C2K Connect

Your industry update on the latest Concept 2 Keys (C2K) developments
September 13, 2021

Reminder: Mandatory Pre-Application Consultation Open House
C2K and City Planning are hosting a virtual public Open House tomorrow night
(September 14) from 6:30 to 8:30 p.m. Staff will provide information and answer
questions about proposed amendments to the Official Plan and Municipal Code
regarding Mandatory Pre-Application Consultation. You can register for the event here.

Help us improve the City's development review process!
Do you have a suggestion for how to improve development review at the City (process
or otherwise)? You can send your ideas to us anonymously.

Please do not submit application-related issues through the feedback page. C2K's
relationship and issues management team helps address issues that come up on any
development application at the City. Visit the Issues Resolution page to find out what
you need to do before reporting an application issue and to submit issues.

C2K technology updates
File circulation software
Thanks in part to brainstorming sessions held in July with developers and City staff, the
C2K team has created the initial requirements for a request for procurement for the
City's new file circulation software. The RFP will go out to market by the end of the year
and will allow the team to evaluate vendors in order to find a customer-friendly digital
tool to enable collaboration and transparency throughout the application review process.

Application Submission Tool
By the end of the year, C2K's online Application Submission Tool will be publicly
released so that all developers will be able to submit their development applications
electronically. This will allow for real-time updates of the intake process for both
developers and City staff. Training and materials will be provided prior to the public
release.

Development Guide updates

The Development Guide Terms of Reference have been updated. Since 2019, an interdivisional working group of City staff has been working to address issues related to achieving Better Streetscapes. As part of this work, updates to 11 existing Development Guide Terms of Reference for drawing submissions have been made. These updates provide clarity regarding the City's expectations and ensure that existing and updated technical standards and guidelines are consistently applied. Additionally:

- Some drawing layers have been separated or consolidated, where appropriate, to better illustrate relationships between certain elements and for ease of review.
- Some drawings are now required for application types that were not previously required. In these cases, the updated Terms of Reference specify what level of information is required for different application types.
- A new Soil Volume Plan Terms of Reference has been developed.

In addition to the above updates, a new Simplified Report Graphics, an updated Heritage Impact Assessment and a new Cultural Heritage Evaluation Report Terms of Reference have been added.

Please note: An email will follow this newsletter with a PDF attachment including detailed updates about the Terms of Reference. Please check your junk mail/spam folder if you don't receive it.

How to Connect with the C2K Team
- ❖ Learn more at toronto.ca/C2K
- ❖ Contact Concept2Keys@toronto.ca with any questions
- ❖ Issues resolution information can be found online
- ❖ Contact C2KIssues@toronto.ca to submit an issue or use the online issues form
- ❖ Send us your suggestions for improving development review