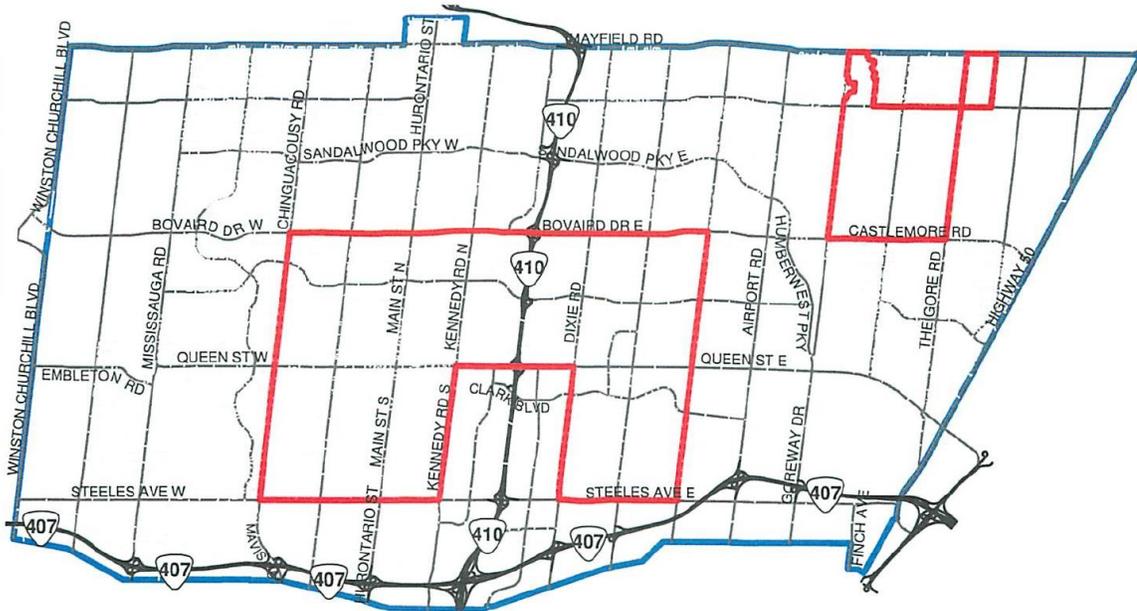


# Site Plan Review User Guide - Appendix D

## D Site Plan Review for Infill Mature Neighbourhood Area



D.1 COB By-laws 281-2014 and 3-2017 (as amended) requires that development activities associated with single family detached dwellings that involve new dwellings, replacement housing or additions equal to or greater than 50 square metres or new or replacement detached garages of any size, that fall within the boundaries of the red highlighted areas on the accompanying map must apply for a Site Plan Review. This Site Plan review is a scoped review and generally follows the Basic Site Plan Review stream. This section provides an overview of the requirements for conducting this type of review. Be advised that during the review additional materials may be requested from the Applicant to properly complete the review.

D.2 Mature Neighbourhood Site Plan Application Form  
 Use the Application Form found in Appendix B to make application for this review.

D.3 Drawing and Other Requirements for Infill Mature Neighbourhood Projects  
 The following summary of minimum drawing requirements is a subset of the information found in the main requirements section of this Guide. It is provided as a guide for Infill Mature Neighbourhood projects. Be advised that additional drawings and materials may be requested from the Applicant at any time during the review process.

- 1 copy of a completed application form**
- 1 compact disk or memory stick containing all drawing and other materials**
- 2 copies of a recent Legal Property Survey**
- 20 copies of the Site Plan that contains:**
  - Title of plan and municipal address
  - City File Number (SP \_\_\_\_ - \_\_\_\_ . \_\_\_\_)
  - Scale of 1:200 (NOTE: All measurements shall be in **metric** units only.)

