

# Frequently Asked Questions

## Cambridge West Land Use Planning Matters

### January 10, 2018

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#### **Q1 – What is proposed for the undeveloped lands within the Cambridge West area?**

**A.** Four separate landowners each own part of the Cambridge West lands. Three of the landowners submitted applications to develop their lands with a mix of Residential, Neighbourhood Commercial, Institutional (e.g. school and community infrastructure) and Open Spaces containing stormwater management facilities, natural open space and parks. The applications submitted included:

- Official Plan Amendments - applicable to the entire Cambridge West Area;
- Zoning By-law Amendments - applicable to each of the draft plans of subdivision;
- Three separate Draft Plans of Subdivision:

<b>Draft Plan No.</b>	<b>Applicant</b>	<b>Proposed Unit Range</b>	<b>Proposed land uses</b>	<b>Gross Land Area</b>
30T-16103	Brian Domm Farms Ltd	439-574	Single detached, multiple residential/mixed use, park, open space, stormwater management	26.20 hectares (64.70 acres)
30T-16104	Hallman Construction Ltd	867-1160	Single detached, multiple residential/mixed use, commercial, park, school, open space, stormwater management	37.50 hectares (92.7 acres)
30T-16105	Huron Creek Holdings Corp	90	Single detached, park, storm water management	8.30 hectares (20.5 acres)
	Total	1,396 - 1,824		

The initial development proposals as well as an estimate for the Freure lands included a maximum of 1,223 residential dwelling units, resulting in an approximate density of 49.2 people and jobs combined per hectare. The latest Draft Plan of Subdivision applications, which are before the Ontario Municipal Board, propose a median unit count of 1,569 (approximate density of 58 people and jobs combined per hectare).

For further information about the original and revised planning applications visit: <https://www.cambridge.ca/en/learn-about/Cambridge-West-Community.aspx>

**Q2 – What is the Growth Plan for the Greater Golden Horseshoe and how does it govern land use and density within Cambridge West?**

- A. The Places to Grow Act, 2005 allows the Province of Ontario to designate growth plan areas and prepare regional growth plans. Growth plans are long-term plans intended to manage growth, build complete communities, curb sprawl and protect the natural environment. They identify where and how growth should occur.

The Growth Plan for the Greater Golden Horseshoe (“the Growth Plan”) was first enacted in 2006 and was updated in 2017. It designates the Cambridge West Lands as ‘Greenfield Areas’. Greenfield Areas are generally vacant urban lands that have been designated in an Official Plan for future development. The following density targets apply to Greenfield Areas:

- 2006 Growth Plan: not less than 50 residents and jobs combined per hectare; and
- 2017 Growth Plan: not less than 80 residents and jobs combined per hectare.

Densities are to be measured over the entire designated Greenfield Area of each municipality, excluding natural heritage features, rights-of-way for electricity and energy transmission lines, freeways, employment areas and cemeteries. Transition rules are in place to grandfather the current greenfield densities in approved upper-tier Official Plans.

For further information about the Places to Grow Act, 2005 and the Growth Plan for the Greater Golden Horseshoe visit: <https://www.placestogrow.ca/index.php>

**Q3 – What are Official Plans and what are the key policies of the Region of Waterloo and City of Cambridge Official Plans that apply to Cambridge West?**

- A. Official Plans are legal documents, required by the *Provincial Planning Act*, that describe a municipal council's vision, goals, objectives and policies on how land should be used through text, mapping and other figures. They are long-term plans that generally cover a 20-year period. Official Plans are prepared with input from a range of stakeholders (e.g. government agencies and community groups) and the general public.

Official Plans for upper-tier municipalities (e.g. Regional Municipality of Waterloo) deal with broad planning issues that affect more than one municipality. The Official Plans and Zoning By-laws of lower-tier municipalities (e.g. City of Cambridge) must conform to the upper-tier plan. All Official Plans must conform to the provincial Growth Plan.

