

City of Cambridge

Official Plan Review

**Introduction and Implementation
Discussion Paper**



October 2010

Table of Contents

1.	Introduction.....	2
2.	Current Cambridge Official Plan Policies.....	2
3.	Legislative and Policy Changes since approval of Official Plan.....	3
3.1.	Provincial Context	3
3.1.1.	Planning Act.....	3
3.1.2.	Provincial Policy Statement (PPS) 2005	6
3.2.	Regional Context.....	6
3.2.1.	Regional Official Plan.....	6
3.3.	Local Context	7
3.3.1	Introduction.....	7
3.3.2	Holding Provisions.....	7
3.3.3	Development Permits	7
3.3.4	Parking	8
3.3.5	Bridges, Interchanges, Road Widening, Road Entrance Permits, and Co-ordination with Utilities.....	9
3.3.6	Standards for Maintenance and Occupancy.....	9
3.3.7	Demolition Control.....	9
3.3.8	Monitoring and Review	9
3.3.9	Committee of Adjustment	9
3.3.10	Urban Design.....	10
4.	New Policy Directions and Required Updates	10
4.1	Chapter 1- Introduction	10
4.1	Chapter 18 – Implementation.....	10
4.2	Chapter 19 – Amendment.....	12
4.3	Chapter 20 – Monitoring and Review	12
4.4	Chapter 21 – Interpretation	12
5.	Mapping.....	12
6.	Summary	12

Appendices

Appendix A – City of Cambridge Official Plan Extracts
 Chapter 1: Introduction to the City of Cambridge Official Plan
 Chapter 18: Implementation
 Chapter 19: Amendment
 Chapter 20: Monitoring and Review
 Chapter 21: Interpretation

Appendix B – Regional Official Plan Extracts

1. Introduction

The City of Cambridge Official Plan (OP) was last updated in the mid-1990's; adopted by City Council on September 22, 1997 and approved by the Regional Municipality of Waterloo on July 14, 1999. The policies in that plan reflect the direction of the 1996 Provincial Policy Statement and the 1995 Regional Official Policies Plan. Since that time, a new Provincial Policy Statement (PPS) was issued in 2005 and a new Regional Official Plan (ROP) was adopted by Regional Council in 2009.

The purpose of this discussion paper is to review the current introduction chapter and the supplementary policies in the Official Plan relating to implementation, amendment, monitoring and review and interpretation and the changes resulting from the direction provided by the ROP.

2. Current Cambridge Official Plan Policies

This discussion paper will focus on the introduction chapter and the supplementary policies in section 4 relating to implementation, amendment, monitoring and review and interpretation.

The following provides the section headings in the current Official Plan related to the introduction and applicable supplementary policies. The full text of the policies is contained in **Appendix 1**.

Chapter 1: Introduction to the City of Cambridge Official Plan

Section 4: Supplementary Policies

Chapter 18: Implementation

- 18.1 Zoning By-law
- 18.2 Holding Provisions
- 18.3 Development Permits
- 18.4 Parking
- 18.5 Bridges
- 18.6 Interchanges
- 18.7 Road Widenings
- 18.8 Road Entrance Permits
- 18.9 Co-ordination with Utilities
- 18.10 Site Plan Control
- 18.11 Interim Control
- 18.12 Standards for Maintenance and Occupancy
- 18.13 Demolition Control
- 18.14 Conservation of Resources

- 18.15 Advisory Committees
- 18.16 Community Stewardship
- 18.17 Environmental Assessment Act and Municipal Projects

Chapter 19: Amendment

Chapter 20: Monitoring and Review

Chapter 21: Interpretation

- 21.1 Boundaries Between Districts
- 21.2 Land Use Designation of Water Areas
- 21.3 Land Use Designation of Islands
- 21.4 Base Map Assumptions
- 21.5 General Development Policies
- 21.6 Statutes, Regulations, Policies and Guidelines
- 21.7 Glossary of Italicized Terms

3. Legislative and Policy Changes since approval of Official Plan

3.1. Provincial Context

3.1.1. Planning Act

The Planning Act is legislation passed by the Provincial Government which sets out the ground rules for land use planning in Ontario and describes how land uses may be controlled, and who may control them.

Section 16 of the Planning Act – Official Plans

The Planning Act gives a Municipality the authority to adopt an Official Plan. Section 16 of the Planning Act prescribes the contents of an Official Plan and specifies that it shall contain *“goals, objectives and policies established primarily to manage and direct physical change and the effects on the social, economic and natural environment of the municipality”*.

Section 37 of the Planning Act – Bonusing

Section 37 of the Planning Act allows municipalities to consider an increase in height and/or density for a specific project in exchange for benefits to the general community. This allowance for bonusing specific projects can be used as an incentive to achieve the City’s objectives relating to, but not limited to:

- urban design;
- assisted, low income and affordable housing;

- sustainable development;
- public amenities;
- open space;
- access to public transit;
- trail and walkway connections;
- heritage; and/or
- public art.

Section 37 (2), of the Planning Act, specifically requires that there must be provisions in the Official Plan in order to authorize bonusing. Specific qualifying criteria, permitted increases, administration and identification of what is a community benefit need be defined in order to provide a framework for the City to allow of bonusing to certain developments.

Section 42 of the Planning Act – Parkland Dedication

The purpose of parkland dedication is to obtain an inventory of parks, open space and recreation facilities to meet the needs of the increasing population. Detailed discussion of provincial and regional framework and parkland dedication policies are set out in the Parks and Open Space discussion paper. While the Parks and Open Space discussion addresses the specifics of parkland dedication the ability to obtain land for parkland purposes should be included in the implementation section.

Cash-in-lieu of parkland may also be requested to collect money from developments where a park is not warranted or where the parkland area would be insufficient to accommodate a reasonable recreational space. The cash-in-lieu of parkland policy considerations as well as opportunity to provide sustainable design elements as an alternative to parkland are included in further detail in the Parks and Open Space discussion paper. The cash-in-lieu of parkland policy can also be extended in the implementation section to include conveyance of land or cash-in-lieu to obtain land for public art purposes.

Section 34 of the Planning Act – Alternative Notice Procedure

The Planning Act allows municipalities to vary the notice procedure under Section 34 for specific applications. This provision allows a municipality to streamline the notice requirements if the City sets out alternative measures for informing and securing the views of the public in the Official Plan. The minimum notice requirements in the Act currently require 20 days. An alternative notice procedure may allow a reduction to 14 days.

Bill 51

The Province provided new regulations under the Planning Act through Bill 51 in 2006. The City's updated Official Plan must include the new tools in order to utilize the powers provided in the Act.

The Bill 51 amendments to the Planning Act which can influence the implementation section of the City's Official Plan include:

- a) complete applications;
- b) conditional zoning;
- c) site plan control scope;
- d) required consultation with municipal staff;
- e) community improvement definition;
- f) cash-in-lieu of parkland reductions; and

Amendment No. 28 to the City of Cambridge Official Plan added policies under the implementation section of the Plan requiring a preconsultation meeting for development applications, stipulating the criteria for an application to be considered complete and enlarging the scope of site plan control to address sustainable design.

The Planning Act Bill 51 amendment allows municipalities to impose conditions on the use of land or the erection of buildings and structures. This will allow the City to require the applicant to enter into a development agreement as a condition to rezoning which may be registered on title against the current and all subsequent owners. In order to impose conditions on zoning the City's Official Plan must contain policies dealing with conditional zoning. No Provincial regulations are in place yet for conditional zoning. However the City can include general policies which would allow the City to undertake conditional zoning when the Provincial regulations are established.

Through Amendment No. 28 to the City's Official Plan some policies in Chapter 4 were amended with respect to community improvement. In addition to these policies Bill 51 also sets out a new definition in subsection 28(1) for community improvement as follows:

“community improvement: means the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary.

The City of Cambridge Official plan definition in the glossary is not consistent with this Bill 51 definition.

