

**AMENDMENT NO. 269**  
**TO THE OFFICIAL PLAN FOR**  
**THE TOWN OF CALEDON PLANNING AREA**

**THE CORPORATION OF THE TOWN OF CALEDON**

**BY-LAW NO. 2023-028**

A By-law to adopt Amendment No. 269 to the  
Official Plan for the Town of Caledon

WHEREAS the Council of the Corporation of the Town of Caledon, in accordance with the provisions of the Planning Act, R.S.O. 1990, as amended, HEREBY ENACTS AS FOLLOWS:

1. Amendment No. 269 to the Official Plan for the Town of Caledon Planning Area shall be and is hereby adopted.

Read three times and finally passed in open Council this 25<sup>th</sup> day of April, 2023

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Annette Groves, Mayor

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Laura Hall, Town Clerk

## **THE CONSTITUTIONAL STATEMENT**

PART A - THE PREAMBLE - does not constitute part of this amendment.

PART B - THE AMENDMENT - consisting of the following text constitutes Amendment No. 269 of the Town of Caledon Official Plan.

## AMENDMENT NO. 269

### OF THE TOWN OF CALEDON OFFICIAL PLAN

#### PART A - THE PREAMBLE

##### **Purpose of the Amendment:**

The purpose of this Amendment is to amend the Official Plan to include policies and permissions relating to Mandatory Pre-Consultation and Complete Application of the Town of Caledon Official Plan.

##### **Location:**

The lands subject to this Amendment, apply to the entire limits of the Town of Caledon.

##### **Basis:**

The basis for this Amendment is contained in Staff Report 2023-0142, approved by the Planning and Development Committee on April 11, 2023 and adopted by Council on April 25, 2023.

The proposed amendment to the Official Plan is to create new policies and amend existing policies as it relates to pre-consultation and complete application requirements. On March 30, 2022, the Provincial Government introduced Bill 109, the *More Homes for Everyone Act, 2022*. The Province gave third reading and Royal Assent to the Bill on April 14, 2022, with the Bill coming into effect on the same day, (unless otherwise noted). The intent of this Bill is to address the housing supply shortage in Ontario. On June 21, 2022, Planning staff brought forward Staff Report 2022-0209 which outlined the details of the Bill and the Town's response. Bill 109 provides municipalities with ability to require pre-consultation and the ability to deem an application complete with a requirement that this be done within 30 days of receipt of the application. The Bill provides an appeal mechanism to dispute the complete application requirements and increases the timeline to appeal a Site Plan from 30 days to 60 days. In order to take advantage of these provisions, the Bill requires that new pre-consultation and complete application policies be included in the Official Plan and are found in the Pre-Consultation By-law. The amendment will apply to all lands within the limits of the Town of Caledon. The Official Plan amendment proposes to create new policies and amend existing policies to related to Mandatory Pre-consultation and Complete Application requirements, intending to streamline the development application process, making it more efficient.

The draft amendment has been circulated to internal departments and external agencies and a public meeting pursuant to the Planning Act was held on March 21, 2023.

## PART B - THE AMENDMENT

This part of the document, entitled "Part B - The Amendment", and consisting of the following text constitutes Amendment No. 269 of the Town of Caledon Official Plan.

### Details of the Amendment

The Town of Caledon Official Plan is amended as follows:

1. Amend Section 6.2.1.6.1 to insert the bold text below:

6.2.1.6.1 All information and material required by the *Planning Act* and applicable regulations shall be submitted as part of a complete application for an Official Plan Amendment **including Block Plans**, Zoning By-law Amendment, Plan of Subdivision, Plan of Condominium, **Site Plan** or Consent.

2. Delete existing Section 6.2.1.6.2 and replace with the following text below

6.2.1.6.2 Further to Section 6.2.1.6.1, and unless an exemption is granted by the Town under section 6.2.1.6.5, the following studies, information and materials shall be submitted as part of a complete application for an Official Plan Amendment including Block Plans, Zoning By-law Amendment, Plan of Subdivision, Plan of Condominium, Consent, or Site Plan, in accordance with the Town's Digital Submission Standards:

a) Application Form and Fee

- i) Application Form
- ii) Application Fee, in accordance with the Town's Fee By-law, as amended from time to time, and in effect at the time of application submission

b) Plans, Amendments and Schedules

- i) Draft Official Plan Amendment
- ii) Draft Zoning By-law Amendment and Schedule
- iii) Draft Plan of Subdivision
- iv) Draft Plan Condominium
- v) Site Plan
- vi) Scalable Concept Plan
- vii) Survey Plan
- viii) Draft Reference Plan