Official Plans are “living” documents” that do change as a region or municipality evolves, either through Official Plan Amendments (OPA) or through comprehensive updates. An OPA is a formal document that changes a municipality’s plan because of new circumstances in the community or because of requests made by property owners. The *Planning Act* requires that municipalities undertake a review of their Official Plan within 10-years of completing a comprehensive update of the Official Plan.

For further information about Official Plans visit:  
<http://www.mah.gov.on.ca/Page1759.aspx>

***Waterloo Regional Official Plan (adopted in 2009 and approved 2015)***

The Regional Official Plan applies to the seven lower-tier municipalities which comprise Waterloo Region, one of which is the City of Cambridge. It includes estimates of population and employment growth by local municipality and provides direction on where and how future growth should be accommodated.

The Regional Official Plan designates the Cambridge West Lands as ‘Urban Designated Greenfield’ and requires that development within this designation meet or exceed a minimum of 55 residents and jobs combined per hectare. Densities are to be measured on average over the entire Urban and Township Designated Urban Greenfield Areas of the Region, in accordance with the methodology established by the Province.

The Region is expecting to commence its Official Plan update in the 2018/2019 timeframes.

For further information about the Waterloo Region Official Plan visit:  
<http://www.regionofwaterloo.ca/en/regionalgovernment/regionalofficialplan.asp>

***Cambridge Official Plan (adopted in 2012 and partially approved in 2015 – with some policies still under appeal at the Ontario Municipal Board)***

The City of Cambridge Official Plan is a policy document providing direction for general land use in the City. The Plan supports long-term growth and development in order to meet the community's needs. It also provides a way to manage issues related to land use, while still meeting the interests of the City, and achieving conformity with the Region of Waterloo Official Plan and the provincial Growth Plan for the Greater Golden Horseshoe.

The Cambridge Official Plan currently designates the Cambridge West lands as 'Low/Medium Density Residential' and 'Natural Open Space System'. Where municipal water supply and wastewater systems are available, the following uses are permitted on 'Low/Medium Density Residential' lands:

- Single detached dwellings, townhouses, walk-up apartments;
- Compatible community facilities such as schools, parks, places of worship; and
- Convenience commercial uses within the 'Low/Medium Density Residential' designation.

Municipal policies require urban greenfield development to have a minimum density of 55 people and jobs combined per hectare. Minimum density targets are to be measured over the entire designated greenfield area of the City.

Limited uses are permitted within the 'Natural Open Space System' designation (e.g. natural and wildlife conservation, flood or erosion hazard control, ecological rehabilitation program, passive recreational activities and existing agricultural).

For further information about the Cambridge Official Plan visit:  
<https://www.cambridge.ca/en/learn-about/Official-Plan.aspx>

**Q4 – What are Secondary Plans and why is one being prepared for Cambridge West?**

- A. Secondary Plans are a second layer to an Official Plan. Generally, they are intended to establish a policy framework for a specific area of a municipality and may include more detailed direction related to land use, built form, urban design, transportation, community services, public spaces, and other planning matters. A Secondary Plan is a formal amendment to the Official Plan and is intended to be read in conjunction with all policies of the parent Official Plan.

The Cambridge Official Plan requires that new residential development in undeveloped areas such as Cambridge West be planned through either a Community Plan or Secondary Plan. A Secondary Plan is being prepared as part of the Cambridge West development application process.

**Q5 – What is a Zoning By-law and what does the City of Cambridge Zoning By-law currently permit within Cambridge West?**

- A. A Zoning By-law is a regulatory document that implements the policies of an Official Plan by outlining specific development requirements and standards for all properties in the city. Zoning By-laws give a land use classification to each property, a specific list of permitted uses and parking requirements and provide minimum and maximum thresholds to regulate built form and massing (e.g. lot size, lot coverage, building height, density, setbacks from property lines, etc.) A landowner may submit an application to amend the Zoning By-law and amendments can also be led by a municipality.

