

Town of Georgina

KESWICK BUSINESS PARK SECONDARY PLAN



As approved by the
Ontario Municipal Board
on July 15, 2008

Town of Georgina
Keswick Business Park Secondary Plan – July 15, 2008

AMENDMENTS INCLUDED IN THIS CONSOLIDATION:

AMENDMENT #	FILE #	IN FORCE & EFFECT	AFFECTED DOCUMENT	CONSOLIDATED
OPA 93	02.138	2004 Oct 26 (KSP) 2005 April 6 (Bus. Park Study Area)	Keswick Sec. Plan & Business Park Study Area	
OPA 97	02.153	2008 July 15	NEW Keswick Business Park Sec. Plan	
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SECTION 13.4 - THE KESWICK BUSINESS PARK SECONDARY PLAN

13.4.1 INTRODUCTION

13.4.1.1 Purpose

- a) The Keswick Business Park Secondary Plan was prepared and approved pursuant to, and in conformity with, the provisions of Section 3.4.4 of the Provincial Greenbelt Plan, 2005.
- b) The Keswick Business Park Secondary Plan will function in northern York Region as a key regional employment centre, and will also provide an opportunity to further the contribution of businesses to the economic well being of the Town of Georgina. Any proposed change in land use to uses other than employment uses is discouraged and will require a comprehensive regional analysis. It is anticipated that the Keswick Business Park will accommodate between 7,500 and 9,000 jobs within the 20 year time horizon of this Plan (2006-2026).
- c) It is the intent of this Secondary Plan to provide for the development of this Business Park in an aesthetically pleasing and environmentally sensitive manner. The Town shall ensure that the natural environment is considered as an essential component of all new development, with special consideration given to natural topography, surface drainage patterns and vegetation cover.
- d) The policies contained in this Plan shall apply to the lands shown on Schedules L1 and L2 of the Keswick Business Park Secondary Plan Area. Except as otherwise provided herein, the policies of this Secondary Plan shall supersede the policies of the Official Plan and any other area or site specific Official Plan Amendment which is in force in the Town on the date of the approval of this Plan.
- e) There are existing land uses within the Secondary Plan Area that need to be recognized and protected. New business park development shall be required to buffer these existing uses, and shall not create any undue adverse impacts to existing residents and/or agricultural operations. In addition, it is the long-term intention of this Plan that these existing land uses be developed with appropriate employment generating land uses.

13.4.1.2 Goals

- a) The following goals are the foundation upon which the policies of this Secondary Plan are based:
 - (i) to provide a successful, efficient, healthy, attractive, safe and accessible and barrier free business park for the Town of Georgina;
 - (ii) to assist the Town in becoming a more balanced and sustainable community by providing a greater variety of local job opportunities;
 - (iii) to ensure that the Town has a significant and marketable inventory of serviced business park lands available to attract businesses to the municipality;
 - (iv) to ensure that new development is based *on* achieving the principles of sustainable community planning; and,
 - (v) to ensure that new development is appropriately phased and integrated with existing land uses in a logical, orderly and efficient manner.

13.4.1.3 Growth Management

- a) The York Region Official Plan has set a target of 22,000 jobs in the Town of Georgina by 2026. The Keswick Business Park is a key component of the Town's overall growth management strategy in terms of accommodating a significant proportion of the projected business park type employment target.
- b) Fundamental to the long-term ability to accommodate projected employment growth, is the ability of the municipality to provide appropriate municipal services, including sewage treatment facilities, stormwater management facilities and practices, and an adequate water supply while working to improve and restore the water quality of Lake Simcoe and its watersheds. The Town and Region will continue to monitor available sewage treatment, stormwater quality, and water supply capacity to ensure that adequate facilities are planned and built in concert with expected development activity and the Town and Region will work to reduce phosphorus loadings from urban development. Development of the Keswick Business Park will be appropriately phased in accordance with adequate water supply capacity, appropriate stormwater collection,

retention, treatment and conveyance facilities and the availability of municipal sewage treatment based on the completed Class Environmental Assessment and Certificate of Approval for the proposed Keswick Water Pollution Control Plant expansion.

- c) Planned Provincial highway infrastructure, including the construction of Highway 404 to Keswick, and the Bradford By-pass to the south, will enhance Keswick's accessibility and attractiveness as a place to live, and the Keswick Business Park as a place to work and locate a business. Development of the business park will be appropriately phased in accordance with the northward extension of Highway 404.
- d) It is a fundamental principle of this Plan to ensure that all growth-related costs associated with the development of the Keswick Business Park are borne by the benefiting landowners/developers.

13.4.1.4 Business Park Structure

- a) The overall structure of the Keswick Business Park is comprised of the following major elements:
 - (i) a greenlands system comprised of Public Parks/Open Space Linkages within the urban service area of the Keswick Business Park and the Environmental Protection Area where development is not permitted, save and except for those uses permitted by the policies of this Plan;
 - (ii) a road network that includes a system of Collector and Local Roads and also provides for the Highway 404 extension, a realigned Glenwoods Avenue and proposed Highway 404/Glenwoods Avenue interchange;
 - (iii) the lands where development is permitted including three specific business park land use designations and gateway locations.

These structural elements all play a significant role in shaping the Keswick Business Park. Each of these elements is briefly described in this Section. More detail is provided in the subsequent Sections of this Secondary Plan and the Urban Design Guidelines attached to this Secondary Plan as Appendix A.

13.4.1.4.1 Greenlands System

- a) A linked Greenlands system is a fundamental structuring element of the Keswick Business Park and is identified on Schedule L1 and further detailed on Schedule L2. Within the Keswick Business Park, including the Public Parks/Open Space Linkages, passive and active recreational uses are permitted. Within the Environmental Protection Area, storm water management facilities, subject to the policies of this Plan, are permitted. In addition, the road network also provides key linkages among all the components of the Greenlands system.
- b) The provision of connected pedestrian and cycling trails within the greenlands system will expand the recreational opportunities available to residents of Keswick and the Town as a whole.
- c) The greenlands system policies of this Secondary Plan are aimed at protecting existing natural features and rehabilitating the Maskinonge River and its adjacent Environmental Protection Area designation as a natural area. In a general sense, all planning decisions will consider environmental impacts on a sub-watershed basis.
- d) The Environmental Protection Area, as identified on Schedule L2, is subject to the Greenbelt Plan, 2005. This Secondary Plan sets out specific policies for this designation as an environmental protection and enhancement area.

13.4.1.4.2 Road Network

- a) The proposed Highway 404 extension, a proposed realigned Glenwoods Avenue and Highway 404/Glenwoods Avenue interchange, as well as Woodbine Avenue will provide primary road access to the Keswick Business Park. To a large extent, the access provided by these major transportation facilities are important to the ultimate success of the Keswick Business Park as a location for employment generating land uses.
- b) The proposed modified grid road pattern takes into account transportation needs, natural features, proposed land uses, and the storm water management system. The road pattern identified on Schedule L1, is proposed to provide the Keswick Business Park with an efficient road network.

13.4.1.4.3 Development Lands

- a) The land use designations permitting development within the Business Park, as shown on Schedule L1, include Business Park I, Business Park II and Business Park III.
- b) The basic concept of the distribution of these land use designations is related to traditional business park planning and design principles where the highest quality uses, Business Park I and Business Park II, are located to maximize their visibility from major roads, which in this case include Highway 404, Woodbine Avenue and a realigned Glenwoods Avenue. These designations require higher quality urban design and do not permit outdoor storage.
- c) Internal to the Business Park is the Business Park III designation. This designation has a reduced level of urban design control, and permits traditional industrial development, including permission for outdoor storage.

13.4.2 GENERAL LAND USE POLICIES

13.4.2.1 Purpose

- a) The following general land use policies identify development policies that apply to the Keswick Business Park Secondary Plan Area. They help to define the basis for Business Park design and development. They direct growth in the context of the Business Park structure promoted by this Secondary Plan.

13.4.2.2 Business Park Urban Design

- a) The Business Park Urban Design Guidelines are attached to this Secondary Plan as Appendix A. The intent of the Business Park Urban Design Guidelines is to assist in the achievement of the Secondary Plan policies and to provide criteria for the evaluation of *development* applications. The Business Park Urban Design Guidelines may be reviewed and modified from time to time, and any further modifications shall conform to the general purpose and intent of this Secondary Plan and shall be adopted by Council. Revisions to the Urban Design Guidelines do not require an amendment to this Secondary Plan.
- b) In the review of *development* applications, the Town shall ensure conformity with the Business Park Urban Design Guidelines, and shall ensure that the following general site development criteria are implemented:

- (i) buildings shall be street-front oriented and provide direct street access for pedestrians where possible;
 - (ii) parking and loading areas shall be sited to the side or rear of the lot and where they are located in the front, they will include appropriate landscaping to mitigate their visual impact;
 - (iii) high quality landscape treatment shall be provided throughout the Business Park;
 - (iv) building form and siting shall minimize the impacts of noise, wind and shadows and shall enhance views of landmark buildings, parks and open space linkages;
 - (v) refuse collection areas shall be fully enclosed. These areas and loading areas shall be unobtrusive and screened and shall generally be located at the side or the rear of the building;
 - (vi) rooftop equipment shall be unobtrusive and screened from view;
 - (vii) where open storage is permitted, it shall be unobtrusive and screened, and shall generally be located at the rear of the building;
 - (viii) common vehicular access and internal circulation including service lanes connecting abutting properties shall be provided wherever possible; and,
 - (ix) the proper siting and high quality design of buildings and landscaping at prominent or highly visible locations such as the Business Park Gateways.
- c) The Town will promote building and site design that will reduce the incidence of crime through the implementation of Crime Prevention Through Environmental Design (CPTED) principles including natural surveillance, natural access control, territorial reinforcement and space assessment. The Town shall have regard for the principles of CPTED in their review of all *development* applications.
- d) The Town is committed to environmentally sensitive building design and construction. The Town will promote and encourage the use of green building technologies, with reference to Leadership in Energy & Environmental Design (LEED Canada - NC) - the Canada Green Building Council,

in their review of all *development* applications.

13.4.2.3 Heritage Conservation and Archaeological Preservation

- a) It is the intent of the Town to protect cultural and archaeological resources by requiring the identification, restoration, protection and maintenance of cultural and archaeological resources. The Town, through the management of its heritage resources, seeks:
 - (i) the conservation of the Town's heritage resources by identifying, recognizing, preserving, protecting, improving and managing those resources;
 - (ii) the integration of the conservation of heritage resources into the Town's general planning approach; and,
 - (iii) the promotion of an understanding and appreciation of the heritage resources of the Town to both residents and visitors.
- b) Heritage conservation will be integrated into the *development* approval process by requiring the preparation of an Archaeological Assessment when a *development* proposal affects known archaeological resources or areas of archaeological potential. Archaeological Assessments shall be completed by qualified licensed archaeologists in areas considered to have archaeological potential prior to *development* approval in accordance with Ministry of Citizenship, Culture and Recreation technical conservation guidelines and Heritage Act Regulations.
- c) The Town shall consult with the Georgina Island First Nation and relevant government agencies, including the Ministry of Citizenship, Culture and Recreation and the Ministry of Consumer and Commercial Relations when an identified human cemetery, or a marked or unmarked human burial is affected by *development*. In such circumstances, the provisions of the Heritage Act and the Cemeteries Act shall apply.
- d) The Town will work with the Georgina Island First Nation and the community to identify *significant cultural heritage resources* that should be protected and conserved.
- e) In recognition of the importance of the fact that *cultural heritage resources* are tied most significantly to their original location, such resources shall be, wherever possible,

incorporated into new *development* plans.