c) Planning

- i) Accessibility Plan
- ii) Aggregate Resource Impact Study

- iii) Agricultural Impact Assessment
- iv) Air Quality Assessment
- v) Air Photo Enlargement
- vi) Commercial Impact Study
- vii) Cover Letter
- viii) Environmental Summary Map
- ix) Fiscal Impact Study
- x) Healthy Assessment Study
- xi) Healthy Development Assessment
- xii) Housing Distribution Analysis
- xiii) Indigenous Engagement Summary/Form and written confirmation that meaningful consultation has occurred with Indigenous Communities
- xiv) Landform Conservation Plan
- xv) Neighbourhood Concept Plan
- xvi) Oak Ridges Moraine Conformity Statement
- xvii) Ontario Building Code Data Matrix
- xviii) PINs, Easements, Parcel Abstract Corporate Ownership ONCorp search)
- xix) Planning Justification Report
- xx) Public Engagement Summary and written confirmation that meaningful consultation has occurred with the public
- xxi) Rehabilitation Plan
- xxii) Response Matrix, responding to all comments provided
- xxiii) Sustainable Community Brief
- xxiv) Topographic Map
- xxv) Topographic Survey
- xxvi) Waste Management Plan
- xxvii) Zoning By-law Matrix
- xxviii) Written confirmation of the satisfactory completion of a Preliminary (PARC) Meeting, where such Meeting and Form has not expired
- xxix) Written confirmation of the satisfactory completion of the Pre-Consultation (DART) Review
- xxx) Written confirmation of a Regional Official Plan Amendment being in Full Force and Effect, or an Amendment not being required for the proposed development

- xxxix) Written confirmation that the development is in accordance with the completed the Growth Management and Phasing Study and Conformity with Such Study
  - xxxii) Written confirmation of a Secondary Plan being in Full Force and Effect
  - xxxiii) Written confirmation of a Block Plan being in Full Force and Effect, or a Block Plan not being required
  - xxxiv) Written confirmation of an Official Plan Amendment being in Full Force and Effect, or an Amendment not being required
  - xxxv) Written confirmation of any and all approvals from the Niagara Escarpment Commission
  - xxxvi) Written confirmation of a Zoning By-law Amendment being in Full Force and Effect, or an Amendment not being required
  - xxxvii) Written confirmation of a Draft Plan of Subdivision having been Registered, or one not being required
  - xxxviii) Written confirmation of a Draft Plan of Condominium having been Registered, or one not being required
  - xxxix) Written confirmation of a Site Plan Application having received Final Site Plan Approval, or one not being required
  - xl) Written confirmation of Acceptance of the Green Development Standards
  - xli) Written confirmation of the completion of a design charette
  - xlvi) Written confirmation of available student accommodation capacity in schools from the appropriate School Board(s)
  - xlvi) Written confirmation of appropriate school sites (including but not limited to size, location and configuration) being provided with satisfactory arrangements with the appropriate School Board(s)
  - xliv) Written confirmation of appropriate community infrastructure being provided with satisfactory arrangements with the Town, Region or other agency
  - xliv) Written confirmation of acceptance of all peer reviews at the owner's sole cost
  - xlvi) Written confirmation of the completion of a Zoning Certificate
  - xlvi) Written confirmation of Zoning By-law compliance
- d) Heritage and Archaeology
- i) Archaeological Assessments, and written confirmation of the acceptance of all required archaeological assessments by the Ministry of Citizenship and Multiculturalism
  - ii) Cultural Heritage Assessment Report

- iii) Built Heritage Resources and Cultural Heritage Landscape Evaluation
- iv) Heritage Impact Assessment
- v) Heritage Conservation Plan
- vi) Heritage Protection Plan
- e) Parks and Natural Heritage
  - i) Arborist Report, Tree Inventory, Tree Management and/or Tree Preservation Plan
  - ii) Comprehensive Broader Scale Environmental Study
  - iii) Demarcation of areas regulated by a Conservation Authority
  - iv) Demarcation/Staking of Stable Top-of-Bank
  - v) Demarcation/Staking of Natural Heritage Systems, Ecosystem Components, Natural Hazards
  - vi) Ecological Land Use Classification Study
  - vii) Environmental Implementation Report/Environmental Impact Study
  - viii) Environmental Inventories and Assessment Documents
  - ix) Environmental Management/Reforestation Plan
  - x) Environmental Management/Reforestation Report
  - xi) Facility Fit Plan
  - xii) Floodplain Analysis
  - xiii) Forest Management Plan
  - xiv) Hydrogeological Study
  - xv) Landscape Cost Estimate
  - xvi) Landscape Letter of Conformance
  - xvii) Landscape Plans
  - xviii) Landscape Restoration Plans
  - xix) Natural Heritage Evaluation
  - xx) Plotting of Floodplain
  - xxi) Reforestation Report and Plan
  - xxii) Streetscape Plan
  - xxiii) Surface Hydrology Map
  - xxiv) Vegetation and Wildlife Ecology Map
  - xxv) Water Balance Assessment
  - xxvi) Wetland Water Balance Risk Evaluation
  - xxvii) Wildlife Survey