The Cambridge City-wide Zoning By-law (No. 150-85, as amended) currently zones the Cambridge West lands as Residential 3 - R3 with a Holding Zone ('H') and Open Space 1 - OS1. The R3 zone permits single detached houses. The "H" Holding provision is in place in order to prevent development until municipal servicing with water and sanitary sewer is in place. The City of Cambridge is currently updating its city-wide Zoning By-law 150-85.

For further information about the Cambridge Zoning By-law No. 150-85 visit:  
<http://www.cambridge.ca/en/build-invest-grow/Zoning.aspx>

**Q6 – What is a Draft Plan of Subdivision?**

- A. A plan of subdivision application is required when a landowner wishes to divide a large parcel of land into several smaller lots. The subdivision review and approval process ensures that:

- The land is suitable for the proposed use;

- The proposal conforms to the Official Plan, Zoning By-law and provincial legislation and policies; and
- New developments are appropriate and will not put an undue strain on community facilities, services or finances.

Waterloo Region is the approval authority for Plan of Subdivision applications involving lands within the City of Cambridge. If an application is draft approved, the applicant will be advised of the conditions that need to be met to obtain final approval and registration. Conditions of draft approval may include: road widenings; parkland requirements; rezoning; and any other municipal requirements. The draft approval may also include a time frame in which the conditions must be satisfied, or the draft approval lapses. A registered plan of subdivision is a legal document that shows the exact surveyed boundaries and dimensions of lots on which houses or buildings are to be built, the location, width and names of streets and the sites of any schools or parks.

For further information on Draft Plan of Subdivisions  
visit: <http://www.mah.gov.on.ca/Page1757.aspx>

**Q7 – What is a Site Plan Control / Approval and how does it apply to Cambridge West?**

**A.** Site Plan Control is a specialized authority granted under the *Planning Act* that authorizes municipalities, with commenting agencies, to review and approve the technical and design details of individual development proposals in a comprehensive and coordinated manner. These technical and design details may include, but are not limited to:

- Site design
- Building massing and design
- Relationship of the proposal to the surrounding land uses
- Grading and site engineering
- Road widenings
- Driveways, curbing and traffic directional signs
- Loading and parking facilities
- Emergency vehicle routes

- Pedestrian accesses and circulation
- Landscaping, fencing and lighting
- Garbage storage facilities

The City of Cambridge Official Plan and Site Plan Control By-law No. 68-10 both implement the objectives of Site Plan Review in the *Planning Act*. Within the City of Cambridge, Site Plan Review is required for new multiple unit residential, commercial, industrial, mixed use, institutional and commercial parking lot development applications. Site Plan Applications are not required for single detached, semi-detached or tri-plex dwellings.

There is a Site Plan Review Committee comprised of City Staff from various departments as well as external agencies (e.g. Energy+ (hydro), Grand River Conservation Authority, Region of Waterloo and Ministry of Transportation). Site Plan review is not a public process, unless Council specifically requests consultation. Prior to Site Plan Approval, the developer will be required to enter into a Site Plan Agreement with the City, which is registered on title with the property, and provide any required financial securities.

For further information on the City of Cambridge's Site Plan Approval Process Visit:

<https://www.cambridge.ca/en/build-invest-grow/resources/Site-Plan-Approval-Brochure-2016.pdf>

**Q8 – What is the Cambridge West Master Environmental Servicing Plan (MESP) and Environmental Assessment (EA) for Collector Roads?**

- A. A Master Environmental Servicing Plan (MESP) is intended to identify infrastructure requirements for new development areas through a series of technical studies, option evaluation and public and stakeholder consultation.

The Cambridge West MESP:

- Undertaken by the City of Cambridge and the Cambridge West landowners.
- Completed in 2014 (approved by City Council, the Grand River Conservation Authority and Region of Waterloo).
- Made recommendations on the required road, water, sanitary and stormwater management infrastructure for the future development of the Cambridge West lands and the protection and enhancement of natural heritage features.

