

**TOWN OF
GEORGINA**

**SUTTON/JACKSON'S POINT SERVICING ALLOCATION
ASSIGNMENT PROGRAM RESIDENTIAL DEVELOPMENT**

June 30, 2010

Submission Instructions

Introduction

The Regional Municipality of York has completed an Environmental Assessment (EA) to expand the Sutton Water Pollution Control Plant in order to accommodate future population growth in Sutton/Jackson's Point. Subject to the approval of the EA and the construction of an expanded Plant, this expansion will result in additional waste water treatment capacity or "servicing allocation". Furthermore, the availability of future servicing allocation may also be dependent upon the completion of planned Regional water infrastructure.

At such time(s) as determined by the Town, landowners and developers wanting to be considered for an assignment from this additional servicing allocation will be required to make an application in accordance with the eligibility criteria and submission requirements of the 'Sutton/Jackson's Point Servicing Allocation Assignment Program', as set out below.

Eligibility Criteria

To be considered for the preliminary assignment of servicing allocation, all of the following eligibility criteria must be met:

1. The subject land is located within the Urban Service Boundary of the Sutton/Jackson's Point Secondary Plan.
2. The proposed development conforms to the policies of the Sutton/Jackson's Point Secondary Plan and the appended Urban & Architectural Design Guidelines.
3. The proposed development is a residential or mixed-use proposal consisting of more than 3 dwelling units.
4. All grade-related (3 storeys or less) residential or mixed-use buildings shall be designed to achieve, at a minimum, Energy Star® certification.
5. All mid and high-rise (4 storeys and greater) residential and mixed-use buildings shall be designed to achieve, at a minimum, LEED® certification and 25% greater energy efficiency than the Model National Energy Code for Buildings.

6. The proposed development is designed to achieve 10% greater water efficiency than the Ontario Building Code.
7. There are no outstanding municipal taxes owing on the property, or satisfactory arrangements have been made with the Town regarding the payment of any outstanding taxes.

Evaluation Criteria

The following criteria will be used by the Town to evaluate the proposed developments:

1. Does the proposal serve to revitalize and/or strengthen one of the Centres or Corridors identified in the Sutton/Jackson's Point Secondary Plan?
2. Will the proposal result in, or allow for, the completion or enhancement of an existing neighbourhood?
3. Does the proposal provide multi-unit housing, in combination with on-site amenities, designed for seniors in an appropriate location (i.e. within a centre or corridor or close to shops and services).
4. Does the proposal exhibit exceptional urban and architectural design?
5. Does the proposal incorporate innovative sustainability, storm water management, water conservation and/or energy conservation measures (e.g. green roof, solar efficiencies, geothermal system, wind turbine, permeable pavement, xeriscaping, rain water harvesting cistern, etc.) that go beyond the minimum requirements for achieving Energy Star® or LEED® certification?
6. Does the proposal provide public access opportunities to the waterfront (Lake Simcoe and/or Black River)?
7. Is the proposal transit supportive and/or does it promote reduced automobile dependence and alternative means of transportation?
8. Does the proposal provide any community benefits, facilities or services that go beyond the typical requirements of the planning approvals process? Examples include, but are not necessarily limited to, the following:
 - Increased public parkland or open space opportunities
 - Enhancements to the pedestrian and bicycle pathway system
 - Improvements to public infrastructure
 - Donations to charitable or not-for-profit organizations that provide essential services to the community
9. Does the proposal serve to strengthen the Town's economic well being?
10. Does the applicant have experience developing similar types of projects? If yes, what and where?
11. Can the proposal be developed in a timely fashion, taking into consideration variables such as outstanding planning approvals, required studies, or engineering and environmental constraints?

12. Does the applicant have, or will he/she be able to secure, the required financing to undertake the project?

Rating Scale

The following rating scale will be used to evaluate each of the submissions against the 12 evaluation criteria:

- 1 - very weak
- 2 - weak
- 3 - moderate
- 4 - strong
- 5 - very strong

Criteria #3 (Seniors Housing) and Criteria #5 (Sustainability) will be given three times (3X) the weight and Criteria #6 (Public Waterfront Access), Criteria #11 (Timely Development) and Criteria #12 (Required Financing) will be given twice (2X) the weight of the other evaluation criteria in order to reflect the importance of these issues to the Town.