Bill 51 amendments to the Planning Act allows municipalities to provide reductions to the cash-in-lieu of parkland requested through development under Section 42(6.2)(6.3) of the Act for proposals that meet sustainability criteria set as out in the Official Plan. The identification of sustainability criteria is included in the Parks and Open Space discussion paper. In addition to the reduction, Bill 51 also allows municipalities to include policies in their Official Plan for the reduction of a cash-in-lieu payment where appropriate for achieving other policy objectives in the Plan.

3.1.2. Provincial Policy Statement (PPS) 2005

The Provincial Policy Statement (PPS) provides policy direction on matters of Provincial interest for land use planning and development. The Cambridge Official Plan must be consistent with the PPS. The PPS provides policy direction on managing growth and protecting the natural environment but does not have specific policies that relate to the introduction or implementation sections of the Official Plan. The updated Official Plan will be developed in accordance with the PPS.

3.2. Regional Context

3.2.1. Regional Official Plan

The Regional Municipality of Waterloo adopted a new Regional Official Plan (ROP) on June 16, 2009. The updated City of Cambridge Official Plan must be consistent with the ROP and address policy directions in the ROP.

Bonusing

Chapter 3 policy 3.A.6 states that *“The Region encourages the Province and Area Municipalities, as appropriate; to offer density bonuses, property tax exemptions and other incentives to help support the creation of affordable housing and special needs housing”*. The City of Cambridge Official Plan does not include a separate section for bonusing provisions.

Conservation of Resources

Policy 18.4 of the current City of Cambridge Official Plan states that the City encourages conservation practices. Chapter 3 policy 3.D.5 in the ROP states *“The Region, in collaboration with Area Municipalities, will continue to support initiatives that promote the benefits of reducing energy use, car dependence and idling times, and other initiatives that encourage public agencies, private industries and individuals to participate in energy conservation programs”*. The current Official Plan contains a policy for conservation of resources which is not identical to the Region’s policy.

Public Consultation

Policies in chapter 10A of the Regional Official Plan relate to Public Consultation. Policy 10.A.2 states that *The Region will co-operate with Area Municipalities in public participation programs, including the holding of joint public meetings, where appropriate, during the processing of amendments to this Plan and Area Municipal official plans, and for other initiatives where interests are common.* The City added new policies to their Official Plan through Amendment No. 28 regarding preconsultation requirements. The current Official Plan does not include policies with respect to joint public meetings.

3.3. Local Context

3.3.1 Introduction

The introduction section in the existing City of Cambridge Official Plan is very brief containing only a statement acknowledging the document as the Official Plan and a reference to the title of each section in the Plan. The City is currently organizing a visioning workshop to be conducted in the near future. The information obtained through this workshop can be used to create a vision for the City and the strategic direction of the Plan.

3.3.2 Holding Provisions

A holding provision allows a municipality to delay future approvals and development on specific properties where development is deemed premature. The Region of Waterloo 2010 Water and Waste Water Monitoring Report specifies the servicing capacity and allocation to the City of Cambridge. The City should have a role in the allocation of this capacity to specific developments. The City can place holding provisions to further regulate development until servicing is in place.

3.3.3 Development Permits

The current Official Plan states that the City will consider the use of development permits when authorized under the Planning Act. The Planning Act allows a municipality to pass a development permit by-law for any area in the City provided the Official Plan identifies the following:

- a) the area as a proposed development permit area;
- b) the scope of the authority that may be delegated;
- c) a statement of the City's goals, objectives and policies in proposing a development permit system;
- d) the criteria that may be included in the development permit by-law; and,
- e) the conditions required in the development permit by-law.

No Provincial regulations are in place yet for development permits. However the City can include general policies which would allow the City to establish a development permit system when the Provincial regulations are established.

3.3.4 Parking

The current policies in the City's Official Plan allow the Council, by by-law to regulate the provision of adequate parking. The City of Cambridge Council adopted a Core Areas Parking Master Plan in 2010 which specifies recommendations regarding parking reductions and cash-in-lieu of parking.

The current City of Cambridge Official Plan and Zoning By-law allows a development to provide reduced parking or include no parking when the property is located within a specified boundary of a Community Core Area. This incentive was placed to stimulate development in the core areas, allow for infill development on smaller sites, and promote reduced reliance on auto travel. However, development with limited parking can cause additional demand on the parking system and the cash-in-lieu of parking program is not applicable when no parking is required in the first place. The Core Areas Parking Master Plan recommends that the current provisions for reductions and elimination in required parking be revised to allow reduced parking standards but maintain the provision for a reasonable amount of parking. This will be implemented through the Zoning By-law update.

The City has an existing cash-in-lieu of parking program to allow property owners to pay the City a specified amount per parking space required on site. This allows a reduction of on-site parking but allows the City to collect monies towards construction of a future public parking area. The Core Areas Parking Master Plan recommends that the current cash-in-lieu of parking program be reviewed.

The Parking Master Plan also suggests the addition of parking design standards to be implemented in the Urban Design policies.

Further discussion pertaining the implications of the Parking Master Plan is included in the Transportation and Infrastructure Policies Discussion Paper.

In addition to the updates required as a result of the Parking Master Plan an inconsistency in the City's documents is noted relating to on-site parking. The current Official plan policy 18.4.1b) states that Council may by by-law permit such owner or occupant to provide the required parking on-site or off-site. However the City of Cambridge Zoning by-law specifies that "*all required off-street parking facilities shall be located on the same lot and in the same zone as the use, building or structure for which such parking is required*".

3.3.5 Bridges, Interchanges, Road Widening, Road Entrance Permits, and Co-ordination with Utilities

The City of Cambridge Official Plan includes policies relating to Parking, Bridges, Interchanges, Road Widening, Road Entrance Permits and Co-ordination with Utilities in the implementation section of the Plan. These policies may be more appropriate within the Transportation and Infrastructure section of the updated Official Plan. The road widening policies in the Official Plan specify specific roads which will require widening. This table can be difficult to read and alternatives have been suggested to reformat the table or replace with maps.

3.3.6 Standards for Maintenance and Occupancy

The current Official Plan policies pertaining to Standards for Maintenance and Occupancy state that Council may pass by-laws for prescribing standards for maintenance. The City of Cambridge Council has adopted a Property Standards By-law. Therefore these policies need to be updated to reference the current Property Standards By-law or removed from the Plan as the Property Standards By-law is passed under the provincial legislation of the Building Code Act.

3.3.7 Demolition Control

Demolition control allows the City to maintain residential properties in the City and give Council control over the premature demolition of viable housing stock. The City may by by-law designate the City as an area of demolition control where no residential property may be demolished without a permit being issued by Council. A demolition permit may also specify a time period for reconstruction. The City is currently in the process of developing a new demolition control by-law. The current policy 18.3 in the City's Official Plan should be updated with policies relating to the new demolition control by-law.

3.3.8 Monitoring and Review

This section in the current City of Cambridge Official Plan has been updated through Official Plan Amendment No. 28 to include the preconsultation section.

The document titled "Growth Management Strategy Land Inventory and Capacity Analysis" completed by Hemson Consulting identifies strategies pertaining to staging of development and monitoring growth targets. Detailed discussion of this report is included in the Growth Management discussion paper.

3.3.9 Committee of Adjustment

City Council has delegated authority to the Committee of Adjustment to provide decisions on Minor Variance and Consent applications. There currently are no policies

pertaining to Committees of Adjustment, tests for minor variances or criteria for evaluation of a consent in the City of Cambridge Official Plan.

3.3.10 Urban Design

The work completed under the ongoing Official Plan review includes a proposed new section on Urban Design to be included in the Official Plan. Staff will review the Urban Design policy discussion and determine if there is a need for any cross reference in the implementation section of the Plan.

4. New Policy Directions and Required Updates

The following is a brief summary of the potential updates to the City's Official Plan which can be expanded with policy wording in future papers.

4.1 Chapter 1- Introduction

1. Identify maps as part of the plan;
2. Identify glossary as either part of the Plan or just for information;
3. Description of the structure of the plan and italicized words/terms;
4. May need to be renumbered depending on section references;
5. Add the vision for the City's Official Plan in the introduction section including the strategic direction of the Official Plan;
6. Explanation of the purpose of the Plan as a long-range, comprehensive municipal document to provide a framework for decision-making;
7. Definition of what an Official Plan is and that decisions will conform to the Official Plan. Including legal status of the Plan; and
8. Statement that plan conforms with Regional and Provincial legislation and that Provincial and Regional legislation prevails.

