

**Amendment 18.4  
To The Richmond Hill  
Official Plan**

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## **Richmond Hill Official Plan**

### **Official Plan Amendment 18.4**

The attached schedule and explanatory text constitute Amendment 18.4 to the Richmond Hill Official Plan.

This amendment was prepared and recommended by the Richmond Hill Council and was adopted by the Council of the Corporation of the City of Richmond Hill by By-law 82-22 in accordance with Sections 17 and 26 of the Planning Act on the 6th day of July, 2022.

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**David West**  
**Mayor**

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**Stephen M.A. Huycke**  
**City Clerk**

## **The Corporation of The City of Richmond Hill**

### **By-Law 82-22**

A By-law to Adopt Amendment 18.4  
to the Richmond Hill Official Plan

The Council of the Corporation of the City of Richmond Hill, in accordance with the provisions of the Planning Act, R.S.O. 1990, hereby enacts as follows:

1. That Amendment No. 18.4 to the Richmond Hill Official Plan, consisting of the text and maps provided in the attached Part Two, Section 2.2 of this document, is hereby adopted and consolidated with the Richmond Hill Official Plan.
2. That the Clerk is hereby authorized and directed to make application to the Regional Municipality of York for approval of the aforementioned Amendment No. 18.4 to the Richmond Hill Official Plan.
3. This By-law shall come into force and take effect on the day of the final passing thereof.

Passed this 6th day of July, 2022

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David West  
Mayor

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Stephen M.A. Huycke  
City Clerk

# Richmond Hill Official Plan

## **Part One – The Preamble**

### **1.1 Purpose**

The purpose of this Amendment to the Richmond Hill Official Plan is to address several key directions provided in the City Plan 2041 Key Directions report for the Official Plan update, which includes recommendations set out in the City's Affordable Housing Strategy (2021) endorsed by Council, and to also put into action measures that seek to facilitate the creation of complete communities, respect distinguishing features of neighbourhoods, and improve residents' access to activities, services, and day-to-day needs within a 15 minute walking distance from their home.

### **1.2 Location**

The lands affected by this Amendment are City-wide, and apply to all lands within the Settlement Area that are designated Neighbourhood, pursuant to the City's Official Plan (2010).

### **1.3 Basis**

The proposed amendment is considered by Council to be appropriate for the following reasons:

- the amendment is consistent with the *Provincial Policy Statement (2020)*, which requires that municipalities plan for and accommodate intensification and redevelopment within existing settlement areas to create more sustainable communities and to use land and infrastructure more efficiently;
- the amendment conforms to *A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2019)*, which supports the achievement of complete communities that feature a diverse mix of land uses and convenient access to local stores, services and public service facilities;
- the amendment conforms to the Oak Ridges Moraine Conservation Plan (2017) which promotes for the efficient use of land within Settlement Areas through intensification and redevelopment within urban areas, and encourages the development of communities that provide their residents with convenient access to an appropriate mix of employment, transportation options, local services and a full range of housing and public service facilities;
- the amendment conforms to the York Region Official Plan (2010), which designates the subject lands "Urban Area" and encourages intensification by

- diversifying housing mix, promote affordable housing, and encouraging infill development and redevelopment within the Urban Area boundary; and
- the amendment provides policy direction to address matters related to the achievement of “15-minute” complete communities and permissions for “gentle density” within the Neighborhood designation where appropriate, while balancing the desire to protect distinguishing features of Neighbourhoods.

## **1.4 Implementation and Interpretation**

The implementation of this Amendment shall be in accordance with the provisions of the Planning Act, R.S.O. 1990, and the respective policies of the City of Richmond Hill Official Plan.

Attachment 1 to this amendment illustrates how the implementation of OPA 18.4 will be supported through the provision of a new Appendix (Appendix 9 – Priority Infill Areas) to the Official Plan. The Appendix is not an operative part of the Official Plan, and is provided for information purposes only.

