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Bousfields Inc.
c/o Tony Volpentesta
tvolpentesta@bousfields.ca

January 26, 2024

Re: Mandatory Pre-Application Consultation Comments

Pre-Application No.: 23 238196 NNY 16 PAC
45 Grenoble Drive
Ward 16 – Don Valley East

Proposal: To permit a new 39-storey residential apartment building with a 6-storey podium on a site with an existing 28-storey residential apartment building. The new building will have 402 residential units, a gross floor area of 30,031 sq.m., and a new site FSI of 5.9 including the existing residential apartment building.

City Planning and relevant commenting partners have reviewed the following materials submitted in respect of the above Mandatory Pre-Application Consultation Meeting request received on January 25, 2024:

Name of Plan/Document	Prepared by	Date
Concept Site Plan	Quadrangle Architects Limited	January 10, 2024
Concept Elevations/Renderings	Quadrangle Architects Limited	January 10, 2024
PAC application	Bousfields Inc.	December 22, 2023

The materials submitted above form the PAC Documents referred to in these Comments. These Mandatory Pre-Application Consultation Comments are provided to assist in the preparation of a Complete Application for submission to the City in connection with the above.

Disclaimer

The comments are based on the information and materials available at the time of preparation of these Mandatory Pre-Application Consultation Comments, including the items listed above that were provided by you as the applicant. Additional comments will be provided upon review of a complete application and may include additional submission requirements. Any errors or omissions in these comments in no way constitutes acceptance by the City or the waiving of any requirement by the City that are necessary for a complete application. Despite these Mandatory Pre-Application Consultation Comments, it remains the applicant's responsibility to ensure compliance with all requirements for a complete application as prescribed under the *Planning Act*, the *City of Toronto Act, 2006* and the City's [Official Plan](#) at the time of submissions (a "Complete Application").

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Key Comments

Key Comments are to be read in conjunction with General and the Additional Information Comment section that are included in the document. Key Comments speak to flags that have an impact on the design or layout of the site.

Community Planning

1. 48 Grenoble on the north side of Grenoble Drive has a POPS at the intersection of Grenoble Drive and Deauville Drive. The City is also redesigning the Grenoble/Deauville intersection in 2023/2024. Applicant to mirror the POPS at same intersection and incorporate new intersection design into proposed development.
2. Unfortunate that mature trees at easterly side of site cannot be preserved. Applicant to explore all opportunities for compensatory tree planting on site. In the event plantings are to be on top of garage slabs applicant to ensure sufficient soil volume at the Rezoning stage.
3. Applicant to consider tenure of the proposed building because this may affect shared services and amenities. In the event share amenities are required for functionality (i.e. loading) or required as a service (i.e. indoor/outdoor amenity space) the City may be requiring mutual access registered on title for existing and future residents.
4. Applicant to ensure that proposed development will meet the minimum 4 sq.m. indoor/outdoor amenity requirement as per By-law 569-2013.
5. Applicant to ensure proposed development meets the Growing Up Guidelines with respect to unit type and size. The issue of meeting average unit sizes for 1,2, and 3 bedroom units is increasingly becoming an issue at City Council.
6. The proposed number and location of surface loading spaces is not acceptable. Applicant to confirm required loading and redesign loading to be internalized.
7. The subject site is appropriate for intensification.

Engineering & Construction Services

1. Be advised that sanitary servicing only currently exists along the site's easterly frontage to Grenoble and not the northerly frontage.

Parks Development

1. Based on the preliminary review of the PAC Documents, the City anticipates pursuing cash-in-lieu of an on-site parkland dedication. If cash-in-lieu is pursued, the amount of cash-in-lieu will be determined in accordance with Chapter 415, Article III of the Toronto Municipal Code. The City reserves the right to change the type of dedication and amount, based on materials provided in future, formal submissions.

Transportation Planning

1. Ensure that your Transportation Impact Study contains the following:
 - a. A section that provides an estimate, using an acceptable methodology, of the pick-up/drop-off activity that will be generated by the proposal and how that activity will be accommodated on-site.
 - b. A section that discusses the bike parking requirements of the proposal in

accordance with Zoning By-law 569-2013.

- i. Access and egress to below-grade secured long-term bicycle parking facilities are to be provided primarily with bicycle parking stairs (shallow grade stairs with bicycle rails), bicycle ramps or dedicated bicycle elevators.
- c. A section that discusses how the project complies with all transportation-related requirements of the "in-force" Toronto Green Standard (TGS). More specifically, compliance with AQ1.1-AQ1.3, AQ2.1-AQ2.4, AQ3.1 and AQ3.2 of the TGS will be required.
- d. Transportation demand management (TDM) measures must demonstrate how each measure individually quantifies reducing single-occupancy auto-vehicle trips to meet above TGS requirements with appropriate and reasonable data/methodologies.
 - i. We request that Toronto Parking Authority bike share stations be considered to be located on site to help facilitate expansion of the planned network and present opportunities for E-bike share stations to be easily connected to the electric grid on site.

Transportation Services

1. No key comments at the point

Urban Forestry

1. Urban Forestry directs the applicant to preserve existing mature trees wherever possible and incorporate them into the development. As proposed, the development does not appear to retain large mature trees. Preserving such trees is an objective of the Official Plan, Chapter 3 - Section 3.1.3: Built Form and Section 3.4.1: The Natural Environment.
 - a. Shifting the location of the tower, as well as adjustments to and/or reduction of the underground parking footprint can greatly reduce root impacts and provide better tree preservation opportunities where healthy by-law protected trees are located around the perimeter of the subject property (specifically on the east side of the proposed tower). Opportunities to preserve the trees along the east side of the property should be discussed and explored.
2. The extent of the proposed and existing underground parking structures will limit the opportunity for tree planting since being planted above concrete slabs greatly reduces a tree's rate of growth, canopy size, vigor and life expectancy. Additionally, regardless of a tree's health, its longevity will be threatened by the relatively shorter lifecycle/maintenance required of the slab below. Urban Forestry would prefer to see additional planting locations without underground structures below. To maintain the aesthetic value and environmental benefits provided by the trees, it is essential to choose species that will mature relatively quickly if they're located above underground garages. By selecting fast-growing native tree species, we can maximize the period in which the trees can thrive before any necessary repair work on the underground garage becomes unavoidable. This proactive approach will help us ensure a sustainable and vibrant urban landscape in the long run. Considering the climatic conditions and native flora of Toronto, Ontario, I would like to suggest the following tree species known for their fast growth rate:
 - i. Silver Maple (*Acer saccharinum*)