13.4.2.4 Tree Conservation

- a) It is the intent of the Town to protect and enhance tree cover throughout the Keswick Business Park whenever possible. The Town supports tree conservation by:
- (i) maximizing the number of trees that can be conserved or established on *development* sites;
 - (ii) promoting the planting of trees in suitable locations within Town road rights-of-way; and,
 - (iii) encouraging *reforestation* including the use of native species where appropriate and maintenance along the Maskinonge River to reduce flooding and soil erosion, and to provide fish and wildlife habitat, and within the Environmental Protection Area to enhance environmental linkages to other natural areas to provide wildlife habitat.
- b) Any *development* proposal on a site that includes a woodlot, hedgerow or trees may be required by the Town to prepare a Tree Preservation Plan prepared in accordance with the provisions as set out in the Town of Georgina Development Design Criteria Document, as revised. Tree Preservation Plans shall be submitted at the consent to sever and/or the draft plan of subdivision stage, or at the site plan application stage, or as otherwise required by the Town.
- c) A Tree Preservation Plan shall be prepared by a qualified professional in the field of ecology or forestry such as a Registered Professional Forester (RPF) or a Landscape Architect and shall be approved by the Town in consultation with the Conservation Authority. A Tree Preservation Plan shall identify the present conditions of the site and shall make recommendations on tree preservation in conjunction with the development proposed. A Tree Preservation Plan shall include the following information:
- (i) identification and location of any species of trees or vegetation that are regionally, provincially or nationally rare, threatened or endangered, along with a plan to retain these species;
 - (ii) location of each tree exceeding 80 mm in diameter at 1.2 metres from ground elevation;

- (iii) location and size of general areas of smaller trees or shrubs;
 - (iv) species of plant material including botanical and common name;
 - (v) size of plant material (i.e. height, spread and caliper);
 - (vi) crown of tree;
 - (vii) condition (state of health);
 - (viii) quality of tree with regard to species;
 - (ix) sensitivity of tree to development; and,
 - (x) indicate whether the tree is to be retained or removed, with reasons if the tree is to be removed.
- d) In the consideration of *development* applications in which there is a net loss of trees, the Town will require this loss to be compensated by the developer with the replacement of trees in a location to be determined by the Town.
- e) The Town shall encourage and may require *aided succession* or *reforestation* through the plantings of any cleared lands which are not proposed for *development* and which are not used for agricultural purposes. Where the planting of trees or other vegetation is required, a planting plan shall be prepared and submitted by the proponents of *development* and implemented through conditions of *development* approval, to the satisfaction of the Town in consultation with the Conservation Authority.

9.4.2.5 Conservation Authority Regulated Areas and Infiltration Areas

- a) The Town shall not permit new *development*, the expansion, reconstruction or replacement of existing non-conforming uses, the placement of fill or the alteration of watercourses within the area regulated by the Lake Simcoe Region Conservation Authority without the prior approval of the Conservation Authority and any other approval authorities having jurisdiction.
- b) *Development* and *site alteration* that is proposed within an area identified as a recharge area or an infiltration area by the Conservation Authority shall only be considered if it is demonstrated to the Town, in consultation with the relevant

agencies, that the proposed *development* and *site alteration* will have no detrimental effects on the quality and quantity of water which recharges the groundwater or aquifer. The Town will require a hydrogeology study to examine the potential impact of the proposal on the groundwater system.

13.4.2.6 Site Re-Use

- a) Where there is evidence that a site may be contaminated due to the previous use of the property, the Town shall require that a Soils Study in accordance with provincial guidelines for the decommissioning and clean up of contaminated sites be submitted along with an application for *development*.
- b) *Development* of any contaminated site shall not be permitted until the site is decommissioned or cleaned up to the satisfaction of the Town and any other applicable approval authority.

13.4.2.7 Development on Lands Adjacent to the Maskinonge River

- a) For all *development* and *site alteration* applications on lands that contain and/or abutt lands designated Environmental Protection Area that are associated with the Maskinonge River, the development proponent shall implement the requirements of the Maskinonge River Remedial Strategy Final Report (1998) on those lands designated Environmental Protection Area, to the satisfaction of the Town. The Town shall ensure conformity with this policy and the Keswick Business Park Design Guidelines included as Appendix A to this Secondary Plan through the provisions of Site Plan Approval or other mechanisms under the Planning Act or other statutes or regulations. The Maskinonge River Remedial Strategy Final Report (1998) includes the restoration of the watercourse to its natural state and the use of native plants and materials and substantial buffer strips. Planting plans will be required for all proposed restoration initiatives and buffer plantings. Such plans shall be prepared by a qualified professional and be submitted to the Town for review and approval in consultation with the Conservation Authority.

The Town will also encourage landowners within the Business Park that also own lands adjacent to the Maskinonge River which are located outside of the Secondary Plan Area, to implement the requirements of the Maskinonge River Remedial Strategy Final Report (1998),

on these lands, in accordance with the Urban Design Guidelines attached as Appendix A to this Secondary Plan. Further, these landowners are encouraged to dedicate all valley lands that are outside of the Secondary Plan Area (associated with the Maskinonge River) to the Town.

- b) On all lands adjacent to the Maskinonge River, the Town, in consultation with the Ministry of Natural Resources, the Conservation Authority and the Department of Fisheries and Oceans, shall ensure that *development* and *site alteration* proposals enhance or have no harmful impacts on fish or their habitat.
- c) *Development* and *site alteration* proposals in proximity the Maskinonge River shall be designed to ensure that storm water runoff does not degrade the quality of the water in the river and, preferably, enhances water quality with storm water management facilities and best management practices. The resulting stormwater runoff from development in proximity to or draining into the Maskinonge River watershed, shall be treated through Level 1 or better stormwater management facilities and best management practices designed to improve and restore the water quality of Lake Simcoe and its tributaries.
- d) If the removal of topsoil or grading is required to facilitate a *development* proposal in proximity to the Maskinonge River, a report shall be prepared by a qualified professional outlining potential effects on stream sediment loading, slope stability, erosion and any required impact mitigation, to the satisfaction of the Town and the Conservation Authority and any other approval authorities having jurisdiction.
- e) In addition to meeting basic engineering requirements, erosion control structures in proximity to the Maskinonge River shall be designed to enhance habitat value of the river valley.
- f) The Town, in cooperation with the Conservation Authority, shall consider the establishment of an information and education program for all landowners, including public land owners, who own property in proximity to the Maskinonge River to promote improved environmental stewardship including:
 - (i) the planting of indigenous plant species;
 - (ii) that fertilizers and pesticides not be used on *lands in close proximity* to the Maskinonge River or on lands

containing, or adjacent to, other environmentally sensitive features; and,

- (iii) any other programs that would assist in enhancing the environmental quality of the Maskinonge River.

13.4.3 LAND USE DESIGNATIONS AND POLICIES

13.4.3.1 Business Park I

13.4.3.1.1 Permitted Uses

- a) Only the following uses may be permitted within the 'Business Park I' designation:
 - (i) all types of business and professional offices, including ancillary retail and service uses and restaurants only where internally integrated as a component of an office building;
 - (ii) hotels and hotel/convention centres, including ancillary retail and service uses only where internally integrated as a component of a hotel or hotel/convention centre;
 - (iii) institutional uses, including government services, research and, training facilities and, ancillary retail and service uses and restaurants only where internally integrated as a component of an institutional building;
 - (iv) prestige industrial uses, including enclosed warehousing, and related distribution services, research and development facilities, communications facilities, and manufacturing and processing operations deemed not to be obnoxious by reason of dust, odour, fumes, particulate matter, noise and/or excessive vibrations;
 - (v) community facilities including public parks and *open space* linkages; and,
 - (vi) public or private sector *utilities* and storm water management and transportation facilities.

13.4.3.1.2 Policies

- a) Restrictions on the range of permitted uses may be identified

on a site by site basis, in the implementing zoning by-law.

- b) All new public and private sector development shall conform with the Council adopted Keswick Business Park Urban Design Guidelines.
- c) The number of access points from individual lots to public roads shall be minimized. Shared access and internal connections between multiple lots is encouraged.
- d) Where a rear or exterior lot line abuts a public road or Provincial Highway, and/or lands designated 'Greenlands System', special landscaping/building treatments shall be required to ensure that the rear and/or side building facades are attractive and/or appropriately screened from view. The Town shall ensure conformity with this policy through the provisions of Site Plan Approval.
- e) Where any development within this designation abuts an existing residential lot and/or any lands designated 'Environmental Protection Area' landscaping/building treatments shall be required to ensure that the use is appropriately screened from view and undue adverse impacts are appropriately mitigated. In these locations, a minimum 5 metre landscaped buffer strip shall be included on the property designated 'Business Park I', and shall be landscaped to the satisfaction of the Town. The Town shall ensure conformity with this policy through the provisions of Site Plan Approval.
- f) All permitted uses shall be carried out entirely within wholly enclosed buildings.
- g) Where possible, all utilities and services shall be provided below grade.

13.4.3.2 Business Park II

13.4.3.2.1 Permitted Uses

- a) Only the following uses may be permitted within the 'Business Park II' designation:
 - (i) all types of business and professional offices;
 - (ii) prestige industrial uses, including enclosed warehousing, and related distribution services, research and development facilities, communications facilities, and manufacturing and processing

operations deemed not to be obnoxious by reason of dust, odour, fumes, particulate matter, noise and/or excessive vibrations;

- (iii) private sector commercial or trade schools;
 - (iv) community facilities including public parks and *open space* linkages, day nurseries and places of worship; and,
 - (v) public or private sector *utilities* and storm water management and transportation facilities.
- b) In addition to the permitted uses identified in Section 13.4.3.2.1 a), hotels and hotel/convention centres and ancillary retail and service uses and restaurants only where internally integrated as a component of a hotel, hotel/convention centre or any permitted office use may also be permitted.

13.4.3.2.2 Policies

- a) Restrictions on the range of permitted uses may be identified on a site by site basis, in the implementing zoning by-law.
- b) All new public and private sector development shall conform with the Council adopted Keswick Business Park Urban Design Guidelines.
- c) Sites identified as 'Gateways' on Schedule L1 are intended to become identifiable entrances to the Keswick Business Park from Woodbine Avenue. 'Gateway' sites shall:
 - (i) include landmark buildings that reinforce the importance of the Gateway location. This includes the use of high quality building materials, windows and entrances facing the streets and unified and consistent architectural detailing. Landmark buildings located within a Gateway site shall be a minimum of 2 storeys, or 6 metres in height, whichever is greater; and,
 - (ii) be designed with minimal building setbacks from adjacent streets, special landscape treatment, appropriate signage, and high quality streetscaping.

To facilitate the construction of the identified Gateways, partnerships among the Town, developers and/or service clubs shall be encouraged.

- d) The number of access points from individual lots to public roads shall be minimized. Direct access from individual lots to Woodbine Avenue shall not be permitted, unless no other reasonable alternative for site access presently exists or can be provided in the future.
- e) Where a rear or exterior lot line abuts a public road, and/or lands designated 'Greenlands System', landscaping/building treatments shall be required to ensure that the rear and/or side building facades are attractive and/or appropriately screened from view. The Town shall ensure conformity with this policy through the provisions of Site Plan Approval.
- f) Where any development within this designation abuts an existing residential lot, commercial recreational or any other sensitive land uses, or lands designated 'Environmental Protection Area' landscaping/building treatments shall be required to ensure that the use is appropriately screened from view and undue adverse impacts are appropriately mitigated. In these locations, a minimum 5 metre landscaped buffer strip shall be included on the property designated 'Business Park II', and shall be landscaped to the satisfaction of the Town.
- g) All permitted uses shall be carried out entirely within wholly enclosed buildings.
- h) Where possible, all utilities and services shall be provided below grade.

13.4.3.3 Business Park III

13.4.3.3.1 Permitted Uses

- a) Only the following uses may be permitted within the 'Business Park III' designation:
 - (i) Industrial uses, including:
 - manufacturing;
 - fabrication;
 - assembly and processing;
 - warehousing;
 - bulk storage tanks;
 - service and maintenance operations;
 - research and development laboratories and facilities and other similar uses;
 - warehousing and related distribution; and,
 - communications facilities;

- (ii) public parks and open space linkages; and,
 - (iii) public or private sector utilities and storm water management and transportation facilities.
- b) Ancillary open storage is permitted in conjunction with any permitted use. In addition, an ancillary retail sales show room and/or an ancillary office component may be permitted as an integral component of a building that accommodates any other permitted land use provided that:
 - (i) the retail sales showroom and/or office component is directly related to the primary use; and,
 - (ii) the retail sales showroom and/or office component does not constitute more than 25 percent of the Gross Floor Area of the building.