- Determined that the area would require three collector roads to serve the development.
- Completed Phases 1 and 2 of the Municipal Class Environmental Assessment (EA) process for the collector road network for the Cambridge West lands as well as a subwatershed study and master drainage plan.
- The planning applications provide more detailed information to implement the findings of the MESP and the final road alignments once the Environmental Assessment is complete

The Cambridge West Collector Road Environmental Assessment (EA):

- Following the completion of the Master Environmental Servicing Plan the EA process continued to determine the precise alignment of the three required collector roads for the Cambridge West lands (i.e. extensions of Newman Drive and Bismark Drive and the re-alignment of Blenheim Road), preferred intersection design, preferred crossing at Devil's Creek and potential mitigation measures.
- The EA still is ongoing, with a Public Information Centre (PIC) scheduled for January 10, 2018 that will address the preferred road alignment.
- All public and agency submissions received as part of the EA process will be captured in a report called an Environmental Study Report. A response will be provided for each of the submissions in that Report.
- The Environmental Study Report cannot be finalized until decisions about the planning applications are issued by the Ontario Municipal Board (OMB).
- Once decisions are issued by the OMB, a report will then be prepared for Cambridge Council's consideration to issue notice of completion of the EA and provide a minimum 30 day review period. During that 30 day period, anyone can submit a request for a Part II order (bump up) to the Minister of Environment and Climate Change (MOECC). The Part II requests are submitted if issues are not resolved through the EA process. The MOECC will review the information and analysis undertaken for the EA and determine if additional analysis is required or not before issuing a decision. If there are no Part II requests submitted during the review period, the results of the EA are final at the completion of the review period.

For further information about the MESP and EA visit:

<https://www.cambridge.ca/en/learn-about/Cambridge-West-Community.aspx>



**Q9 – What is a Traffic Impact Study (TIS)?**

- A. A traffic impact study (TIS) may be completed as part of a Master Environmental Servicing Plan or Environmental Assessment or required as part of a development planning application. The purpose of a TIS is to assess the potential impact of traffic generated by a proposed development or redevelopment project. A TIS identifies the roadway improvements or traffic mitigation measures required to ensure that the road network will operate safely and efficiently upon completion of the development. Transportation related improvements identified as part of the TIS are often included as a condition of Draft Plan of Subdivision approval.

**Q10 – Why is an Amendment to the Cambridge Official Plan required?**

- A. Amendments to the Cambridge Official Plan are required to:
1. Implement the previously approved Cambridge West Master Environmental Servicing Plan (MESP), and specifically:
    - Amend Schedule 2 of the Official Plan (General Land Use Plan) to:
      - Identify the boundaries of the Cambridge West Secondary Plan area;
      - Identify the limits of the environmental features within the Cambridge West Lands, including redesignating approximately 13.7 hectares of additional lands to ‘Natural Open Space’; and
      - Redesignate approximately 10.9 hectares from ‘Low/Medium Density Residential’ lands to ‘High Density Residential’, to address the developer’s applications and provide for additional density and a mix and range of housing types in support of achieving the Region’s greenfield density targets.
    - Amend Map 7A of the Cambridge Official Plan to identify the proposed collector road network and other updates.
  2. Incorporate the new Secondary Plan for Cambridge West that further identifies areas intended for residential, commercial, institutional, recreational and open space uses and that introduces additional policies to guide the development of Cambridge West.  
For further information about the proposed Official Plan Amendment and draft Secondary Plan visit: <https://www.cambridge.ca/en/learn-about/Cambridge-West-Community.aspx>

**Q11 - Why are Amendments to the City of Cambridge Zoning By-law required?**

- A. Amendments to the Cambridge Zoning By-law are required to introduce the following zones and uses that are proposed by the developers:
- R6 (single detached residential), RM3 (multiple unit residential buildings other than apartment dwellings, such as townhouses, stacked townhouses or mixed-use buildings) and RM4 (low-rise apartment dwellings);
  - R5 (single detached residential for part of the Huron Creek lands);
  - C2 and CS5 zones to permit neighbourhood commercial uses;
  - N1 Institutional zone to permit a school; and
  - OS1 and OS4 zones to permit the proposed stormwater management block and the park.

Some blocks are proposed to be assigned more than one zone category to provide for flexibility.