- ii. Red oak (*Quercus rubra*)
 - iii. Eastern white pine (*Pinus strobus*) - Coniferous species
 - iv. Freeman maple (*Acer x freemanii*)
 - v. Eastern cottonwood (*Populus deltoides*)
 - vi. Trembling aspen (*Populus tremuloides*)
3. As of Version 4 of the Toronto Green Standard ('TGS'), any new **Zoning By-Law Amendment** application shall satisfy TGS, performance measures EC 1.1 and EC 1.2. The following is a limited summary of each performance measure:
- a. TGS EC 1.1 - Soil volume accessible to roots shall be provided for retained and proposed large growing shade trees with a combination of onsite and street trees/soil volume. A development's minimum required soil volume can be calculated as such: $40\% \text{ of the site area} \div 66 \text{ m}^2 \times 30 \text{ m}^3 = \text{total soil volume required}$.
 - i. *Based on the proposed net site area of 8,945.2 square metres (as indicated in the tentative site plan, subject to change/revision), the proposal shall deliver 1,626.4 cubic metres of soil volume that is available to the root systems of large growing shade trees as a condition of satisfying Toronto Green Standard - Version 4 ('TGS'), Performance Measure EC 1.1 – 'Tree Planting Areas and Soil Volume'.*
 - b. TGS EC 1.2 - Large growing shade trees shall be planted and/or retained along street frontages and supplied with a minimum of 30m³ of soil volume.
4. Urban Forestry directs the applicant to prepare documents in accordance with the City's Terms of Reference and Schedule 3 of the Official Plan. Submitted documents must strictly adhere to the specifications provided by these resources for a successful Determination of Complete Application assessment.
5. Detailed utility information will be required to inform an accurate Soil Volume Plan and Sections as is supported by the City's Terms of Reference and the Official Plan Chapter 3, Section 3.1.1. 13.b): Public Realm. **"Locating and designing utilities within streets, within buildings or underground, in a manner that will minimize negative impacts on the natural, pedestrian and visual environment and enable the planting and growth of trees to maturity"**. See "General Comments – Urban Forestry" below for requirements of the Public Utilities Plan.

General Comments

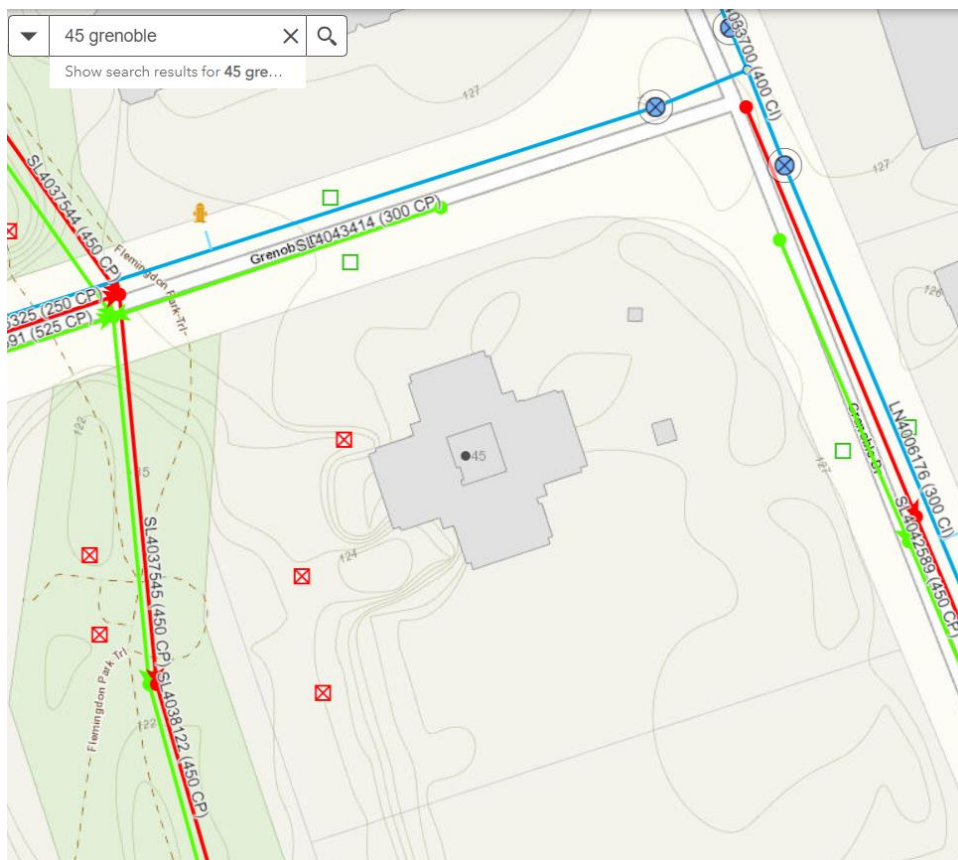
Community Planning

8. The subject site is designated Apartment Neighbourhoods and the proposal is a tall building to be evaluated using the Tall Building Design Guidelines and policies applicable to tall buildings in the Official Plan.

9. Applicant is advised that Rental Housing application/process makes it difficult to meet Bill 109 timelines. Please contact Deanna Chorney (416) 392-0176 to coordinate application timelines.
10. Applicant advise to make a complete application to ensure Bill 109 timelines are met.
11. Applicant is advised that due to City Council's scheduling, the City is unable to meet Bill 109 timelines for rezoning applications for all submission dates throughout the calendar year. Any rezoning application received during black out periods will be refusal reports. Applicant has been provided chart indicating blackout periods for 2024 calendar year.

Engineering & Construction Services

1. Based on unconfirmed City records, along Grenoble Drive there is the following City infrastructure:
 - a. 300 mm and 400 mm watermain
 - b. 250 mm sanitary sewer
 - c. 300 mm and 450mm storm sewers



This map is for infrastructure visualization purpose only and must NOT be used as a replacement for utility locates, legal survey, as-built information, and suitable subsurface investigation. The Information is provided solely on "as is" basis and the City makes no warranties or representations as to data quality.

Applicants are required to verify the accuracy of the information in preparation of their application made to the City under the *Planning Act* or the City of *Toronto Act, 2006*.