13.4.3.3.2 Policies

- a) Restrictions on the range of permitted uses, including land uses that may utilize toxic materials and/or may have the potential to cause environmental damage and the amount, type and location of open storage, shall be identified and regulated in accordance with applicable provincial policies and/or guidelines on a site by site basis, in the implementing zoning by-law.
- b) All new public and private sector uses shall conform with the Council adopted Keswick Business Park Design Guidelines.
- c) The number of access points from individual lots to public roads shall be minimized.
- d) Where there is open storage, landscaping/buffering treatments shall be required to ensure that open storage areas are appropriately screened from view, to the satisfaction of the Town. The Town shall ensure conformity with this policy through the provisions of Site Plan Approval.
- e) Where any lot within this designation abuts an existing residential lot, commercial recreational or any other sensitive land use, or lands designated 'Environmental Protection Area' or a proposed storm water management facility, landscaping/building treatments shall be required to ensure that the use is appropriately screened from view and undue adverse impacts are appropriately mitigated. In these locations, a minimum 5 metre landscaped buffer strip shall

be included on the property designated 'Business Park III', and shall be landscaped to the satisfaction of the Town. The Town shall ensure conformity with this policy through the provisions of Site Plan Approval.

13.4.3.4 The Greenlands System

13.4.3.4.1 General Policies for the Greenlands System

- a) It is the intent of this Secondary Plan to establish an interconnected system of open space, storm water management lands and other environmentally protected lands within Keswick Business Park. The lands designated 'Greenlands System' within the Keswick Business Park are identified on Schedule L1. Further details related to the various components of the 'Greenlands System' designation are provided on Schedule L2.
- b) The 'Greenlands System' designation identifies lands that will be in public ownership and will provide opportunities for primarily passive recreation and conservation activities. Some of these lands may provide educational, cultural and ecological functions in association with other 'Greenlands System' components.
- c) All properties that are within the Keswick Business Park Secondary Plan Area, and include lands that are designated for urban business park uses and also include lands designated 'Greenlands System' shall dedicate the 'Greenlands System' component to the Town as a condition of *development* approval on the lands designated for urban business park uses.

The Town will also encourage landowners within the Business Park who also own lands adjacent to the Maskinonge River that are outside of the Secondary Plan area, to dedicate these lands to the Town as well.

- d) For all development and *site alteration* applications on lands that include and/or abut lands designated 'Environmental Protection Area' that are associated with the Maskinonge River, the development proponent shall implement the requirements of the Maskinonge River Remedial Strategy Final Report (1998), to the satisfaction of the Town. The Town shall ensure conformity with this policy and the Keswick Business Park Design Guidelines included as Appendix A to this Secondary Plan through the provisions of Site Plan Approval. The Maskinonge River Remedial Strategy includes the restoration of the watercourse to its

natural state and the use of native plants and materials, and substantial buffer strips.

Further, the Town will encourage all landowners that own lands adjacent to the Maskinonge River, outside of the Secondary Plan Area, to implement the requirements of the Maskinonge River Remedial Strategy in accordance with the Keswick Business Park Design Guidelines included as Appendix A to this Secondary Plan.

13.4.3.4.2 Policies for Public Parks/Open Space Linkages

- a) It is the intent of the Town to ensure the provision of high quality and diverse passive and active recreational opportunities for the present and future residents of the Town, as well as tourists and visitors. Within the Keswick Business Park, the Town will endeavour to:
 - (i) provide for primarily passive recreation opportunities that are barrier free wherever possible and are focused on a linked bicycle/pedestrian trail network;
 - (ii) design the parks and open space linkage network to contribute to the urban form of the Business Park;
 - (iii) develop parks and open space linkages as new *developments* occurs; and,
 - (iv) encourage development that optimizes access to the 'Greenlands System'.
- b) Lands designated 'Public Parks/Open Space Linkages' are a component of the 'Greenlands System' and are identified conceptually on Schedule L2. They are located and sized to ensure that the objective of a highly interconnected trail system, associated with the road network and the valley system of the Maskinonge River is achieved. The specific size, location and configuration of proposed 'Public Parks/Open Space Linkages' shall be determined at the time of specific *development* applications.
- c) Within the 'Public Parks/Open Space Linkages' designation, the following uses are permitted:
 - (i) passive recreational uses;
 - (ii) educational/interpretive uses/buildings ;
 - (iii) *conservation uses*; and,

- (iv) pedestrian and bicycling trails.
- d) Where buildings and structures are permitted, they shall be designed so that the size, scale, construction materials and signage are *compatible* with adjacent uses and that rooftop equipment, waste management and loading areas are screened from view from abutting roads and adjacent residential uses.
- e) Development within the 'Public Parks/Open Space Linkages' designation shall be designed to minimize impact on the natural environment and minimize disruption to surrounding existing land uses. In addition, the following shall apply:
 - (i) *woodlands* in parks and mature trees shall be protected, maintained, or enhanced where possible; and,
 - (ii) the placing and removal of fill, and site grading is not permitted, except for necessary site grading associated with the development of parks, trail systems and storm water/erosion control facilities as approved by the Town or the Conservation Authority.

13.4.3.4.3 Policies for Environmental Protection Areas

- a) It is the intent of the Town to protect and enhance *significant* environmental features and systems within the Keswick Business Park by:
 - (i) ensuring that development adjacent to the Environmental Protection Area occurs in an *environmentally sustainable* manner;
 - (ii) integrating environmental features such as hedgerows, tree stands, and water courses into the design of new *developments* adjacent to the Environmental Protection Area;
 - (iii) requiring the protection of any *key natural heritage features* and *key hydrological features*;
 - (iv) preserving, promoting and enhancing natural linkages and wildlife habitat; and,
 - (v) encouraging private land owners to protect and manage existing *woodlands*.

- b) Schedule L2 identifies those components of the 'Greenlands System' designation that are identified as 'Environmental Protection Area'. The policies of this Section have been created to conserve, enhance and encourage the restoration of the quality and integrity of the *ecosystem* and natural processes. All remediation activities within the areas designated 'Environmental Protection Area' shall be consistent with the Keswick Business Park Design Guidelines included as Appendix A to this Secondary Plan.
- c) Any lands containing a *significant* environmental feature, function or attribute not identified as an 'Environmental Protection Area' on Schedule L2 or within the 'Greenlands System' designation on Schedule L1 that is identified through subsequent study, will be subject to the 'Environmental Protection Area' policies of this Secondary Plan.
- d) *Development* or *site alteration* is not permitted, unless associated with the following permitted uses:
 - (i) *conservation uses*, but only if they have been demonstrated to be necessary in the public interest and after all alternatives have been considered;
 - (ii) *sustainable* resource uses such as the management of forests, wildlife and fisheries;
 - (iii) passive recreation uses in locations that are *environmentally sustainable* such as trails, walkways and bicycle paths;
 - (iv) nature interpretation or education centres in *environmentally sustainable* locations;
 - (v) small-scale structures for passive recreational uses such as boardwalks and footbridges within *key natural heritage features* and *key hydrological features* if *negative impacts* on these features are minimized;
 - (vi) flood or erosion control structures, but only if they have been demonstrated to be necessary in the public interest and after all alternatives have been considered; and,
 - (vii) storm water management facilities in accordance with section 13.4.6 h).
- e) *Development* and *site alteration* proposals (other than

proposals for conservation and erosion protection works, and minor additions or extensions to existing structures), on lands abutting any lands designated 'Environmental Protection Area', shall be accompanied by an Environmental Impact Statement, prepared in accordance with the policies of this Plan and the requirements of the Conservation Authority, demonstrating that there will be no *negative impact* on the environmental feature or the ecological functions for which the area is identified. *Development* and *site alteration* that would have a *negative impact* on the natural features or the ecological functions for which the area is identified shall not be permitted.

- f) Minor expansions to *existing* buildings and structures within or adjacent to lands designated 'Environmental Protection Area', may be considered subject to the approval of an Environmental Impact Statement prepared in accordance with the policies of this Plan.
- g) New *development*, reconstruction or replacement of existing non-conforming uses, the placement of fill or the alteration of watercourses within the area designated 'Environmental Protection Area' without the prior approval of the Conservation Authority and any other approval authorities having jurisdiction.
- h) Where lands designated 'Environmental Protection Area' are under private ownership, it shall not be construed as implying that such areas are free and open to the public or will be purchased by the Town or other public agency. Further, these lands shall not necessarily be acceptable as part of the parkland dedication for public park purposes as provided for in the Planning Act. Any acceptance of these lands for park purposes shall be solely at the discretion of the Town.
- i) The removal, modification or destruction of any environmental feature, function or linkage within the 'Environmental Protection Area' designation shall not provide the rationale for removal of these lands from the 'Environmental Protection Area' designation.
- j) New lots created within the Business Park designations are not permitted to extend into the Environmental Protection Area as identified on Schedule L2. Lands within the Environmental Protection Area should be identified as block(s) with a view to having them dedicated to a public authority.

- k) Boundary revisions to the Environmental Protection Area are not permitted, except at the Proposed Interchange along the Planned Highway 404 Extension, as identified on Schedules L1 and L2. The boundary of the Environmental Protection Area and Urban Service Area Boundary for this area may be refined upon the final detailed design and alignment of the Highway 404 Extension, as provided by the Ministry of Transportation subject to consultation with the Ministry of Municipal Affairs and Housing.

13.4.4 TRANSPORTATION POLICIES

13.4.4.1 General

- a) It is the intent of the Town to encourage the development of a safe and integrated transportation system for the efficient movement of people, goods and services in the Keswick Business Park that consists of the proposed Provincial Highway 404, a realigned Glenwoods Avenue including a proposed Highway 404 / Glenwoods Avenue interchange, Woodbine Avenue, a system of Collector and Local Roads, public transit services, cycling, and pedestrian facilities. The objectives of the Town related to transportation are to:
 - (i) develop an effective road system that accommodates traffic demand and does not contribute to traffic congestion;
 - (ii) create a road network and trail network that promotes walking and cycling trips by providing a modified grid of roads and system of primary trails that are sensitive to natural features, land use designations and trip demand;
 - (iii) ensure that the road system is designed to be safe for all users; and,
 - (iv) develop a road system and land use pattern that supports public transit.
- b) It is recognized that the construction of the proposed Provincial Highway 404 extension is not yet approved beyond Ravenshoe Road and is presently not anticipated for development within the 30 year timeframe of the Growth Plan for the Greater Golden Horseshoe. As such, the development of the Keswick Business Park will be phased to ensure the efficient operation of the road network in advance of the construction of the proposed Provincial Highway 404 north of Ravenshoe Road.

- c) Notwithstanding the current provisions of the Growth Plan for the Greater Golden Horseshoe, the Town and York Region support an earlier development of the proposed Provincial Highway 404 north of Ravenshoe Road to Glenwoods Avenue, however, it is recognized that this may only proceed subject to an amendment to the Provincial Growth Plan, in accordance with the Places to Grow Act.
- d) A network of continuous and inter-connected roads shall be developed in order to help distribute traffic, minimize travel times and offer pedestrians, cyclists and drivers a choice of routes.
- e) Where feasible, existing east-west Collector Roads located west of Woodbine Avenue, shall be extended into the Business Park to provide continuity and integration with the Keswick community. Consideration shall be given to potential traffic infiltration.
- f) A modified grid network of Collector Roads and Local Roads will be developed to serve the employment generating land uses. Collector Roads and Local Roads are not permitted within the Environmental Protection Area.

13.4.4.2 Roads

13.4.4.2.1 Policies for All Roads

- a) The Town, as a condition of *development*, may require lands for the purposes of building new roads, realigning, widening or extending existing roads to be dedicated to the appropriate authority having jurisdiction. Additional lands in excess of the typical right-of-way widths may also be required to be conveyed for works related to, but not limited to, extensive cut/fill operations, intersection improvements, bridges, sight triangles, and drainage, bikeway and buffering improvements. Where additional land is required for widening and extensions, such land shall be dedicated free of all costs and encumbrances to the appropriate authority having jurisdiction, in accordance with the provisions of the Planning Act.
- b) Any new road access must be designed in such a manner to accommodate public transit vehicles and such that no traffic hazard is created by reason of concealment of such access by a curve or grade. Individual site access from Woodbine Avenue is not permitted, unless no other reasonable alternative for site access presently exists or can be

provided in the future. Access points to Collector and Local Roads should be limited, and carefully controlled. Comments from the appropriate engineering department in respect to *development* proposals will be sought and carefully considered. Approval will be granted only if the access is found to be adequate.

