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| <input type="checkbox"/> <b>North York District</b><br>Community Planning Office<br>North York Civic Centre<br>5100 Yonge Street<br>Toronto, Ontario M2N 5V7<br>Fax: 416-395-7155 | <input checked="" type="checkbox"/> <b>Toronto and East York District</b><br>Community Planning Office<br>Toronto City Hall<br>100 Queen Street West<br>Toronto, Ontario M5H 2N2<br>Fax: 416-392-1330 | <input type="checkbox"/> <b>Scarborough District</b><br>Community Planning Office<br>Scarborough Civic Centre<br>150 Borough Drive<br>Toronto, Ontario M1P 4N7<br>Fax: 416-396-4265 | <input type="checkbox"/> <b>Etobicoke York District</b><br>Community Planning Office<br>2 Civic Centre Court<br>Toronto, Ontario M9C 5A3<br>Fax: 416-394-6063 |
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A Pre-Application Consultation Meeting is held to identify key issues and the approvals that will be required and identify the supporting drawings, reports and studies required to achieve complete application status in accordance with the Planning Act and the Toronto Official Plan. **Please include a copy of this checklist with your formal submissions.**

<b>Meeting Date:</b>	February 26, 2018	<b>Requestor:</b>	Sidonia Tomasella (Legal Rep. Greenwin)
<b>Folder Number:</b>	n/a	<b>District:</b>	TEY – Downtown Section
<b>Planner:</b>	Kate Goslett	<b>Manager:</b>	David Oikawa
<b>STAR STREAM:</b>	<input type="checkbox"/> Routine	<input type="checkbox"/> Complex	<input type="checkbox"/> GoldSTAR <input checked="" type="checkbox"/> Open Door

**PROPERTY INFORMATION**

<b>Municipal Address:</b>	26 Grenville Street & 27 Grosvenor Street
<b>Official Plan/Secondary Plan Designation:</b>	Mixed-Use Area; Bay Street Character Area (SASP 382)
<b>Zoning:</b>	CR 7.8 (c2.0; r7.8) SS1 (x2358)
<b>Natural Heritage Features:</b>	n/a
<b>Cultural Heritage Features:</b>	n/a
<b>Built Heritage Features:</b>	(Adjacencies) Heritage-designated properties at 32 Grenville Street and 25 Grenville Street.

**Description of current uses:**

The site is currently occupied by a multi-level parking structure and the two-storey former Provincial Coroner's Office.

**Description of proposal:**

The Ontario Government, as part of its Fair Housing Plan, has established a program to leverage provincial land assets to develop a mix of market housing and new, permanent, sustainable and affordable housing across the province. The site at 26 Grenville Street and 27 Grosvenor Street will be sold to Greenwin to develop a mix of affordable and market rental units. Thirty per cent of the residential Gross Floor Area (GFA) on the site will be allocated towards affordable housing, the remainder of which will be market rental units. The project is proceeding through the City's Open Door Program. An application for severance will be filed to sever the development lands from existing Province of Ontario landholdings.

**APPLICATIONS REQUIRED:**

Official Plan Amendment (OPA)	<input type="checkbox"/>	Site Plan Control (SPA)	<input checked="" type="checkbox"/>
Zoning By-law Amendment (ZBA)	<input checked="" type="checkbox"/>	Rental Housing Demolition and Conversion (RH)	<input type="checkbox"/>
Draft Plan of Subdivision (SUB)	<input type="checkbox"/>	Draft Plan of Condominium (CDM)	<input type="checkbox"/> Standard <input type="checkbox"/> Common Elements <input type="checkbox"/> Other
Consent (CO)	<input type="checkbox"/>	Part Lot Control Exemption (PLC)	<input type="checkbox"/>
Minor Variance(s) (MV)	<input type="checkbox"/>	Other	<input type="checkbox"/>