4.1 Chapter 18 – Implementation

1. Policy specifying that all content in the Plan are policies;
2. Policies in the implementation section to allow the City to pass a by-law to authorize bonusing through height and density increases for uses where there is a community benefit. These policies should include the criteria to qualify for bonusing and explanation of what is considered a community benefit;
3. Policy allowing City through development applications to collect land dedication or cash-in lieu for the purpose of public art;
4. New section for public involvement including, public involvement in applications, public meetings, joint public meetings with the Region, notification, alternative notice provisions and amendments not requiring notification;
5. Policy allowing the City to impose conditional zoning through rezoning applications when the Provincial regulations are established;
6. Policy allowing for reduction in cash-in-lieu of parkland payment and policies stipulating when a reduction would be permitted;

7. Identification of sustainability criteria which will allow a reduction in cash-in-lieu of parkland amounts;
8. Expand policy 18.14 to include “reduce car dependence and idling times” (consistent with Regional Official Plan), and wording pertaining to sustainability and sustainable design. Examine potential of removing Conservation of Resources policy completely as it will be included in the Parks and Open Space section of the Plan;
9. Updated servicing policies 18.1.3 and 18.1.4 and removal of wording “*Medical Officer of Health*”;
10. Updates to policy 18.2. Holding Provisions to consider using holding provisions to ensure sufficient servicing capacity
11. Update wording in policy 18.2 to add “*transportation analysis leading to improvements*” and condensing policy 18.2.2 to be part of 18.2.1;
12. Policy pertaining to the ability to request cash-in-lieu of parking;
13. Review policies pertaining to reductions in parking and use of parking off-site;
14. Move policies dealing with Bridges, Interchanges, Road Widening, Road Entrance Permits and Co-ordination with Utilities to the Transportation and Infrastructure section;
15. Provide updates to road widening chart or replace with maps or move to Transportation policies section;
16. Policies for Co-ordination with Utilities allowing Council to pass by-laws requiring underground placement of utilities to be updated;
17. Review policies pertaining to road widenings including situations where a widening is taken only on one side or where public sidewalk extends onto private property;
18. In policy 18.10.6 replace “*where possible*” with stronger wording;
19. Policies relating to Standards for Maintenance and Occupancy to be updated to reference the existing Occupancy by-law and to determine if these are necessary in the Official Plan or if they can be removed completely;
20. Policy 18.3 should be updated with policies relating to the new demolition control by-law;
21. Expand policies under 18.17 to include encouragement of integration of Planning Act and Environmental Assessment Act provisions;
22. Policies pertaining to Committee of Adjustments their powers and the tools to be used to evaluate applications for minor variance and consent;
23. Policies allow the City to pass Temporary Use By-laws;
24. Policies to determine who is a qualified professional;
25. Policies pertaining to non-conforming uses and the tests used to determine what extent of expansion or change is permitted;
26. Policy allowing the City to adopt Community and Secondary Plans;
27. Update the policy under Development Permits to meet the Planning Act criteria to allow the City to pass a development permit by-law in the future;
28. Addition of policy specifying the option for cash-in-lieu of parking to reduce parking requirements;
29. Include any necessary Policy to cross reference to the Urban Design section;

30. Include urban design consideration under the Committee of Adjustment Section; and
31. Add new policy stating that the costs of all required studies are the responsibility of the applicant.

4.2 Chapter 19 – Amendment

1. Update to include criteria for consideration of Official Plan Amendments; and
2. Policy regarding automatic updates to the City’s Official Plan resulting from changes to the Regional Official Plan without amendment to the City’s Official Plan.

4.3 Chapter 20 – Monitoring and Review

1. New policies pertaining to staging of development and monitoring growth targets; and
2. Delete 20.4 as already addressed in the preconsultation policies in Chapter 18.

4.4 Chapter 21 – Interpretation

1. Policy explaining how figures and quantities are interpreted;
2. Policies explaining the legal effect of the Plan; and
3. Glossary being updated and covered in individual Policy Papers.

5. Mapping

The introduction and supplementary policies in Section 4 of the Official Plan do not reference any mapping currently. A new map could potentially be added to replace the current road widenings chart in section 18.7 of the current City of Cambridge Official Plan.

6. Summary

The Official Plan Review provides an opportunity to bring the plan into conformity with the Provincial Policy Statement, the Places to Grow Act and the new Region of Waterloo Official Plan. This conformity exercise will result in the creation of a new or revised generalized policies in the Introduction, Implementation, Amendment, Monitoring and Review and Interpretation sections of the Official Plan to allow the City to utilize some new tools and the addition or revision of definitions in the glossary to be consistent with Provincial and Regional documents.

APPENDICES

APPENDIX A – OFFICIAL PLAN EXTRACTS

Chapter 1: Introduction to the City of Cambridge Official Plan

This document, known as the *City of Cambridge Official Plan*, provides a land use strategy for areas located within the municipal boundaries of the City of Cambridge. The policies of this plan generally focus on the next 20 years, unless otherwise noted.

The land use strategy contained in this plan consists of three sections. The first section is the **General Development Concept** (GDC), consisting of a series of Land Use Objectives which include Settlement Pattern, Natural Environment, Business Environment, Residential Environment and Social Environment.

Section 2 of this plan consists of a series of **General Development Policies** describing how the General Development Concept of Section 1 is to be implemented. Section 3 of this plan establishes **Land Use Policies and Designations**, describing where various land uses are permitted to locate.

Section 4 contains **Supplementary Policies** dealing with implementation, amendment, monitoring and review and interpretation.

The policies contained in this plan have been established to guide Cambridge Council in making land use decisions. Many policies in this plan can be monitored, and in some instances measured. Italicized words found throughout this plan are defined in Policy 21.7.

The *City of Cambridge Official Plan*, as the municipality's land use strategy, is required under the Planning Act to conform to both the Regional Official Policies Plan and to provincial legislation. This plan has been prepared in recognition of these conformity requirements.

Chapter 18: Implementation

18.1 Zoning By-law

18.1.1 It is the policy of the *City* that the municipality's comprehensive Zoning By-law conforming to the provisions of this plan and the Regional Official Policies Plan shall be amended as required, applying consistently throughout the whole of the City of Cambridge upon the approval of this plan by the *Region*.

18.1.2 When it is proposed to amend the comprehensive Zoning By-law referred to in Policy 18.1.1, it is the policy of the *City* that a planning appraisal shall be prepared to show how the proposal conforms to any relevant statements of policy provided in Sections 1, 2 or 3 of this plan and, in particular, to any criterion specified in such policy statement as a prerequisite to the approval of such proposal; and such planning appraisal may be used by *Council*, the *Region* or the Ontario Municipal Board to assist in determining whether the proposal should be approved.

18.1.3 It is the policy of the *City* that Zoning By-laws shall be passed to permit the use of lands designated on Map 15 as a Class 1 or Class 2 Residential District for the purposes specified in Policies 14.2.1 a) and 14.3.1 of this plan at such time in the future as:

- a) a piped municipal water supply and sanitary sewers have been made available to such lands; or
- b) a plan of subdivision of such lands has been registered;

provided, however, that where in such by-laws the holding symbol '(H)' is used in conjunction with the zoning symbol denoting the future use to which such lands may be put, such by-laws shall stipulate that the lands may be used only for a purpose specified in Policies 14.2.1 b) or 14.3.2 of this plan until such time as the holding symbol is removed by an amendment to such by-laws.

18.1.4 It is the policy of the *City* that Zoning By-laws shall be passed to permit the use of lands designated on Map 15 as a Class 1 or Class 2 Industrial District for the purposes specified in Policy 13.4 of this plan at such time as:

- a) a piped municipal water supply and sanitary sewers have been or are proposed to be made available to service such lands; or
- b) the Medical Officer of Health, the *Region*, or other legislated authority, has approved the installation of private or communal well water supply systems and individual wastewater treatment systems to allow such lands to be used for such purposes; or

- c) a plan of subdivision of such lands has been registered;

provided, however, that where in such by-laws the holding symbol ‘(H)’ is used in conjunction with the zoning symbol denoting the future use to which such lands may be put, such by-laws shall stipulate that the lands may be used only for the purposes specified in Policy 11.4.5 of this plan until such time as the holding symbol is removed by an amendment to such by-laws.