## **Part Two - The Amendment**

### **2.1 Introduction**

All of this part of the document entitled **Part Two – The Amendment**, consisting of the following text in Section 2.2, excluding all text provided in grey boxes, and the attached Attachment “1” constitutes Amendment 18.4 to the Richmond Hill Official Plan.

### **2.2 Details of the Amendment**

The Richmond Hill Official Plan is amended as follows:

2.2.1. That Section 3.3.2 **Economic Vitality and Employment Intensification** be amended as follows:

2.2.1.1. That the text in Policy 3.3.2(10)(a) be deleted, and replaced with the following text:

“a) The *home occupation* is subordinate to the residential use of the dwelling, and the owner of the home occupation resides in the dwelling.”

2.2.1.2. That Policy 3.3.2(10)(b) be deleted

2.2.1.3. That Policy 3.3.2(10)(c) be amended as follows:

i. By renumbering Policy 3.3.2(10)(c) to Policy 3.3.2(10)(b)

ii. By deleting the words “ground-related” and “(i.e. single detached, semi-detached, or townhouse)” so it appears as follows:

“b) The *home occupation* is conducted wholly within a dwelling;”

2.2.1.4. That Policy 3.3.2(10)(d) be renumbered to Policy 3.3.2(10)(c)

2.2.1.5. That Policy 3.3.2(10)(e) be renumbered to Policy 3.3.2(10)(d)

2.2.1.6. That Policy 3.3.2(10)(f) be renumbered to Policy 3.3.2(10)(e)

2.2.1.7. That Policy 3.3.2(10)(g) be renumbered to Policy 3.3.2(10)(f)

2.2.1.8. That Policy 3.3.2(10)(h) be amended as follows:

- i. By renumbering Policy 3.3.2(10)(h) to Policy 3.3.2(10)(g)
- ii. By deleting the word “Town’s” and replacing it with the word “City’s” so it appears as follows:  
“g) Signage is limited in accordance with the City’s Sign By-law;”

2.2.1.9. That Policy 3.3.2(10)(i) be amended as follows:

- i. By renumbering Policy 3.3.2(10)(i) to Policy 3.3.2(10)(h)
- ii. By replacing the policy with the following text:  
“h) *Home occupations* shall not provide a storefront. Any *retail* sales of goods or merchandise associated with a *home occupation* shall be incidental and accessory to a *home occupation*;”

2.2.1.10. That Policy 3.3.2(10)(j) be amended as follows:

- i. By renumbering Policy 3.3.2(10)(j) to Policy 3.3.2(10)(i)
- ii. By adding the words “The Zoning By-law may reference other types of *home occupations* that are prohibited; and” so that it appears as follows:  
“i) Veterinary services are not permitted. The Zoning By-law may reference other types of *home occupations* that are prohibited;”

2.2.1.11. That Policy 3.3.2(10) be amended by adding a new sub-policy numbered (j) with the following text:

- “j) No outdoor storage or display of goods, materials or equipment associated with a *home occupation* shall be permitted; and”

2.2.1.12. That Policy 3.3.2(10) be amended by adding a new sub-policy numbered (k) with the following text:



“k) Prior to establishing a *home occupation*, proponents shall ensure that the proposed *home occupation* complies with all applicable municipal by-laws, including but not limited to, the City’s noise, sign, property standards, and parking standards as regulated through the applicable Zoning By-laws and Municipal Code. For greater certainty, *home occupations* shall not create, or have the potential to create, a hazard, nuisance or adverse impact with respect to excessive noise or vibration, vehicular traffic, emissions, objectionable odours, gases, fumes, dust or glare, and the occupation shall not be considered offensive or incompatible within a residential area;”

2.2.2. That Section 3.3.3.3 **Employment in Neighbourhoods** be amended as follows:

2.2.2.1. That the Preamble under Section 3.3.3.3 be deleted and replaced with the following:

“Richmond Hill’s economy contains many small and medium-sized businesses which play a significant role in supporting the City’s economic vitality. The following policies promote the location and retention of small-scale *commercial, retail* and community uses within neighbourhoods. The policies also support the establishment of *home occupations* and *live-work units* within neighbourhoods to support a work from neighbourhood approach. Providing opportunities for employment within neighbourhoods helps to create communities where residents can access amenities and services within a 15-minute walking distance of their home, and support a walkable community where social and economic interactions are possible, while providing for predominantly residential communities in which to live.”