**INFORMATION/STUDIES REQUIRED WITH APPLICATION SUBMISSION**

**City Planning** [7 paper copies unless noted and 1 digital copy (i.e. PDF)]

<input checked="" type="checkbox"/>	<a href="#">Draft Zoning By-law Amendment (text and schedule)</a> (ZBA only)	<input type="checkbox"/>	<a href="#">Draft Official Plan Amendment (text and schedule)</a> (OPA only)
<input checked="" type="checkbox"/>	<a href="#">Physical or Computer Generated Building Mass Model</a> (OPA,ZBA,SPA only)	<input checked="" type="checkbox"/>	<a href="#">Planning Rationale</a> (OPA,ZBA,SUB,CDM only)
<input checked="" type="checkbox"/>	<a href="#">Community Services and Facilities Study</a> (OPA,ZBA,SUB only)	<input checked="" type="checkbox"/>	<a href="#">Pedestrian Level Wind Study</a> (ZBA,SPA only)
<input type="checkbox"/>	<a href="#">Architectural Control Guidelines</a> (ZBA,SUB,SPA only)	<input type="checkbox"/>	<a href="#">Avenue Segment Review Study</a> (OPA,ZBA only)
<input type="checkbox"/>	<a href="#">Housing Issues Report</a> (OPA,ZBA,CDM only)	<input checked="" type="checkbox"/>	<a href="#">Sun/Shadow Study</a> (ZBA,SPA only)
<input type="checkbox"/>	<a href="#">Natural Heritage Impact Study</a> (OPA,ZBA,SUB,SPA only)	<input type="checkbox"/>	<a href="#">Urban Design Guidelines</a> (ZBA,SUB,SPA only)
<input checked="" type="checkbox"/>	<a href="#">Green Development Standards Checklist</a> (ZBA,SUB,CDM,SPA only)	<input type="checkbox"/>	<a href="#">Accessibility Design Standards Checklist</a> (SUB,CDM,SPA only)
<input type="checkbox"/>	<a href="#">Noise Impact Study</a> (ZBA,SUB,SPA only)	<input type="checkbox"/>	<a href="#">Vibration Study</a> (ZBA,SUB,SPA only)
<input checked="" type="checkbox"/>	<a href="#">Archaeological Assessment</a> (OPA,ZBA,SUB,SPA only)	<input checked="" type="checkbox"/>	<a href="#">Heritage Impact Statement (Conservation Strategy)</a> (ZBA,SUB,SPA only)
<input checked="" type="checkbox"/>	Public Consultation Plan (OPA,ZBA, SUB only)	<input checked="" type="checkbox"/>	<a href="#">Energy Strategy</a> (OPA, ZBA, SUB only)
<input checked="" type="checkbox"/>	<a href="#">Energy Efficiency Report</a> (SPA only)		

**Engineering & Construction Services** [2 paper copies unless noted and 1 digital copy (i.e. PDF)]

<input checked="" type="checkbox"/>	<a href="#">Loading Study</a> (ZBA,SPA only)	<input checked="" type="checkbox"/>	<a href="#">Stormwater Management Report</a> (ZBA,SUB,CDM,SPA only)
<input checked="" type="checkbox"/>	<a href="#">Parking Study</a> (ZBA,CDM,SPA only)	<input type="checkbox"/>	<a href="#">Environmental Impact Study</a> (OPA,ZBA,SUB,SPA only)
<input checked="" type="checkbox"/>	<a href="#">Traffic Operations Assessment</a> (ZBA,SUB,SPA only)	<input type="checkbox"/>	<a href="#">Contaminated Site Assessment</a> (OPA,ZBA,SUB,SPA only)
<input checked="" type="checkbox"/>	<a href="#">Transportation Impact Study</a> (OPA,ZBA,SUB,SPA only)	<input checked="" type="checkbox"/>	<a href="#">Servicing Report</a> (ZBA,SUB,CDM,SPA only)
<input checked="" type="checkbox"/>	<a href="#">Geotechnical Study / Hydrological Review</a> (ZBA,SUB,SPA only)		