- c) It is intended, as traffic conditions warrant, that improvements such as street widenings, jog eliminations, regulation of turning movements, proper signing, installation of traffic signals, marking of traffic lanes and channelization will be undertaken. One key jog elimination has been identified on Schedule L1 at the intersection of Glenwoods Avenue and Woodbine Avenue. This jog elimination will be required to not only facilitate the proposed interchange at Glenwoods Avenue and Highway 404, but to also help integrate this section of Glenwoods Avenue with the rest of the community of Keswick and provide important additional access points into the Keswick Business Park.
- d) Construction of new roads and bridges and the reconstruction of existing facilities will be undertaken in a manner to minimize the impact on *significant* natural and cultural features. Accordingly, when such construction or reconstruction is considered. The Town will consult with appropriate Regional and Provincial agencies.
- e) The location of proposed roads as indicated on Schedule L1, shall be considered approximate, except where they are to align with existing road intersections on the west side of Woodbine Avenue. The precise location of all new roads shall be established in conjunction with the preparation of *development* applications and deviations from the road pattern identified on Schedule L1 shall not require an Amendment to this Plan, subject to approval by the Town, in consideration of traffic demand requirements, connectivity objectives and development continuity principles.
- f) All transportation facilities shall be designed in conformity with the Keswick Business Park Urban Design Guidelines and the requirements of the Town of Georgina, York Region and the Province of Ontario.
- g) Prior to draft plan or site plan approval of *development* applications, the applicant shall submit a Traffic Impact Assessment or Study of the internal and external road network to the satisfaction of the Town and the Region. The Study must consider all approved and/or proposed developments within the community of Keswick and within

the Keswick Business Park and must confirm that both the internal and external road network is appropriate and will accommodate the anticipated traffic movements. The study may include analysis of items such as: turning movements, storage length, internal circulation, fire access, driveway design and grading, gap studies and the traffic impact of any proposed change in use.

Traffic impact studies submitted in support of *development* applications shall also identify and assess the feasibility and impact of implementing travel demand management measures.

The recommendations of these studies shall include the method of implementing a travel demand management program for the proposed *development*, involving the utilization of measures that would serve to increase the use of transit, cycling and walking.

13.4.4.2.2 Policies for Woodbine Avenue

- a) Woodbine Avenue is intended to provide access to adjacent land uses by means of intersections with Collector Roads. As such, new accesses to Woodbine Avenue from individual properties located on the east side of Woodbine Avenue shall not be permitted, unless no other reasonable alternative for site access presently exists or can be provided in the future.
- b) Woodbine Avenue is a Regional Arterial Road and shall have a basic right-of-way width of 36.0 metres. Additional width may be required for sight triangles, cuts, fills, extra lanes at intersections, and for accommodating bicycles, sidewalks or multi-use pathways, and landscaping where appropriate.
- c) There shall be signalized intersections on Woodbine Avenue within the Keswick Business Park Secondary Plan Area, as follows:
 - (i) the Collector Road located approximately mid-way between Ravenshoe Road and the realigned Glenwoods Avenue;
 - (ii) the realigned Glenwoods Avenue;
 - (iii) Dovedale Drive;
 - (iv) Biscayne Boulevard; and,

- v) Riverglen Drive.

13.4.4.2.3 Policies for the Realigned Glenwoods Avenue

- a) It is intended that Glenwoods Avenue on the east side of Woodbine Avenue is to be realigned to connect to the existing Glenwoods Avenue alignment on the west side of Woodbine Avenue, as generally shown on Schedule L1. The realigned Glenwoods Avenue is expected to provide a key connection between Woodbine Avenue and Highway 404, including the proposed Highway 404/Glenwoods Avenue interchange. Glenwoods Avenue is intended to provide access to adjacent land uses by means of intersections with Collector Roads and with limited individual driveways.
- b) The realignment of Glenwoods Avenue is planned as an Arterial Road and shall have a basic right-of-way width of 36.0 metres. Additional width may be required for sight triangles, cuts, fills, extra lanes at intersections, and for accommodating bicycles, sidewalks or multi-use pathways, and landscaping where appropriate.
- c) There shall be two signalized intersections on the realigned Glenwoods Avenue, corresponding with the intersections with the north-south Collector Roads identified on Schedule L1. Furthermore, following the realignment of Glenwoods Avenue, it is proposed that the segment of the existing Glenwoods Avenue road allowance shall remain open between Woodbine Avenue and the most westerly north-south Collector road referred to above. Prior to the approval of any *development* applications in the vicinity of the existing Glenwoods Avenue road allowance and Woodbine Avenue intersection, a detailed traffic study shall be required to determine what type of traffic operational controls are required to be put in place at the intersection. This study shall be completed to the satisfaction of York Region and the Town.

13.4.4.2.4 Policies for Collector Roads

- a) Collector Roads are designed to serve the movement of medium volumes of traffic between Arterial and Local Roads. There are three planned types of Collector Road, as follows:
 - (i) a 26 metre right-of-way Collector Road with 4 lanes of traffic, and 14.5 metres of pavement width;

- (ii) a 23 metre right-of-way Collector Road with 2 lanes of traffic and the potential for left hand turn lanes at key intersections, and an 11.5 metre pavement width; and,
 - (iii) a 16 metre right-of-way, one way Collector Road abutting the major storm water management feature in the area north of Glenwoods Avenue. These roads have 6.0 metres of pavement width.
- b) Collector Roads are intended to collect traffic from the Local Roads and carry it to Woodbine Avenue, Glenwoods Avenue and/or Highway 404.
- c) The precise right-of-way requirements for Collector Roads shall be determined through the preparation of a detailed traffic impact and access study as part of a Plan of Subdivision or Site Plan application.
- d) Collector Roads may provide limited access to adjacent uses. In assessing the location and number of access points, the need for access shall be balanced with the traffic carrying requirements of the roadway.
- e) Collector Roads shall incorporate design characteristics to support transit services.

13.4.4.2.5 Policies for Local Roads

- a) Local Roads are designed to serve abutting properties. Local Roads shall generally accommodate two lanes and have a right-of-way width of 20.0 metres, with a pavement width of 7.5 metres. Consideration shall be given to the need for extra right-of-way or pavement for bicycle lanes where appropriate. Where additional lands or pavement are required for bicycle lanes, this shall be provided as part of *development* approval.
- b) The precise right-of-way requirements for Local Roads shall be determined through the preparation of a detailed traffic impact and access study as part of a Plan of Subdivision or Site Plan application.

9.4.4.2.6 Policies for Potential Highway 404 Interchange

- a) The proposed Highway 404 and Glenwoods Avenue interchange shown on Schedule L1 – Land Use + Transportation, is conceptual and shall be the subject to further review through an Environmental Assessment to be

undertaken. Notwithstanding this, the Town shall require that sufficient lands shall be reserved to accommodate the interchange through the *development* approval process for the lands in the area of the interchange.

- b) Development of the lands in the vicinity of the Highway 404 interchange may only receive *development* approval following determination of land and design requirements for the interchange, or if the proponent of the *development* can demonstrate to the satisfaction of the Province and the Town, that sufficient lands to accommodate the interchange have been provided or reserved through the *development* approval process, and that development on adjacent lands will not compromise the potential for future construction of a full interchange at Highway 404 and Glenwoods Avenue.

13.4.4.3 Transit Service

- a) The Town shall work with the Province to establish GO Bus transit services within the Keswick Business Park.
- b) The Town shall work with the Region of York to expand a regional transit services within the Town in accordance with the needs of the Town and the policies of the Regional Official Plan. In particular, the Town shall encourage and support regional transit service which will link the communities in the Town with the Keswick Business Park and other communities in the Region.
- c) The Town shall support transit supportive design measures, and in particular shall ensure that Collector Roads are designed to accommodate transit facilities.
- d) The Town shall require, as a condition of *development*, that adequate off-street parking and loading facilities be provided.

13.4.4.4 Pedestrian and Bicycle Pathway System

- a) It is an objective of the Town to develop a multi-use trail system that would connect the Keswick Business Park with other areas within the Greenlands System, and with existing or planned trail networks within Keswick, and with linkages to other pathways or trails in the Region such as the Oak Ridges Moraine Trail and the Nokiidaa Trail. Whenever possible, all new trail facilities shall be designed to be barrier free.
- b) The Primary Trail Network is identified conceptually on

Schedule L2 that shall be implemented over time within the Keswick Business Park.

- c) Multi-use trail facilities will be encouraged both as a means of travel and for recreational purposes. Recreational trails that can accommodate various users year-round such as pedestrians and cyclists will be encouraged. To ensure safety, the development of the trail system will consider require the separation of the various uses/users.
- d) Where new *development* is proposed, the detailed location design and construction of the specific routes for multi-use trails and other components of the sidewalk and trails network shall be a condition of approval of *development*. The components of the trail system shall be designed in conformity with the Keswick Business Park Urban Design Guidelines included as Appendix A to this Secondary Plan.
- e) Walking for both utilitarian and recreational purposes shall be encouraged through the provision of suitable pedestrian facilities, sidewalks and/or other walkways and trails shall be provided through road allowances, parks, public *open spaces* and other public areas. The sidewalks and walkways shall be integrated into a continuous pedestrian system.
- f) The primary system for pedestrian movement shall be along sidewalks. The following criteria are established for sidewalks:
 - (i) Collector Roads shall have sidewalks along both sides of the road;
 - (ii) all Local Roads shall have a sidewalk along at least one side of the road;
 - (iii) sidewalks shall be kept free of potential obstacles such as newspaper boxes, bicycle racks, poles and parking meters. Where elements of street furniture are included within the public right-of-way, adequate sidewalk space shall be maintained free of obstructions;
 - (iv) curb cuts shall be provided where the sidewalk intersects with the roadway, to facilitate persons with mobility devices and for others who have difficulty mounting curbs;
 - (v) all Regional Arterial Roads shall have sidewalks or multi-use pathways on both sides of the road; and,

- (vi) all designated transit routes shall have sidewalks or multi-use pathways on both sides of the road.
- g) Bicycle movement shall generally be accommodated in the road right-of-way. Consideration shall be given to the inclusion of bicycle lanes in rights-of-way for new Collector Roads. On Woodbine Avenue, the addition of facilities for bicycles shall be considered when it is reconstructed, or where it is physically and financially feasible to do so. Bicycle and pedestrian routes shall be provided and integrated throughout the Keswick Business Park, wherever possible.

13.4.4.5 Parking

- a) On-street parking may be permitted along one side of Collector Roads, if the pavement width is sufficient, and if the traffic carrying function of the roadway is not adversely affected.
- b) All parking facilities of a communal nature, whether publicly or privately owned, shall be properly lit and maintained, to encourage and facilitate the safe use of these facilities.
- c) Parking will not be allowed to interfere with transit stops.