For further information about the proposed Zoning By-law Amendment visit:  
<https://www.cambridge.ca/en/learn-about/Cambridge-West-Community.aspx>

**Q12 – What is the Ontario Municipal Board (OMB), why have the development applications been appealed to the OMB and what is the status of the appeals?**

- A. The Ontario Municipal Board (OMB) is an independent administrative tribunal responsible for hearing appeals and making decision on municipal planning matters. The OMB is similar to a court of law, but with less formality. Board members are appointed by the Ontario Cabinet and include lawyers, accountants, architects, planners and public administrators. The OMB operates under the *Ontario Municipal Board Act*, as well as its own rules of practice and procedure. It deals with appeals of land use planning matters under the *Planning Act*. Its main role in community planning is to hold public hearings on:
- Land use planning applications, such as subdivisions, land severances and minor variances; and
  - Planning documents and applications, such as official plans and zoning by-laws.

The Province is finalizing legislation to replace the OMB with the Local Planning Appeals Tribunal. For the Cambridge West applications, the current appeals process remains the same.

For further information about the OMB visit: <http://www.mah.gov.on.ca> and <http://elto.gov.on.ca/tribunals/omb/about-the-omb/>

On May 13, 2017 and June 4, 2017 appeals were submitted to the Ontario Municipal Board (OMB) by the three developers based upon the City of Cambridge and the Region of Waterloo not making decisions about these applications within the time periods required by the *Planning Act*.

An OMB prehearing at City Hall occurred on September 6<sup>th</sup> 2017. The purpose of the prehearing was to determine which individuals and agencies want to participate in the future full OMB hearing. To participate in a hearing, you must be either a party or a participant. Two members of the public, the Waterloo Region District School Board and rare Charitable Reserve requested and were granted party status to the appeal. Party status enables a Party to an appeal to enter evidence and cross examine witnesses and is required to play an active role in the hearing. There are other citizens who have been given participant status. A participant is a person, group or corporation that may choose to attend only part of the proceedings but makes a statement to the Board on all or some of the issues in the hearing. One does not need to have given oral or written submissions at Council to be added as a participant.

A second OMB prehearing is scheduled for March 8<sup>th</sup> 2018. The purpose of this prehearing is to determine an “issues list” for the full OMB hearing. The full OMB hearing is scheduled for 10 days beginning on June 18<sup>th</sup> 2018.

**Q13 – What are the roles of those involved in the Cambridge West planning applications and OMB appeals?**

- A.** The following provides a high-level summary of the groups and roles of those generally involved in a typical planning application process, as well as the steps and roles now that the Cambridge West planning applications have been appealed to the OMB. The descriptions below generally follow the order of first involvement (e.g. the landowner/developer is the first to submit an application):

Landowners / Developers:

- Prepared the MESP and preparing the EA, with the City of Cambridge.

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- Participated in the PICs for the MESP and EA, and other city-led and community meetings.
- Submitted Official Plan and Zoning By-law Amendment and Plan of Subdivision applications to the City of Cambridge and Region of Waterloo for review.
- Provided with comments from various City departments, commenting agencies and the public – made some revisions to the proposed development and applications.
- Submitted revised applications.
- Appealed applications to the OMB. Will be involved in the OMB pre-hearing, any mediation and a hearing.
- If the applications are eventually approved by the OMB, the developers will have to complete required conditions of approval, including providing financial securities prior to development of the land.

City Staff:

- Responsible for reviewing and providing comments on development applications. A Planner in the Development Planning section is responsible for coordinating the applications, reviewing the proposals based upon the Provincial, Regional and City policies, receiving and reviewing agency comments and conditions, and receiving and evaluating public input. In addition to Planning staff; City staff in Building & By-law, Engineering, Transportation, Parks Recreation & Culture, Fire and Accessibility are involved in reviewing and commenting about the development applications and any required conditions (on the lands or external to the lands) if the applications are approved.
- Oversaw the preparation of the MESP and overseeing the preparation of the EA.
- Participated in the PICs for the MESP and EA, and other city-led and community meetings.
- Planning staff prepare a public meeting report to share the development applications with the public and Planning & Development Committee which is made up of all members of Cambridge Council. After the public meeting

City staff reviews the public comments, and provides comments to the developers for follow up.