18.1.5 It is the policy of the *City* to also regulate through the *City’s* Zoning By-law and otherwise those uses that *Council* may deem as requiring such special provisions as minimum distance separations from other land uses or any other regulations. Such uses to be regulated may include but not be limited to video arcades, adult entertainment uses and gun shops.

18.2 Holding Provisions

18.2.1 It is the policy of the *City* that by-laws may be passed under Section 34 of the Planning Act, establishing the holding symbol ‘(H)’ or ‘(h)’ in conjunction with any provision of the *City’s* Zoning By-law, specifying the use to which lands, buildings or structures may be put at such time in the future as the holding symbol is removed by amendment to the *City’s* Zoning By-law. In addition to the provisions of Policy 18.2.2 of this plan, an amending by-law to remove the holding symbol may be considered when the applicable issues are addressed:

- a) piped water supply and/or public sanitary sewers are or will be made available and where arrangement has been made by execution of a servicing agreement;
- b) implementation of elements of *subwatershed studies*, such as creek enhancement and buffering, and natural channel design;
- c) implementation of elements of community plans;
- d) transportation improvements including widenings, extensions, interconnected access, or new roadworks;
- e) the implementation of the recommendations of an approved archaeological assessment;
- f) the implementation of the findings of a Heritage Impact Assessment as prescribed in Policy 5.6 of this plan;
- g) the implementation of the findings of a *retail impact statement* or market opportunities study as prescribed by Policy 13.3.7.1.2 of this plan;
- h) the implementation of the findings of a noise study or acoustical assessment;

- i) remediation of environmental contamination in a manner that meets applicable criteria set by the *Province* in conjunction with the requirements of any other approval authorities and as prescribed in Policy 4.5 of this plan;
- j) the approved recommendations of an *Environmental Impact Statement*, as prescribed in Policy 6.1.5 of this plan.

Removal of the holding symbol ‘(H)’ or ‘(h)’ will occur following fulfillment of the specified requirements by way of amendment to the *City’s Zoning By-law*. Notice of intent to remove the holding symbol ‘(H)’ or ‘(h)’ will be given in the manner and to the persons and public bodies and containing the information prescribed, as required by the Planning Act.

Interim uses pending removal of the holding symbol ‘(H)’ or ‘(h)’ are permitted in accordance with Policy 11.4.5 of the plan. **[Modified through the approval of Deferral No. 17]**

18.2.2 It is the policy of the *City* to regulate the orderly development of lands designated in this plan as a Class 1 Commercial District and/or Class 5 Commercial District, as more particularly provided for in Policy 13.3 of this plan. *Council* may apply the holding symbol ‘(H)’ to the zoning of lands designated as a Class 1 Commercial District and/or a Class 5 Commercial District to stage or otherwise regulate the amount of *gross leasable retail commercial floor area* that may be *developed* within specified time periods, or in accordance with the findings of a *retail impact statement* endorsed by *Council* and affecting lands in the Class 1 Commercial District and/or lands in the Class 5 Commercial District. The holding symbol shall be removed by amendment to the *City’s Zoning By-law*.

18.3 Development Permits

It is the policy of the *City* to consider the use of development permits when authorized under the Planning Act and any associated regulation and policy.

18.4 Parking

18.4.1 It is the policy of the *City* that off-street parking facilities provided for all classes of *development* shall wherever feasible be integrated with the major transportation facilities systems shown on Map 6 so that an appropriate relationship between the *development* and use of land and the provision of supporting roads and transit facilities may be established and maintained; and, subject to the other provisions of Section 2 of this plan, *Council* may:

- a) by by-law require the owner or occupant of a building to provide sufficient private off-street parking to meet the parking demand customarily generated by the kind of activity for which the building is used;
- b) by by-law permit such owner or occupant to provide the required parking on-site or, where the owner or occupant enters into an agreement with the *City* to ensure the continued availability of an off-site parking area, on a site which, in the

- opinion of *Council*, is within convenient or reasonable walking distance of the building for which the parking is required;
- c) by by-law provide that no parking shall be required in all or any part of an area of the municipality, including the Community Core Areas;
 - d) enter into an agreement pursuant to the Planning Act, to exempt the owner or occupant from providing required parking or to reduce the parking requirement to the extent specified in the agreement, where such agreement provides for the owner or occupant of the building to make one or more payments of money to the municipality as consideration for the granting of the exemption or reduction and sets forth the basis upon which such payment is calculated;
 - e) acquire and develop lands to provide public parking facilities and dispose of lands surplus to requirements;
 - f) appoint parking administrators or operating agents;
 - g) require or prohibit the charging of fees for the use of required parking facilities or regulate the amount of any such fee;
 - h) encourage the *development* of commercial parking facilities;
 - i) establish appropriate on-street parking facilities in residential plans of subdivision; and
 - j) otherwise facilitate or encourage the *development* of public and/or private off-street parking facilities to accommodate any unsatisfied parking demand.

18.4.2 A reduction or exemption in required parking facilities shall apply where, in the opinion of the *City*, any of the following circumstances prevail:

- a) adequate alternative parking facilities are or will be made available;
- b) insufficient site area or other suitable lands are available to provide the required parking;
- c) the establishment of the required parking facilities would be inappropriate in a area of recognized *built heritage resources*; and
- d) the establishment of the required parking facilities would be incompatible with existing uses in the surrounding area, and provided the exemption or reduction in required parking facilities will not impede the primary traffic movement functions of adjacent arterial roads.

18.5 Bridges

Recognizing the limited number of bridge crossings of the Grand and Speed Rivers shown on Map 6, it is the policy of the *City* that no reasonable opportunity should be overlooked for providing additional bridges in appropriate locations which will improve the accessibility of any part of the *City* or facilitate more convenient pedestrian and/or vehicular movement between different parts of the *City*. *Council* may pass by-laws or otherwise take such steps as may be required for the construction of such bridges as *Council* may from time to time determine will serve these purposes, subject to the provisions of the Environmental Assessment Act.

18.6 Interchanges

It is the policy of the *City* to encourage the development of grade-separated interchanges at the intersections of roads carrying high traffic volumes and to require the protection of sufficient lands to accommodate such potential interchange facilities until such time as appropriate analysis confirms that interchange facilities in such locations are not necessary and advisable or until such time as traffic flows, safety considerations or other considerations warrant the development of interchange facilities in such locations.

18.7 Road Widenings

18.7.1 For the purposes of this subsection and the Planning Act, it is the policy of the *City* that each of the following roads is a “highway to be widened”, and that the Designated Road Allowance shown below plus the widenings required in Policy 18.7.4 constitute the “extent of the proposed widenings”:

