

ATTACHMENT 2: Summary Table of Recommended Changes to Application Requirements

Requirement & Description	Current Requirement	Proposed / Recommended Requirement	Type of Change
Accessibility Design Standards Checklist - design guidelines to ensure accessible, equitable and barrier-free access.	Existing requirement in Schedule 3 with no description.	Update Schedule 3 to add a description for this requirement.	Technical/housekeeping
Aeronautical Report - to assess the impact of development applications proposed on lands that fall within an area subject to a zoning regulation made pursuant to the <i>Aeronautics Act</i> (federal), including zoning regulations made under delegated authority by a provincial authority.	Not an existing requirement in Schedule 3.	This is a new Terms of Reference. Establish new requirement to Schedule 3 – applicable for OPA, ZBA and SPA application types.	Changes in legislation or policy
Air Quality and Odour Study - a technical report that provides a written description of the impact of air emissions, including odour and dust, by the surrounding environment on the proposed development as well as mitigation measures to reduce any negative impacts.	Existing requirement is titled "Air Quality Study" in Schedule 3.	Update Schedule 3 to rename this requirement to "Air Quality and Odour Study" to be consistent with the existing Terms of Reference.	Technical/housekeeping
	Existing requirement with no description in Schedule 3.	Update Schedule 3 to add a description for this requirement.	
Arborist Report - for all properties with existing trees, trees within six metres of all property lines, or trees within 12 metres for areas regulated by the Ravine and Natural Feature Protection By-law, Municipal Code Chapter 658. The Arborist Report provides detailed information, including the location, species, size and condition, of individual trees and associated significant vegetation on private and public lands that may be affected by a proposed development and describes all proposed regulated tree impacts (injuries and removals), maintenance strategies and protection measures to be implemented.	Existing requirement in Schedule 3 indicates the description as, "for properties with existing trees and/or trees within six metres of all property lines. A technical report that identifies the location, species, size and condition of trees and describes maintenance strategies and protection measures to be implemented."	Update the description in Schedule 3 to "for all properties with existing trees, trees within six metres of all property lines, or trees within 12 metres for areas regulated by the Ravine and Natural Feature Protection By-law, Municipal Code Chapter 658. The Arborist Report provides detailed information, including the location, species, size and condition, of individual trees and associated significant vegetation on private and public lands that may be affected by a proposed development and describes all proposed regulated tree impacts (injuries and removals), maintenance strategies and protection measures to be implemented."	Technical/housekeeping

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Boundary Plan of Survey Study – showing and quantifying the area(s) of all lands parcel(s) relevant to the development proposal.	Existing requirement is titled “Boundary Survey” in Schedule 3.	Update Schedule 3 to rename this requirement to “Boundary Plan of Survey” to be consistent with the existing Terms of Reference.	Technical/housekeeping
Computer Generated Building Mass Model - a 3D model of the proposed development to be integrated into the City’s context model to evaluate the impacts of the scale of the development.	Existing requirement is titled “Building Mass Model” in Schedule 3.	Update Schedule 3 to rename this requirement to “Computer Generated Building Mass Model” to be consistent with the Terms of Reference.	Technical/housekeeping
	Existing requirement in Schedule 3 indicates the description as, “physical or computer generated.”	Update the description in Schedule 3 to “a 3D model of the proposed development to be integrated into the City’s context model to evaluate the impacts of the scale of the development.”	
Conceptual Servicing Plan - a plan to show how municipal services will be provided to the site, including to all proposed building(s) and services, and how those proposed services will comply with the City’s policies, guidelines, and standards and provincial requirements. Conceptual servicing connections, including municipal connections, utilities and drainage system(s).	Not an existing requirement in Schedule 3.	<p>This is a new Terms of Reference. This requirement is currently part of the “Servicing and Stormwater Management Report(s)” requirement, that is to be removed.</p> <p>Establish new requirement to Schedule 3 – applicable for OPA, ZBA, SUB and CS application types.</p>	Changes in legislation or policy
Cultural Heritage Evaluation Report - for all properties that meet one or more criteria set out in Policy 22 of Section 3.1.6 of the Official Plan.	Not an existing requirement in Schedule 3.	<p>This is an existing Terms of Reference.</p> <p>Establish requirement in Schedule 3 – applicable for OPA, ZBA and SUB application types.</p>	Changes in legislation or policy
Geotechnical Study/Hydrological Review - a report to investigate and analyze the soil and bedrock composition to determine its	Existing requirement is titled “Geotechnical Study” in Schedule 3.	Update Schedule 3 to rename this requirement to “Geotechnical Study/Hydrological Review” to be consistent with the Terms of Reference.	Technical/housekeeping

