

Site Plan Approval Process

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Overview



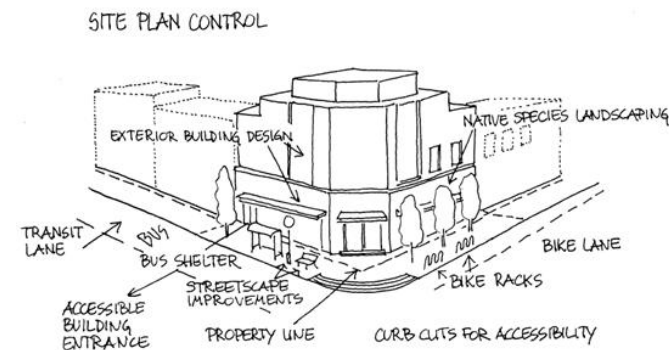
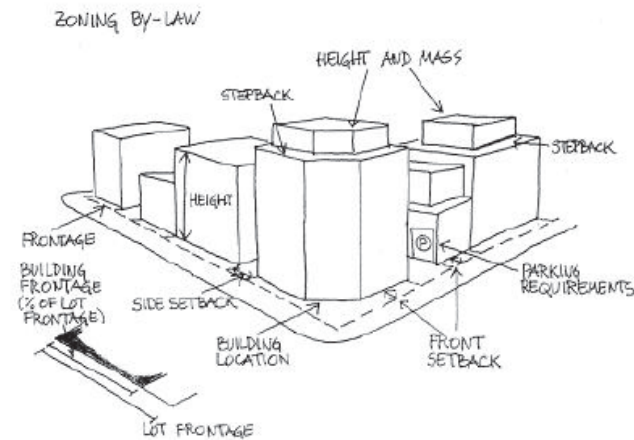
- What is Site Plan Approval (SPA)?
- Site Plan Approval Process
 - Role of Accessibility Advisory Committee
 - Technical review process
- Your decisions
- Questions and conclusion



What is SPA?



- Planning Act S. 41
- Tool to review and control development
- Implement policies of the:
 - Provincial Policy Statement (2014)
 - Official Plan
 - Zoning By-law



What is SPA?



Town of Newmarket <ul style="list-style-type: none"> • Town of Newmarket Official Plan • Urban Centres Secondary Plan • The applicable Zoning By-law(s) • Engineering Design Standards • Streetscape Master Plan • Water/Wastewater Master Plan • Stormwater Master Plan • Tree Policy • Parkland Dedication By-law • Development Charges By-law • Traffic By-law • Noise By-law 	Lake Simcoe Region Conservation Authority <ul style="list-style-type: none"> • South Georgian Bay Lake Simcoe Source Protection Plan • Lake Simcoe Protection Plan • LSCRA Ecological Offsetting Plan • Watershed Development Guidelines
Regional Municipality of York <ul style="list-style-type: none"> • York Region Official Plan • Site Plan Submission Requirements 	Utilities and Service Providers <ul style="list-style-type: none"> • Bell Canada Building and Conduit Requirements • Canada Post Standards for Builders and Developers
Ministry of Transportation <ul style="list-style-type: none"> • Policies and Standards for Impacts on the Provincial Transportation System • Ontario Traffic Manuals 	Provincial Legislation <ul style="list-style-type: none"> • Ontario Building Code • Accessibility for Ontarians with Disabilities Act



SPA Process



- Site Plan Approval Process Manual
- Types of development (Exempt, Quick, Routine)