- xxviii) Written confirmation of a Permit or Clearance Letter issued from the Appropriate Conservation Authority or other environmental reviewer
- xxix) Written confirmation of Approval of the Limits of Development from the Applicable Conservation Authority or other environmental reviewer
- xxx) Written confirmation of parkland requirements (Dedication and/or Cash-in-Lieu of Parkland)
- xxxi) Written confirmation of completion of a site visit which may including staking of environmental features and top of bank

f) Urban Design

- i) Architecture Design Plan
- ii) Architectural/Community Design Guidelines
- iii) Coloured Renderings
- iv) Elevation Drawings
- v) Floor Plan Drawings
- vi) Microclimate Study
- vii) Pedestrian Level Wind Study
- viii) Signage Plan
- ix) Sun and Shadow Study
- x) Urban Design Brief
- xi) Urban Design and Cultural Heritage Brief
- xii) Visual Impact Report
- xiii) 3D Fly-Overs and Fly-Throughs

g) Development Engineering

- i. Construction Management Plan
- ii. Engineering Cost Estimate
- iii. Engineering Non-Standard/Alternative Design Memo
- iv. Environmental Site Assessment – Phase 1
- v. Environmental Site Assessment – Phase 2
- vi. Erosion and Sediment Control Report
- vii. Erosion and Sediment Control Plans
- viii. Environmental and Engineering Summary Report
- ix. Functional Servicing Report
- x. Geotechnical Report
- xi. Grading Plan(s)

- xii. Noise (and Vibration) Study
- xiii. Photometrics Plan
- xiv. Preliminary Dewater Plans/Environmental Management Plan
- xv. Preliminary Engineering Report
- xvi. Record of Site Condition (RSC)
- xvii. Servicing Drawings
- xviii. Single/Multi-use Demand Table (Water & Wastewater)
- xix. Slope Stability Assessment
- xx. Slope Map
- xxi. Soil and Soil Drainage Classification Map
- xxii. Stormwater Design Brief
- xxiii. Stormwater Management Report
- xxiv. Streetlight Plan
- xxv. Written confirmation of Servicing Approval from the Region of Peel
- xxvi. Written confirmation of Receipt of Record of Site Condition

h) Transportation Engineering

- i. On-Street Parking Plan
- ii. Parking Study
- iii. Pedestrian Circulation Plan/Trails Plan
- iv. Traffic Operations assessment
- v. Transportation Impact Study
- vi. Loading Study
- vii. Mobility Plan
- viii. Transportation Demand Management Plan
- ix. Written confirmation of a Permit issued by the Ministry of Transportation
- x. Written confirmation of Road Access Approval from the Ministry of Transportation and/or a MTO Permit
- xi. Written confirmation of Road Access Approval from the Region of Peel

For clarity, the division of the information noted above into discipline headings is for the purpose of sorting the material and does not limit or specify which discipline must request the material. It is understood that the material noted above may be requested and reviewed by other disciplines/agencies.

3. Amend Section 6.2.1.6.3 to insert the bold text below and delete the bold text with strikethrough:

6.2.1.6.3 Subject to more detailed policies of this Plan, an applicant shall be responsible for the costs of any peer review undertaken by the Town of Caledon of any studies submitted by the applicant in support of **any development** application ~~for an Official Plan Amendment or rezoning to permit a new use~~. The Town of Caledon ~~may will~~ enter into an agreement with an applicant to administer peer review and set reasonable controls on peer review costs.

4. Amend Section 6.2.1.6.4 by inserting the bold text below and deleting the bold text with strikethrough:

6.2.1.6.4 In addition to the information required under Sections 6.2.1.6.1 and 6.2.1.6.2 and in accordance with other relevant and land use specific policies of this Plan, an applicant shall be required to submit any other studies, supporting information and material as the Town may determine to be relevant and necessary, regardless of whether it is specifically listed in the Town's Official Plan and Pre-Consultation By-law, during ~~the Mandatory Pre-Consultation Meeting~~ **the Mandatory Preliminary (PARC) Meeting, Mandatory Pre-Consultation (DART) Review or formal application submission**.

5. Amend Section 6.2.1.6.5 to delete reference to "Mandatory Pre-Consultation Meeting" and replace it with "Mandatory Preliminary (PARC) Meeting".