- After the applications have been reviewed, Planning staff prepares a report with recommendations for Planning & Development Committee's consideration. In this case the report will be called a direction report in order for Cambridge Council to advise which position it wants to take on the applications for the OMB appeal. The direction report is tentatively being scheduled for a meeting of Planning & Development Committee in February 2018. Everyone who has requested notice about these applications will be advised about the meeting.
- It is common for development applications such as the current proposals for Cambridge West that additional detailed design, financial securities, finalization of legal agreements, etc. will need to be provided if the applications are eventually approved. For plans of subdivision, these are called conditions of draft approval.

#### Region of Waterloo:

- A commenting agency and normally the decision maker for Plans of Subdivision and proposed amendments to the City of Cambridge Official Plan. Since appeals of the plans of subdivision and official plan amendments have been filed, like Cambridge Council, the Region no longer has a decision making role for these applications. As part of the appeals process, the Region will have a chance to provide the OMB with its position on the applications: approve; amend and approve; refuse; or not submit a position and rely on the OMB to make its decision without the Region's input which is not likely in this case.

#### Agencies:

- Organizations separate from the City that the City asks to review and provide comments about the development applications to Cambridge staff. Agencies include the: Region of Waterloo; Grand River Conservation Authority; public, separate and French school boards; Energy+ (hydro); and the Township of North Dumfries (as an abutting municipality in this case). Agencies can also request revisions to the proposals and request conditions of approval that the developers must satisfy before development can occur if the applications are approved.

Public:

- The public has an important role in the planning process. The planning process provides the public with opportunities to share views about development proposals, register concerns and ideas before decisions are made. The City has a mailing list of people within 120 metres (393 ft) of the development lands and anyone else who has requested to be notified about the applications. Meeting advertisements are also posted on the City's website.
- Three PICs were held for the MESP and three additional PICs have been held as part of Phase 3 and 4 of the EA process. A fourth PIC is being held January 10, 2018. A public meeting was held on November 7, 2017 to formally share the development applications with the public and Planning & Development Committee which is made up of all members of Cambridge Council. The City is still receiving and considering comments about these development applications.
- Members of the public may be involved in the OMB hearing as parties or participants.

Cambridge Council:

- Normally is the decision maker for proposed amendments to the City's zoning by-law. Since appeals of the applications have been filed to the OMB, Council no longer has a decision making role for these applications. As part of the appeals process, Cambridge Council will have a chance to provide the OMB with its position on the applications: approve; amend and approve; refuse; or not submit a position and rely on the OMB to make its decision without Council's input.

Ministry of Environment and Climate Change (MOECC):

- The EA for the road alignments for the Cambridge West community are being carried out based upon the requirements of the Environmental Assessment Act. This Provincial Ministry gets involved if, after notice of completion is issued for the Environmental Assessment, there is a request for a request for a Part II order (bump up) to the Minister of Environment and Climate Change. The Part II requests are submitted if issues are not resolved through the Environmental Assessment process. The Ministry will review the information and analysis undertaken for the EA and determine if additional analysis is required or not before issuing a decision. If there are no Part II requests submitted during the minimum 30 day review period, the

results of the EA are final at the completion of the review period and the Ministry of Environment and Climate Change does not get involved.

OMB:

- The OMB is responsible for dealing with appeals on land use planning matters. In the case of Cambridge West, it will hold a prehearing on March 8, 2017, facilitate mediation between parties if possible, and if not it will hold a full hearing on the appeals. Once a decision is issued by the OMB, it is final.