2.2.2.2. That Policy 3.3.3.3(1) be amended by adding the words “live-work units” after the word “office,” and by deleting the word “Neighbourhoods” and replacing it with “Neighbourhood” so that it appears as follows:

“1) Neighbourhood commercial sites consisting of small-scale retail, commercial, office, live-work units and community uses shall be permitted in the Neighbourhood designation shown on Schedule A2 (Land Use) to this Plan only in accordance with the policies of Section 4.9.1.3 of this Plan.”

2.2.2.3. By deleting Policy 3.3.3.3(2) in its entirety.

2.2.2.4. By deleting Policy 3.3.3.3(3) in its entirety.

2.2.3. That Section 4.1 **Community Uses** be amended as follows:

2.2.3.1. That Policy 4.1.1(3)(b)(i) be deleted and replaced with the following text:

- “i. Public elementary schools, in accordance with Policy 4.1.1.5 of this Plan, and Public secondary schools, in accordance with 4.1.1.6 of this Plan, which shall be encouraged to locate adjacent to a park or the Greenway System;”

2.2.3.2. That Policy 4.1.1(4) be deleted and replaced with the following text so it appears as follows:

- “4). Private secondary and elementary schools, where permitted, shall be subject to the following requirements:
  - a. Minimum of two access points are provided;
  - b. Transportation studies shall be submitted in accordance with Section 5.26;
  - c. Impact on adjacent residential areas is minimized by providing adequate parking, landscaping, setbacks and buffering; and
  - d. Adequate on-site vehicular pick-up and drop-off.”

2.2.3.3. That Policy 4.1.1(5)(a) be deleted in its entirety, and that sub-policies (b) through (e) be renumbered accordingly, so it reads as follows:

- “5. Public elementary schools, where permitted, shall be subject to the following requirements:
  - a. Sited on a straight segment of a street with good visibility and sufficient frontage to meet School Board requirements;
  - b. Adequate on-site vehicular pick-up and drop-off;
  - c. The campusing of schools with parks, the Greenway System or public community facilities such as libraries, community centres and recreation centres is encouraged; and
  - d. Residential driveways opposite school sites shall be minimized wherever possible.”

2.2.4. That Section 4.9 **Neighbourhoods** be amended as follows:

2.2.4.1. That the Preamble under Section 4.9 be modified as follows:

- i. By inserting the following words and punctuation at the end of the second sentence “is encouraged by the policies of this Plan to support a greater mix of housing. This infill development” after the words “small-scale infill development”; and by deleting the word “neighbourhood” at the beginning of the third (now fourth) sentence, and replacing the words “will” with “intend to,” and “existing areas” with “neighbourhoods” in the fourth sentence, so that the paragraph reads as follows:

“Richmond Hill’s neighbourhoods are generally characterized by *low density residential* areas and a range of service uses and facilities including neighbourhood commercial plazas, schools, day nurseries, places of worship, community centres and parks and urban open spaces. Opportunities for small-scale infill development is encouraged by the policies of this Plan to support a greater mix of housing. This infill development will bring about some change to neighbourhoods as they continue to evolve over time. The policies of this Plan intend to enhance and strengthen the character of neighbourhoods and promote connectivity and excellence in design. Compatible new development should represent a “good fit” within the physical context and character of the surrounding area.”