Submission Requirements

1. A completed *Submission Checklist*.
2. A completed *Application Form*.
3. A *Comprehensive Report* (10 copies) consisting of the following:
 - a) Table of Contents
 - b) Description of the overall proposal
 - c) Relevant property information (legal description, municipal address, assessment roll number, present use, description of existing structures, frontage, depth and area).
 - d) A detailed concept plan in accordance with the following minimum requirements:
 - Drawings, sketches or artist's renderings to provide a visual description of the project.
 - If the proposal is a plan of subdivision or condominium, the concept plan shall be in the form of a draft plan prepared in accordance with the information requirements of Section 51(17) of the *Planning Act*, R.S.O. 1990.
 - If the proposal is not a plan of subdivision or condominium, the concept plan shall include, at a minimum, the following information:
 - The boundaries and dimensions of the subject land;
 - The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from all lot lines;
 - The approximate location of all natural and artificial features on the subject land and on land that is

adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks;

- The current land use(s) of adjacent properties;
 - The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;
 - The location and nature of any easements affecting the subject land; and,
 - A proper metric scale and north arrow.
- e) An explanation of how the proposal meets each of the eligibility criteria.
- f) A detailed explanation of how the proposal addresses each of the evaluation criteria.
- g) A description of any planning approvals required pursuant to the *Planning Act* (i.e. Plan of Subdivision, Secondary Plan Amendment, Zoning By-law Amendment, Minor Variance, Site Plan, etc.). Where a Secondary Plan Amendment, Zoning By-law Amendment or Minor Variance is required, please provide details regarding the required relief.
- h) A statement regarding the total amount of servicing allocation required for the development proposal and the amount of servicing allocation currently assigned to the property (if any). The servicing allocation requirement is determined using the following factors:
- | | |
|---|----------------------|
| Single Detached, Semi-Detached, Townhouse | 2.9 persons per unit |
| Apartments or Retirement Developments | 2.0 persons per unit |
| Seniors Apartments | 1.5 persons per unit |
- For example: If the development proposal includes 10 single detached dwellings, the total amount of servicing allocation required is 29 persons equivalent (10 units x 2.9 persons per unit).
- i) A description of applicant's experience developing similar types of projects, including information about previous developments that have been built.
- j) The proposed time frame for the completion of the project from start to finish.

Approval Procedure

1. A complete submission must be received by the Planning Division no later than 4:30 p.m. on _____, 2010.
2. Planning Division staff will review the submission for completeness and determine if the eligibility criteria have been met.
3. If the submission is deemed to be complete and meets the eligibility criteria, it shall be accepted. If the submission is deemed to be incomplete

or does not meet the eligibility criteria, staff may request additional information or refuse to accept the submission.

4. Submissions deemed to be complete and eligible will be forwarded to a Council appointed Selection Committee for review and consideration. The Selection Committee is comprised of the two Ward 3 and 4 Councillors, the Mayor as an ex-officio member, and staff representatives from the Engineering and Public Works Department, the Leisure Services Department, and the Planning and Building Department.
5. The Selection Committee will grade each of the submissions using the Evaluation Criteria and Rating Scale (i.e. scores of 1 to 5), and the submissions receiving the highest total score will be invited to advance to the second stage in the process. The Selection Committee will determine the number of submissions that will advance to the second stage in the process.
6. The applicant/agent of those submissions that have been selected to advance to the second stage in the process will be invited to make a presentation to the Selection Committee. Presentations will be limited to 15 minutes in length, and will be followed by a 15 minute question/discussion period.
7. Following all of the presentations, the Selection Committee will meet to discuss each of the submissions, review the evaluations (and make any necessary revisions thereto), and select the proposal(s) it believes should receive servicing allocation.
8. Staff will prepare a report on behalf of the Selection Committee and make recommendations to Council respecting the proposed development(s) that it believes should receive the servicing allocation, along with the terms of the preliminary assignment. Terms of the assignment may include, but are not necessarily limited to: (1) a sunset clause after which date the allocation may be revoked if Council is not satisfied that the applicant is proceeding in a timely fashion; and, (2) the submission of progress reports.
9. Council will make the final determination regarding the development(s) to be assigned the allocation and the terms of the assignment.
10. The estimated length of the application process is 3 months.