13.4.5 SANITARY SEWAGE AND WATER SUPPLY SERVICES

- a) Future expansions to the sewer and/or water *infrastructure* will be necessary to allow for the build-out of the Keswick Business Park. Council shall assign some component of any new *infrastructure* capacity to facilitate development of the Keswick Business Park. Therefore, it is the intent of the Town to provide a staged program for the improvement and extension of Town sanitary sewage and water supply services, in accordance with the provisions of this Secondary Plan and other relevant municipal, regional and provincial policies and regulations, and within the financial capabilities of the Town and/or Region and on the basis of a long-term capital budget program.
- b) The following objectives shall be considered in all decisions related to water and sewer service *infrastructure*:
 - (i) phase development within the Keswick Business Park in a manner that ensures that upgrades to the sewage and water treatment plants are completed in an efficient, timely, and cost effective manner;

- (ii) ensure that water and sewer services are in place to serve the anticipated development; and,
 - (iii) ensure the optimal use of existing servicing systems.
- c) All new development within the Urban Service Area Boundary shall be serviced with water and sanitary sewer facilities.
- d) Development shall be undertaken and phased in accordance with the Keswick Business Park Master Servicing Study April 2008, dealing with water, sewage and storm water management.
- e) Capacity allocation in the Sewage Treatment and Water Treatment Plants and the size of trunk sewers and water mains shall be calculated on the basis of the factors identified by the Town in consultation with York Region. The Region of York shall be notified of any allocation of water and sewer servicing capacity at draft approval of plans of subdivision or site plans.
- f) The Town shall assign municipal water and sewer servicing allocation for *development* requiring site plan approval according to the following procedures:
 - (i) confirmation that servicing capacity is available to serve the proposed *development*,
 - (ii) if allocation is available, the applicant shall submit a completed Site Plan application. Servicing allocation shall be set aside or preliminarily assigned for a one year period from the date of the receipt of the application to allow the applicant to execute a Site Plan agreement with the Town;
 - (iii) if an agreement is not executed within the one year time frame, a report will be brought to the Town to either extend or revoke preliminary assignment of servicing allocation. The Town, at that time, may revoke the municipal servicing allocation in whole or in part; and/or,
 - (iv) if an agreement is executed within the one year time frame, the agreement shall stipulate that a building permit shall be obtained within six months, or other time period as determined by the Town, of said execution date, otherwise the agreement is deemed

to be null and void, unless further extension is given by the Town.

- g) The Town shall only approve developments that can be allocated municipal sewer and water servicing capacity, in conformity with all applicable Town and York Region policies. The assignment of allocation to development is at the sole discretion of the Town and, furthermore, depending on the amount of servicing allocation and infrastructure available, not all development proposals may be able to proceed and/or be approved.
- h) The Town shall assign preliminary municipal water and sewer servicing allocation for draft plans of subdivision or condominium at the time of draft plan approval by the Town.
- i) If a Draft Plan of Subdivision or condominium is not registered within two years from the date of Draft Plan approval, or the Draft Plan has not proceeded to the satisfaction of the Town within the term of Draft Plan approval, the Town, at the time of considering extension of the Draft Plan approval, may revoke the preliminary assignment of municipal servicing allocation, in whole or in part. Prior to revoking allocation, the Town shall afford the developer an opportunity to address the Town on the matter.
- j) Existing land uses within the Secondary Plan Area that are currently on private services may be permitted, where feasible, to connect to municipal sewer, water and/or storm water management facilities at the landowners expense.
- k) Proponents of development shall facilitate within their detailed servicing designs, the potential connection to urban services of those existing land uses within the Secondary Plan Area that are currently on private service systems.
- l) Subject to the above provisions of this section, Council may consider giving priority for sewer and water allocation to the lands of the Glenwoods and Woodglen companies, in recognition of their contribution to frontending the costs of the Dovedale Drive storm sewer improvements.

13.4.6 STORM WATER MANAGEMENT FACILITIES

- a) Stormwater management facilities that are required to be constructed to service the Business Park are shown conceptually on Schedules L1 and L2. The approximate locations, sizes and configurations of these facilities are set out in more detail in the Keswick Business Park Master

Servicing Study, April 2008 or any update of the document. Notwithstanding the locations, sizes and configurations of these facilities, as set out in the Master Servicing Study, there is some flexibility in the exact location size and configurations of these facilities, which shall be determined through more detailed design during the development approval process. Furthermore, alternative stormwater management strategies, accomplished through various urban design and construction approaches and alternative storm pond facilities may be proposed by development proponents and may be implemented without the need for an Amendment to this Plan, subject to the approval of the Town and the Conservation Authority, in consideration of all the policies of this Plan and in consideration of reducing phosphorous loadings, and improving the quality of the stormwater runoff to Lake Simcoe and its tributaries.

- b) It is the intent of the Town that stormwater management facilities be integrated with the overall 'Greenlands System' and that they are both functional and aesthetic components of the Business Park design. The Town shall ensure conformity with the Keswick Business Park Urban Design Guidelines attached to this Plan as Appendix A.
- c) Stormwater management facilities are to control, improve and enhance the quality of the water runoff to Lake Simcoe and maintain a natural hydrologic regime. In addition, Best Management Practices must be incorporated into stormwater management plans to ensure water quality standards and targets established by the Assimilative Capacity Study, LSEMS and the approval authorities are met.
- d) Storm water management shall be carried out to the satisfaction of the Town, the Conservation Authority, and the Region of York on a watershed and/or subwatershed basis to ensure the water quality targets established in the Assimilative Capacity Study and LSEMS for Lake Simcoe are met. Storm Drainage Boundaries are identified on Schedule L2.
- e) Best Management Practices shall be applied to meet or exceed Level 1 protection criteria (or equivalent) as outlined in the Ministry of Environment's "Storm Water Management Planning and Design Manual, 2003" or any update of that document.
- f) Prior to the approval of any draft plans of subdivision and any *site alteration* or development, a Stormwater

Management Study will be completed for the entire Keswick Community (which includes the Keswick Business Park).

In addition, prior to any *site alteration* and development, an erosion and sediment control study will be required and prepared by the proponent. This study will examine the suitability of the site, the water table conditions and surface drainage. In addition, *development* proposals must be accompanied by a drainage plan that indicates contours, elevations and the proposed final grade. This drainage plan must be prepared to the specifications of, and be subject to, the approval of the Town.

- g) In the consideration of *development* adjacent or in close proximity to a Provincial Highway, the stormwater management plan shall be reviewed and approved by the Ministry of Transportation.
- h) The Town will monitor the performance of the stormwater management facilities for the Keswick Business Park to ensure they meet with the goals established by the ACS and operationalised in the Stormwater Management Study, and shall phase development within the Keswick Business Park accordingly.
- i) Within the Environmental Protection Area, as identified on Schedule L2, stormwater management facilities are permitted provided they are naturalized and located a minimum of 30 meters away from the edge of the Maskinonge River and any other *key natural heritage features* and *key hydrologic features*. Proposed stormwater management facilities are required to be supported by an Environmental Impact Statement which:
 - i) identifies the location of the Maskinonge River and any existing *key natural heritage features* and *key natural heritage or hydrologic features*;
 - ii) shows how the locational criteria in this policy are addressed;
 - iii) identifies the type of naturalized design of the facility;
 - iv) addresses how access and maintenance are to be provided; and,
 - v) demonstrates how environmental impacts are to be minimized for all of the above including how connectivity of the Environmental Protection Area is to

be optimized and how the facility is to be integrated with the long term restoration plans for the Environmental Protection Area.

- j) the Town will encourage development proponents to implement lot-level stormwater retention, design and management approaches (e.g. as rain gardens, green roofs and porous paving) to achieve a greater retention of stormwater on-site and improve water quality in the receiving environment off-site.
- k) The Town will encourage development proponents to implement stormwater conveyance approaches through design and landscaping (e.g. swales) to achieve a greater retention of stormwater and improve water quality in the receiving environment off-site.

13.4.7 IMPLEMENTATION

13.4.7.1 General

- a) This Plan constitutes the Secondary Plan for the Keswick Business Park. This Secondary Plan shall be implemented using some or all of the following:
 - (i) the approval of individual draft plans of subdivision/condominium submitted pursuant to Section 51 of the Planning Act, and/or part lot control exemptions pursuant to Section 50 of the Planning Act;
 - (ii) the enactment of zoning by-laws pursuant to Section 34 of the Planning Act;
 - (iii) the registration of site development agreements pursuant to Section 41 of the Planning Act;
 - (iv) the use of the holding zone provisions of the Planning Act;
 - (v) the dedication of parkland or cash-in-lieu of parkland in accordance with the provisions of the Planning Act; and,
 - (vi) the execution of collateral development agreements designed to achieve municipal objectives related to development and the provision of services.

13.4.7.1.1 Existing Land Uses

- a) *Existing* land uses throughout the Keswick Business Park Secondary Plan Area are expected to continue to exist in the short to mid-term. Therefore, *existing* uses shall be deemed to conform to this Plan.
- b) Minor extensions or expansions of such uses shall be permitted without Amendment to this Plan, provided that the intent of this Plan is not compromised and the tests prescribed below, are met:
 - (i) the road pattern envisioned by this Plan is not compromised or precluded in the long-term;
 - (ii) that the proposed expansion or enlargement of the *existing* use, shall not unduly aggravate the situation created by the existence of that use, especially with regard to the requirements of the zoning by-law;
 - (iii) that the characteristics of the *existing* use and the extension or enlargement shall be examined with regard to noise, vibration, fumes, smoke, dust, odor, lighting, parking and traffic generation;
 - (iv) that the neighbouring uses will be protected where necessary by the provisions for landscaping, buffering or screening, devices and measures to reduce nuisances and, where necessary, by regulations for alleviating undue adverse impacts caused by outside storage, lighting or advertising signs. Such provisions and regulations shall be applied to the proposed extension or enlargement and, where feasible, shall also be extended to the *existing* use in order to improve its compatibility with the surrounding area; and,
 - (v) that in all cases where an *existing* use seriously affects the amenity of the surrounding area, consideration shall be given to the possibility of improving such conditions, as a condition of approving an application for extension or enlargement of the *existing* use, especially where public health and welfare are directly affected.
- c) The lands subject to Section 28.5.184 of the Town's Zoning By-law shall be permitted to develop on private services in accordance with the provisions of the existing 'RU-206' and

'RU-207' zoning. Further, those lands may develop in the future on full municipal services in accordance with the policies of this Secondary Plan, and subject to any required planning approvals.

13.4.7.1.2 Phasing

- a) Development within the Keswick Business Park shall be phased to provide for orderly development and to ensure the most efficient and economical use of existing and proposed *infrastructure* and also with the goal of improving and restoring the quality of water to the Lake of Simcoe watershed. The following phasing criteria shall be considered in the review of all *development* applications:
 - (i) the development contributes to, or can be appropriately integrated within the logical sequence of construction of all required sewer, water, stormwater management, public or private *utilities* and transportation facilities, including the ongoing development of Highway 404; and,
 - (ii) the development satisfies all requirements regarding the dedication of road rights-of-way, stormwater management facilities, parkland, environmental lands and associated buffers and other facilities.
- b) *Site alteration* and development shall be appropriately phased to allow for monitoring to confirm that the stormwater management facilities in the Keswick Business Park are meeting or exceeding enhanced Level 1 protection specified in the Ministry of Environment Stormwater Management Design Manual, 2003, or any update of that document.
- c) Phasing and limits on development within the Keswick Business Park may be addressed through the appropriate use of the holding (H) provisions of this Plan.

13.4.7.1.3 Secondary Plan Review

- a) This Secondary Plan shall undergo a review every five years. The purpose of the review will be to review the appropriateness of the Secondary Plan policies and to revise the policies and methods of implementation, where necessary.
- b) Factors affecting the policies of this Secondary Plan will be monitored, as deemed necessary, to evaluate the Secondary Plan's performance. Factors which may be monitored

include the following:

- (i) employment growth;
- (ii) development trends;
- (iii) rate of development;
- (iv) sanitary sewage disposal, storm water drainage and water supply capacity utilization;
- (v) road system capacity; and,
- (vi) *ecosystem* health.

This review will ensure that the goals and policies of this Secondary Plan remain realistic and will determine how well the policies are being implemented.

- c) As a result of this review and monitoring process, the Secondary Plan may be amended from time to time.

13.4.7.2 Municipal Tools

13.4.7.2.1 Implementing Zoning By-law

- a) To implement all new development in the Keswick Business Park, the Town shall enact a Bylaw, or Bylaws, providing zoning categories and standards in accordance with the policies of this Plan. Furthermore, it is not the intention of the Town to pre-zone lands, but rather to consider the approval of zoning amendment application in the context of specific development proposals.

