



# Site Plan Review – Accessibility

**Prepared by Planning and Building Services Department  
and Infrastructure and Engineering Services Department**

Accessibility Advisory Committee Meeting – November 2, 2023



# Site Plan Control

Pursuant to Section 41 of the *Planning Act*, Site Plan Control applies to specific areas and/or types of development that are required to be reviewed through the City's Site Plan or Site Plan Amendment application process.

In accordance with the *Planning Act*, development includes:

- Constructing, erecting or placing one or more buildings or structures on land, subject to certain exclusions for residential development proposals;
- Additions or alterations to a building or structure that significantly increases the size or usability of it;
- Establishing a commercial parking lot or making changes to one; and,
- All new construction and/or additions/modifications to industrial, commercial, institutional, mixed-use and multi-residential developments.

***\*Site Plan Control does not include the review of the interior design, floor plans and layout of buildings***

# Changes to Site Plan Control

Most recently the Province has introduced Bill 23, the *More Homes Built Faster Act, 2022* and subsequently Bill 97, *the Helping Homebuyers, Protecting Tenants Act, 2023* which now changes the scope of the City's Site Plan Control, including but not limited to the following:

- Removal of Site Plan Control for residential development proposals up to 10 units, except for development that is in proximity to a shoreline or a railway line;
- Removal of a municipality's power to regulate exterior design with the exception of specific matters as outlined within the legislation; and,
- The City's Site Plan Control By-law has since been amended to recognize these legislative changes.

# City's Site Plan Review and Approval Process

In response to Bills 109, 23 and 97, the City has implemented a new Development Application Review and Approval Process, as endorsed by Council on July 5, 2023.

- Bill 109 Implements an application fee refund policy if approvals are not granted within a certain time period. For Site Plan applications, approvals must be granted within 60 days or refunds will need to be issued.
- In July of 2023, Council endorsed the **Collaborative Application Process (CAP)**
- **CAP** is a 3 phase development application review and approval process.
- The Site Plan Review and Approval Process is subject to CAP and the 3 phases.

# Phase 1 – Pre-Submission Meeting

- This is a current requirement under the *Planning Act* for most *Planning Act* applications;
- Applicant formally requests a Pre-Submission meeting with staff to present their proposal;
- Planning Staff present the proposal to an internal Development Application Review Committee (DARC) made up of City Departments, Divisions and some external agencies such as York Region and TRCA; and,
- A Pre-Submission Response Letter is issued to the applicant which includes all the preliminary comments received from DARC and outlines the submission requirements for the applicable development applications.

# Phase 2 – Pre-Application Submission

- The applicant prepares the submission of plans, studies and reports to support their development proposal in accordance with the Pre-Submission Response Letter from Phase 1;
- Staff review the submission for quality and once deemed acceptable and complete, the submission and material is circulated to internal and external departments for comments;
- This part of the process is the most vigorous and can include up to 3 revised submissions (there are some exceptions);
- Phase 2 is when most of the design and site organization is finalized, including but not limited to development limits, building envelope, vehicular and pedestrian accesses, connections and parking requirements; and,
- There are no statutory time limits to the review of a development proposal through this phase of CAP.

# Site Plan Review Process – Circulation\*

Site Plan Submissions are circulated to all applicable City departments and external agencies. This includes, but is not limited to, the following pertinent reviewers:

## City Departments/Divisions

- Planning and Building Services Department
  - Development Planning Division
  - Building Services Division – Building and Zoning Sections
  - Urban Design and Heritage Planning Division
  - Park and Natural Heritage Planning Division
- Infrastructure and Engineering Services Department
  - Infrastructure Planning and Development Engineering
    - Transportation and Traffic
    - Engineering Subdivisions and Infrastructure Planning
    - Site Plans and Site Alterations

