

The Corporation of the City of Pickering

Draft By-law No. XXXX/22

Being a by-law to require consultation with the City prior to submission of applications for official plan amendments, zoning by-law amendments, site plans, plans of subdivision and plans of condominium

Whereas the *Planning Act*, R.S.O. 1990 c. P13 authorizes municipalities to pass by-laws to require land use planning applicants to consult with the municipality before submitting applications for official plan amendments, zoning by-law amendments, site plans, plans of subdivision and plans of condominium;

Whereas Council wishes to have applicants discuss planning proposals with City staff before the applications are submitted to the City, to ensure that the appropriate studies and other requirements are completed to the satisfaction of the City, prior to the submission of a complete application;

And whereas Council wishes to have City staff complete a preliminary review of all proposals, at the pre-submission stage, to ensure that all materials conform with the requirements of the pre-consultation, have been revised in accordance with City and agency comments, and all major issues have been resolved to the City's satisfaction, before the application is submitted;

Now therefore the Council of The Corporation of the City of Pickering hereby enacts as follows:

1. Proponents shall attend a pre-consultation meeting with relevant City staff prior to submitting requests to amend the City's Official Plan or zoning by-laws, and prior to submitting applications for site plan, plan of subdivision or plan of condominium approval.
2. After the pre-consultation meeting, Proponents shall submit their development proposals to the City for review at the pre-submission stage. The pre-submission stage will be an integrative process allowing City departments and external agencies the appropriate time to review studies and drawings, and allow the Proponent to address key technical issues prior to the submission of an application.
3. At the conclusion of the pre-submission stage, all planning applications submitted to the City must conform with the requirements of the pre-consultation meeting to be considered a complete application under the *Planning Act*.
4. Planning applications submitted to the City prior to a pre-consultation meeting or prior to the pre-submission stage will not be accepted as complete applications under the *Planning Act*.
5. If more than one application is required for planning approval in support of a single development proposal, a single pre-consultation meeting with City staff can satisfy the requirement to consult. Despite the joint pre-consultation meeting, and following the conclusion of the pre-submission stage, development applications must be submitted consecutively and not concurrently.

6. Following the required pre-consultation meeting, if the proposal which was the subject of the pre-consultation meeting has not been submitted for a pre-submission review within the time-frame determined by the Director of City Development, the Proponent may be required to attend a new pre-consultation meeting.

7. **Transition**

By-law 6942/09 shall be repealed upon this By-law coming into effect.

8. **Effective date**

This By-law shall come into full force and effect on the day of its passing.

By-law passed this XX day of XXXX, 2022.

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Kevin Ashe, Mayor

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Susan Cassel, City Clerk