**Urban Forestry Services** [2 paper copies unless noted and 1 digital copy (i.e. PDF)]

<input checked="" type="checkbox"/>	<a href="#">Arborist/Tree Preservation Report and/or Declaration</a> (ZBA,SUB,CDM,SPA only)
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**PLANS REQUIRED WITH APPLICATION SUBMISSION**

**Survey Plans** [7 paper copies unless noted, and one digital copy]

<input checked="" type="checkbox"/>	<a href="#">Boundary Plan of Survey</a> (All Applications)	<input checked="" type="checkbox"/>	<a href="#">Topographical Survey</a> (OPA, ZBA, SPA, SUB, CDM only)
<input type="checkbox"/>	<a href="#">Draft Plan of Subdivision</a> (SUB only)	<input type="checkbox"/>	<a href="#">Draft Plan of Condominium</a> (CDM only)

**Architectural Plans** [7 paper copies unless noted, and one digital copy]

<input checked="" type="checkbox"/>	<a href="#">Context Plan</a> (OPA, ZBA, SPA, SUB, CDM only)	<input checked="" type="checkbox"/>	<a href="#">Site Plan</a> (OPA, ZBA, SPA, only)
<input checked="" type="checkbox"/>	<a href="#">Underground Garage Plan(s)</a> (ZBA, SPA only)	<input checked="" type="checkbox"/>	<a href="#">Roof Plan</a> (SPA only)
<input checked="" type="checkbox"/>	<a href="#">Site and Building Elevations</a> (ZBA, SPA only)	<input checked="" type="checkbox"/>	<a href="#">Floor Plans(s)</a> (ZBA, SPA only)
<input checked="" type="checkbox"/>	<a href="#">1:50 scale Detailed Colour Building Elevations ( &gt;= 5 Storey)</a> (SA only)	<input checked="" type="checkbox"/>	<a href="#">Site and Building Sections</a> (ZBA, SA only)
<input type="checkbox"/>	<a href="#">Subdivision Concept Plan</a> (SUB only)	<input checked="" type="checkbox"/>	<a href="#">Perspective Drawing (4000m<sup>2</sup> or &gt;)</a> (SPA only)

**Civil & Utilities Plans** [7 paper copies unless noted, and one digital copy]

<input checked="" type="checkbox"/>	<a href="#">Site Grading Plan</a> (SPA, SUB only)	<input checked="" type="checkbox"/>	<a href="#">Construction Management Plan</a> (SA only)
<input checked="" type="checkbox"/>	<a href="#">Erosion/Sediment Control Plan</a> (SPA only)	<input checked="" type="checkbox"/>	<a href="#">Public Utilities Plan</a> (SPA, SUB only)

**Landscape Plans** [7 paper copies unless noted, and one digital copy]

<input checked="" type="checkbox"/>	<a href="#">Tree Preservation Plan</a> (ZBA, SPA, SUB only)	<input checked="" type="checkbox"/>	<a href="#">Landscape Plan</a> (SPA only)
<input checked="" type="checkbox"/>	<a href="#">Landscape Plan Details</a> (SPA only)	<input type="checkbox"/>	<a href="#">Concept Site and Landscape Plan</a> (OPA, ZBA only)

**ADDITIONAL INFORMATION, GUIDELINES AND ADVISORY COMMENTS**

**Additional Information**

- [Electromagnetic Field \(EMF\) Management Plan](#) (OPA,ZBA,SUB only)

**Guidelines**

- [City of Toronto Urban Design Guidelines](#)
- [District/Area based Urban Design Guidelines](#)
- [Bird Friendly Guidelines](#)
- [Green Roof By-law](#) (SPA only)
- [Development Infrastructure Policy and Standards \(DIPS\)](#)
- [Toronto Green Standards \(ZBA,SUB,SPA only\)](#)
  - Tier 1
  - Tier 2 – To enroll contact Environmental Planning, [sustainablecity@toronto.ca](mailto:sustainablecity@toronto.ca)

**City Owned Property**

- One or all of the properties that is subject to the application is owned by the City of Toronto. You will require authorization from City of Toronto Real Estate Services to act on their behalf. Please contact City of Toronto Real Estate Services in advance of application submission to secure authorization.