13.4.7.2.2 Holding Provisions

- a) The Town may, when enacting implementing zoning by-laws, designate a holding zone with the prefix H and specify the future uses of these lands that, at the present time, are considered premature or inappropriate for development for any one or more of the following reasons:
 - (i) services and facilities such as sanitary sewers, storm water management facilities, water supply, transit and parks are insufficient to serve the proposed development;
 - (ii) transportation facilities are inadequate or inappropriate based on existing road capacities and

anticipated traffic;

- (iii) where development relies upon other matters occurring first, such as the consolidation of land ownership or completion of a development agreement, to ensure the orderly development of the project, and/or to secure funding and/or to equitably cost-share among benefiting landowners, for sewer, water, storm water, roads, parks, services, or outstanding application processing fees;
- (iv) a site plan agreement is required; and/or,
- (v) supporting studies are required on matters related to traffic, soils, archaeology, protection of any site features, environmental constraints or design features.

13.4.7.2.3 Interim Control By-laws

- a) Interim control by-laws may be passed pursuant to the Planning Act, where the Town has directed that a study be undertaken of the land use policies within a specific portion of the Town.

13.4.7.2.4 Site Plan Control

- a) All lands within the Keswick Business Park Secondary Plan area shall be subject to site plan control.
- b) In accordance with the *Planning Act*, no development shall be undertaken within a site plan control area designated in accordance with subsection 13.4.7.2.4 a), until the Town has approved plans, drawings and any necessary coloured elevations, and cross-section views which display the massing and conceptual design of the proposed building, interior walkways and the relationship of the proposed building to adjacent buildings, streets and exterior areas to which members of the public have access, and any other technical aspects as reasonably required for approval. These plans, drawings and elevations shall address, among other matters:
 - (i) matters relating to external building design details, including without limitation, the character, scale, appearance and design features of buildings and their sustainable design;
 - (ii) sustainable and accessible design elements within, or

adjacent to, an adjoining municipal right-of-way, including without limitation, trees, landscaping, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities; and,

- (iii) facilities designed to have regard for accessibility for persons with disabilities.

13.4.7.2.5 Temporary Use By-laws

- a) Pursuant to the provisions of the Planning Act, by-laws may be passed to permit the temporary use of lands, buildings or structures that may not conform to this Secondary Plan, provided that the following requirements are complied with:
 - (i) the use is *compatible* with the surrounding land uses and activities;
 - (ii) adequate storm water management, supply and waste disposal facilities are available to the satisfaction of the Town;
 - (iii) the temporary uses or activities do not result in a hazardous condition for either vehicular or pedestrian traffic and that the relevant parking area requirements are complied with;
 - (iv) there is a signed agreement between the applicant and the Town which addresses issues related to installation/removal and maintenance of the permitted temporary use;
 - (v) the Town is satisfied that the nature of the use is temporary and that any buildings and structures are kept to the minimum and can easily be dismantled; and,
 - (vi) the preparation of an Environmental Impact Statement and/or any other studies required under Section 13.4.7.4.1 as determined by the Town or Conservation Authority, demonstrating that the temporary use will have no *adverse effects* or *negative impacts*.

13.4.7.2.6 Maintenance and Occupancy By-laws

- a) By-Law 98-106(BU-1), as amended, prescribes the standards for the maintenance and occupancy of property

within the Town.

- b) This By-Law is intended to establish minimum standards of maintenance and occupancy to conserve, sustain and protect existing and future development within the Town for the following:
 - (i) the physical condition of buildings and structures;
 - (ii) the physical condition of lands;
 - (iii) the adequacy of sanitation; and,
 - (iv) the suitability of buildings and structures for occupancy.

13.4.7.2.7 Municipal Act By-Laws

- a) By-laws governing uses such as waste disposal sites, salvage yards and signs will be enacted and periodically reviewed and considered to ensure that such uses are continuously regulated and controlled.

13.4.7.2.8 Capital Works Program

- a) The Town shall prepare a capital works program in conformity with the designations and policies of this Secondary Plan, in order to assess immediate and long-term requirements and plan major expenditures within the financial resources of the Town. The program will be reviewed annually during the budget process.

13.4.7.2.9 Public Works and Utilities

- a) The construction of public works and public or private *utilities* within the Keswick Business Park will be carried out in accordance with the policies of this Secondary Plan.
- b) Adequate public and/or private *utility* networks are, or will be, established to serve the anticipated development within the Keswick Business Park. These networks may be phased in a manner that is cost-effective and efficient.
- c) All public and private *utilities* are to be planned for and installed on a coordinated and integrated basis in order to be more efficient, cost-effective and to manage minimize disruption to existing uses.
- d) All large, above-ground *utility infrastructure* is to be located

and designed to be compatible with its surrounding context.

- e) The coordinated planning and installation of all public or private *utilities* will be encouraged in common trenches, wherever possible.
- f) Public and private *utility* providers will confirm, during the rezoning process, that adequate services are available to support the proposed development, and that adequate locations for *utility* equipment, trenches and/or cluster sites have been considered and incorporated into the plan.

13.4.7.2.10 Development Charges

- a) All growth-related costs associated with the development of the Keswick Business Park shall be borne by the benefiting landowners/developers.
- b) The Town shall review and update its Development Charges By-law in conformity with the policies of this Secondary Plan. The Town will consider the establishment of an Area Specific Development Changes By-law for the urban areas of Keswick (which includes the Keswick Business Park Secondary Plan Area).

13.4.7.2.11 Servicing Agreements

- a) Prior to the approval of any development in the Keswick Business Park Secondary Plan, the Town may require the owners of lands to enter into servicing and other agreements to ensure that the development can be adequately serviced and that an appropriate contribution has been secured toward the provision of community services and/or *infrastructure* internal or external to the Keswick Business Park.
- b) Prior to the registration of any development, where applicable, the owner shall have entered into a servicing agreement that will identify the capital expenditures associated with the servicing of the lands.

13.4.7.3 Land Division

13.4.7.3.1 Subdivision/Part Lot Control

- a) All new development in the Keswick Business Park is expected to proceed by way of the subdivision approval process and/or through Part Lot Control. Plans of subdivision/condominium and applications for Part Lot

Control shall only be approved which:

- (i) conform with the policies of this Plan;
- (ii) are consistent with the Council Adopted Urban Design Guidelines for the Keswick Business Park;
- (iii) can be provided with adequate services and facilities as required by the policies of this Plan; and,
- (iv) are not premature and are in the best interest of the Town.

13.4.7.3.2 Consents

- a) Generally where no more than three lots are to be created, and where it is determined that a registered plan of subdivision is not required to ensure proper and orderly development, the land to be developed may be divided by consent of the Committee of Adjustment. In determining whether a proposed land division should require a plan of subdivision or merely a consent to sever, the following questions shall be examined:
 - (i) whether the extension of an existing public road or the creation of a new road is required; or
 - (ii) whether the extension or expansion of municipal services is required; or,
 - (iii) whether an agreement with appropriate conditions is required by the Town, Conservation Authority, Region or Province in respect of any part of the lands that would be defined as remaining lands in a consent application. Where there is an affirmative answer to any of such questions, the proposed development should take place by plan of subdivision.
- b) Consents may be permitted for such reasons as the creation of a new lot, boundary adjustments, rights-of-way, easements, and to convey additional lands to an abutting lot, provided an undersized lot is not created.
- c) Applications for consents for all land use designations as shown on Schedule L1 will only be granted where:
 - (i) it is clearly not in the public interest that a plan of subdivision be registered;

- (ii) the lot can be adequately serviced by roads, sanitary sewage disposal, water supply, and storm drainage facilities;
- (iii) no extension, improvement or assumption of municipal services is required;
- (iv) the lot will have adequate frontage on an open and assumed public road, and access will not result in traffic hazards;
- (v) the lot will not restrict the ultimate development of adjacent lands;
- (vi) the size and shape of the lot conforms to the Zoning By-law, and is appropriate for the use proposed and is *compatible* with adjacent lots;
- (vii) the consent complies with all relevant provisions of this Secondary Plan; and,
- (viii) the area's natural features, values or ecological processes are not negatively affected.

13.4.7.4 Requirements for Applications/Approvals

13.4.7.4.1 Pre-Consultation and Submission Requirements

13.4.7.4.1.1 Pre-Consultation

- a) Consultation with the Town prior to the submission of an application requiring a *Planning Act* approval is encouraged and shall be required for those applicants submitting applications for amendments to the Official Plan and/or Zoning By-law, or making applications for Plans of Subdivision or Condominium or Site Plan approval. The purpose of the pre-consultation meeting is to allow the applicant to discuss matters pertaining to the application with Municipal Staff and appropriate agencies. Through these discussions, Municipal Staff will have the opportunity, in consultation with the applicant, to outline the information and materials that the applicant will be required to submit concurrently with the application. The pre-consultation meeting shall be conducted prior to the submission of an application. The specific reports/studies that are required to be submitted

together with the application will be identified at the pre-consultation meeting.

- b) For Official Plan amendments, Zoning By-law amendments, draft plans of Subdivision, draft plans of Condominium, Site Plans and Consents, the *Planning Act* permits the Town to require any other information and material that it considers it may need to assess an application. An application is only considered complete in accordance with the *Planning Act* if all of the information and material requested has been submitted, in addition to the required fees. In this regard, in addition to the prescribed information required by the *Planning Act*, additional information, mapping, drawings, reports and technical studies may be required to support any application to assist in understanding, evaluating and making recommendations on the application, and to ensure that sufficient information in an appropriate format can be made available to the commenting agencies and the public, and to the Council and its delegated approval authorities. Detailed information requirements for Official Plan amendments, Zoning By-law amendments, draft plans of Subdivision or Condominium and Site Plan applications will be determined through the pre-consultation process.
- c) The required supporting information and materials shall be determined by the Town in consultation with York Region, the Lake Simcoe Region Conservation Authority, other appropriate agencies and the proponent prior to the submission of the application as part of the pre-consultation process.
- d) At the pre-consultation meeting, the Town will identify the submission requirements relevant and necessary to the processing of each application:
 - (i) prior to submission and acceptance of development applications, as items necessary for the application to be considered complete; and,
 - (ii) during the processing of applications in cases where such information and materials cannot reasonably be provided at the time of initial submission.

13.4.7.4.1.2 Submission Requirements

- a) In order to properly evaluate a proposal, the following information and material may be required to be submitted as part of any application for an Official Plan amendment, Zoning By-law amendment, draft plan of Subdivision or draft plan of Condominium or Consent approval, and furthermore, may be requested for applications for Site Plan approval, as determined through the pre-consultation meeting process. All applications noted must be accompanied all other information and materials listed below except where some of these requirements have been scoped or waived through the pre-consultation meeting process. The final list of required information and material will be determined through the pre-consultation meeting process.
- (i) traffic impact study;
 - (ii) storm water management and grading plan;
 - (iii) servicing study;
 - (iv) archaeological survey of the lands;
 - (v) environmental impact statement;
 - (vi) hydrology study;
 - (vii) hydrogeological study;
 - (viii) air emissions study;
 - (ix) soils study;
 - (x) natural heritage evaluation;
 - (xi) earth science heritage evaluation;
 - (xii) Lake Simcoe Protection Plan conformity;
 - (xiii) Greenbelt Plan conformity;

- (xiv) Regional Impact analysis (applications for retail spaces greater than 30,000 square metres of gross leasable area);
- (xv) transportation study;
- (xvi) detailed service plan; and/or,
- (xvii) other studies as may be determined by the Town.

The costs associated with the conduct of these studies shall be the responsibility of the landowners and the costs shall be shared equitably among benefiting landowners on a pro-rata basis.

- b) In addition to the studies identified above, the Town shall require each development application to include a Development Concept Plan, providing a detailed description of the proposed development, and the manner in which it addresses the policies of this Plan, and its urban design. The Development Concept Plan will describe the following matters to the satisfaction of the Town:
 - (i) phasing of development from initial construction to 'mature state' as envisioned by this Plan;
 - (ii) height and massing of buildings;
 - (iii) distribution of land uses, lot sizes and densities;
 - (iv) relationship between streets and buildings;
 - (v) on-site landscaping;
 - (vi) location, size and treatment of surface parking lots and vehicular access points, including the potential for shared parking and internal connections to adjacent lots; and,
 - (vii) signage, streetscape amenity elements, lighting and site furnishings.
- c) The Town reserves the right to request additional information or materials during the application review

process, if circumstances necessitate the need for such information as part of the decision making process. These additional requirements, however, do not affect the original deemed “complete application” date.