Section 5 - Development Checklists

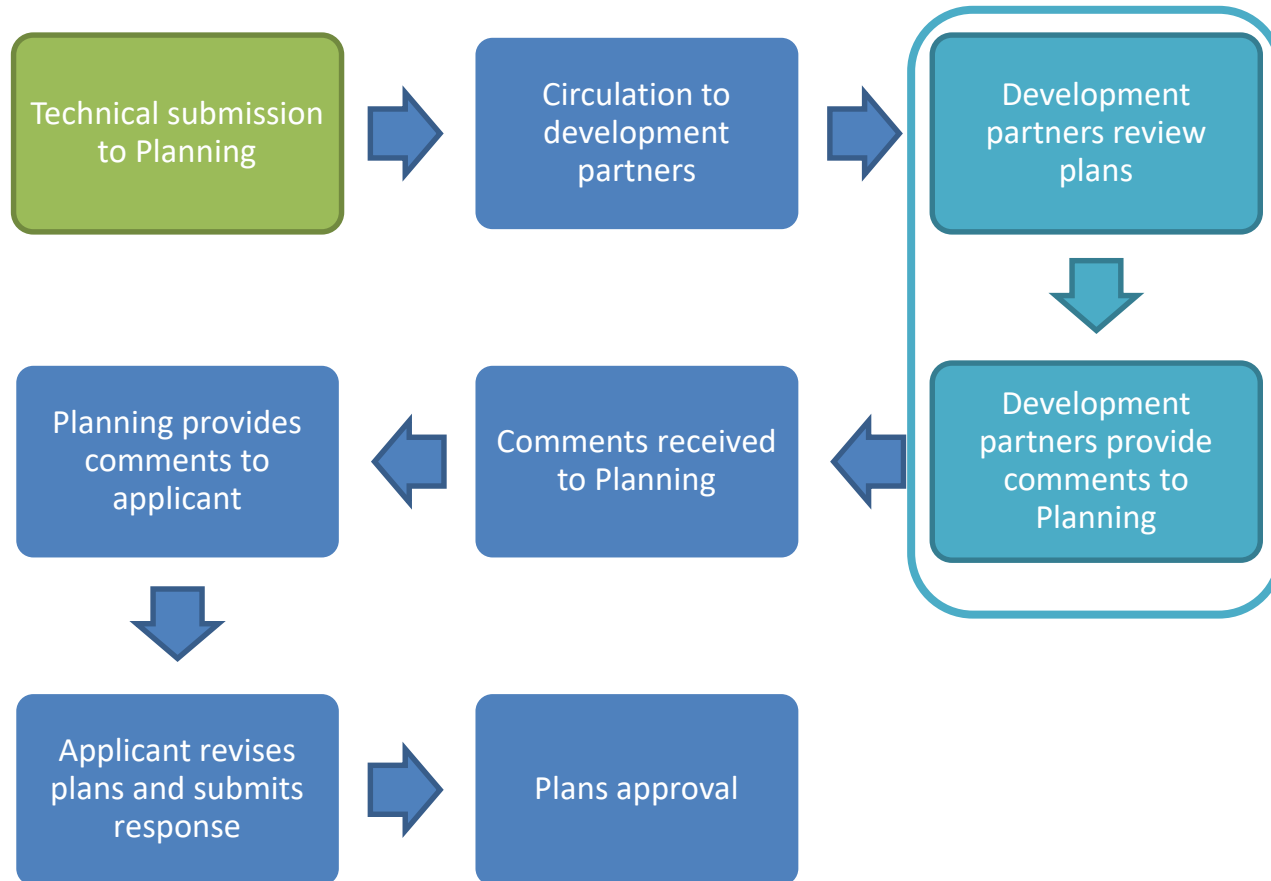
Design guidelines that ensure a high-quality built environment are essential in order for the Town to function as an urban area that maintains its 'small town' feel and strong sense of place. It is important that new buildings fit well in their context and complement each other.

In addition, the development checklists ensure that applicants consider the policies of the Town's Official Plan, Secondary Plan, and other guiding documents. The Town requires that owners and applicants refer to the existing applicable guidelines referenced below and checklists included as part of this Manual when preparing all development applications.

5.1 Site Plan Accessibility Checklist

Accessibility	
Performance Measure	Description of how this performance measure is being met
Parking and vehicle movement	
Minimum number of required barrier-free parking spaces as per AODA	
Minimum size of barrier-free parking stall as per AODA	
Are barrier-free parking spaces located on the shortest possible accessible route to the barrier-free entrance?	
Parking space allows immediate access to barrier-free walkway via a curb cut or ramp of at least 1.5m in width	
Opportunity for primary location with drop-off or with no vehicle lane crossing	
Parking space designated with a vertical sign and pavement markings with the International Symbol of Access and detail of signage illustrated on site plan as per Sign Bylaw	
Pedestrian access	
Provision for dedicated pedestrian walkways to promote safe access to facilities	
Do all buildings have a minimum of 50% of all entrances (excluding utility entrances) barrier-free?	

Technical Review Process



Role of AAC



Duties of committee

(4) The committee shall,

(a) advise the council about the requirements and implementation of accessibility standards and the preparation of accessibility reports and such other matters for which the council may seek its advice under subsection (5);

(b) review in a timely manner the site plans and drawings described in section 41 of the Planning Act that the committee selects; and

(c) perform all other functions that are specified in the regulations.



Role of AAC

What is the role of the AAC in site plan review?