#### **Q14 – What are the Next Steps for the Cambridge West Planning Process?**

A. The following provides a high-level summary of the next steps for the Cambridge West planning process:

- The City of Cambridge is hosting a fourth Public Information Centre (PIC) on January 10, 2018 to provide additional information on the planning process, changes proposed to the development applications and the results of the City's peer review for the Transportation Impact Study. As per the request of members of the community, the PIC is being facilitated by an independent planning consultant. Public comments on the PIC are to be submitted to the City by January 25, 2018.
- City staff will prepare a recommendation report which will be considered by City Council to determine what position it wants to take on the applications appealed to the Ontario Municipal Board (OMB) (i.e. approve, amend and approve, refuse or not submit a position and rely on the OMB to make its decision without Council's input):
  - A special meeting of the Planning & Development Committee is to be held in mid-February to consider planning staff's recommendations on the planning applications. The staff report will be released to the public and Council in advance of that meeting; and
  - City Council will meet later in February to consider the recommendations made by the Planning & Development Committee – if the Committee and Council decide to take a position on the applications.
- Cambridge Council's position on the applications will be provided to the OMB by the City's solicitor, before or possibly at the March 8, 2018 OMB prehearing.

- At the March 8<sup>th</sup> OMB prehearing, the list of issues for the full OMB hearing will be determined, along with the roles of parties. After the prehearing the OMB will issue a procedural order setting out the procedure and issues for the full hearing, including deadlines for exchange of documents prior to the hearing.
- Prior to a full OMB hearing, if agreed to by the parties, a mediation meeting can be held with the parties to the appeal or anyone else the OMB requires to attend. An OMB member(s) holds the meeting, and all parties try to reach an agreement on some or all of the issues being appealed. The applications can be approved by the OMB, through a full hearing or by agreeing to a Settlement.
- Once a decision is issued by the OMB, it is final. The timing of when a decision may be issued is unknown, but it generally takes several months.

**Q15 - If the applications get approved, what is required before development occurs?**

If a settlement is reached or the applications are approved by the Ontario Municipal Board, there will be further work, conditions and further approvals that the developers then have to complete to the satisfaction of the City of Cambridge and the Region of Waterloo, Agencies and the Ministry of Environment and Climate Change, as applicable.

- Finalization of the Cambridge West Collector Road Environmental Assessment:
- Plan of Subdivision:
  - Conditions are addressed through subdivision agreements which will be registered on the title of each of the developers' land. Prior to the registration of the Subdivision agreements, the developers will need to provide financial securities for water, sewer and stormwater services that will be built, and any other required infrastructure.
  - A Plan of Subdivision is also registered on the title of each of the developers' land to create the lots and blocks. At that point the developers can start servicing the development lands and obtain building permits for development of the lots.
  - Based upon the number of units proposed, the developers' will be phasing their development and all development will not occur at the



same time. Based upon current building permit activity rates, it likely will take several years for these development lands to be fully built-out.

Site Plan Approval:

- The multi-residential and neighbourhood commercial blocks will require site plan approval from the City prior to obtaining building permits for those blocks. Site plan applications are not required in Cambridge for single detached, semi-detached or tri-plex dwellings.
- The site plan process is a technical review process by City staff and agencies to ensure that the conditions of approval are addressed for these types of blocks. This is not a public process, unless requested by Council.
- Prior to site plan approval, the developer will be required to enter into a site plan agreement with the City which is registered on the title of the property and provide required financial securities. After this has been completed the developer can obtain building permits.

The timing of development depends upon how quickly the developers can address the conditions of approval for the subdivisions and site plan requirements for the multi-residential and neighbourhood commercial blocks.

**Q16 – What if the development applications are not approved?**

- A.** If some or all of the current development applications are not approved through the Ontario Municipal Board appeals process, the Cambridge West Lands cannot be developed as proposed. This does not preclude the developers from submitting new development applications to the City and Region of Waterloo at some point in the future. The lands are still designated to accommodate growth – in the form of urban residential development.

**Note:** This Frequently Asked Questions document is intended to provide a short summary of a number of complex planning policies, regulations and processes. Please refer to the provided links for additional information. This document should be considered as a working document, which may be revised to incorporate questions and feedback received at the PIC #4.