Road	From	To	Designated Road Allowance (metres)
Adam St.	Queen St. W.	Franklin Blvd.	18
Allendale Road	Fountain St. N.	Riverbank Dr.	30
Avenue Rd.	Hespeler Rd.	Townline Rd.	20
Beaverdale Road	Kossuth Rd.	Regional Road 24	30
Beverley Street	Wellington Street	Dundas St.	20
Blair Road	Blenheim Rd.	Grand Avenue	20
Blackbridge Rd.	Guelph Ave.	Townline Rd.	26
Blenheim Road	West City Limits	CPR Tracks	30
Blenheim Road	CPR Tracks	Blair Road	20
Briardean Rd.(E/W leg)	Speedsville Rd.	Briardean Rd.(N/S leg)	26
Bruce St.	Water St. S.	Main St.	20
Chilligo Rd.	Kossuth Rd.	Fisher Mills Rd.	30
Cooper St.	Queen St. E.	Ramsay Ave.	18
Ellis Rd.	New Hope Cemetery	Townline Rd.	26
Fisher Mills Rd.	Beaverdale Rd.	Guelph Ave.	20
Franklin Blvd.	Adam St.	Edward St.	20
Grand Avenue	St. Andrews St.	Parkhill Rd.	20
Guelph Avenue	Milton Ave.	Queen St. W.	20
Guelph Avenue	Regional Road 24	Milton Avenue	26
Langdon Dr.	Blair Rd.	S. City Limits	20
Main Street	Wellington St.	Water St.	20
Middle Block Rd.	Riverbank Dr.	Speedsville Rd.	30
Mohawk Rd.	Speedsville Rd.	Beaverdale Rd.	30
Queen St. E.	Guelph Ave.	Cooper St.	18
Queen St. W.	Regional Road 24	Guelph Ave.	20
Queen St. E.	Cooper St.	River Rd.	20
River Rd.	Queen St. E.	Townline Rd.	20
Riverbank Dr.	West City Limits	Fountain St.	20
Royal Oak Rd.	Cherry Blossom Rd. (easterly end)	Speedsville Rd.	30
Samuelson St.	Water St. N.	Beverly St.	20
Speedsville Rd.	Eagle St.	C.P.R. tracks	26
Speedsville Rd.	C.P.R. Tracks	Kossuth Rd.	30
State St.	Bruce St.	Concession St.	20
Townline Rd.	Wellington County Rd. 34	Blackbridge Rd.	26
Wellington Street	Beverly St.	Main St.	20

18.7.2 It is the policy of the *City* that the boundaries of the designated road allowance specified in Policy 18.7.1 are generally to be considered as equidistant from and parallel to the centrelines of the original road allowances as originally laid out prior to any subsequent road

widenings, provided, however, that in the following classes, the designated road allowance shall consist of the existing road allowance of the roads listed in Column A plus the widening shown in Column B:

	<i>Column A</i>		<i>Column B</i>
Road	From	To	
Adam St. (east side only)	Queen St. W.	Tannery St.	5.47 m.
Adam St. (west side only)	Queen St. W.	Franklin Blvd.	2.47 m.
Cooper St. (east side only)	Lot 4, R.P. 149	Cooper St. (E/W leg)	7.9 m.
Cooper St. (west side only)	Lot 25, R.P. 801	Cooper St. (E/W leg)	12.1 m.

18.7.3 It is the policy of the *City* that where an existing road allowance is less than the designated road allowance specified in Policies 18.7.1 and 18.7.2 above, or where an additional widening is required in accordance with Policy 18.7.4 below, the required widening shall be dedicated to the City of Cambridge at no expense to the municipality as a condition of approval:

- a) by the *Region* or delegated approval authority to a draft plan of subdivision or condominium;
- b) by the City of Cambridge Committee of Adjustment to a proposed land severance;
- c) by *Council* to *development* in a site plan control area designated in accordance with Policy 18.10 of this plan; and
- d) at the intersection of any road with arterial roads as designated on Map 6 in accordance with the Regional Official Policies Plan.

18.7.4 Notwithstanding Policies 18.7.1, 18.7.2 and 18.7.3, it is the policy of the *City* that road widening to an extent greater than the designated road allowance may also be required:

- a) at the intersections of any collector roads shown on Map 6 of this plan for the following purposes:
 - i) to provide corner daylighting triangles having a maximum length of 15 metres on each side which borders a road;
 - ii) to provide auxiliary turning lanes having a maximum width of 4 metres and maximum length of 45 metres;

- b) at any other location along a road listed in Policies 18.7.1 and 18.7.2 for the following purposes:
 - i) to provide auxiliary turning lanes having a maximum width of 4 metres and maximum length of 45 metres for vehicular access to major traffic generators and attractors;
 - ii) to provide bus bays adjacent to intersections or major transit generators having a maximum width of 4 metres and maximum length of 45 metres; and
- c) through procedures other than site plan control, to achieve cut and fill requirements which cannot be achieved within the designated road allowance;
- d) at the intersection of any road with arterial roads as designated on Map 6 in accordance with the policies of the Regional Official Policies Plan.

18.7.5 Notwithstanding Policies 18.7.1, 18.7.2, 18.7.3 and 18.7.4, it is the policy of the *City* that the widening of any road or part of a road, to the full extent of the designated road allowance may be reduced by resolution of *Council* without amending this plan in either of the following circumstances;

- a) where an existing building or structure is located wholly or partly within the designated road allowance and is not proposed to be redeveloped; and
- b) where transportation feasibility studies demonstrate to the satisfaction of *Council* that the road allowance and/or alignment of the road will not require the road to be widened to the full extent of the designated road allowance.

18.7.6 The City of Cambridge shall work in co-operation with the *Region* when considering applications for site plan approval to assist the *Region* in obtaining road widenings for roads which are described as roads to be widened in the Regional Official Policies Plan, and to require the owner of the land to enter into agreements as may be required by the *Region* pursuant to the provisions of the Planning Act, respecting the *Regional* road system.

18.7.7 The recommendations of site or area specific studies, such as the “Hespeler Road Widening and Entrance Improvements” Environmental Study Report, will also be implemented, where appropriate, as part of the *development* review process.

18.8 Road Entrance Permits

It is the policy of the *City* that road entrance permits may be required for safe and efficient vehicular movements on any roads in the municipality. The *City* will also co-operate

with the *Region* and the *Province* in implementing road entrance permit requirements pertaining to roads under their respective jurisdictions.

18.9 Co-ordination with Utilities

18.9.1 It is the policy of the *City* that in Community Core Areas, and in Residential, Institutional, Commercial and Industrial Districts, electrical services and other utilities be placed underground wherever feasible. *Council* may pass by-laws, require in conjunction with *development* approvals and enter into agreements respecting the underground placement of utilities.

18.9.2 The *City*, in conjunction with the *Region*, will work with utility companies in planning for and locating, relocating or replacing facilities in the City of Cambridge. The utility may be required to provide information on the nature of its works and to hold a public meeting in order for the *City* and community interests to identify and resolve issues at the earliest possible stages of the undertaking. The resolution of issues may include the selection of a preferred route and the mitigation of adverse impacts.

18.10 Site Plan Control

18.10.1 In this policy, “development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of substantially increasing the size or usability thereof, or the laying out and establishment of a commercial parking lot or of sites for the location of three or more trailers as defined in clause a) of paragraph 101 of Section 210 of the Municipal Act or of sites for the location of three or more mobile homes as defined in subsection 46 (1) of this Act of sites for the construction, erection or location of three or more land lease community homes as defined in Subsection 46 (1) of the Planning Act.

18.10.2 It is the policy of the *City* that the whole of the City of Cambridge is established as a proposed site plan control area. *Council* may by by-law, designate the whole or any part of the City of Cambridge as a site plan control area.

18.10.3 The by-law establishing a site plan control area may also establish classes of development to which site plan control applies, requirements for plan review and conditions relating to site plan approval. These conditions may include entering into one or more agreements with the municipality, dedicating lands for the widenings of any highways abutting the land, obtaining entrance permits, and maintaining all of the facilities and works to which the site plan approval applies.

18.10.4 The *City* may delegate its site plan approval authority to an officer or officers of the municipality.

18.10.5 The provisions of site plan control pursuant to the Planning Act shall include eligible classes of development within a designated site plan control area that abut a highway under the jurisdiction of the Regional Municipality of Waterloo.

18.10.6 Where possible, public transit facilities, as well as cycling and pedestrian features, will be incorporated into site plans.

18.11 Interim Control

18.11.1 Where the *City* has, by by-law or resolution, directed that a review or study be undertaken in respect of land use planning policies in the municipality or in any defined area or areas thereof, an interim control by-law may be passed to be in effect for a period of time specified in the by-law, which period shall not exceed one year from the date of the passing thereof, prohibiting the use of land, buildings or structures within the municipality or within the defined area or areas thereof for, or except for, such purposes as are set out in the by-law.

18.11.2 *Council* may amend an interim control by-law to extend the period of time during which it will be in effect, provided the total period of time does not exceed two years from the date of the passing of the interim control by-law.