**Municipal Numbering**

- One or all of the properties that is subject to the application does not have a municipal number. Please contact City of Toronto, Survey and Mapping in advance of application submission to have a municipal number assigned. This should be done in advance of making your application submission to assist the City in better identifying location of your application on all of its correspondence.

**Notes:**

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**PLEASE BE ADVISED OF THE FOLLOWING:**

1. *The purpose of this document is to identify the information required for a complete application/submission as set out in the Planning Act. Pre-Application Consultation does not imply or suggest any decision whatsoever on behalf of City staff or the City of Toronto to either support or refuse the application.*
2. *This document expires 1 year from the date of signing or at the discretion of the Director of Community Planning.*
3. *In the event this Pre-Application Consultation Checklist expires prior to the application being accepted by the City, another document may be required.*
4. *If an application is submitted without the information and materials identified in this Pre-Application Consultation Checklist the City may deem such an application incomplete as prescribed by the Planning Act.*
5. *Please be advised that in accordance with the Planning Act, it is the policy of the City of Toronto to provide public access to all Planning Act applications and supporting documentation submitted to the City. Therefore, the information contained in an application and any documentation, including reports, studies and drawings, provided in support of an application, by the owner, or the owner's agents, consultants and solicitors, constitutes public information and will become part of the public record. With the filing of an application, the applicant consents to the City of Toronto making the application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.*
6. *It may be determined during the review of the application that additional studies or information will be required as a result of issues arising during the processing of the application or due to updates to requirements and/or policies.*
7. *The identification of information and materials in the checklist is based on the material submitted to date. This checklist is provided as a guide, only. It is preliminary and does not constitute a statutory Notification of Complete / Incomplete Application. City Planning Division will notify you within 30 days of your formal submission, as required by the Planning Act.*
8. *There may be additional financial requirements arising from the formal application to be paid by the proponent, including, but not limited to, circulation costs, park dedication or cash-in-lieu, peer review of technical reports, agreements and associated fees and applicable securities*

## **SUBMISSION INSTRUCTIONS**

Applications are to be submitted to the Planning Consultant in the applicable District. To avoid delays in submitting your applications, we encourage you to schedule an appointment in advance by contacting the [Planning Consultant](#) directly.

All submissions must include a covering memo indicating all submitted materials along with this Pre-Application Consultation Checklist.

### **Paper Form**

- Collate all plans/drawings into sets as indicated by the groupings listed above (ie. Surveys, Architectural, Civil, etc.);
- All plans/drawings must be folded to 216mm x 356mm (8.5" x 14") with the title block exposed; and,
- Any plans/drawings that are not folded will not be accepted.

### **Digital Form**

- All electronic files must be submitted in "Portable Document Format" (PDF) version 7 or later;
- All PDF files must be submitted on a CD/DVD. For security reasons USB Drives or Flash Media is not allowed;
- All plans/drawings must be saved in sets in the same order as the submitted paper document, consistent with the groupings listed above without layers (ie. One PDF file for all Architectural Drawings, one PDF file for all Civil Drawings, etc.);
- All reports/studies must be saved individually using a consistent naming convention (see naming conventions below)
- Each PDF file must be submitted without a password and/or restrictions;
- Each PDF file must be submitted to mirror paper copies exactly; and
- Each PDF file submitted must not exceed 25MB.

### **Naming Conventions**

- PDF file names must clearly describe the digital file and reference the subject property. Examples include:
  - CivilPlans\_100main\_st.pdf
  - 100 main\_Archplans.pdf
  - Parking 100main.pdf
  - Sun Shadow Study 100main.pdf
  - 100main\_SWMReport.pdf

Refer to the [Developing Toronto website](#) to review the [Building Toronto Together: A Development Guide](#) for more information regarding the submission requirements, and [Procedures for Erecting Signs](#).