For the most part, barriers to access are created unintentionally during the design process. It is important to ensure that barriers are not created during the design process.

that reason
site planning

Your AAC may not want or need to review every site plan submitted. Instead, you may want to set up processes to:

AACs can

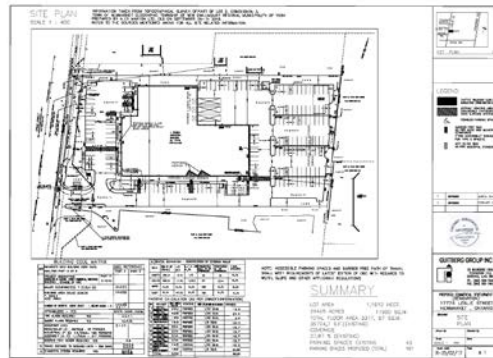
- municipal
- commercial
- recreational
- other

- Choose the types of developments you will review. For example, your AAC may decide to focus on reviewing new municipal developments. It may choose site plan reviews according to the proposed use. For example, you may focus first on community centres, arenas and civic centres.
- Consult with municipal staff to determine what accessibility criteria you will use with site plans. Municipal staff can tell you which accessibility criteria can be enforced, or if there are municipal standards already in place that you may use to review a site plan.
- Ensure that your municipality consults the AAC on certain types of site plans. For example, your municipality could include your AAC on the checklist of reviewers of these plans.

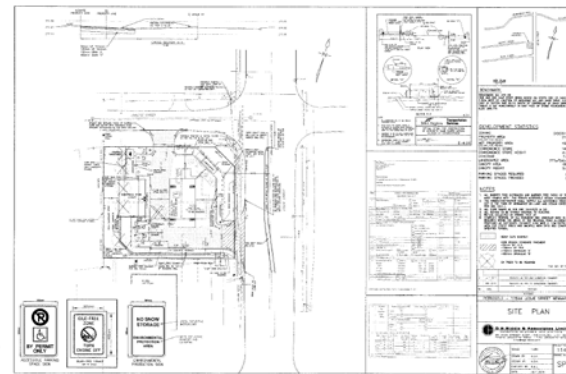
The site

departments that have jurisdiction.

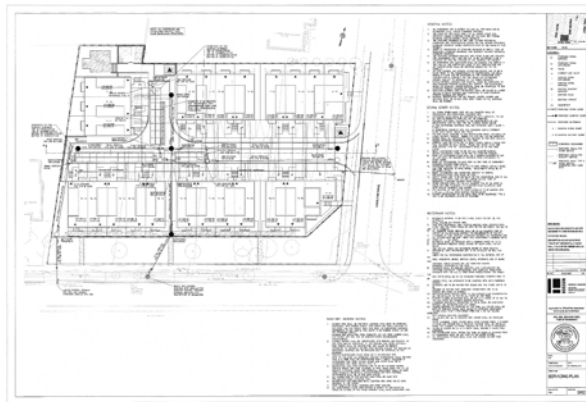
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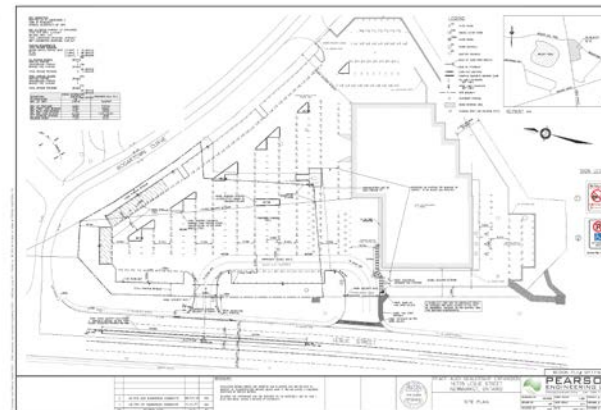
Industrial buildings