18.12 Standards for Maintenance and Occupancy

In recognition, the importance of property conditions, *Council* may pass by-laws:

- a) for prescribing standards for the maintenance and occupancy of property within the municipality or within any defined area or areas and for prohibiting the occupancy or use of such property that does not conform with the standards;
- b) for requiring property that does not conform with the standards to be repaired and maintained to conform with the standards or for the site to be cleared of all buildings, structures, debris or refuse and left in graded and leveled condition; and
- c) for prohibiting the removal from any premises of any sign notice or placard placed thereon pursuant to this section or a by-law passed under the authority of this section.

18.13 Demolition Control

The *City* may also designate by by-law any area within the municipality as an area of demolition control. Permits issued by *Council* may also be required prior to demolition being undertaken.

18.14 Conservation of Resources

The *City* encourages the conservation practices of reduction, re-use and recycling. In particular, the protection of air, land and water, as well as energy and building conservation, and waste reduction are recognized as key issues in land use planning matters.

18.15 Advisory Committees

The *City* recognizes the importance of its citizens in developing and promoting community stewardship through its use of advisory committees and volunteers. This stewardship will be undertaken in a manner consistent with community-based plans and programs adopted and periodically reviewed by the *City*.

18.16 Community Stewardship

The *City* recognizes the importance broad community involvement in achieving the land use objectives contained in this plan. The involvement of a variety of community interests is supported by *Council*, including the use of *Council* endorsed conservation easements, where appropriate, to protect privately owned lands and the establishment of community-based land trusts.

18.17 Environmental Assessment Act and Municipal Projects

18.17.1 The purpose of the Environmental Assessment Act is to ensure that environmental factors are taken into account in the earliest stages of planning an undertaking. An environmental assessment is the identification and evaluation of the effects of an undertaking and its alternatives on the environment. Many of the activities undertaken by the City of Cambridge are subject to the Environmental Assessment Act.

18.17.2 The *City* will conduct the appropriate level of environmental assessment for *City infrastructure* projects subject to the Environmental Assessment Act.

18.17.3 Where a proponent is required under the Environmental Assessment Act to complete an environmental assessment of an undertaking, any license, permit, approval, permission or consent that is required under any statute, regulation, by-law or other requirement of the *City* in order to proceed with the undertaking shall not be issued or granted prior to completion of the environmental assessment.

Chapter 19: Amendment

19.1 It is the policy of the *City* that any provisions of this plan may be amended pursuant to the Planning Act and that all other provisions of this plan not affected by such amendment shall continue to apply in respect of the lands affected by such amendment.

19.2 For the purposes of Policy 19.1, it is the policy of the *City* that:

- a) where it is proposed to change any statement of objectives expressed in Section 1 of this plan, a planning appraisal shall be prepared to explain the need for the proposed new direction to be taken in the long range planning and *development* of the *City* and to show the impact of such proposed new direction on the policies contained in Sections 2, 3 or 4 of this plan;
- b) when it is proposed to change any statement of policy contained in Sections 2, 3 or 4 of this plan, a planning appraisal shall be prepared to show how the proposed change of policy remains consistent with the relevant statement of objectives included in Section 1 of this plan;
- c) when it is proposed to change any map or figure of this plan, a planning appraisal shall be prepared to explain how such change is consistent with the relevant statements of objectives or policy provided in this plan and in accordance with the criteria established by any relevant statement of policy provided in Sections 2, 3 or 4 as a prerequisite to such change being made;
- d) the planning appraisal referred to in Policies 19.2 a), b) and c) above shall be attached as information to the formal amendment document in which the proposed change to the statement of objectives or policy or to a map or figure is made; but such planning appraisal shall not itself be adopted by *Council* as part of the formal amendment document in which the change is made.

19.3 It is the policy of the *City* that, prior to adopting an amendment to this plan or any major program designed to implement any provision of this plan, public meetings shall be held and information published for the purpose of obtaining the participation and cooperation of the *City's* residents and businesses in determining the solution of problems or matters affecting the *development* of the *City*; and, subject to the provisions of the Planning Act and regulations made thereunder, *Council* may from time to time specify procedures to be observed in obtaining such public participation or cooperation or may otherwise facilitate public discussion or an exchange of information on such problems or matters.

19.4 It is the policy of the *City* that amendments to this plan will not be required where the locations, boundaries, classifications or other features of land shown or described in this plan are changed by the *Region*, the *Province*, or other legislated authority and the change has been implemented by way of an approved amendment to the Regional Official Policies Plan.

Chapter 20: Monitoring and Review

20.1 It is the policy of the *City* that the characteristics of, and trends in the growth and change of all major land uses in the *City* shall be continuously monitored, including the supply, range and affordability of existing and potential housing stock; and *Council* may at any time amend any provisions of this plan to reconcile differences between such trends or changing characteristics and the policies of this plan.

20.2 The *City* understands that it is the intent of the *Province* to approve and release written statements of *provincial* planning policy from time-to-time and to require municipalities to amend their official plans in accordance therewith. It is the policy of the *City* to introduce such amendments to this plan only after intensive consultation with *provincial* and/or *Regional* planning officials respecting the purpose and effect of such policy statements on the planning and *development* of the City of Cambridge and after one or more public meetings have been held to explain such policy statements to the residents and businesses of the *City* affected. Subsequently, *Council* may amend this plan as may be required to conform to such *provincial* policy statements.

20.3 It is the policy of the *City* to undertake regular and comprehensive reviews, usually every five years or otherwise in conformity with the Planning Act. Such a comprehensive review will build from the monitoring referred to in Policy 20.1 of this plan, as well as addressing changing land use issues in the *City*.

20.4 Where *City* approval is required in its role as the delegate of the Regional Municipality of Waterloo, *development* applications may be deemed premature for acceptance for processing under the Planning Act in the absence of demonstrated pre-consultation between the applicant, the *Region*, the affected area municipalities and other appropriate agencies.

Chapter 21: Interpretation

21.1 Boundaries Between Districts

It is the policy of the *City* that the boundaries of any District designated on Map 15 shall be construed as approximate except where the boundaries shown coincide with a road, watercourse, or railway also shown on Map 15 in which event the boundary between Districts shall be construed as the centreline of such road, watercourse, or railway.

21.2 Land Use Designation of Water Areas

It is the policy of the *City* that all watercourses, reservoirs, ponds or other water areas illustrated on Map 15 shall be construed as being designated as Class 1 Open Space Districts and all of the provisions of this plan pertaining to the Class 1 Open Space designation shall apply.

21.3 Land Use Designation of Islands

It is the policy of the *City* that any island which is not illustrated on Map 15 shall be construed as being designated as Class 1 Open Space Districts and all of the provisions of this plan pertaining to the Class 1 Open Space designation shall apply.

21.4 Base Map Assumptions

It is the policy of the *City* that any base information illustrated on the maps and figures constituting part of this plan shall be construed as having been provided merely for the purposes of orientation or reference unless otherwise indicated by this plan and shall not be construed as constituting *Council* policy or as conferring *Council* approval on any facility so illustrated whether as an existing, proposed or projected facility.

21.5 General Development Policies

The General Development Policies expressed in Section 2 of this plan provide criteria and guidelines to govern the *development* and use of all lands in the municipality irrespective of any particular use for which such lands may be designated; and it is the policy of the *City* that such General Development Policies shall apply where appropriate to the *development* and use of land in each District designated by this plan as if such policies were reiterated in each subsection of the land use policies expressed in Section 3.

21.6 Statutes, Regulations, Policies and Guidelines

It is the policy of *Council* that reference in this plan to *provincial* statutes, regulations, policies and guidelines and policy made thereunder shall include amendments which may be made from time-to-time.