The development will be required to comply with the City's Servicing Requirements for Different Built-Forms. Based on the information provided, the development will need .

Parks Development

1. No key comments at this time.

Solid Waste Management Services

1. No key comments at this time.

Strategic Initiatives, Policy & Analysis – Policy

1. The proposal includes the preservation of six or more existing residential rental units. Refer to [Section 3.2.1, Policy 6](#) of the Official Plan and requirements for a Rental Housing Demolition application under [Chapter 667](#) of the Toronto Municipal Code.
2. The proposal includes the preservation of six or more existing residential dwelling units. Refer to Section 3.2.1, Policy 11 of the Official Plan.
3. The proposal includes the preservation of at least one residential rental unit. Refer to Section 3.2.1, Policy 12 of the Official Plan.

Transportation Planning

1. Given the changes to minimum parking requirements; opportunities to relocate existing surface parking to underground parking below building footprints must be considered. The existing surface parking does not align with current Official Plan policy and any new additional surface parking is strongly discouraged.
2. The existing and proposed pavement space should be reduced,
3. The applicant should coordinate with applicant at 48 Grenoble Dr on intersection improvements for the intersection of Grenoble Drive and Deauville Lane.
4. Protect for cycling infrastructure on Grenoble Drive and coordinate with Transportation Services on the implementation. If any designs are developed, indicate on site plan.
5. A network of pedestrian connections to support pedestrian desire lines as connections to the surrounding public right of way network is to be established as part of your multi modal study.
6. Proposed and existing curb cuts are to be consolidated. Each site must have a singular vehicular access.
7. Onsite Pickup and drop off (PUDOs) must be consolidated. Multiple PUDOs on site are not supported and do not align with Official Plan policies. PUDOs within public Right of Ways will not be supported.
8. Due to the site being in close proximity to a surface transit priority network, TPA bike share stations should be located on site to help facilitate expansion of the

- planned network.
9. The site is located on an existing cycling network. The application submission must clearly indicate where the short-term and long-term bicycling facilities will be located on site to accommodate residents.
 10. Please indicate the location of short-term and long-term bicycle parking on-site.

Transportation Services

1. Vehicle access is proposed from Grenoble Drive. This access must be designed and shown according to the City's [Standard Drawing No. T-350.01](#).
2. The City requires a minimum 2.1 metres pedestrian clearway along all the frontages of the site. If the available boulevard width cannot accommodate the required clearway, a pedestrian access easement may be required on private property to supplement the available public boulevard space.
3. As identified by the transportation planning group, the pick up and drop off facility should be designed with appropriate wayfinding features.
4. Provide a transportation impact study that includes analyses of traffic operations on surrounding network, parking demand and supply, loading space analysis, access location and operations, and pick-up drop-off facility design.

Urban Design

1. Consider coordinating with the property to the south for potential future developments that are more complementary to each other
2. Tree preservation is a priority in this area given the green nature of Flemington Park. The additional density within the site is partially justified by its adjacency to major transit infrastructure. The development should also reflect transit-supportive and transit-oriented built form and public realm by creating convenient accesses to transit as well as reduced dependency on vehicular trips. The footprint of underground parking should not compete with more important interests within the site such as preservation of the existing mature trees and it should be limited to occupying the same areas as the above grade built form.
3. It is appreciated that the driveways have been minimized and the reduced footprint of the building allows for more unencumbered landscaped areas in front of the building.
4. A preliminary massing Computational Fluid Dynamics (CFD) Study is encouraged for developments that meet the criteria for Moderate and High Trigger during Pre-Application Consultation. Refer to the [Pedestrian Level Wind Study Terms of Reference Guide](#) for additional information.
5. Residential lobby should be located where is visible and directly accessible from the public streets.
6. Refer to [Growing Up: Planning for Children in New Vertical Communities](#) and [Pet Friendly Design Guidelines for High Density Communities](#) for more information on unit mix and unit size requirements, family friendly amenity space and unit design and configuration, and pet friendly facilities.
7. Green/sustainable development features should be integrated at early stages of design process in design of buildings and the site. Consider the following and clarify how the proposal responds to these considerations:
 - a. Greater contribution to natural habitat;
 - b. Higher tree preservation and tree planting targets (show percentage of building

- footprint on-site and total soil volume and provide accurate utility information);
- c. Green infrastructure;
- d. Innovative energy solutions such as geothermal systems, district energy for large sites, deep lake water cooling;
- e. Built form, location and orientation that provides thermal comfort for both exterior and interior spaces;
- f. Lower surface / volume ratio for buildings;
- g. Lower glazing / solid wall ratio;
- h. Façade and balcony design responsive to solar orientation;
- i. Exterior sun shades;
- j. Thermal breaks for balconies;
- k. Low carbon construction method and building materials;
- l. Natural ventilation; and
- m. Contribution to community wellbeing and resilience.

Urban Forestry

1. Urban Forestry will be evaluating compliance with tree planting as compensation for permitted tree removals required by the Tree Protection By-law (Municipal Code Chapter 813) and for satisfying the Ecology ('EC') performance measures of the Toronto Green Standard - Version 4 ('TGS') as they relate to tree planting. The following is a limited list of key planting specifications that should be used in guiding the Landscape Planting Plan and Soil Volume Plan:
 - a. Large growing shade trees that are spaced appropriately having regard to site conditions and having access to a minimum of 30 cubic metres of soil per tree.
 - b. Growing medium with a depth of no less than 800 millimetres and no more than 1600 millimetres when measured from the surface of the sidewalk.
 - c. Minimum tree planting area width of 2.5 metres for areas on private property.
 - d. Planting in accordance with the City of Toronto Tree Planting Detail for trees planted in paving and in sod.
 - e. Soil material provided in compliance with the City of Toronto Construction Specification for Growing Medium. Boulevard mix type 3 is the standard mix for trees in hard surfaces. Soil quality testing may be required to determine if existing soil areas are suitable for tree planting.
 - f. Soil cells installed on City property in accordance with the City of Toronto General Specification and Key Performance Criteria for Soil Cells.
 - g. Provided "at grade".
 - h. Trees planted on private property should clear the building by 3.0 metres and overhanging elements up to a preferred height of 16.0 metres.
 - i. Preferred 1.0 metre distance from property lines.
 - j. Provide a typical section drawing for each "soil area", including all utilities and their associated clearances as listed in the City's Municipal Consent Requirements, Appendix O.
2. The purpose of a Soil Volume Plan ('SVP') is to show information and detail that verifies the feasibility of proposed soil volumes to satisfy the tree planting and soil volume requirements of the Official Plan and the [Toronto Green Standard](#). The Soil Volume Plan is required to provide information on soil volume proposed on the site and should also provide information on soil volume proposed within the adjacent street(s) boulevard. The Soil Volume Plan uses

the Concept Site and Landscape Plan (at Zoning By-law Amendment application) or Site Plan drawing (at Site Plan Control application) as a base, and includes details on soil volumes provided for the purposes of tree planting, including location and dimensions of soil volume area(s), layout of the proposed suspended pavement system (e.g. soil cells, structural footings, or similar), and existing/proposed utilities and below grade structures.