- d) The number and the scope of reports and technical studies required for the submission of a complete application should be appropriate and in keeping with the scope and complexity of the application. For applications that may be considered straight forward or minor in nature, limited additional information may be required. The final list of additional information will be determined in consultation with the applicant during the pre-consultation meeting. The determination regarding specific scoping of reports and studies to be submitted by an applicant will also be identified at the pre-consultation meeting.
- e) All information and material must be submitted in both electronic format and hard copy format in accordance with Town standards or specifications, so that it can be more easily made available for review. All required reports and technical studies shall be prepared by qualified professionals retained by and at the expense of the proponent. The Town will review all reports and studies and may also require a review by an appropriate public agency or a peer review by a qualified professional consultant retained by the Town at the proponent’s expense.

13.4.7.4.1.3 Complete Application

- a) Pursuant to the *Planning Act*, until the Town has received the prescribed fee and the other information and materials as identified through the pre-consultation meeting(s), and has deemed the application complete in accordance with the *Act*, the Town may refuse to accept or further consider the application and the appeal periods do not commence.
- b) For the purpose of deeming an application for Official Plan amendment, Zoning By-law amendment, draft plan of subdivision, draft plan of condominium or consent complete under the *Planning Act*, the following will be required:

- (i) a completed application form;
 - (ii) the prescribed current application fee(s)
 - (iii) any information or materials prescribed by statute;
 - (iv) at least one pre-consultation meeting to determine the required information and materials; and,
 - (v) the requisite other information and materials required to be provided with the initial submission as determined through the pre-consultation meeting(s).
- c) If the planning applications are for a proposal substantially different from what was considered and agreed to in the pre-consultation meeting, the Town can make the following determination:
- (i) Return the application and accompanying material indicating why it is not considered to be a complete application and recommend that another pre-consultation meeting be held; or,
 - (ii) Accept the application as complete.

13.4.7.4.2 Development Review

In evaluating development applications throughout the Keswick Business Park, the Town shall consider:

- (i) the adequacy of proposed parking areas and access points;
- (ii) the availability of municipal water and sewer services and transportation facilities;
- (iii) the suitability of the existing and/or proposed storm water management facilities;
- (iv) the degree of compatibility with adjacent existing and/or approved land uses in proximity to the proposed use;
- (v) the dedication of the components of the lands designated 'Greenlands System';
- (vi) compliance with the Maskinonge River Remedial

Strategy Final Report (1998);

- (vii) the conformity of the proposal with the Council adopted Urban Design Guidelines for the Keswick Business Park and the implementing zoning bylaw; and,
- (viii) the availability of public and/or private *utilities* and *infrastructure*.

13.4.7.4.3 Secondary Plan Amendments

- a) This Secondary Plan provides an array of opportunities to develop typical business park uses. From time to time, there may be a requirement to make adjustments to the policies of this Plan. As such, Amendments to this Secondary Plan may be adopted by Council following a review of the following criteria:
 - (i) conformity of the proposed Amendment with the Town's goals and objectives for the Keswick Business Park;
 - (ii) contribution of the proposed Amendment to the overall structure of the Keswick Business Park;
 - (iii) compatibility of the proposed Amendment with adjacent existing and planned land uses within the Keswick Business Park; and,
 - (iv) the availability of adequate *infrastructure* to service the development resulting from the proposed Amendment.
- b) The lands identified on Schedule A of the Town of Georgina Official Plan as Business Park Study Area shall remain subject to Section 3.21 of the Official Plan. It is the intent of the Town to permit the landowners within this designation to further pursue the development potential of their lands with the appropriate authorities. Following a clear delineation of development potential on the subject lands, the Town may consider a further Official Plan Amendment to permit the development of these lands for employment generating land uses, subject to the approval of the Town, the Region and the Conservation Authority. The required Official Plan Amendment shall identify the range of permitted uses, and shall implement appropriate development requirements and urban design guidelines.

13.4.7.4.4 Land Use Conversion

- a) It is a policy of the Town to protect and preserve the employment lands as designated in this Secondary Plan. As such, the Town of Georgina will not support applications to convert employment land use designations within the Keswick Business Park Secondary Plan Area for any residential and/or retail commercial and/or other use not permitted by this Secondary Plan.

If applications for the conversion of employment land use designations are received, they will only be considered in the context of a Town initiated *Municipal Comprehensive Review*, in conformity with the policies and definition for a *Comprehensive Review* of the Provincial Policy Statement and the policies and definition of a *Municipal Comprehensive Review* within the Growth Plan for the Greater Golden Horseshoe. The need for and timing of a *Comprehensive Review/Municipal Comprehensive Review* shall be at the sole discretion of the Town. At a minimum, and in addition to the requirements for a Secondary Plan Amendment identified in Section 13.4.7.4.3, the Town will evaluate as part of the *Comprehensive Review/Municipal Comprehensive Review*, the following:

- (i) revised population and employment forecasts, and land needs calculations for the Town of Georgina;
- (ii) the need for the proposed change in land use with respect to a clearly demonstrated shortfall in the inventory of lands designated for the proposed land use within the Town of Georgina;
- (iii) a complete analysis of the inventory of lands designated for business park development within the Town of Georgina to accommodate projected long-term forecasts for business park employment;
- (iv) a review of the subject site's physical and natural characteristics, development constraints and location that would justify the consideration of a land use conversion;
- (v) a thorough site development impact review to ensure that the proposed land use and development is *compatible* with the existing and planned land uses within the Keswick Business Park, and pose no threat to the operation of the full range of permitted business park employment generating land uses anticipated by

this Plan;

- (vi) an EIS which demonstrates no adverse impact on the environment as a result of a land use conversion; and,
- (vii) a study of the impact on other commercial uses or areas in the Town, which demonstrates no adverse impact upon those uses or areas.

13.4.7.4.5 Environmental Impact Statements

- a) Where the preparation of an Environmental Impact Statement is required, the report shall be prepared to the satisfaction of the Town in consultation with the Conservation Authority and/or Ministry of Natural Resources and/or Ministry of the Environment and/or other relevant agencies. The Town may determine that a peer review should be conducted of the Environmental Impact Statement. The Town shall select and retain a qualified environmental consultant, at the expense of the proponent, to conduct the peer review.
- b) All Environmental Impact Statements shall be prepared by experts qualified in the fields of ecology, biology, hydrology, hydrogeology and/or environmental planning and shall be prepared in accordance with a work plan that has been approved by the Town in consultation with the relevant agencies. The work plan shall identify the boundaries of the area to be studied and may include lands beyond the limit of the lands proposed for development. The objective of the Statement is to identify and assess the potential impacts of a specific development proposal on the environmental features, functions and linkages of the potentially affected areas and to ensure that the proposal complies with the policies and intent of this Secondary Plan.
- c) Prior to the preparation of an Environmental Impact Statement, the applicant is required to consult with the Town and Conservation Authority to define the scope of the required Environmental Impact Statement.
- d) Components of an Environmental Impact Statement shall generally include, but are not necessarily limited to, the following:
 - (i) a detailed description of the site including the natural heritage features, functions and the linkages between features;

- (ii) a characterization of the existing adjacent natural heritage features and functions;
- (iii) a detailed description of the proposed development or land use activity;
- (iv) an assessment of the expected direct, indirect and cumulative impacts of development on the functions, attributes and linkages for which the area was identified;
- (v) an evaluation of the extent to which development can be accommodated within or adjacent to the natural heritage feature without *negative impact* to the natural heritage feature;
- (vi) recommendations to avoid or mitigate impacts and identification of opportunities for restoration and/or enhancement;
- (vii) establishing specific mitigation measures to protect the features within the 'Environmental Protection Areas' designation, and to ensure that:
 - the quality and quantity of groundwater, base flow and surface water are protected;
 - groundwater recharge and discharge areas or headwaters will not be *significantly* impacted;
 - where the removal of topsoil or grading is required, stream sediment loading shall be minimized, slope stability will be maintained and erosion will be minimized;
 - there is no net loss of productive capacity for fish habitat; and,
 - a net gain of productive capacity is achieved wherever possible.
- (viii) a strategy for implementing the recommended mitigation measures; and,
- (ix) an evaluation of the need for a construction and post-construction monitoring plan to measure the potential effect on the natural heritage feature(s).

- e) For development proposed on *adjacent lands or lands in close proximity* to *significant* portions of the habitat of endangered, threatened or vulnerable species and *significant* wildlife habitat, the Ministry of Natural Resources shall be contacted to determine what additional requirements must be addressed in the Environmental Impact Statement.
- f) The boundaries of the 'Environmental Protection Area' designation within the Keswick Business Park Secondary Plan Area are fixed, and correspond in some instances to the Urban Service Area Boundary. The preparation of an Environmental Impact Statement may require that additional lands be set aside from urban development for environmental buffering, however, under no circumstances will the Town reduce the environmental buffers that establish the boundaries of the 'Environmental Protection Areas' designation in this Plan. Further, an Environmental Impact Statement shall not justify the expansion of the Urban Service Area Boundary established by this Plan.

13.4.7.4.6 Peer Reviews

- a) The Town may deem it desirable to have independent, qualified professionals conduct a Peer Review of technical studies in support of development applications that have been completed by the proponents. Peer reviews may be required for any of the studies identified in this Secondary Plan.
- b) In accordance with the Town's Policy for Peer Reviews, the peer review consultants are to review the technical studies having regard to relevant Town, Regional and Provincial policies and guidelines as well as the Lake Simcoe Region Conservation Authority Watershed Policies, and provide recommendations to the Town regarding the acceptability of the methodology or approach used in the study, the completeness, and accuracy of the conclusions and findings of the study.
- c) The cost of the peer review will be the responsibility of the proponent for the subject development application.

13.4.7.4.7 Developer Group Agreements

- a) Developer Group Agreements based on this Secondary Plan and the findings of any supporting studies shall be required by the Town. In this regard, property owners will be required to enter into one or more Developer Group Agreements as a condition of development approval, providing for the

equitable distribution of the costs of land and community and *infrastructure* facilities.

- b) Such agreements shall ensure that the necessary approvals and the required contributions of funds, lands and commitments for services will be in place and operative prior to, or coincident with occupancy and use of land, without adverse impact on the Town's financial capability. This may require front-ending agreements to advance the timing for the required *infrastructure*, and to address any acceleration in associated costs. Items which shall be addressed in the Development Agreements include:
 - (i) parks, open space linkages and environmental features and their essential buffers;
 - (ii) water, wastewater collection and storm water management facilities;
 - (iii) road *infrastructure* and widenings; and,
 - (iv) other *utilities* and streetscape enhancements as required by the Town.
- c) Where various landowners are unable to come to an agreement on the sharing of costs, the Town may be asked to facilitate mediation among the various landowners.

13.4.7.5 Land Securement

13.4.7.5.1 Land Dedication, Acquisition and Securement

- a) It is the intent of the Town that all properties designated 'Greenlands System' within the Keswick Business Park Secondary Plan Area become under the jurisdiction of the municipality or other public agency such as the Conservation Authority. A wide range of mechanisms would be used to achieve this objective including acquisition in accordance with the Planning Act, negotiation as a condition of development approval, property tax exemptions for non-usable land areas, easements registered on title, land exchanges, donations, gifts, bequests and lease agreements.
- b) In order to preserve and restore the forest resources, the Town will actively participate in Region of York initiatives, such as the "Greening of York Strategy". In addition, the long term securement of forested land by various Land Trusts, the Nature Conservancy of Canada or other agencies such

as the Lake Simcoe Region Conservation Authority will be encouraged and supported.

- c) The Town shall generally acquire other lands required to implement the policies of this Secondary Plan in accordance with the provisions of the Planning Act, the Municipal Act, the Development Charges Act or any other statute.
- d) In the event of the donation of natural features lands to the Town, Region or an environmental group, the provision of an environmental easement across some or all of the lands, or the creation of a stewardship agreement shall be encouraged. Where such lands have been donated to the Town or other public agency, they shall be maintained in accordance with the policies of this Secondary Plan.