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structural stability to accommodate the proposed development and to determine the feasibility and infiltration of groundwater.	Existing requirement in Schedule 3 indicates the description as, “hydrological review to be included where warranted.”	Update the description in Schedule 3 to “a report to investigate and analyze the soil and bedrock composition to determine its structural stability to accommodate the proposed development and to determine the feasibility and infiltration of groundwater.”	
Green Development Standards Checklist - a set of performance measures, targets, and principles to achieve more sustainable and resilient new development. It addresses environmental issues, including air and water quality, greenhouse gas emissions, energy efficiency, solid waste, and enhancement of the natural environment	Existing requirement in Schedule 3 with no description.	Update Schedule 3 to add a description for this requirement.	Technical/housekeeping
Heritage Impact Assessment (HIA) - for properties in the City’s Heritage Register, whether listed or designated, or adjacent properties where new development could have an impact on a heritage property.	Existing requirement in Schedule 3 is titled “Heritage Impact Assessment/Conservation Strategy”.	Update Schedule 3 to rename this requirement to “Heritage Impact Assessment (HIA)” to be consistent with the Terms of Reference.	Technical/housekeeping
Loading Study - when proposal does not comply with City by-law standards.	Existing requirement in Schedule 3.	Update Schedule 3 to remove this requirement. This study has been consolidated into the “Transportation Impact Study” Terms of Reference.	Technical/housekeeping
Methane Gas Study - a report that identifies and evaluates the possible presence of methane at a proposed development site within the vicinity of a closed municipal landfill and in accordance with Policy 3.4.23 of the Official Plan. The Study shall also provide mitigation measures that need to be undertaken prior to any development occurring on the site.	Not an existing requirement in Schedule 3.	This is an existing Terms of Reference. Update Schedule 3 to add this requirement – applicable for OPA, ZBA, SUB and SPA application types.	Changes in legislation or policy

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Odour Study	Existing requirement in Schedule 3.	Update Schedule 3 to remove this requirement. This study is consolidated into the “Air Quality and Odour Study” Terms of Reference.	Technical/housekeeping
Parking Study – when proposal does not comply with City by-law standards.	Existing requirement in Schedule 3.	Update Schedule 3 to remove this requirement. This study has been consolidated into the “Transportation Impact Study” Terms of Reference.	Technical/housekeeping
Plan of Subdivision – a plan that identifies the legal description and illustrates how a property is proposed to be divided.	Not an existing requirement in Schedule 3.	This is an Existing Terms of Reference. Establish requirement in Schedule 3 – applicable for SUB application type.	Technical/housekeeping
Plan of Condominium – a plan that identifies the legal description and illustrates how a property or building is proposed to be divided or shared.	Not an existing requirement in Schedule 3.	This is an Existing Terms of Reference. Establish requirement in Schedule 3 – applicable for CDM application type.	Technical/housekeeping & Plan of Condominium
Servicing and Stormwater Management Report(s)	Existing requirement in Schedule 3.	Update Schedule 3 to remove this requirement. The Servicing Report, Stormwater Management Report, Conceptual Servicing Plan and Site Servicing Plan that is currently required as part of this requirement is to be separated in Schedule 3.	Technical/housekeeping
Servicing Report – a report to evaluate the effects of a proposed change to the Official Plan that may impact the City’s municipal servicing infrastructure (including sanitary, storm and water) and watercourses, or the effects of development on the City’s municipal servicing infrastructure (including sanitary, storm and water) and watercourses.	Not an existing requirement in Schedule 3.	This requirement is currently part of the “Servicing and Stormwater Management Report(s)” requirement, that is to be removed. Update to establish a new requirement to Schedule 3. The applicable application types are OPA, ZBA, SUB, CDM, CS and SPA.	Technical/housekeeping