For additional information visit [www.brampton.ca](http://www.brampton.ca), email your questions to: [infoplanner@brampton.ca](mailto:infoplanner@brampton.ca) or visit the Planning Division at the 3rd Floor counter of City Hall at 2 Wellington Street W, Brampton, ON L6Y 4R2.



## Site Plan Review User Guide - Appendix D

- North arrow
  - Key plan showing the location of the site within the City of Brampton with reference to nearest intersection of public roads.
  - Summary statistics showing the lot area, lot coverage, gross building floor area (existing and proposed), and floor area to be demolished
  - Location and dimensions of all existing and proposed buildings, including porches and accessory structures
  - Building setbacks to all lot lines
  - Location and size of existing and proposed trees and shrubs (if applicable)
  - Location and dimensions of all hard surface driveways, walkways and patios
  - Depict the full width of the municipal roadway, including all existing pavement markings
  - Location and details of easements
  - Location of existing and proposed service lines (i.e. gas, water, sewer)
  - Location of temporary construction and material storage
- 3 copies of Landscape Plans and 3 copies of Servicing and Grading Plans** (These plans are only required if the information is not provided on the Site Plan.)
- 3 copies of Elevations** (for each side of the house or detached garage) and **3 copies of Roof Plans** shall illustrate:
- Title of plan and Scale (NOTE: All measurements shall be in **metric** units only.)
  - Grade level
  - Type and colour of external building materials
  - Roof slopes
  - Building dimensions
- 3 copies of the Floor Plans** (As these plans are required for Building Permit application, they are requested during Site Plan review for information purposes only.)
- Title of plan and Scale (NOTE: All scales and measurements shall be in **metric** units only)
  - Overall dimensions and dimensions of each room and space
  - Use of rooms and space
  - Size, type (material), spacing and location of all structural members including beams, lintels, columns, joists, bearing walls and partitions
  - Material and sizes of all components of floor, wall and ceiling assemblies
  - Location of all plumbing fixtures

### D.4 Mature Neighbourhood Site Plan Drawing Notes

The following notes must appear on the drawings submitted under this type of review:

- All working drawings submitted to the Building Division as part of a Building Permit application shall be in conformity with the approved site plan drawings as approved by the Development Services Division.
- The Owner is responsible for ensuring that tree protection hoarding, placed at the drip line of the trees, is maintained throughout all phases of demolition and construction in the location and condition as approved by the Planning and Building Division. No materials (i.e. building materials, soil, construction vehicles, equipment, etc.) may be stockpiled within the area of hoarding.
- All utility companies will be notified for locates prior to the installation of the hoarding that lies within the limits of the COB boulevard area.
- Should the installation of below ground services require hoarding to be removed, Open Space staff (at: [open.space@brampton.ca](mailto:open.space@brampton.ca)) are to be contacted prior to the commencement of such work. Should an



## Site Plan Review User Guide - Appendix D

alternative service route not be possible, staff will inspect and document the condition of the vegetation and servicing installation in order to minimize damage to the vegetation.

- The Owner (or Applicant as applicable) will be responsible for the cost of any utilities relocations necessitated by the Site Plan Approval and Building Permit.
- The existing on-site drainage pattern shall be maintained.
- Grades must be met within 33% maximum slope at the property lines and within the site.
- The structural design of any retaining wall over 0.60 m (2.00 ft.) in height or any retaining wall located on a property line is shown on the Site Plan and Grading Plan and is to be approved by the Consulting Engineer for the project.
- The portions of the driveway within the municipal boulevard will be paved by the Owner at their own expense.
- At the entrances to the site, the municipal curb and sidewalk will be continuous through the driveway and a curb depression will be provided for each entrance.
- All proposed curbing at the entrances to the site is to terminate at the property line or at the municipal sidewalk.
- Construction materials are not to be put out for garbage collection.
- All damaged landscape areas will be reinstated with topsoil and sod following construction activity.
- Any COB boulevard trees damaged or removed are to be replaced with minimum 70mm caliper deciduous trees to the satisfaction of the COB at the owner's expense.
- All excess excavated materials will be removed from the site at the owner's expense.
- All existing or proposed easements on the property should be illustrated and dimensioned on all of the drawing. If applicable, stipulate on the drawings: "There are no existing or proposed easements on the property".