Ensure that the Soil Volume Plan provides all of the following information:

- a. SVP to be stamped by a full member of the Ontario Association of Landscape Architects.
 - b. In plans and sections, show the location and dimension of soft and hard landscape areas.
 - c. Label each individual soil area to correlate to soil volume calculations in the Soil Volume for Tree Planting Statistics template.
 - d. In plans and sections, show below grade slab locations, elevations and building setbacks, the location and height of above grade structures and parts of the buildings which overhang the ground floor.
 - e. The Public Utility Plan is to be layered in a grey tone as an underlay to the Soil Volume Plan.
 - f. Provide a completed Soil Volume for Tree Planting statistics template.
 - g. Soil volume excludes the space occupied by any underground utilities/elements (e.g. soil cells, pipes, aggregate, etc.) [see Public Utilities Plan]
 - h. Provide a typical section drawing for each soil area, including all utilities and their associated clearances as listed in the City's Municipal Consent Requirements, Appendix O. [see Public Utilities Plan]
 - i. For soil areas with subsurface structures (e.g. soil trench with a hydrant, light pole, etc.), provide additional section drawings as necessary to capture correlating changes to the growing medium volume
 - ii. Dimensions (including depth) of the excavation, the soil cell trench, and the soil profile for both typical sections and where the depth varies (e.g. at the tree planting area, where a different soil depth occurs over an underground utility/structure, etc.). [see Public Utilities Plan]
 - i. Wherever Soil/Silva Cells are used, provide:
 - i. Manufacturer's site-specific soil cell layout in plan and sections to scale, stamped by a licensed professional Civil Engineer and a Structural Engineer in the Province of Ontario warranting that the product as proposed satisfies all City of Toronto loading requirements.
 - ii. Manufacturer's product and installation specifications.
3. Urban Forestry will require that the applicant submit a Public Utilities Plan that is compliant with the Terms of Reference as part of the initial application submission in order to accurately inform the Soil Volume Plan and utility data. Utility data is to be provided as per the American Society of Civil Engineers (ASCE) Standard 38, and shall include:
- a. Quality Level B (QL-B) within 5 metres beyond the site.
 - b. Where tree plantings, soil volumes and/or soil cells are proposed and overlap with the MCR Appendix O clearance requirements of any utility, provide utility data to Quality Level A (QL-A).
 - c. Provide a typical section drawing for each soil area, including all utilities and

their associated clearances as listed in the City's Municipal Consent Requirements, Appendix O.

- d. The quality level of the subsurface utility data should be clearly noted adjacent to the professional stamp of the consulting engineer, on all plans and documents as certification of the quality level.
- e. The Public Utilities Plan should be submitted as a separate plan, and also as an underlay (in grey) on the Landscape and Planting Plan and the Soil Volume Plan (SVP) and any soil cell drawings, if applicable.
- f. Conducting a QL-A of all discovered utilities is strongly encouraged, but if QL-B demonstrates that there is no overlap between utilities' horizontal clearance requirements and proposed trees, rootballs, soil areas and/or soil cell systems, then QL-A may not be required. Refer to "MCR, Appendix O" for utility clearance specifications. Please do not submit an application without QL-A data without first consulting the Forestry Planner.
- g. Soil Volume for retained trees can be used in soil volume calculations. The assumed soil depth for such soil areas shall be no more than 800mm without QL-A data demonstrating that deeper soil is available.
- h. Refer to the Terms of Reference to review the relationship between Public Utility Plans and Soil Volume Plans for further detail and minimum requirements.
- i. Contact Derek Morrow, Planner, Urban Forestry, at derek.morrow@toronto.ca, for site specific clarification if necessary.

Mandatory Pre-Application Consultation (PAC) Review Team

Reviewer Division	Contact	Email Address	Phone Number
Community Planning		First.Last@toronto.ca	
Engineering & Construction Services	John-Paul Cautillo	John-Paul.Cautillo@toronto.ca	416-395-6181
Parks Development	James Yun	james.yun@toronto.ca	416-392-1740
Transportation Planning	Marlon Gullusci	marlon.gullusci@toronto.ca	
Transportation Services	Akhtar Hussein	akhtar.hussein@toronto.ca	
Urban Design	Maryam Subsevari	maryam.subsevari@toronto.ca	
Urban Forestry	Derek Morrow	Derek.Morrow@toronto.ca	416-624-4157

Meeting Details

Meeting date: January 23, 2024

Attendee Role	Attendee Name	Email Address
owner	Ben Hung	
owner	David Walerstein	
Planning Consultant	Tony volpentesta	Bousfields Inc.
Architect	Maryam Alavi	Architect
Architect	Les Klein	Architect

Planning Application Checklist

January 26, 2024

Please note that this Planning Application Checklist Package is only valid for a period of 24 months from the date it is issued and is applicable only to this specific proposal and the applicant making the submission.

Application Type(s)

	Official Plan Amendment (OPA)		Draft Plan of Subdivision (SUB)
x	Zoning By-law Amendment (ZBA)		Site Plan Control (SPA)

OPA, ZBA and SUB applications require the posting of a sign as part of the submission of a Complete Application. Go to [Planning Application Signs](#) for requirements.

One (1) digital copy, unless noted otherwise.