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Site Servicing Plan – a plan to show how the site, including all proposed buildings and services, will be provided with municipal services and that those services comply with the City’s policies, guidelines and standards and provincial requirements. The Site Servicing Plan includes information to allow for technical review of the proposed site servicing.	Not an existing requirement in Schedule 3.	<p>This is a new Terms of Reference. This requirement is currently part of the “Servicing and Stormwater Management Report(s)” requirement, that is to be removed.</p> <p>Update to establish new requirement to Schedule 3 – applicable for CS and SPA application types.</p>	Changes in legislation or policy
Stormwater Management Report - a report to identify, evaluate, and mitigate the impacts of the change in stormwater runoff on existing infrastructure and the environment due to a proposed development.	Not an existing requirement in Schedule 3.	<p>This requirement is currently part of the “Servicing and Stormwater Management Report(s)” requirement, that is to be removed.</p> <p>Update to establish a new requirement to Schedule 3. The applicable application types are ZBA, SUB, CDM and SPA.</p>	Technical/housekeeping
Traffic Operations Assessment - analyzes the potential traffic impact of the proposed development on existing/proposed access driveways and on-site vehicle circulation.	Existing requirement in Schedule 3.	Update Schedule 3 to remove this requirement. This study has been consolidated into the “Transportation Impact Study” Terms of Reference.	Technical/housekeeping
Transportation Impact Study - to evaluate the multi-modal effects of a development or redevelopment on the transportation system, suggest any transportation improvements that are necessary to accommodate the travel demands and impacts generated by the development, and protect the safe operation and maintenance of existing and future transit infrastructure, including for higher order transit.	Existing requirement, not required for CDM and CS applications type.	Update Schedule 3 to add requirement for CDM and CS application types. The “Loading Study”, “Parking Study” and “Traffic Operations Assessment” has been consolidated into the “Transportation Impact Study” Terms of Reference. CDM was an application type previously required for the “Parking Study” and CS was an application type previously required for the “Loading Study” and “Parking Study”.	Technical/housekeeping
	Existing requirement with no description in Schedule 3.	Update Schedule 3 to add a description for this requirement.	

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<p>Tree Protection Plan - for all properties with existing trees, trees within six metres of all property lines, or trees within 12 metres for areas regulated by Ravine and Natural Feature Protection By-law, Municipal Code Chapter 658. A Tree Protection Plan prepared in conjunction with an Arborist Report that identifies the location, species and size of trees and regulated tree protection zones, identifies any proposed tree impacts (injuries and removals) where applicable, and illustrates details of protection measures including the location of protective barriers.</p>	<p>Existing requirement in Schedule 3 indicates the description as, “for properties with existing trees and/or trees within 6 metres of all property lines. A plan prepared in conjunction with an arborist report that identifies the location, species and size of trees, identifies the extent of injury, where applicable, and illustrates details of protection measures including the location of protective barriers.”</p>	<p>Update the description in Schedule 3 to “for all properties with existing trees, trees within six metres of all property lines, or trees within 12 metres for areas regulated by Ravine and Natural Feature Protection By-law, Municipal Code Chapter 658. A Tree Protection Plan prepared in conjunction with an Arborist Report that identifies the location, species and size of trees and regulated tree protection zones, identifies any proposed tree impacts (injuries and removals) where applicable, and illustrates details of protection measures including the location of protective barriers.”</p>	<p>Technical/housekeeping</p>