# Site Plan Review Information and Application Form

City File #: \_\_\_\_\_

<input type="checkbox"/> Pre-Application Consultation Request Date: _____	<input type="checkbox"/> Limited Site Plan Review Application Date: _____	<input type="checkbox"/> Basic Site Plan Review Application Date: _____	<input type="checkbox"/> Full Site Plan Review Application Date: _____
For Basic Reviews, indicate type:		<input type="checkbox"/> Infill Mature	<input type="checkbox"/> Telecommunication Tower
Please indicate if this site plan development will also require a Plan of Condominium application		<input type="checkbox"/> Yes	<input type="checkbox"/> No

## 1. APPLICANT AND OWNER INFORMATION:

**Applicant Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Company:** \_\_\_\_\_  
**City/Province:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_  
**Postal Code:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Owner Name(s):** \_\_\_\_\_  
*(If different from Applicant information above.)*  
**Address:** \_\_\_\_\_ **Project Name:** \_\_\_\_\_  
**City/Province:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_  
**Postal Code:** \_\_\_\_\_ **Email:** \_\_\_\_\_

## 2. SITE INFORMATION:

**Municipal Address:** \_\_\_\_\_ **Ward #:** \_\_\_\_\_  
**Legal Description:** \_\_\_\_\_ **Assessment Roll Number:** \_\_\_\_\_  
**Area (ha):** \_\_\_\_\_ **Width (m):** \_\_\_\_\_ **Frontage (m):** \_\_\_\_\_ **Depth (m):** \_\_\_\_\_  
**Registered Plan:** \_\_\_\_\_ **Reference Plan:** \_\_\_\_\_

## 3. PROPOSAL INFORMATION *(Provide sufficient information to describe the scale and scope of the proposal.):*

**Description:** \_\_\_\_\_

	Existing	Proposed	Total
Building Coverage (%):	_____	_____	_____
Building Height (m):	_____	_____	_____
Number of Storeys:	_____	_____	_____
Number of Units:	_____	_____	_____
Gross Floor Area (m <sup>2</sup> ):	_____	_____	_____
Number of Parking Spaces:	_____	_____	_____

# Site Plan Review Information and Application Form

## 4. PLANNING INFORMATION

Existing Official Plan Designation: \_\_\_\_\_ Any changes required? \_\_\_\_\_  
 Existing Secondary Plan Designation: \_\_\_\_\_ Any changes required? \_\_\_\_\_  
 Existing Zoning: \_\_\_\_\_ Any changes required? \_\_\_\_\_

Related Applications (Complete as applicable)	What Type?	Is an Application Required?		Has an Application Been Submitted?		File Number	Status of the Applications?
	Variance, Consent, OPA, ZBA, SB, CDM	Yes	No	Yes	No	#	Public Meeting, Approval, Refusal, etc.
Application to Committee of Adjustment							
Other Applications: _____							

List any known easements, rights-of-way or restrictive covenants affecting the site? Or indicate Not Applicable: _____			
Type	Number	In favour of: (entity name)	Shown on Site Plan?

## 5. REGISTERED OWNER'S AUTHORIZATION - To be completed by the registered owner(s)

I (we), \_\_\_\_\_ am (are) the registered owner(s) of the subject site.  
 (type or print name(s) of owner(s))

I (we) authorize \_\_\_\_\_ to prepare, submit and speak to this request for a Pre-  
 (type or print name of applicant)

Application Consultation or application for Site Plan Review, on my (our) behalf.