Indicate all materials need to be provided by checking all applicable boxes from the listings below:

Information/Studies to be Submitted with Application

City Planning

x	Accessibility Design Standards Checklist (SUB, SPA)
	Air Quality and Odour Study (ZBA, SUB, SPA)
	Archaeological Assessment (OPA, ZBA, SUB, SPA)
	Architectural Control Guidelines (ZBA, SUB, SPA)
	Avenue Segment Review (OPA, ZBA)
x	Block Context Plan (OPA, ZBA, SUB, SPA)
x	Community Services and Facilities Study (OPA, ZBA, SUB)
	Compatibility/Mitigation Study (OPA, ZBA, SPA)
x	Computer Generated Building Mass Model (OPA, ZBA, SPA)
	Draft Official Plan Amendment (text and schedule) (OPA)
x	Draft Zoning By-law Amendment (ZBA)
x	Energy Strategy (Net Zero Emissions Strategy) (OPA, ZBA, SUB)
	Energy Modelling Report (SPA)
	Heritage Impact Assessment (OPA, ZBA, SUB, SPA)
x	Housing Issues Report (OPA, ZBA) [Also required as part of Rental Housing Demolition and Conversion Application]
	Natural Heritage Impact Study (OPA, ZBA, SUB, SPA)
	Noise Impact Study (ZBA, SUB, SPA)
x	Pedestrian Level Wind Study (ZBA, SPA)
x	Planning Rationale (OPA, ZBA, SUB)
x	Public Consultation Strategy Report (OPA, ZBA, SUB)

	Rail Safety and Risk Mitigation Report (OPA, ZBA, SUB, SPA)
x	Simplified Report Graphics (OPA, ZBA)
x	Sun/Shadow Study (ZBA, SPA)
x	Toronto Green Standard (ZBA, SUB, SPA) Tier 1 (Mandatory) **
x	Tier 2, 3 (Voluntary) *** ** TGS Version 4 is applicable to all development applications deemed complete on or after May 1st, 2022. *** To enroll in Tier 2 or 3 contact Environmental Planning sustainablecity@toronto.ca
x	Checklists and Statistics Templates : TGS Version 4
	Vibration Study (ZBA, SUB, SPA)

Engineering & Construction Services

	Contaminated Site Assessment (OPA, ZBA, SUB, SPA)
	Environmental Impact Study (OPA, ZBA, SUB, SPA)
x	Geotechnical Study/Hydrological Review (ZBA, SUB, SPA)
	Methane Gas Study (OPA, ZBA, SUB, SPA)
x	Servicing Report (ZBA, SUB, SPA)
x	Stormwater Management Report (ZBA, SUB, SPA)

Transportation Studies

x	Transportation Impact Study (OPA, ZBA, SUB, SPA)
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Urban Forestry Services

x	Arborist Report (ZBA, SUB, SPA)
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Plans Submitted with Application

Survey Plans

x	Boundary Plan of Survey (All Applications)
	Draft Plan of Subdivision (SUB)
x	Topographic Survey (All Applications)

Civil & Utilities Plans

	Construction Management Plan (SPA)
x	Public Utilities Plan (ZBA, SUB, SPA)
x	Erosion/Sediment Control Plan (SPA)
x	Site Grading Plan (SUB, SPA)

Architectural Plans

x	1:50 scale Detailed Colour Building Elevations [Greater than or equal to 5 Storey (SPA)]
x	Floor Plan(s) (ZBA, SPA)
	Roof Plan (SPA)

x	Site and Building Elevations (ZBA, SPA)
	Subdivision Concept Plan (SUB)
x	Context Plan (All Applications)
	Perspective Drawing (SPA) [4000m ² or greater]
x	Site Plan (OPA, ZBA, SPA)
x	Site and Building Sections (ZBA, SPA)
x	Underground Garage Plan(s) (ZBA, SPA)

Landscape & Lighting Plans

x	Concept Site and Landscape Plan (OPA, ZBA)
	Lighting Plan (SPA)
x	Tree Protection Plan (ZBA, SUB, SPA)
x	Landscape and Planting Plan (SPA)
x	Soil Volume Plan (ZBA, SUB, SPA)

Additional Information Required

	Electromagnetic Field (EMF) Management Plan (OPA, ZBA, SUB)
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Advisory Comments

City-Owned Property

	If the City of Toronto has been identified as the owner of any of the lands described in the application, a letter of consent from the City of Toronto, in its capacity as landowner, must be requested from the City of Toronto's Director of Property Management Services, Corporate Real Estate Management Division. If the City of Toronto grants its consent, the letter of consent from the City of Toronto must be submitted with the application.
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Municipal Numbering

	Different kinds of developments need different kinds of municipal addressing or municipal numbering. In particular, those developments that result in new properties that do not have a municipal number. See Municipal Numbering Application Form . This application form may be e-mailed or mailed to the City of Toronto, Land and Property Surveys, as indicated on the form.
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Assistance with Graphics for Application Submission Materials

The City offers a Technical Pre-Screening of the graphics and 3D modelling requirements for Planning Staff Reports.

The Technical Pre-Screening is an opportunity for Applicants to check with Graphics & Visualization Unit staff to review 3D model and simplified graphics for Planning Reports to ensure they comply with the standards identified in the [Simplified Report Graphics Terms of Reference](#). Please contact GraphicsVisualization@toronto.ca when you are ready to submit an application. A response will be provided within 3-5 business days.

Next Steps

A full evaluation of your proposal will be conducted when a formal application is submitted, at which point staff will render their opinion and provide their recommendations. Any comments provided in this document are strictly intended for assisting with what is required to submit a Complete Application as prescribed. For additional information regarding the application submission process, please review [Development Guide, Forms & Fees](#). Please ensure that all required documents as identified in the [Planning Application Checklist](#) are included with your submission to allow a more efficient and comprehensive review of your application.

As part of a Complete Application, the City requires the submission of a number of information items. Definitions and detailed descriptions of the plans, reports and studies required to assess your development proposal and the completeness of your application can be found in the [Terms of Reference](#). An applicant is expected to be familiar with this information, along with any [Upcoming Changes](#), when preparing these plans, reports and studies to ensure conformance with the City's requirements and required level of detail. An applicant is also expected to review and be familiar with the City's [Design Guidelines](#) and technical [Standards & Specifications](#) when submitting an application to the City for review. As Complete Application requirements change over time, it remains the applicant's responsibility to ensure compliance with all requirements for a Complete Application as prescribed under the *Planning Act*, the *City of Toronto Act, 2006* and the City's [Official Plan](#) at the time of submission(s).