## External Agencies

- York Region
- Toronto and Region Conservation Authority

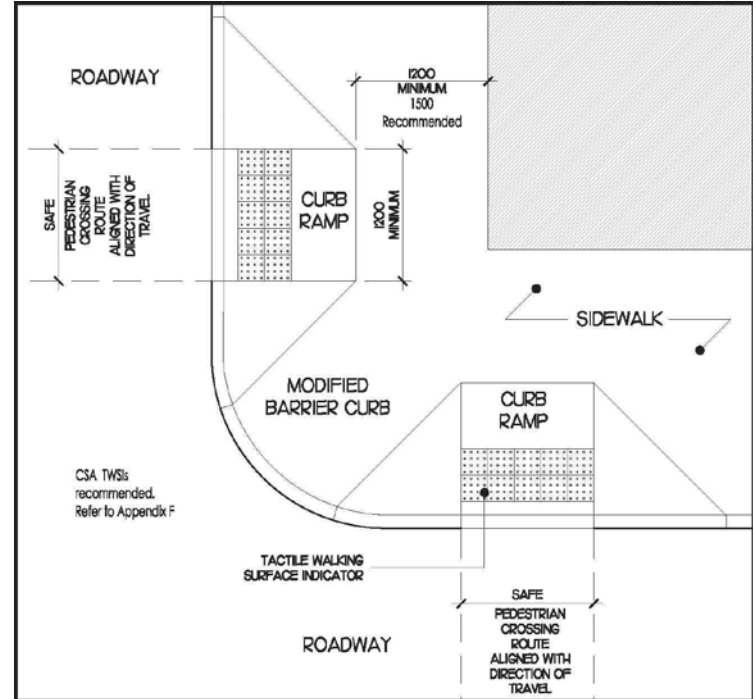
# Phase 3 – Submission of Site Plan and/or Site Plan Amendment Application

- To be submitted following approval in principal of the CAP Phase 2 proposal;
- All requirements pursuant to the *Planning Act* are implemented through Phase 3;
- Subject to *Planning Act* timelines (Site Plan approval must be issued within 60 days or the fees will be refunded);
- The applicant is required to enter into a Site Plan Agreement which is registered on title and binds them to the approved plans and drawings attached to the Agreement;
- Letter of Credit is also secured to ensure the works are completed to the City's satisfaction; and,
- Prior to the release of any LC's, City Inspectors conduct site visit to ensure the works are in accordance with the approved plans.



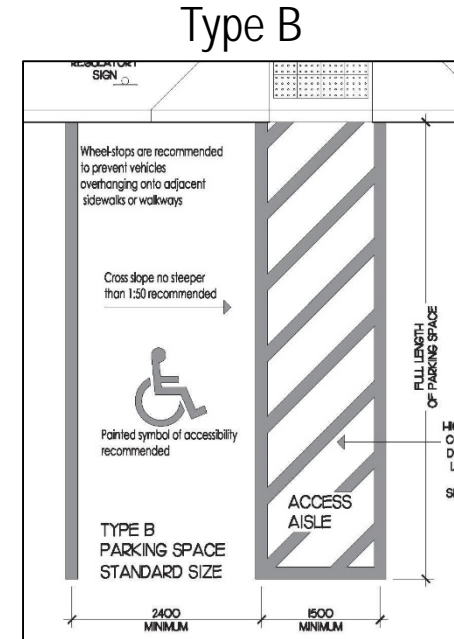
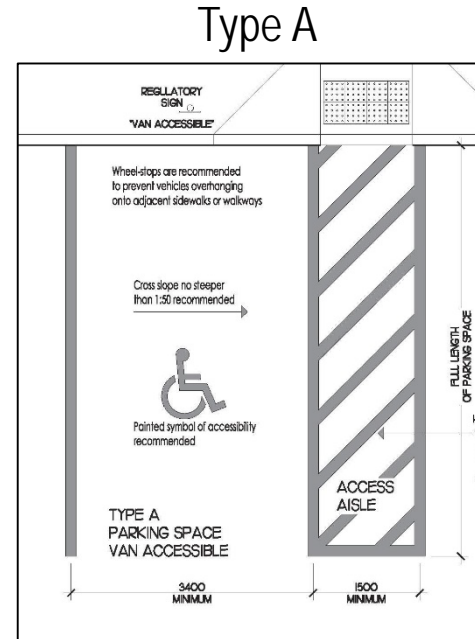
# Key Accessibility Elements