21.7 Glossary of Italicized Terms

accessible:

means that a building and its facilities can be approached, entered and used (including washroom facilities) by persons with physical or sensory disabilities. This includes persons using wheelchairs. In the case of a multi-storey building, at a minimum it should be possible for persons with disabilities to approach, enter and use the ground floor and washroom facilities.

adaptable:

means in regard to a residential unit that it can be modified to accommodate the special needs of a person with disabilities without undertaking major renovations such as re-wiring or changing doorway widths. It would mean, for example, that ground floor doorways and washrooms would accommodate a wheelchair user, or that a flashing-light doorbell system could easily be installed for a hearing impaired resident.

adjacent lands:

means lands within 120 metres of a Provincially Significant Wetland, or all lands connecting individual wetland areas within a wetland complex as determined by the Province.

affordable housing:

means residential accommodation which is within the financial means of lower income households.

agriculture-related uses:

means those farm-related commercial and farm-related industrial uses that are small scale and directly related to the farm operation and are required in close proximity to the farm operation. These uses include farm implement dealerships, grain drying and storage operations, feed mills, abattoirs, and non-retail greenhouses.

agricultural uses:

means the growing of crops, including nursery and horticultural crops; raising of livestock and other animals, including poultry and fish, aquaculture; the keeping of bees; agri-forestry; maple syrup production; non-retail greenhouses; and associated on-farm buildings and structures including a dwelling unit.

apartment building:

means a residential structure containing 4 or more dwelling units having access through a common entrance or hallway.

archaeological resources:

means the remains of any building, structure, activity, place, or cultural feature or object which, because of the passage of time, is on or below the surface of land or water, and is of significance to the understanding of the history of a people or place.

Areas in Transition:

means parts of the City where traditional land uses are declining in use and/or building condition and are in some cases being replaced or are proposed to be replaced by different types and forms of land use.

assisted housing:

means residential accommodation which has been built with public or private non-profit funding for the purpose of providing affordable accommodation for moderate and low income households, and/or accommodation where low income residents receive a rent subsidy.

built heritage resource:

means the whole or part of buildings, structures, or monuments of historic and/or architectural value or interest and areas of unique, rare or effective urban composition, streetscape, landscape or archaeological value or interest, and may include cemeteries.

City:

means the Corporation of the City of Cambridge.

community improvement:

means the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, reconstruction and rehabilitation, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary.

community improvement plan:

means a plan approved by the Province for the community improvement of a community improvement project area.

community improvement project area:

means an area within a municipality, the community improvement of which in the opinion of the Council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other reason.

community park:

means:

- a) an area of Open Space which supplies active or passive recreational opportunities such as playgrounds, sport facilities, open areas, natural areas intended to meet the physical, social, and recreational needs of several neighbourhoods or the community;
- b) the frequency and duration of participation justifies a greater travel time to the area and it usually accommodates both vehicular and pedestrian access;

- c) is intended to provide for both spontaneous or informal and organized recreational pursuits and provides activities which require costlier facilities that cannot be supported by the neighbourhood tax base; and
- d) may be located adjacent to larger open space such as a school facility in order to maximize multiple and shared use.

compatible use:

means any use that avoids creating adverse effects for adjacent sensitive land uses. Compatible uses should also be insensitive to, or at least highly tolerant of, adjacent land uses.

Comprehensive Environmental Impact Statement:

means a study prepared on a broad scale in accordance with established procedures to identify and assess the impacts of development on a specified feature or system and/or the impacts of development on Provincially Significant Wetlands.

contaminated site:

means an area where chemicals(s) are present in soil or other material at a concentration greater than background, or which is not naturally occurring in the soil or other material to which the Province's Guideline for Use at Contaminated Sites in Ontario (June, 1996) applies.

contiguous:

means land adjoining an Environmentally Sensitive Policy Area (ESPA) or Locally Significant Natural Area (LSNA) which are situated in sufficiently close proximity that development could reasonably be expected to produce one or more of the following impacts: alterations to existing hydrological or hydrogeological regimes; clearing of existing vegetation; erosion and sedimentation into the ESPA or LSNA; or producing substantial disruption of existing natural linkages or the habitat of a significant species known to inhabit the ESPA, or LSNA.

Council:

means the Council of the Corporation of the City of Cambridge.

crisis intervention home:

means a private or non-profit institutional establishment providing counselling, assistance and temporary emergency shelter for the victims of a domestic conflict or physical assault/abuse of any kind. It includes such facilities as family crisis shelters.

cultural heritage resources:

means artifacts such as art, literature, music, folklore, handicrafts, tools, equipment, furnishings, communications, documents, deeds and letters which are of significance to the understanding of the history of a people or place.

development:

means the creation of a new lot, a change in land use, or the construction of a building or structure, requiring approval under the Planning Act, but does not include activities that create or maintain infrastructure authorized under an environmental assessment process or works

subject to the Drainage Act. Redevelopment, generally defined as the removal of buildings or structures from land and the construction of new buildings or structures, or the rehabilitation and renewal of existing buildings or structures, is recognized as one form of development, unless the term (redevelopment) is italicized and otherwise defined in this plan.

ecological functions:

means the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes. These may include biological, physical, and socio-economic interactions.

Environmental Impact Statement:

means a study prepared in accordance with established procedures to refine the boundaries of elements of the Open Space System, identify the potential impacts of a development application on such elements, and recommend a means of preventing or minimizing these impacts through avoidance or mitigation.

farm:

means a parcel of land on which the predominant activity is agricultural uses.

fish:

means fish, shellfish, crustaceans, and marine animals, at all stages of their life cycles.

fish habitat:

means the spawning ground and nursery, rearing, food supply, and migration areas on which fish depend directly or indirectly in order to carry out their life processes.

former waste disposal site:

means a site identified by the Province and used in the past for the disposal of municipal waste by deposit, under somewhat controlled conditions, on land. The Province maintains the “Waste Disposal Site Inventory” on such sites Province-wide.

garden suite:

means a one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and that is designed to be portable.

good forestry practice:

means the proper implementation of a recognized silviculture system and accepted principles of forest management, including harvesting, renewal and maintenance activities known to be appropriate for the forest and environmental conditions under which it is being applied.

gross leasable retail commercial floor area:

means that area in which tenants pay rent for what are commonly referred to as stalls, and which is exclusive to tenant occupancy, including basement, mezzanines, upper floors, measured from the centre line of joint partitions and from outside wall faces. It includes department stores, service retail stores, restaurants, cocktail bars, banks and other financial establishments, barbers, beauty salons, cleaners, art studios, liquor and beer stores and travel agencies and other uses not specifically excluded below. It excludes service stations, auto centres, business and professional offices, banquet halls, hotels, motels, entertainment areas, theatres, residential, outside garden centre displays, shoe repair stores, medical and dental

clinics, billiard parlours, bowling alleys libraries, car washes, any public assembly area, parking area, malls, sidewalks, landscaped areas, private and public washrooms, truck and service facilities, loading and unloading areas, halls, boiler rooms, mechanical and electrical rooms, maintenance rooms, tenant storage areas, and employee rest rooms.

group home:

means residential special care accommodation for up to 10 people (exclusive of staff) with special needs.

Heritage Conservation District:

means an area designated under the Ontario Heritage Act for its heritage significance.

housing for people with special needs:

means residential accommodation for people with physical, mental or emotional or other disabilities who require supervised and/or assisted residential care;

infrastructure:

means physical structures that form the foundation for development. Infrastructure includes: sewage and water works; stormwater management facilities; waste management systems; electric power; communications; transit and transportation corridors and facilities; and oil and gas pipelines and associated facilities.

institutional residential care facility:

means residential special care accommodation for over 10 people with special needs.

