

## **9.22 SITE ALTERATIONS BY-LAW**

The Municipality may pass a Site Alterations By-law when substantial alterations to the natural landscape are proposed or development is proposed in or adjacent to natural heritage features and areas.

## **9.23 SEWER AND WATER ALLOCATIONS**

When vacant lots that have been allocated sewer and/or water capacity remain vacant, the Municipality may re-allocate water and/or sewer capacity, as required to permit other development.

Where municipal sewer and water capacity has been re-allocated from vacant lots, Council shall place these vacant lots in a Holding Zone until such time that sewer and water capacity becomes available.

Council shall not draft approve any new lot or unit development by way of consent, plan of subdivision or condominium in the municipality without first confirming there is sufficient existing sewer and water capacity available to provide the development with full municipal services. If there is capacity in only one of the two municipal systems, draft approval shall not be granted on the basis of partial services, except where necessary to address failed services, or because of physical constraints.

## **9.24 COMPLETE APPLICATION**

Certain supporting studies, information and materials shall be required as part of a development application, as identified throughout this Plan. The need, extent, and timing of such supporting studies, information and materials shall be determined by the Municipality on a site-specific basis in consideration of the site's land use context and regard to the policies of this Plan.

Applicants seeking development approval shall participate in a pre-application consultation meeting to determine the information, supporting studies, and application materials that will be required as part of a complete application.

The following information may be identified during pre-application consultation as part of a complete application at the time of submission for an Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision/Condominium, Consent or Minor Variance:

- Deed and/or Offer of Purchase;
- Topographic Plan of Survey;
- Site Plan (Conceptual);
- Floor Plan and/or Elevations;
- Record of Site Condition (RSC);

- Municipal Financial Impact Statement;
- Draft Plan of Subdivision;
- Condominium Description; and/or
- Other information relevant to the development and lands impacted by the proposed development.

The following supporting studies may be identified during pre-application consultation as part of a complete application at the time of submission for an Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision/Condominium, Consent or Minor Variance in accordance with accepted professional standards and/or guidelines, as applicable:

- Owner's authorization, where agents are making applications;
- Planning Rationale Report;
- Lot Creation and Development Plan Study
- Retail Market Impact Study;
- Urban Design Study;
- Archaeological Study;
- Hydrogeological Study;
- Groundwater Impact Study;
- Environmental Impact Study;
- Phase I Environmental Site Assessment (ESA);
- Approved Class Environmental Assessment;
- Noise and/or Vibration Study;
- Transportation Impact Study;
- On-Street Parking Study;
- Geotechnical Study;
- Functional Servicing Report;
- Stormwater Management Plan;
- Comprehensive Development Master Plan;
- Heritage Impact Study;
- Tree Survey and Protection Report including a Tree Retention Plan;
- Lot grading and Drainage Report;
- Lighting Study;
- Lakeshore Capacity Assessment as per the provincial Lakeshore Capacity Assessment Handbook;
- Aggregate Impact Assessment; and
- Other supporting studies relevant to the development and lands impacted by the proposed development.

Supporting studies may vary in scope, depending upon the size, nature and intent of the development approval application and the site's land use planning context. Applicants of development approval applications shall be advised in writing by the Municipality of the required supporting study contents during the pre-application consultation process.

At the discretion of the Municipality, supporting studies shall be peer reviewed at the cost of the development proponent.

The following additional materials may be identified during pre-application consultation as part of a complete application at the time of submission for an Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision/Condominium, Consent or Minor Variance:

- completed application form;
- current application fee; and
- draft proposed amendment, including schedules and text.

Under the provisions of the *Planning Act*, when the pre-application consultation process for a proposed development approval application identifies the need for information, supporting studies, and materials, the application shall not be considered complete for processing purposes until the required information, supporting studies, and materials is prepared and submitted to the satisfaction of the Municipality.

Notification of a complete application shall be given in writing to the applicant and all other parties by the Municipality in accordance with the *Planning Act*.

The Municipality shall ensure that information, supporting studies, and materials provided by an applicant as part of a complete application shall be made available to the public for review.

While the need for additional studies may emerge through the circulation of the application, it is intended that at the conclusion of the pre-consultation meeting, the potential applicant will know what studies and material needs to be filed with the application to have a complete application.