The City offers services to assist with preparation of your submission material in advance of the application being made. These services are listed in the appendices of this document.

Once an application has been received by the City, including the applicable application fees, your application will be circulated to City divisions as well as external agencies for detailed technical review and comment. A written decision will be issued as to whether the application is complete in accordance with the City's minimum application requirements.

If you have questions about this letter, please contact the undersigned or the assigned reviewers that have been identified. In all correspondence, please quote the municipal address(es) and corresponding application number(s) of the subject property.

We look forward to continued collaboration with you on this proposal.

Yours truly,

Derrick Wong

Senior Planner
Community Planning, North York District

Additional Application Information

General Application Information

1. It is recommended that the applicant obtain a [Zoning Applicable Law Certificate](#) prior to submitting an application to the City for review.
2. It is recommended that the applicant consult with the Ward Councillor and local community, including neighbours and residents' associations, prior to formal submission of a planning application to the City.

Easements

1. Development on and within City easements is generally not permitted. It is the owner's responsibility to review any existing easement documentations to confirm what may or may not be permitted within the existing easement lands. The owner may be permitted to relocate City infrastructure and release an easement if determined to be acceptable to the City and as may be permitted by applicable legislation. All costs, including payment of market value of land for the release of existing easement, and construction for any relocated infrastructure and/or new replacement infrastructure will be the sole cost of the owner and may require a separate agreement between the owner and the City.
2. Existing municipal infrastructure on private property that is not proposed to be moved and that is not within an easement or that is within a substandard easement will require a new easement, the costs for which will be the responsibility of the owner. No new buildings or structures are permitted within the existing or new easement area. New easement size requirements are listed in [Table 2: Easement widths](#) in the [Design Criteria](#).

Parkland

1. The parkland dedication must comply with [Toronto Municipal Code, Chapter 415, Article III](#) as well as the [Section 3.2.3](#) of the Official Plan.
2. It is a priority of Parks, Forestry & Recreation to obtain parkland through development to enhance and expand the public park system.

Pedestrian and Cycling Network Specific

1. Streetscapes must create inviting spaces for pedestrians and encourage walking and cycling.
2. The inclusion of new cycling facilities and improvements to existing cycling facilities shall be considered on all streets.
3. The exact alignment and design of the cycling network may be refined, at the discretion of the City, through the development application review process, an Environmental Assessment as required, street designs or other implementation mechanisms.
4. The design of streets will secure amenities for pedestrians including, but not limited to, wide sidewalks, protected crossings, and pavement markings, seating areas, curb extensions and bump outs.
5. Development will support and create accessible pedestrian and cycling connections to and from surrounding transit stops and at community facilities through the creation of generous

publicly accessible open spaces, mid-block connections and supportive building design. This may include but is not limited to consideration for standard bike share stations that are integrated into the design of the public realm or additional onsite parking including but not limited to E-bike share stations.

Streets and Street Networks

1. If new streets are proposed, new streets are required to be designed to capture and control stormwater runoff in accordance with the [City's green infrastructure standards and specifications for the Right-of-Way](#). New streets should include street tree planting with sufficient soil volumes (minimum 30 cubic metres of soil per tree) to allow the growth of large growing shade trees to maturity and planning municipal servicing and utilities in a manner that is compatible with trees existing within the road allowance.
2. The design of improvements to existing streets and proposed new streets will prioritize active and transit modes.
3. New streets will be public streets unless otherwise deemed appropriate by the City. Private streets, where they are deemed to be appropriate, will be designed to connect to and integrate into the broader public street network and meet the design objectives for new public streets.
4. All streets must directly connect to the broader public street network at full build out to create a functional network.
5. The exact right-of-way location, alignment and design of the street network may be refined, at the discretion of the City, through the development application review process, an Environmental Assessment as required, street designs or other implementation mechanisms.

Transportation Demand Management

1. A Transportation Demand Management Strategy is required to demonstrate how the application complies with all transportation-related requirements and the applicable Toronto Green Standard.

Tree Protection

1. Trees on and adjacent to the site must be protected where possible. Development must demonstrate how the protection, provision and maintenance of trees and their growing spaces above and below ground will be achieved.
2. At the earliest stages of design, special attention should be given to the retention and protection of existing (healthy) mature trees, located on City road allowance or private property (including neighbouring trees), over the planting of new/replacement trees, as large mature trees provide significantly greater contributions (e.g. environmental, community benefits), than new or small trees.
3. Buildings and underground structures should be designed and built with sufficient setbacks from the property lines, proposed and existing public and private roads to allow for the satisfactory retention and planting of large growing shade trees on private and/or city land as per the City of Toronto's specifications.
4. The development of land should be designed and built from the earliest stages with

sufficient soft landscape area to achieve or exceed the City's private and public (street) tree planting requirements, as defined under the Toronto Green Standard, Ecology section.

Utilities

1. In accordance with Ontario Building Code, Section 3.2.9.7, the proposal will require a second redundant fire connection if the building height exceeds 84 metres. The second connection must be from a separate watermain where possible. See the [Design Criteria](#) for additional information.
2. The owner is responsible for contacting private utility companies to negotiate temporarily and/or permanently connecting, adding, removing, and/or relocating utility infrastructure and all associated costs.

Vehicular Access, Parking, Loading and Pick Up and Drop Off

1. Loading and servicing facilities for development phases should appropriately designed and located to minimize impacts on the public realm. Where proposed at grade, they must be enclosed and integrated within the development where appropriate.
2. Curb cuts for all vehicle access, including, but not limited to, loading, servicing and pick up and drop off shall be consolidated for each building and/or development block/phase and access to such areas provided from local streets where possible. Curb cuts are also to be located away from signalized intersections (and stop-controls) where possible.
3. Pick up and drop off facilities for each building and/or development block/phase should be located on site and minimized where possible.
4. Loading shall meet Zoning By-law 569-2013 and will be consolidated and minimized within the building (where applicable).
5. Construction access and staging will require a [Right of Way Construction Permit](#). The owner will be responsible for the costs of repairing all damage done to street rights-of-way associated with demolition, construction, and/or occupancy.
6. When designing the site, refer to the applicable version of the Toronto Green Standard and [Guidelines for the Design and Management of Bicycle Parking Facilities](#).
7. Proposing new surface parking lots are discouraged. However, where the design includes a surface parking lot, refer to the applicable version of the Toronto Green Standard and [Design Guidelines for 'Greening' Surface Parking Lots](#).