For more information respecting the Sutton/Jackson's Point Servicing Allocation Assignment Program, please contact:

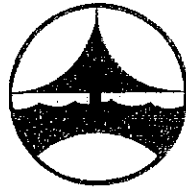
Town of Georgina
26557 Civic Centre Road,
Keswick, Ontario
L4P 3G1

Attn: _____

Phone: (905) 476-4301, (905) 722-6517, (705) 437-2210, ext. _____

Fax: (905) 476-4394

E-mail: _____



**TOWN OF
GEORGINA**

**SUTTON/JACKSON'S POINT SERVICING ALLOCATION
ASSIGNMENT PROGRAM
RESIDENTIAL DEVELOPMENT**

(February, 2010)

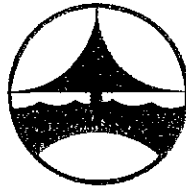
Submission Checklist

	Yes	No
Completed Application Form (1 copy)		
Comprehensive Report containing required information (10 copies)		
Drawing/Sketch/Artist's Rendering of project (10 copies)		
Other supporting documentation submitted (10 copies) (please specify nature of document(s) below)		
Does the submission meet all of the Eligibility Criteria?		

Completed By:

Applicant/Owner/Agent/Consultant

Date



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Application Form

	Name	Address, Phone, Fax and E-mail
Applicant/Owner:		
Agent:		

1. Please provide the legal description and municipal address of the subject land(s).

2. Please provide a brief description of the development proposal.

SUTTON/JACKSON'S POINT SERVICING ALLOCATION
ASSIGNMENT PROGRAM APPLICATION FORM

3. Please provide a brief explanation of how the development proposal meets each of the Eligibility Criteria, as outlined in the Submission Instructions.

Criteria #1

Criteria #2

Criteria #3

Criteria #4 or #5

Criteria #6

Criteria #7

4. Please indicate the amount of servicing allocation being requested.

Submission Deadline: A completed application form and supporting documentation must be received by the Planning Division no later than 4:30 p.m. on _____, 2010.

DECLARATION

I, _____ of the _____
in the _____ solemnly declare that I am
the owner, an officer of the owner, an agent of the owner, and that all the above
statements contained in the written application and the attached submission are
true, and I make this solemn declaration conscientiously believing it to be true,
knowing that it is the same force and effect as if made under oath, and by virtue
of "The Canada Evidence Act". I also acknowledge that the assignment of water
supply and sewage servicing capacity to the above noted property (herein
referred to as the 'subject lands') does not in anyway guarantee approval of any
planning applications and/or other approvals that may be required from the Town
of Georgina and/or any other department/agency. I further acknowledge that the
assignment of any servicing allocation to the subject lands may be revoked at
anytime by the Town of Georgina. Furthermore, I acknowledge that any decision
of the Town of Georgina with respect to the assignment of allocation is not
subject to appeal and I agree not to undertake any action against the Town of
Georgina respecting their decision regarding the assignment of the servicing
allocation.

Declared before me at the _____ of _____ in the
_____ this _____ day of _____ 2010.

Commissioner, etc.

Registered Owner,
Solicitor or Agent

AUTHORIZATION OF OWNER

If an agent is used, the owner must also complete the following:

I/We _____ being the registered owner(s) of
the subject land(s), hereby authorize _____
_____ (please print) to submit the enclosed application to the
Planning and Building Department, and to appear on my behalf at any hearing(s)
of the application and to provide any information or material required by the
Planning and Building Department relevant to the application.

Dated at the _____ of _____ this _____ day of
_____ 2010.

Signature of Owner

NOTE TO OWNER:

IF THE APPLICATION FORM AND ATTACHED SUBMISSION IS TO BE
PREPARED BY SOMEONE OTHER THAN THE OWNER, AUTHORIZATION
SHOULD NOT BE GIVEN UNTIL THE COMPLETED APPLICATION AND
ATTACHED SUBMMISION HAVE BEEN EXAMINED BY YOU AND
APPROVED.