Owner Signature(s): \_\_\_\_\_ Dated: \_\_\_\_\_  
 \_\_\_\_\_ Dated: \_\_\_\_\_

**NOTE: Unit owners within a Peel Standard Condominium Corporation are to secure authorization from the Directors of the Condominium Corporation in a form satisfactory to the City of Brampton, prior to submission of an application. Signatures from all Members of the Board of Directors are required.**

## 6. ACKNOWLEDGEMENTS AND DECLARATION

I (we) confirm that the drawings and materials submitted in support of this application are complete and have been submitted in accordance with the requirements of the Site Plan Review Process User Guide (the "Site Plan Guide"). I (we) understand that this application may not be accepted as 'complete' until such time as the Planning and Development Services Department is satisfied with the content and form of the drawings and materials submitted in support of this application. I (we) confirm that I (we) have read the Site Plan Guide and understand that an application may be closed by the Corporation of the City of Brampton (COB) due to an extended period of inactivity or the Planning and Development Services Department may issue a "Refusal" decision if critical issues, such as requests for changes to this application or additional information, are not provided by the applicant to the COB.

I (we) agree and acknowledge that this application and any supporting material, including any studies and drawings, filed in support of this application, is public information, and forms part of the public record. I (we) hereby consent to the COB making copies of and releasing this application and any supporting information for COB's use in the processing of this application or at the request of a third party, without further notice to or permission from the applicant.

I (we) hereby state that I (we) have the authority to bind my (our) consultants to the terms of this acknowledgement and declaration.

I (we) hereby declare that the statements made by me (us) in this application, are to the best of my (our) belief and knowledge, a true and complete representation of the purpose and intent of this application.

Applicant or Owner Signature(s): \_\_\_\_\_ Dated: \_\_\_\_\_  
 \_\_\_\_\_ Dated: \_\_\_\_\_



# Site Plan Review Information and Application Form

City File #: \_\_\_\_\_

## 7. FEE CALCULATION SHEET (updated December 21,2021)

Proposal Location or Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_

### CONSULTATIONS:

PAC Meeting

### APPLICATIONS:

SP Limited

SP Basic – Infill Mature

SP Basic

SP Full

<b>A. BASE FEE</b>	Pre-Application Consultation Fee = \$	491	
	Limited SP Review Fee = \$	0	
	Minor SP - Revision = \$	851.29	
	Infill Mature Fee = \$	895	
	Basic SP Base Fee = \$	5,384	
	Full SP Base Fee = \$	5,384	
	<b>Total of A =</b>		_____

### PLUS UNIT FEES (where applicable):

#### B. Residential

New Apartment Development

First 25 units	_____	units x \$ 446=	=	_____
Next 26 – 100 units	_____	units x \$ 357 =	=	_____
Next 101-200 units	_____	units x \$ 271 =	=	_____
Remaining 201 units and more	_____	units x \$ 224 =	=	_____

All other units including Condominium	_____	units x \$ 917 =	=	_____
<i>(Note: Maximum fee for residential dwelling units is = \$115,259.90)</i>				

**Total of B =** \_\_\_\_\_

**PLEASE NOTE: ALL AREA CALCULATIONS SHOULD BE ROUNDED TO 3 DECIMAL PLACES**

#### C. Non-Residential Development

New Development (gross site area in sq. m.)	_____	sq. m. x \$ 2.16 =	_____
Addition, Alteration or Conversion (applicable gross floor area in sq. m.)	_____	sq. m. x \$ 5.41 =	_____

**Total of C =** \_\_\_\_\_

#### D. Mixed Used Development

Based on total of Residential and Non-Residential Totals **D = B + C =** \_\_\_\_\_

(Note: Maximum fee not withstanding land use type = B+C+D) = \$115,259.90

**Total Fee = A + B or C or D** \_\_\_\_\_

#### Notes:

- The Applicant must confirm this calculation with the Assigned Planner when making an appointment for Site Plan Application submission.
- Fees are subject to review and correction during the Site Plan Review process. Any under or overpayment will need to be addressed prior to site plan approval.
- These fees are HST exempt.
- Region of Peel Fees are required for Site Plan Applications.