13.4.7.5.2 Parkland Acquisition

- a) Land required for public park/open space or recreational uses in accordance with this Secondary Plan may be generally acquired as a condition of development or redevelopment for business park purposes at a rate of 2 percent of the land proposed for development, in accordance with the provisions of the Planning Act.
- b) The Town may require, in lieu of the conveyance of parkland, cash payment of money equal to the value of the land to be conveyed in accordance to the provisions of the Planning Act.
- c) The Town shall use the lands conveyed to the Town under the provisions of the Planning Act for public park, recreational uses, or open space linkages, but may sell such lands at any time.
- d) All monies received under the cash-in-lieu provisions of the Planning Act shall be used for the sole purpose of enhancing the supply of public parks, recreational uses, or open space linkages within the municipality, in accordance with the Planning Act.
- e) The Town shall endeavour to encourage other agencies and groups to make land and facilities available for the general use of all residents.
- f) The Town may also acquire lands which are of particular value either because of their physical character or because their location provides a link with other portions of the open space system.

- g) Parkland acquisition may include any of the following:
 - (i) purchase, lease, property dedication;
 - (ii) dedication through development;
 - (iii) shared use agreement; and/or,
 - (iv) property exchange.
- h) All lands dedicated to the Town shall be conveyed in a physical condition satisfactory to the Town.
- i) The Town shall not accept lands designated for storm water management flood control or hazard land as park dedication.

13.4.7.6 Public Involvement

13.4.7.6.1 Committee of Adjustment

- a) The Committee of Adjustment shall be guided by the intent and purpose of this Secondary Plan and implementing Zoning By-law in making decisions on applications pursuant to the Planning Act.
- b) A minor variance, or an extension or enlargement of a legal non-conforming use shall not aggravate any problem created by the existence of the use, especially in regard to the policies of this Secondary Plan and the requirements of the Zoning By-law.

13.4.7.6.2 Georgina Heritage Committee

- a) The Town shall continue to maintain a citizens' heritage advisory committee known as the Georgina Heritage Committee pursuant to the Ontario Heritage Act, to advise and assist the Town on all heritage matters that affect the Town.
- b) The responsibilities of the Georgina Heritage Committee include:
 - (i) recommending properties worthy of designation under Parts IV and V of the Ontario Heritage Act;
 - (ii) preparing and maintaining a list of properties, features and areas worthy of monitoring for conservation;

- (iii) encouraging and facilitating the retention of documentation that is of architectural and historical significance to the Town of Georgina;
- (iv) establishing guidelines for the conservation of heritage resources including individual structures, heritage conservation districts and features of natural heritage;
- (v) reviewing planning documents, development applications, building permits and sign permits as they pertain to identified heritage resources; and,
- (vi) reviewing municipal, provincial and federal heritage legislation.

13.4.7.6.3 Public Consultation

- a) Council, or a Committee of Council delegated with the appropriate authority, shall, when considering a proposed Secondary Plan Amendment, Zoning By-law or Zoning By-law Amendment, ensure that adequate information and an opportunity to comment are made available to the public with respect to the proposal by holding one or more public meetings.
- b) Notification to the residents of public meetings held by the Council/Committee of Council shall be done in accordance with the procedures detailed in the Planning Act.

13.4.8 INTERPRETATION

13.4.8.1 Interpretation

- a) This Plan is a statement of Town land use planning policy. It is intended to guide the development of the Keswick Business Park. Some flexibility in interpretation is permitted, provided the intent of the goals, policies and principles of this Plan are maintained.
- b) The designations identified on Schedule L1 are intended to show general areas. Minor adjustments to the boundaries of the designations may occur through the Town's approval process without Amendment to the Plan, except where the designations are established by fixed boundaries, such as road rights-of-way, or where specifically stated to be fixed in the policies of this Plan, such as the Environmental

Protection Area designation and Urban Service Area Boundary.

- c) Where lists or examples of permitted uses are provided, they are intended to indicate the possible range and type of uses that are to be considered. Specific uses not listed, but considered by the Town to be similar to the listed uses and to conform to the general intent of the applicable land use designation may be recognized as a permitted use and recognized in the implementing zoning by-law.
- d) Minor variations from numerical requirements in the Plan, with the exception of height limits and minimum *vegetation protection zones*, may be permitted without Amendment to this Plan provided that the general intent of the Plan is maintained.

13.4.8.2 Land Use Boundaries and Roads

- a) It is intended that the boundaries of the land use designations on Schedule L1 be considered approximate, and considered exact only where bounded by roads, or the Urban Service Area Boundary or the Highway 404 extension. It is also intended that the location of proposed roads, as indicated on Schedule L1, be considered as approximate, except where they are intended to align with a road intersection on the west side of Woodbine Avenue.
- b) Amendments to this Secondary Plan will not be required to permit minor adjustments to such approximate urban land use boundaries or to such approximate location of roads, provided that the general intent of the Secondary Plan is preserved. An Amendment to this Plan shall be required to adjust the Urban Service Area Boundary.

13.4.8.3 Stated Measurements and Quantities

- a) It is intended that all figures and quantities herein shall be considered as approximate only and not exact. Amendments to the Secondary Plan will not be required to permit a minor variance from any of the proposed figures.

13.4.8.4 Legislation

- a) Where this Secondary Plan makes reference to an Act of the Legislature or an Ontario Regulation, such reference shall include its successor upon amendment or replacement.

13.4.8.5 Definitions

- a) For the purposes of this Secondary Plan, the following definitions shall apply:

Aided Succession - means a managed change from one vegetation type to another (e.g., planting trees).

Adjacent Lands or Lands in Close Proximity - means those lands subject to a development proposal, where the natural functions, attributes or linkages of the identified lands can reasonably be expected to be impacted by the development activities.

Adverse Effects - means one or more of:

- impairment of the quality of the natural environment for any use that can be made of it;
- injury or damage to property or plant and animal life;
- harm or material discomfort to any person;
- an adverse effect on the health of any person;
- impairment of the safety of any person;
- rendering any property or plant or animal life unfit for use by humans;
- loss of enjoyment of normal use of property;
- interference with normal conduct of business.

Compatible - means development that may not necessarily be the same or similar to the existing buildings or uses in the vicinity, but, nonetheless, enhances the established community and coexists with existing development without causing any undue *adverse effects* or impact on surrounding properties.

Comprehensive Review - means an official review which is initiated by a planning authority and which: is based on a review of population and growth projections; considers alternative directions for growth and determines how best to accommodate this growth while protecting provincial, regional and local interests; utilizes opportunities to

accommodate projected growth through intensification and redevelopment and, if necessary, designated growth areas; confirms that the lands to be developed do not comprise specialty crop areas; is integrated with planning for infrastructure and public service facilities; and, considers cross-jurisdiction issues. The determination of land requirements to meet protected land needs will be based on and reflect upper-tier projections and allocations where these exist, and provincial plans approved by the Lieutenant Governor in Council.

Conservation Use - means the preservation, protection, maintenance and enhancement of components of the natural environment through a comprehensive ecosystem based management and maintenance program.

Cultural Heritage Resources - means archaeological remains or prehistoric and historic habitation areas, containing archaeological potential, cemeteries and burials, buildings and structural remains of historical and architectural value, and human-made villages or landscapes of historic interest.

Development - means the creation of a new lot, change in land use designation or in the permitted uses; or the construction, erection, placement or replacement of one or more buildings or structures on land; or the making of an addition or alteration to a building or structure that increases the horizontal size of the ground floor area of the structure by more than 50% or the usability thereof, where any such activity above requires an approval under the Planning Act or an exception to a Tree By-law approved in accordance with the Forestry Act and/or the Municipal Act.

Ecosystem - means an ecological system that is composed of air, land, water and living organisms including humans and the interactions between them.

Environmentally Sustainable - means activities that meet present needs without having net adverse impacts on the quality of air, water and land thus ensuring the long-term viability of *ecosystems* is maintained.

Existing - means legally existing as of the date of the adoption of this Secondary Plan and which has continued to exist to present.

Flood Plain - means the area, usually low lands adjoining a watercourse, which has been or may be subject to flooding

hazards.

Infrastructure - means physical structures (facilities and corridors) that form the foundation for development. Infrastructure includes: sewage and water systems, septage treatment systems, waste management systems, electric power generation and transmission, communications/telecommunications, transit and transportation corridors and facilities, oil and gas pipelines and associated facilities.

Key Hydrologic Features - means:

- Permanent and intermittent streams;
- Lakes (and their littoral zones);
- Seepage areas and springs; and
- Wetlands

Key Natural Heritage Features - means:

- Significant habitat of endangered species, threatened species and special concern species;
- Fish habitat;
- Wetlands;
- Life Science Areas of Natural and Scientific Interest (ANSIs);
- Significant valleylands;
- Significant *woodlands*;
- Significant wildlife habitat;
- Sand barrens; savannahs and tallgrass prairies; and
- Alvars.

Lands in Close Proximity or Adjacent Lands - means those lands subject to a development proposal, where the natural functions, attributes or linkages of the identified lands can reasonably be expected to be impacted by the development activities.

Municipal Comprehensive Review - means an official plan review, or an official plan amendment, initiated by a municipality that comprehensively applies the policies and Schedules of the Growth Plan.

Negative Impact - 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; or,

- in regard to other Natural Heritage Features and Areas, the loss of the natural features or ecological functions for which an area is identified.

Open Space - means all publicly owned lands which are accessible for passive or active leisure opportunities which include the following elements: parks, walkways, bike paths, trails, hazard lands, natural areas, conservation authority lands and school areas.

Reforestation - means an act of replanting or restoring trees on an area that once supported a forest.

Significant - means:

- in regard to woodlands, encompasses all old growth forest (more than 100 years of age) and mid- to late-successional forest (60 to 100 years of age) that is greater than 4 hectares in size;
- in regard to other features and areas that are ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or natural heritage system;
- in regard to other matters, important in terms of amount, content, representation or effect.

Site Alteration - means activities such as filling, grading and excavation that would change the landform and natural vegetation characteristics of land, but does not include the construction of facilities for transportation, infrastructure and utilities used by a public body; activities or works under the Drainage Act, or the carrying out of agricultural practices on land uses for agricultural uses as of December 16, 2004.

Sustainable - means activities that meet present needs without compromising the ability of future generations to meet their own needs.

Sustainable Community Planning - means that future planning and development of The Town of Georgina will be pursued in a manner that ensures that the needs of the

current population can be met without compromising the ability of future generations to meet their own needs. To achieve the sustainable community planning, the Town of Georgina will:

- think globally, act locally - global environmental concerns will be acted upon in a local context;
- promote ecosystem integrity - planning and development will be considered in a context that recognizes the interaction of all parts of the *ecosystem* and shall protect the integrity and vitality of natural systems and processes;
- ensure economic vitality and balanced growth - a competitive, adaptable economic environment will be promoted to encourage investment and employment opportunities. Residential growth will be balanced with employment growth;
- require urban design excellence - excellence in urban design will be required to contribute to a sense of place, ensure physical safety, promote social interaction and enjoyment, provide human scale to the urban environment and ensure a beautiful and functional built legacy; and,
- recognize cumulative effects - future planning and development will recognize cumulative impacts by not exceeding the carrying capacity of air, land and water to absorb the impacts of human use.

Sustainable Resource Uses - means activities that meet present needs and are based on an ecosystem approach that minimizes the disruption of natural resources while ensuring the long term health of the natural, social and economic systems.

Utility(ies) - means all public and/or private utilities infrastructure (including but not exclusive of hydro, communications/telecommunications, gas, Canada Post, etc.).

Vegetation Protection Zone - means a vegetated buffer area surrounding a key natural heritage feature or key hydrologic feature within which only those land uses permitted within the feature itself are permitted. The width of the vegetation protection zone is to be determined when new development or *site alteration* occurs within 120 metres of a key natural

heritage feature or key hydrologic feature, and is to be of sufficient size to protect the feature and its functions from the impact of the proposed change and associated activities that will occur before, during, and after, construction, and where possible, restore or enhance the feature and/or its function.

Woodlands - means treed areas that provide environmental and economic benefits such as erosion prevention, water retention, provision of habitat, recreation and the sustainable harvest of woodland products. Woodlands include treed areas, woodlots or forested areas and vary in their level of significance.