Locally Significant Wetland:

means the classification of a particular wetland according to an evaluation methodology used by the Province. For the Cambridge area, Class 4 through Class 7 wetlands are considered locally significant.

major addition or alteration:

means construction that is greater than or equal to 50% of the foundation area of the existing structure or work.

major facility:

means uses such as airports, transportation corridors, waste management facilities, and sewage treatment plants.

major-minor drainage system:

means the dual design typical of urban drainage systems. The minor system consists of ditch or pipe networks to accommodate frequently occurring flow rates. The major system is typically designed to accommodate infrequent storms (i.e. 100 year storm) without damage to structures and consists of road networks, overland swales and stream systems.

mineral aggregate:

means gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite, rock or other material prescribed under the Aggregate Resources Act suitable for construction, industrial, manufacturing and maintenance purposes but does not include metallic ores, asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, wollastonite, mine tailings or other materials prescribed under the Mining Act.

mineral aggregate operation:

means:

- a) lands under license or permit, other than for a wayside pit or quarry, issued in accordance with the Aggregate Resources Act, or successors thereto;
- b) for lands not designated under the Aggregate Resources Act, established pits and quarries that are not in contravention of municipal Zoning By-laws and including adjacent land under agreement with or owned by the operator, to permit continuation of the operation; and
- c) associated, facilities used in the extraction, transport, beneficiation, processing or recycling of mineral aggregate, or the production of secondary related products.

minimum distance separation formulae:

means formulae developed by the *Province* to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

minor expansions or alterations:

means construction that is less than 50% of the foundation area of the existing structure or work.

multi-unit residential development:

means a group of 4 or more attached dwellings, including row houses and apartments buildings.

negative impacts:

means in regard to fish habitat, the harmful alteration, disruption or destruction of fish habitat except where it has been authorized under the Fisheries Act, using the guiding principle of no net loss of productive capacity.

neighbourhood park:

means:

- a) an area of open space which supplies active or passive recreational opportunities such as play equipment, minor play fields, free play areas, wooded lands, etc. intended to meet the physical, social, and recreational needs of the neighbourhood in which it is located;
- b) is intended to provide recreation opportunities which are frequent, and of short duration, where proximity to the user is important;

- c) is preferably centrally located in the neighbourhood within a short walking distance providing safe and convenient pedestrian access; and
- d) may be located to adjacent small open space/recreation areas such as an elementary school in order to maximize (*sic*) multiple and shared use.

net residential density:

means the number of residential units planned for or built on a residentially designated parcel of land divided by the area of that parcel of land, excluding streets, public open space and other non-residential land uses.

prime agricultural land:

means land that includes specialty crop lands and/or Canada Land Inventory Classes 1, 2 and 3 soils, or as determined in consultation with the Province.

Province/Provincial:

means the Province of Ontario, its Ministries, or any delegated authorities.

Provincially Significant Wetland:

means the classification of a particular wetland according to an evaluation methodology used by the Province. For the Cambridge area, Class 1 through Class 3 wetlands are considered Provincially significant.

redevelopment:

means for lands within the Galt City Centre Special Flood Plain Policy Area of this plan, the removal of buildings or structures from a site and the construction or erection of other buildings or structures thereon; and, shall include an addition which is larger than 50% of the total ground floor area of the original or existing building or structure.

Region, Regional or Waterloo Region:

means the Regional Municipality of Waterloo.

Regional Power Centre:

[means any retail commercial establishment or a group of retail commercial establishments, the defining characteristics of which is the presence of one or more retail or wholesale warehouse outlets, often referred to as big boxes, with space extensive uses. A Regional Power Centre may have more than one owner, must have one retail or wholesale outlet over 3,000 m² of gross leasable retail commercial floor area (GLRCFA), must not be developed as an enclosed shopping mall, and must be comprised of one or more stores. Seventy-five percent of the permitted floor area must include stores with not less than 1,800 m² (19,375 sq. ft.) of GLRCFA. The remaining twenty-five per cent of the permitted floor area must include stores with a minimum of 650 m² (7,000 sq. ft.)] **Deferral No. 18**

Regional Power Centre at the southeast intersection of Highway 401 and Hespeler Road:

means a retail commercial establishment or a group of retail commercial establishments, the defining characteristics of which is the presence of one or more retail or wholesale warehouse

outlets, often referred to as big boxes, with space extensive uses. Such a Regional Power Centre may have more than one owner, must have one retail or wholesale outlet over 3,000 m² of gross leasable retail commercial floor area (GLRCFA), must not be developed as an enclosed shopping mall, and must be comprised of one or more stores. Seventy-five percent of the permitted floor area must include stores with not less than 1,800 m² (19,375 sq. ft.) of GLRCFA. The remaining twenty-five per cent of the permitted floor area may be allocated as follows:

A maximum of twenty-five percent of the GLRCFA may be a minimum of 650 m²;

Of the twenty-five percent of the GLRCFA, a maximum of 4,552 m² of the GLRCFA and a maximum of eight retail units may be a minimum of 418 m². [OPA No. 4]

residential intensification:

means the creation of new residential units or accommodation in existing buildings or on previously developed, serviced land and includes infill, accessory apartments and rooming houses.

resource management:

means the control and co-ordination of the use of resources to achieve specific ends. The term is commonly applied to elements of the natural environment.

retail impact statement:

means an analysis of the retail markets available to support a proposed commercial development project and includes where applicable an evaluation of the economic feasibility of undertaking the development project as proposed and an assessment of the probable economic impact of the proposed development on existing and approved retail commercial facilities in the City Centre, other traditional commercial centres of the City's various communities and/or other shopping centres.

sensitive land use:

means a use associated with residences, schools, hospitals and senior citizen homes or other land uses such as outdoor recreational activities, where humans or the natural environment may be adversely affected by emissions from industrial or other major facilities.

significant negative impact:

means in regard to Locally Significant Natural Areas (LSNAs) changes likely to arise directly from development within or contiguous to an LSNA that result in widespread, long term or irreversible degradation of the significant features or impairment of the natural functions of the LSNA.

site alteration:

means activities, such as fill, grading and excavation, that would change the landform and natural vegetative characteristics of a site; but does not include activities that create or maintain

infrastructure authorized under an environmental assessment process; works subject to the Drainage Act, or community trails.

specialty crop lands:

means areas where specialty crops such as tender fruits (peaches, cherries, plums), grapes, other fruit crops, vegetable crops, greenhouse crops and crops from agriculturally developed organic soil lands are predominantly grown, usually resulting from:

- soils that have suitability to produce specialty crops, or lands that are subject to special climatic conditions, or a combination of both; and/or
- a combination of farmers skilled in the production of specialty crops, and of capital investment in related facilities and services to produce, store, or process specialty crops.

subwatershed:

means the smaller watershed unit within a larger watershed. In Cambridge, the catchment area of one of the tributaries to the Speed or the Grand River such as Chilligo (Ellis) or Moffat Creek respectively is considered a “subwatershed”, whereas the drainage area of the Grand River (including all of its tributaries) is considered a “watershed”.

subwatershed studies:

means comprehensive scientific studies of rivers and streams and the lands draining into them. These investigations result in recommendations as to where and how development activity can safely occur so as to minimize flood risks, stream erosion, degradation of water quality, and negative impacts on natural systems. Recommendations may also identify opportunities for ecological enhancement and recreation.

Water Resources Protection Strategy:

means the Regional Municipality of Waterloo’s comprehensive surface and groundwater protection program, as defined in the Regional Official Policies Plan.

wayside pits and quarries:

means a temporary pit or quarry opened and used by a public road authority or a person who has a contract with a public road authority solely for the purpose of a particular project or contract of road construction, and is not located on that road right-of-way.

APPENDIX B – REGIONAL OFFICIAL PLAN EXTRACTS

Liveability in Waterloo Region

- 3.A.6 The Region encourages the *Province* and Area Municipalities, as appropriate, to offer density bonuses, property tax exemptions and other incentives to help support the creation of *affordable housing* and *special needs housing*.
- 3.D.5 The Region, in collaboration with Area Municipalities, will continue to support initiatives that promote the benefits of reducing energy use, car dependence and idling times, and other initiatives that encourage public agencies, private industries and individuals to participate in energy conservation programs.

10.A Public Consultation

Partnerships and Collaboration

- 10.A.1 The Region will provide opportunities for public participation in the development, implementation and monitoring of Regional planning policies in accordance with this Plan, the Planning Act, the Environmental Assessment Act and other relevant legislation and policy.
- 10.A.2 The Region will co-operate with Area Municipalities in public participation programs, including the holding of joint public meetings, where appropriate, during the processing of amendments to this Plan and Area Municipal official plans, and for other initiatives where interests are common.
- 10.A.3 In public participation programs associated with a *municipal comprehensive review* of this Plan, or major amendments hereto, the Region will endeavour to:
- (a) establish realistic objectives and timelines for public participation programs;
 - (b) solicit public input through a variety of enhanced public participation programs;
 - (c) demonstrate how comments from the public have been considered in the planning policy and development decisions; and
 - (d) ensure appropriate opportunities exist for public input into the development and approval of planning policies and programs.