6. Amend Section 6.2.1.6.6 to insert the bold text below:

6.2.1.6.6 All required drawings, reports and technical studies shall be prepared by qualified professional consultants in accordance with established standards/guidelines/protocols **and terms of reference** as deemed acceptable to the Town.

7. Amend Section 6.2.1.6.7 to insert the bold text below and delete the bold strikethrough text:

6.2.1.6.7 An application for an Official Plan amendment **including Block Plan, Zoning By-law Amendment, Plan of Subdivision or Plan of Condominium, or Site Plan** shall be considered complete under the *Planning Act* only when all of the following items have been provided to the Town:

a) A completed, dated and signed application form, including any required authorization(s);

b) Any information or material prescribed by statute or regulation;

c) All complete application material required by the Town pursuant to Section 6.2.1.6;

~~d) Documentation that the notice of application signage has been erected, as applicable, and in accordance with the Town's guidelines and regulations;~~

e) A completed Mandatory ~~Pre-Consultation~~ **Preliminary (PARC)** Meeting form, identifying complete application requirements signed by both the applicant and Town staff;

**f) Satisfactory completion of the Pre-Consultation (DART) Review for the project and applicable formal development application; and,**

g) The required application fee(s).

8. Amend Section 6.2.2 by inserting the new section below in numerical order:

6.2.2.6 The Town will require that when attending a residents meeting, open house, public meeting or other public engagement, the owner ensure that the applicant and all relevant technical consultants are in attendance and prepared to respond to inquiries and comments made by stakeholders and attendees.

9. Amend Section 6.2.3.6 by inserting the bold text below:

6.2.3.6 Prior to the Town considering an application to amend the Official Plan, **including Block Plans**, the applicant shall meet the requirements of Sections 6.2.1.6, **6.2.2** and 6.2.17.

10. Amend Section 6.2.5.4 by inserting the bold text below:

6.2.5.4 Prior to the Town considering an application for an amendment to the current Zoning By-law, the applicant shall meet the requirements of Sections 6.2.1.6, **6.2.2** and 6.2.17.

11. Amend Section 6.2.6 by inserting the following new section in numerical order:

6.2.6.7 Prior to the Town considering an application lift a Holding Symbol, the applicant shall meet the requirements of Sections 6.2.1.6 and 6.2.17.

12. Amend Section 6.2.11.6 by deleting and replacing the text as follows:

6.2.11.6 Prior to the Town considering an application for Site Plan Control, the applicant shall meet the requirements of Sections 6.2.1.6 and 6.2.17.

13. Amend Section 6.2.13 by inserting the following new section in numerical order and renumbering all affected sections in numerical order:

6.2.13.3 Prior to the Town considering an application for a Temporary Use, the applicant shall meet the requirements of Sections 6.2.1.6, 6.2.2 and 6.2.17.

14. Amend Section 6.2.17.1 to insert the bold text below:

6.2.17.1 Consultation with the Town shall be required prior to the submission of an application for an Official Plan amendment **including Block Plans**, Zoning By-law amendment, Plan of Subdivision, Plan of Condominium, and Site Plan, in accordance with the Town of Caledon Mandatory Pre-Consultation By-law, as amended, from time to time.

15. Amend Section 6.2.1.17.2 to delete reference to “Mandatory Pre-Consultation Meeting” and replace it with “Mandatory Preliminary (PARC) Meeting”.

16. Amend Section 6.2.17 by inserting the following new sections in numerical order:

- 6.2.1.17.5** Consultation with the Town is encouraged prior to the submission of a Consent and Minor Variance Application, in accordance with the Town of Caledon Mandatory Pre-Consultation By-law, as amended, from time to time.
- 6.2.1.17.6** Applicants are encouraged to consult with other relevant regulatory agencies prior to attending the Town’s Mandatory Preliminary (PARC) Meeting.
- 6.2.1.17.7** Following the Mandatory Preliminary (PARC) Meeting, complete application requirements will be provided. The applicant is then required to submit their application through the Mandatory Pre-Consultation (DART) Review process to ensure that the material provided in support of the application is accurate, complete and satisfactory.
- 6.2.1.17.8** A Mandatory Preliminary (PARC) Meeting or Pre-Consultation (DART) Review may require more than one designated meeting or review cycle.
- 6.2.1.17.9** An expiry date shall be applied to each Mandatory Preliminary (PARC) Meeting or Pre-Consultation (DART) Review.
- 6.2.1.17.10** A Mandatory Preliminary (PARC) Meeting or Pre-Consultation (DART) Review shall be required for each type of application and will be heard separately, although PARC Meetings and DART Reviews (only) can be processed concurrently.

### **Implementation and Interpretation**

The implementation and interpretation of this Amendment shall be in accordance with the policies of the Town of Caledon Official Plan.