2.2.4.2. That Policy 4.9.1(2)(b) be amended by italicizing the word “low-rise” so it appears as follows:

“b) *Medium-density residential* uses such as *low-rise* townhouses and walk-up apartments in accordance with the policies of Section 4.9.1.2 of this Plan;”

2.2.4.3. That Policy 4.9.1(2)(e) be amended by deleting the word “and” at the end of the sentence so it appears as follows:

“e) Parks and urban open spaces in accordance with the policies of Section 3.4.4 of this Plan;”

2.2.4.4. That Policy 4.9.1(2) be amended by adding a new sub-policy numbered (g) with the following text:

“g) *Home occupations* in accordance with Policy 3.3.2(10) of this Plan;  
and”

2.2.4.5. That Policy 4.9.1(2) be amended by adding a new sub-policy numbered (h) with the following text:

“h) *Live-work units* fronting an arterial street and in accordance with Policy 3.3.3.2(10) of this Plan.”

2.2.4.6. That Section 4.9.1 (Land Use) be amended by adding a new policy numbered (6) with the following text:

“6. The conversion of an existing single-detached or semi-detached dwelling on an existing lot to create a “multi-tached” housing containing 3 or more dwelling units may be permitted, provided the provisions of Policy 3.1.5(5) and the applicable development standards for the single-detached or semi-detached dwelling set out in the Zoning By-law are met.”

***NOTE TO READER: While not part of this OPA, a new sidebar will be added in Section 4.9.1 with the following text:***

*“Multi-tached Housing:*

*The partitioning of existing single-detached and semi-detached housing is one action item identified in the City’s Affordable Housing Strategy, called “multi-tached” housing. Multi-tached housing allows multi-generational households to create separate units. It allows large homes to be converted and partitioned to allow for additional condominium dwelling units, thereby making homeownership possible for low and moderate income households. It also allows parts of a home to be rented out as individual units thereby providing much needed affordable rental housing and assisting the homeowner to be able to afford their home.*

*These homes help to support the diverse housing needs of the Richmond Hill population and helps communities to evolve to address socio-economic changes within our population. Because these homes must adhere to the existing zoning standards associated with single or semi-detached housing in terms of the building envelope, setbacks and height, they externally blend in with the overall streetscape in a community and represent a gentle form of residential intensification within the City.”*

- 2.2.4.7. That Section 4.9.1.1 (Priority Infill Areas) be amended by adding a new Preamble with the following text:

“Priority infill areas are areas within neighbourhoods that are generally characterized by *low-density residential* uses, and which have established patterns of residential infill development. These areas have the potential for new lot creation and/or the provision of *medium density residential* development. In some of these areas, public streets and road patterns have been established to facilitate future infill development but are not yet complete, or are nearing completion. New *development* in these areas contribute to this Plan’s residential intensification target and help provide a broader mix of housing types within the City, while making use of existing or planned infrastructure.”

- 2.2.4.8. That Policy 4.9.1.1(1) be amended as follows:

- i. By deleting Policy 4.9.1.1(1) and replacing it with the following text:

“1) The location of priority infill areas are shown on **Appendix 9** (Priority Infill Areas) to this Plan, and are generally for *low-density* or *medium density residential development*.”

- ii. By deleting the sub-policies numbered 4.9.1.1(1)(a) through (p) in their entirety

- 2.2.4.9. That Policy 4.9.1.1(2) be amended as follows and replaced with the following text:

“2) Council may require the approval of infill studies, tertiary plans or concept plans for the priority infill areas shown on **Appendix 9** to this Plan, where they have yet to be completed, or in other areas as determined by Council, to guide infill *development* over the long-term in accordance with the policies of this Plan.”

- 2.2.4.10. That Policy 4.9.1.1(3) be amended as follows and replaced with the following text:

“3) *Development* within a priority infill area with a Council approved study, as shown on **Appendix 9** to this Plan, shall be subject to the applicable study and shall be assessed in accordance with the guidelines which have been approved by Council for that area.”