Boulevard Requirements

The City of Toronto adopted a 'Complete Streets' policy in 2014 that recognizes the varying priorities throughout the City. The development application will need to show that the proposed boulevard and streetscaping for the site balances the needs and priorities of the various users and uses within the right-of-way. Applicants should visit www.toronto.ca/enhancing-our-streets-and-public-realm and review the Design Guidelines prior to submitting an application to the City. For additional information related to Urban Design Guidelines, please contact the Urban Design team member identified previously. For all other matters, please contact the Transportation team member identified previously.

1. If soil cells are proposed in the municipal right-of-way, the drawings must be signed and sealed by two structural engineers to confirm that the design of the sidewalk, together with the underlying soil cell system and soils shown on the drawings are compliant with the Canadian Highway Bridge Design Code.
2. The owner will be responsible for the reconstruction of the entire municipal boulevard(s) along all portions of the site. The site boulevard and right-of-way spaces must be designed in accordance with the City's Standards, Specifications and Guidelines, and must meet AODA and the City's [Accessibility Guidelines](#). Streetscaping elements such as trees and soil cells should be located entirely on one side of the property line to clearly establish ownership and future responsibility.
3. A Green Streets approach must be applied to the design and construction of new public streets and lanes, and where feasible, to the reconstruction of existing streets and lanes, to enhance the extent and health of the urban forest, mitigate urban heat island effect, manage stormwater runoff and mitigate flooding.
4. If the proposal depicts non-standard elements within the municipal right-of-way that are deemed acceptable, the owner will be responsible for the ongoing cost and maintenance of these elements.
5. Encroachments of existing buildings or structures, without any approved encroachment agreement, will require authorization and approval, including a new encroachment agreement, for existing encroachments proposed to remain.
6. Please ensure the submitted Soil Volume Plan ensures that sufficient soil is available to accommodate street tree planting and that utility conflicts are identified and addressed.

Demolition of Rental Units and Rental Dwelling Rooms

1. If the proposal includes the demolition of **at least one residential rental unit**, refer to Section 3.2.1, Policy 12 of the Official Plan.
2. If the proposal includes demolition of **six or more residential rental units**, refer to [Section 3.2.1, Policy 6](#) of the Official Plan and [requirements for a Rental Housing Demolition application under Chapter 667](#) of the Toronto Municipal Code.
3. If the proposal includes demolition of **six or more residential dwelling units**, refer to Section 3.2.1, Policy 11 of the Official Plan.

Land Conveyance

The City of Toronto's Official Plan identifies where land must be conveyed to the City for right-of-way widening purposes. New streets and parkland are also identified in the City's Official Plan and/or identified through the Development Review Process. The owner should review and be familiar with the City's [Policy for Accepting Potentially Contaminated Lands to be Conveyed to the City under the Planning Act](#) whenever a land conveyance is required.

1. The owner will be required to submit a Qualified Person Preliminary Statement Letter with the application. All lands to be conveyed to the City will be subject to the City's conveyance policy and may require an environmental peer review and Record of Site Condition. The owner is responsible for the costs of assessment, remediation and/or mitigation of any environmental contamination on the site, including any peer review required for lands to be conveyed to the City.

Toronto Green Standard

The Toronto Green Standard (TGS) is Toronto's sustainable design and performance requirements for new developments.

Applications are required to meet [Version 4](#) of the TGS minimum Tier 1 performance measures with compliance reviewed through the planning approval process.

The applicant is encouraged to pursue a stronger focus on environmental sustainability, targeting higher tiers of the TGS performance measures and consider pursuing the TGS [Development Charge incentive program](#). This is consistent with the Official Plan and Council's [declaration of a Climate Emergency](#) and goal of achieving net zero emissions for new buildings by 2030 or sooner.

1. Meeting the energy and carbon targets requires early consideration and optimization of massing, envelope, and mechanical design specifications. The applicant should engage with their consultants and/or energy developers to assess potential design options that will ensure compliance with the performance requirements and that align with their sustainability ambitions. Refer to the [Energy Modelling Guidelines](#) and the Low-Rise Residential Energy and Emissions webpage for energy submission requirements
2. Tree Planting Areas and Soil Volume: All development should be designed from the earliest stages with sufficient soil volume to achieve or exceed the tree planting and soil volume requirements. A [Soil Volume Plan](#) is required for rezoning and site plan control applications. It must include the completion of the [soil volume statistics template](#) with the location of utilities as part of the rezoning and subdivision applications to ensure that the proposed building floorplates are feasible. As part of a complete application, the applicant will need to provide a Soil Volume Plan, containing underlays of a Landscape Plan and Public Utilities Plan that shows accurate utility information (i.e., Quality Level A where tree planting locations are proposed).
3. Biodiversity: In the design of green space at and above grade in the project site, there should be a focus on the restoration of native vegetation that supports local biodiversity and pollinator species. The inclusion of native flowering species that bloom at all periods of the growing season help to create a mosaic of habitat nodes and patches across the City, which supports the City's [Biodiversity Strategy](#).
4. The [Green Roof By-law](#) requires green roofs for new buildings and additions with greater than 2,000 m² of gross floor area.

For Submission of a Plan of Subdivision Application

1. For information and requirements regarding street naming, refer to the [Street Naming Policy](#).

For Submission of a Site Plan Application

1. The applicant is required to plot the trees on the architectural drawings together with other utilities. For additional information, refer to [Site Plan](#).
2. The application must demonstrate compliance with the [City of Toronto Wet Weather Flow Management Guidelines](#) (WWFMG). A [Stormwater Management Report](#) is required for all site plan applications, regardless of the size or scope of the project; however, the level of

effort/detail will depend on the proposed development site. Please refer to [Table 7](#) of the WWFMG for further information related to requirements for various types of development.

If the proposed development is unable to meet all WWFMG requirements, the application must provide a clear rationale detailing the constraints/issues and identifying all options that were considered and investigated. If the development proposes a shared stormwater management facility, a stormwater collection pipe monitoring system will be required to enable monitoring of the stormwater from each component of the development.

