application status is "Incomplete Application", the Sustainability Assessment Tool will appear in the Child Projects.

Row ID	Permit/Application #	Status	Acceptance Date	Address	Actions
533330	23 100024 000 00 DDPS	Active	2023-01-12		<a href="#">Detail</a>
533322	23 100016 000 00 DDPS	Incomplete Application Submission	2023-01-03		<a href="#">Application Continue</a> <a href="#">Cancel</a>
533313	22 101046 000 00 DDPS	Incomplete Application Submission	2022-12-15		<a href="#">Application Continue</a> <a href="#">Cancel</a>
		Submission	2022-12-15		<a href="#">Application Continue</a> <a href="#">Cancel</a>
533308	22 101041 000 00 DDPS	Incomplete Application Submission	2022-12-15		<a href="#">Application Continue</a> <a href="#">Cancel</a>

33 total

Select the row to uncover the child projects.

### Project Details

<b>Permit Number</b>	23 100016 000 00 DDPS	<b>Acceptance Date</b>	2023-01-03
<b>Status</b>	Incomplete Application Submission	<b>Description</b>	UAT Site PLaN Application

### Child Projects

Child Projects of the selected Projects.

Row ID	Type	Status	Application Date	Name	Actions
533324	Site Development Major	Application Screening	2023-01-03		<a href="#">Submit Sustainability Metrics</a> <a href="#">Upload Metrics Report</a>
533323	Pre-Application Consultation Form	Application Completed	2023-01-03		

## Sustainability Assessment Tool

1. Select "Submit Sustainability Metrics" to start a new Sustainability submission; Select "Upload Metrics Report" and attach corresponding Summary Report PDF to submit sustainability submission. All summary reports being submitted must be uploaded here.

### Project Details

Permit Number	23 100016 000 00 DDPS	Acceptance Date	2023-01-03
Status	Incomplete Application Submission	Description	UAT Site PLan Application

### Child Projects

Child Projects of the selected Projects.

Row ID	Type	Status	Application Date	Name
533324	Site Development Major	Application Screening	2023-01-03	
533323	Pre-Application Consultation Form	Application Completed	2023-01-03	

*Version control is maintained by uploading metrics reports*

[Submit Sustainability Metrics](#)

[Upload Metrics Report](#)

2. Set the proper scenario for:

**Land Use:** Residential, Mixed Use, or Institutional, Commercial, Industrial

**Plan Type:** Block Plan, Draft Plan, or Site Plan

The development scenario will determine which metrics apply to your application.

### Sustainability Metrics Tool

Reference Number: 533324  
Save Date: Jan 03, 2023  
Submission Date: Jan 03, 2023

*Once the scenario is set, it cannot be changed.*

Land Usage

Residential


Plan Type

Site Plan

**Sustainability Score**

65 of 235 Points Received

**Threshold Achieved**

  
Silver

*Sustainability Score and Thresholds are auto calculated*

### Built Environment

**BE-1: PROXIMITY TO AMENITIES**

3 or more amenities are within 800 meters (equivalent to a 10 minute walk) of 75% of dwelling units.

Yes  No

3. Answer Boolean questions and clearly state which document and where to evaluate the that this metric is being met.

**BE-2: MIXED-USE DEVELOPMENT**

A mix of uses will be provided on the same lot or block.  
 Yes  No

*Certain Boolean questions will unveil other questions.*

*Be as detailed as possible for quick evaluation.*

Please enter the name of the drawing(s) and location details where this can be found.  
Concept Plan, Pg. 34,

4. Ensure you have reached the minimum performance threshold of Bronze, or Silver for applications within the VMC before submitting your application.

A minimum of 10 m2 floor space will be provided for bulky items and items eligible for special collection services.  
 Yes  No

A dedicated collection area or room for the collection of household hazardous waste and/or electronic waste will be provided.  
 Yes  No

Please enter the name of the drawing(s) and location details where this can be found.

*SAVE - will allow you to return and continue editing  
SUBMIT – will lock your SAT*

Back Save Submit

5. "Submit" will produce a Sustainability Metrics Report, save as PDF and upload in the child projects.

## Sustainability Metrics Report

Reference Number: 533314  
Plan Type: Block Plan  
Save Date: Dec 23, 2022  
Submission Date: Dec 23, 2022  
Sustainability Score: 64  
Threshold Achieved



### BE-1: PROXIMITY TO AMENITIES

- Three or more amenities will be within 800 m (equivalent to a 10 minute walk) of 75% of dwelling units.
- Three or more amenities will be 400 m (equivalent to a 5 minute walk) of 75% of dwelling units.

### BE-5: Cultural Heritage Conservation

- The cultural heritage resource will be conserved, and no elements that contribute to its cultural heritage value will be demolished, removed, or relocated (excluding temporary removal for restoration purposes).
- A cultural heritage resource will be relocated to a visually prominent location within the development.

### MB-1: Block Length

- 75% of block lengths will not exceed 250m.
- All block lengths will not exceed 250m.
- All blocks will not exceed 80m x 150m in size.

6. A summary report is produced and applicant must upload it to the Planning Portal. See step #1.

### Project Details

<b>Permit Number</b>	22 101046 000 00 DDPS	<b>Acceptance Date</b>	2022-12-15
<b>Status</b>	Incomplete Application Submission	<b>Description</b>	UAT Block Plan ICI

### Child Projects

Child Projects of the selected Projects.

Row ID	Type	Status	Actions
533314	Block Plan	Application Screening	<a href="#">View Sustainability Metrics</a> <a href="#">Upload Metrics Report</a>

1 total

*SAT is locked when it shows "View Sustainability Metrics"*

*All summary reports must be uploaded here by the applicant.*

7. The sustainability metrics submission has been complete and applicants will wait for comments and instructions from development or policy planners for resubmission if needed.