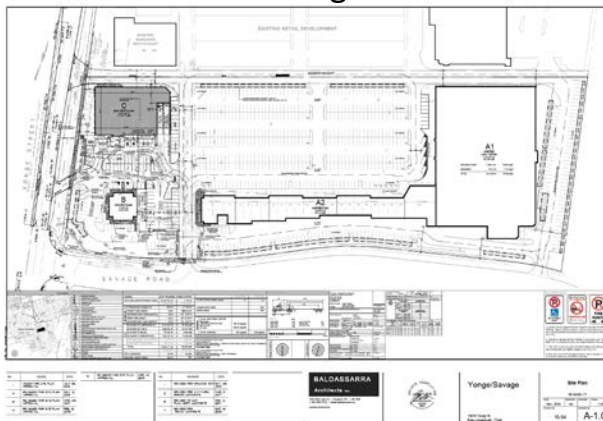
Gas stations



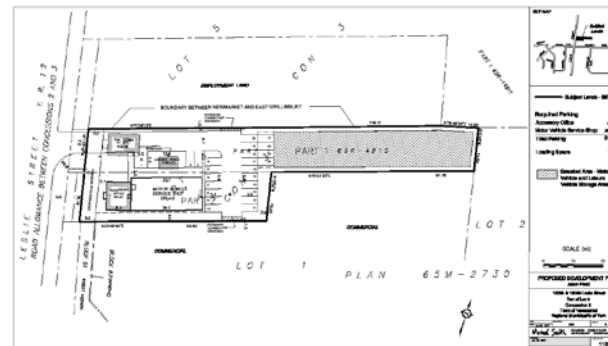
Residential buildings



Parking lots



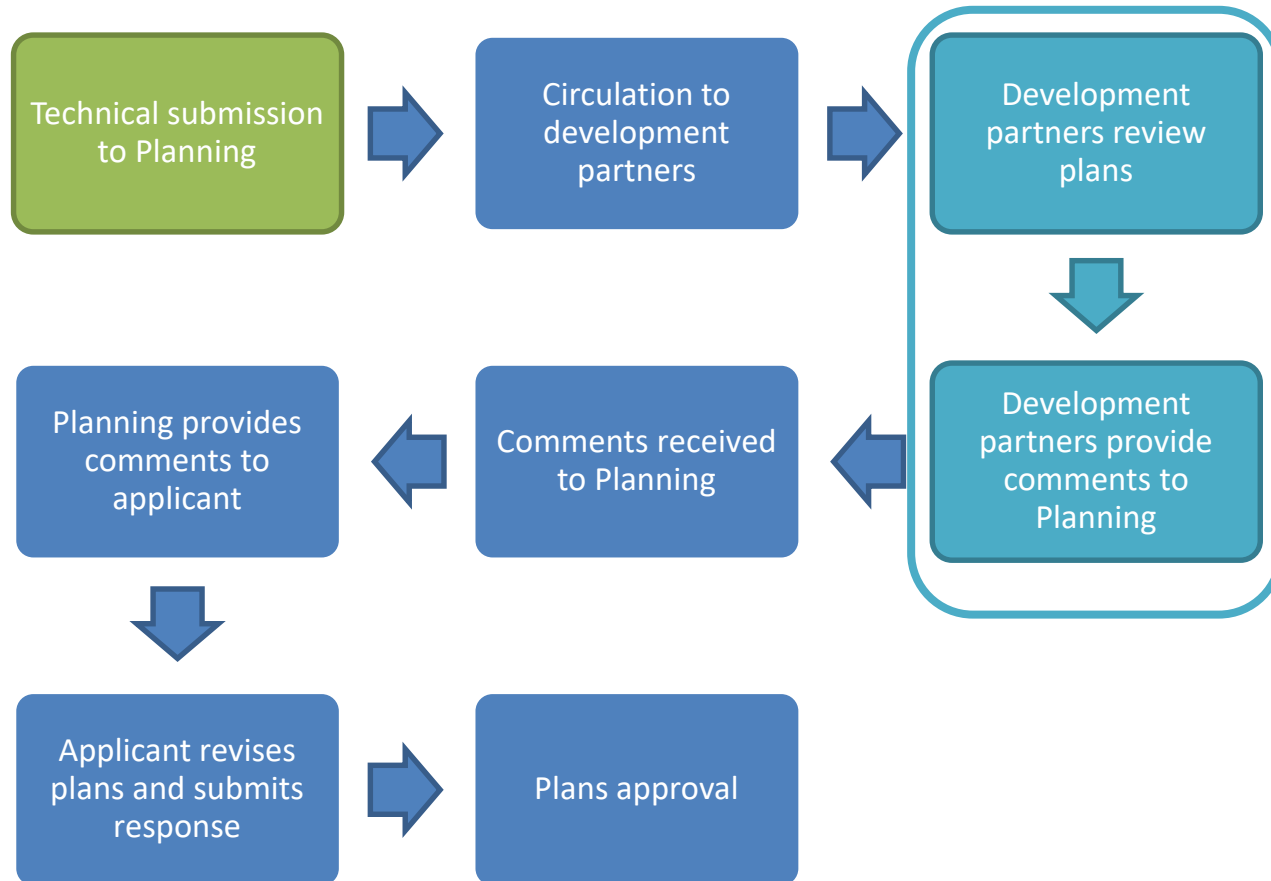
Commercial buildings



Motor vehicle repair

- Example files

Technical Review Process



Conclusion



- What is Site Plan Approval (SPA)?
- Site Plan Approval Process
 - Role of Accessibility Advisory Committee
 - Technical review process
- **Your decisions**
 - What kinds of development will you review?
 - What kinds of plans do you want?
 - How will you review them as a Committee?



Your decisions

- What kinds of development will you review?



Multi-unit
residential



Industrial



Commercial



Public projects

- What kinds of plans do you want?



Site plans



Landscape
plans



All plans

- How will you review them as a Committee?



In your
meeting



By email



Other

Questions?

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