- 2.2.4.11. That Section 4.9.1.1 (Priority Infill Areas) be amended to include a new policy numbered (4) with the following text:

“4) *Development of medium density residential* uses in priority infill areas that are not subject to an applicable Council approved study shown on **Appendix 9** to this Plan, shall be subject to the policies set out in Section 4.9.1(Land Use) and 4.9.1.2 (Medium Density Residential) of this Plan.”

2.2.4.12. That Section 4.9.1.1 (Priority Infill Areas) be amended to include a new policy numbered (5) with the following text:

“5) Council approval of an Infill Study, Tertiary Plan or Concept Plan may occur in advance of, or concurrent with, approval of proposed *infill development*.”

2.2.4.13. That Section 4.9.1.2 (Medium Density Residential) be amended as follows:

i. By deleting Policy 4.9.1.2(2)(b) and replacing it with the following text:

“b) A collector street, and where the lands proposed for *development* are within *walking distance* to a public transit stop, and as identified in a Concept Plan approved by Council in accordance with Section 5.2 of this Plan;”

ii. By deleting Policy 4.9.1.2(2)(c) and replacing it with the following text:

“c) A local street, and only where the lands proposed for *development* are in proximity to an existing *medium density residential* or high-density residential development, and as identified in a Concept Plan approved by Council in accordance with Section 5.2 of this Plan;”

iii. By adding a new sub-policy (d) to Policy 4.9.1.2(2) with the following text:

“d) A street, where the lands proposed for development are adjacent to an area designated *Centre* or *Corridor*, and as identified in a Concept Plan approved by Council in accordance with Section 5.2 of this Plan.”

2.2.4.14. That Section 4.9.1.2 (Medium Density Residential) be amended as follows:

- i. By adding a new policy numbered (4) with the following text:

“4) Where *medium density residential* uses have been approved for lands within the City through a Council approved Concept Plan, Tertiary Plan or Infill study as shown on **Appendix 9** to this Plan, the criteria set out in the Council approved study or plan shall apply.”

- ii. By adding a new policy numbered (5) with the following text:

“5) Council approval of a Concept Plan may occur in advance of, or concurrent with, approval of proposed *medium density residential development*.”

2.2.5. That Section 4.9.1.3 **Neighbourhood Commercial** be amended as follows:

- 2.2.5.1. By adding a new Preamble with the following text:

“Neighbourhood commercial sites are an important element of the City’s neighbourhoods. They provide for a range of local neighbourhood *commercial* uses and convenience services that are intended to serve residents’ day-to-day needs and activities within the surrounding neighbourhood. Where neighbourhood commercial uses are well located, they are less auto-dependent and more accessible by active transportation.”

- 2.2.5.2. That Policy 4.9.1.3(1) be deleted and replaced with the following text:

“1) The following neighbourhood commercial uses may be permitted within the Neighbourhood where the site fronts an arterial street:

- a. Small-scale *retail*;
- b. *Commercial*;
- c. *Office*;
- d. Community uses in accordance with Section 4.1 of this Plan;  
and
- e. *Live-work units*

- 2.2.5.3. That Policy 4.9.1.3(3) be deleted and replaced with the following text:

“3) The *re-development* of existing neighbourhood commercial sites, or the *development* of new neighbourhood commercial sites shall be supported by a Concept Plan in accordance with Section 5.2 of this Plan.”

2.2.5.4. That Policy 4.9.1.3(4)(a) be deleted and replaced with the following text:

“a)The proposed *development* shall retain or exceed the existing *gross leasable floor area (GLA)* devoted to *commercial, retail, or office uses*; and”

2.2.5.5. That Policy 4.9.1.3(5) be deleted and replaced with the following text:

“5. The *development* of new neighbourhood commercial sites shall:

- a) Provide a maximum of one supermarket or one anchor tenant and no department stores;
- b) Maintain all storage of materials and/or goods indoors; and
- c) Provide adequate on-site parking, access and circulation.”