- Exterior Paths of Travel:
  - Clear Widths
  - Headroom Clearance
  - Slopes
  - Ramps and Handrails
  - Curb Depressions and Tactile Indicators

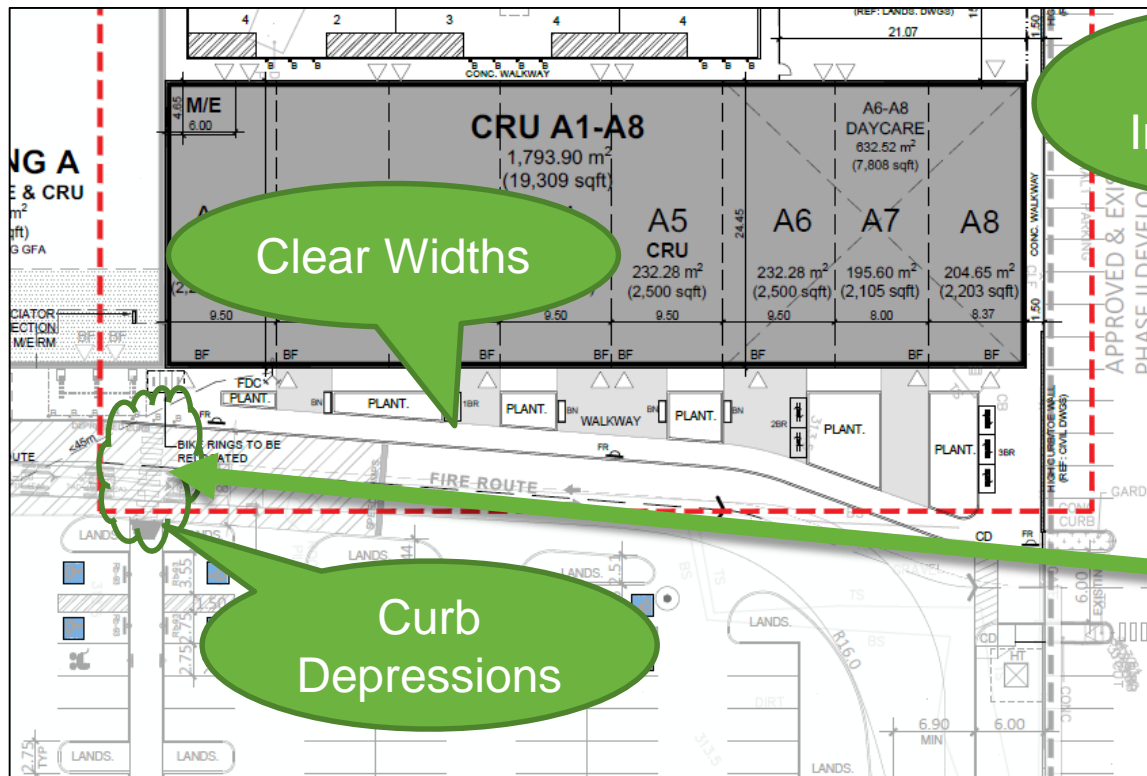


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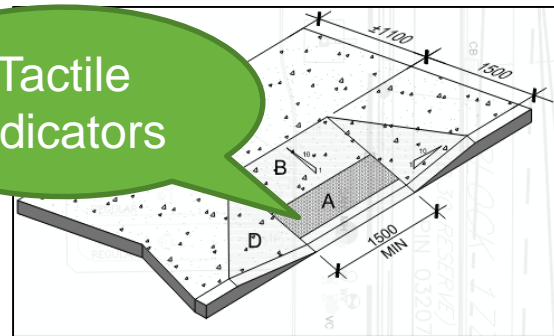
- Accessible Parking Spaces:
  - Location
  - Quantity
  - Dimensions
    - Types A and B
  - Signage and Pavement Markings



# 12270 Yonge Street (Farm Boy)



Tactile Indicators



# 12270 Yonge Street (Farm Boy)