Appendix A: Policies and Guidelines

1. The applicant will be required to review the [City's Official Plan](#) to become familiar with the various City-wide policies and to confirm whether there are any [Secondary Plans](#) or [Site and Area Specific Policies](#) that impact the development site. The planning application submitted to the City will be required to conform to the City's Official Plan.
2. The applicant will be required to review the City's [Zoning By-laws](#) information, which includes an [interactive map](#).
3. The development proposal must consider groundwater and foundation drainage from the proposed buildings and must comply with the City's [Foundation Drainage Policy and Guidelines](#).
4. The applicant will be required to review and be familiar with the City's [Design Criteria for Sewers and Watermains](#) (Design Criteria), [Water Servicing and Metering](#) and [Water & Sewer Related Permits and By-laws](#) when preparing the necessary drawings and reports.
5. If a Servicing Report is required, the report must demonstrate that the City's water distribution system and sewer network have sufficient capacity to accommodate any proposed increases in flows resulting from the development. A conceptual stormwater management plan must also be included. Analysis of the City's infrastructure must be in accordance with the Design Criteria and Sewer Capacity Assessment Guidelines. If the City's infrastructure does not have sufficient capacity for the proposed increases, the application must propose system improvements, which must be paid for and constructed by the owner. Further consultation with the City may be required.
5. A recent hydrant flow test must be included with a servicing report. Flow tests can only be completed between April 14 and November 16 and must be arranged through Toronto Water. Additional information is available in Chapter 4 – Watermains of the Design Criteria and [online](#). The applicant will be required to review and be familiar with the City's requirements for [Tree Planting in Hard Surfaces](#) when designing the site.
7. Prior to making an application to the City under the Planning Act or the *City of Toronto Act, 2006*, the applicant will be required to be familiar with the Energy Strategy (Net Zero Emission Strategy) [Terms of Reference](#), and the [Toronto Green Standard](#).
8. The applicant will be required to review the applicable [Urban Design Guidelines](#), including City-wide and Area-Specific guidelines, and be familiar with the [Design Standards and Guidelines](#) that will apply to this specific site.
 - i. [Section 3.1.5](#) of the Official Plan encourages the inclusion of public art for both public and private buildings and structures. The applicant should also refer to [Percent for Public Art Program Guidelines](#) and [Public Art Strategy](#).

- ii. A preliminary massing Computational Fluid Dynamics (CFD) Study is encouraged for developments that meet the criteria for Moderate and High Trigger during Pre-Application Consultation. Refer to the [Pedestrian Level Wind Study Terms of Reference Guide](#) for additional information.
- iii. Sustainable Design Features are to be read together with Toronto Green Standard comments. Green/sustainable development features should be integrated at early stages of design process in design of buildings and the site. Consider the following and clarify how the proposal responds to these considerations:
 - greater contribution to natural habitat;
 - higher tree preservation and tree planting targets (show percentage of building footprint on-site and total soil volume and provide accurate utility information);
 - green infrastructure;
 - innovative energy solutions such as geothermal systems, district energy for large sites, deep lake water cooling;
 - built form, location and orientation that provides thermal comfort for both exterior and interior spaces;
 - lower surface / volume ratio for buildings;
 - lower glazing / solid wall ratio;
 - façade and balcony design responsive to solar orientation;
 - exterior sun shades;
 - thermal breaks for balconies;
 - low carbon construction method and building materials;
 - natural ventilation; and
 - contribution to community wellbeing and resilience

Appendix B: Information on the Application Review Team

Community Planning

For additional information, please contact the assigned review team member identified previously.

Environment & Climate Division

The Environment & Climate Division reviews development applications to ensure they comply with the Energy Strategy (Net Zero Emission Strategy) and the Energy Modelling Guidelines, which outline the Energy, Emissions & Resilience requirements of the Toronto Green Standard, and to align new development with the city-wide net zero strategy, TransformTO. For additional information, please contact EnergyReview@toronto.ca

Engineering & Construction Services

Development Engineering ensures that applications for land developments conform to City standards, policies, guidelines, and procedures and that they can be serviced by existing infrastructure. For access to City record drawings, please contact EngDrawings@toronto.ca. For access to other City records, including data requests and/or models, please contact the assigned reviewer identified previously.

Heritage Planning

Heritage Planning manages and evaluates development and permit applications and undertakes heritage components of planning studies to identify and conserve heritage properties and archaeological resources and inform the development of area-specific policies and guidelines, all in accordance with provincial policy and legislative requirements. Heritage Planning also identifies and designates individual properties and heritage conservation districts under the Ontario Heritage Act and runs incentive programs.

Parks Development

In the context of a rapidly growing city, it is imperative to enhance and expand the amount of public parkland provided to residents and visitors alike. The Official Plan contains policies to ensure that Toronto's system of parks and open spaces are maintained, enhanced and expanded. The Parks Development Section will determine how Section 42 of the Planning Act is fulfilled as a condition of development or redevelopment. The parkland dedication must comply with [Section 3.2.3](#) of the Official Plan [and Toronto Municipal Code, Chapter 415, Article III.](#) For additional information, please contact the assigned review team member identified previously.

Strategic Initiatives, Policy & Analysis – Policy

Community Policy is responsible for providing broad direction and support on planning matters and technical support to community planners involved in resolving complex applications. For additional information, please contact the assigned review team member identified previously.

Transportation Planning

Transportation Planning reviews development applications to identify strategic transportation opportunities and major transportation initiatives that would impact a proposed development. When submitting a complete application to the City, the applicant may need to provide a Transportation Impact Study that will be scoped with input from City staff. For additional information, please contact the assigned review team member identified previously.

Transportation Services

Transportation Services reviews development applications to determine the infrastructure requirements and traffic control measures required to accommodate existing and forecast levels of travel demand across all transportation modes. The application review includes the parking,

loading and traffic demand components of a proposed development, among other things. For additional information, please contact the assigned review team member identified previously.

Urban Design

Urban Design reviews development applications, comment on urban design related issues, and coordinate with other Sections and Divisions through the Development Review process. The Programs & Strategies and Graphics + Visualization teams also provide input into these processes. In addition to Development Review, these teams develop urban design policies and guidelines for planning studies and provide input on transit and transportation initiatives. For additional information, please contact the assigned review team member identified previously.

Urban Forestry

Urban Forestry plays a critical role in the maintenance and management of Toronto's urban forest. When submitting an application to the City for review, the applicant should review and be familiar with the City's standards and guidelines as they relate to Urban Forestry requirements. For additional information, please contact the assigned review team member identified previously.