2.2.5.6. That Section 4.9.1.3 be amended by adding a new policy numbered (7) with the following text as follows:

“7) The City shall require proponents of *development*, who require relief from Policy 4.9.1.3(4)(a) of this Plan, to submit an amendment to the Zoning By-law which demonstrates to the satisfaction of the City that:

- a) There is adequate commercial and/or retail space in adjacent neighbourhood commercial sites to serve the immediate neighbourhood surrounding the subject lands;
- b) the existing neighborhood commercial uses provided by the subject lands are no longer economically viable and that this be demonstrated and justified through a Commercial Needs Study conducted by a qualified professional which shall be peer reviewed by the City at the expense of the proponent;
- c) The proposed development is *compatible* with the surrounding area; and
- d) That a concept plan be submitted in accordance with Section 5.2 of this Plan demonstrating how the *development* meets the land use and design policies of this Plan.”

2.2.5.7. That Policy 4.9.2(2) be deleted and replaced with the following text:



“2) Applications for *development* may be required to submit concept plans, in accordance with Section 5.2 of this Plan, which demonstrate how the development meets the land use and design policies of this Plan. In addition to the requirements set out in Section 5.2 of this Plan, concept plans may also be required to identify distinguishing features of the site and/or surrounding areas, and demonstrate how the proposed *development* complements and is *compatible* with those features. The identification of distinguishing features shall take into consideration physical characteristics as described in Policy 4.9.2 (4) of this Plan, as well as other contextual and qualitative matters such as social, cultural and economic characteristics of the area.”

2.2.5.8. That Policy 4.9.2(4) be deleted and replaced with the following text:

“4) *Development* will respect the character and distinguishing features of neighbourhoods and shall be context-sensitive and *compatible* with adjacent and surrounding areas with respect to the following:

- a. patterns of streets, blocks and lanes;
- b. parks and public building sites;
- c. size and configuration of lots;
- d. massing, including consideration of height, scale, density and dwelling type(s) of nearby residential properties;
- e. location, design and elevations relative to the grade of driveways and garages;
- f. setbacks of buildings from the street or streets;
- g. patterns of front, rear and side yard setbacks and landscaped open space areas;
- h. preservation of mature trees and of landscape or greenspace features that contribute to the physical character of the neighbourhood; and
- i. conservation of heritage buildings, structures and landscapes

Where *development* is subject to an infill plan, tertiary plan or concept plan, the criteria as set out in an infill plan, tertiary plan or concept plan approved by Council shall also apply.”

2.2.5.9. That the sub-heading in Section 4.9.2 (Design) entitled “Walkable Streets and People Places” be deleted and replaced with “Walkable and Bike-Friendly Streets and People Places.”

2.2.6. That Section 7.2 **Definitions** be amended as follows:

2.2.6.1. By adding a new definition for “Gross Leasable Floor Area” with the following text:

**“GROSS LEASABLE FLOOR AREA**

means the total floor area occupied by a *commercial, retail or office* facility for its exclusive use but shall not include public or common areas or areas devoted to storage or refuse collection, that are located above or below grade, as may be further defined in the Zoning By-law.”

2.2.6.2. By replacing the definition for “Live-Work Units” with the following text:

**“LIVE-WORK UNITS**

means a single unit (e.g. studio, loft, or apartment) consisting of both a subsidiary commercial, retail, and/or office component and a residential component that is occupied by the same resident. A live-work unit shall comply with the provisions set out in the Ontario Building Code and may be used as both a living accommodation, which has a kitchen and sanitary facilities, and a business operated by one or more people who live in the unit.”

2.2.6.3. By replacing the definition for “Medium Density Residential” with the following text:

**“MEDIUM DENSITY RESIDENTIAL**

means *low-rise* triplex, fourplex, townhouse, or walk-up apartment forms of dwellings.”

2.2.7. That Section 7.2 **List of Appendices** be amended by inserting a new Appendix entitled “Appendix 9 (Priority Infill Areas).”.

