

GLOSSARY OF TERMS

Application Form

A development planning application form in accordance with the Ontario Planning Act and includes applications for official plan amendment, zoning by-law amendment, draft plan of subdivision, draft plan of condominium and site plan approval.

Arborist Report

A report by a certified arborist identifying the species, size of a tree(s) and evaluating their health and condition, and setting out the nature of the work to be undertaken on the tree(s), tree replacement, replanting information and the arborist's recommendation for treatment of the tree(s), i.e., recommend removal and replacement, recommend preservation, etc.

Archaeological Assessment

An assessment in accordance with Provincial and municipal requirements in or near areas of archeological potential.

Comprehensive Development Plan

A plan that illustrates the subject lands in context with abutting properties and the land uses in the surrounding area.

Concept Plan

A plan drawn to scale showing the proposed development including all existing natural and human elements, including existing buildings and proposed buildings, driveways, parking areas, walkways, landscaped areas, amenities, property limits, natural features including streams, forested areas, wetlands along with descriptions.

Construction Erosion and Sediment Control Plan

A plan that details the measures to control sediment and erosion. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/> .

Draft Official Plan Amendment

A draft official plan amendment includes all text, maps and appendices required by the City.

Draft Plan of Condominium

The information required on plans to be in accordance with the Planning Act and its regulations. The information required to be shown on the draft plan are:

- a) proposed exclusive use areas of the common element, such as outdoor yards and parking;
- b) driveways and pedestrian access to the proposed private units

Draft Plan of Subdivision

The information required on plans is to be in accordance with the Planning Act and its regulations. The information required to be shown on the draft plan are:

- a) the boundaries of the land to be subdivided as certified by an Ontario Land Surveyor
- b) the locations, widths and names of the proposed highways within the proposed subdivision and of the existing highways on which the proposed subdivision abuts
- c) on a small key plan, at a scale not less than one centimeter to 100 metres, all of the land adjacent to the proposed subdivision that is owned by the applicant or in which the applicant has an interest, every subdivision adjacent to the proposed subdivision, and the relationship of the boundaries of the land to be subdivided to the boundaries of the township lot or other original grant of which such land forms the whole or part
- d) the purpose for which the lots or blocks are to be used
- e) the existing uses of all adjoining lands
- f) the approximate dimensions and layouts of the proposed lots
- g) natural and artificial features such as buildings or other structures or installations, railways, highways, watercourses, drainage ditches, swamps, and wooded areas within or adjacent to the land proposed to be subdivided
- h) the availability and nature of domestic water supplies
- i) the nature and porosity of the soil
- j) existing contours or elevations as may be required to determine the grade of the highways and the drainage of the land
- k) the municipal services available or to be available to the land proposed to be subdivided
- l) the nature and extent of any restrictive covenants or easements affecting the land proposed to be subdivided

Draft Zoning By-law Amendment

A draft zoning by-law amendment includes all text, maps and appendices required by the City.

Elevation Plans

Architectural drawings presenting the external design of all proposed structures within the development, including buildings, retaining walls, fences, loading and garbage collection doors. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/> .

Environmental Impact Study (Full-Site)

A study prepared by a qualified professional that contains a description of the proposal, the natural environment and an assessment of the environmental impacts of the proposal and a description of mitigating measures and recommendations. A full-site EIS requires a greater level of detail than that included in a scoped-site EIS that is appropriate to the scale of the proposed development and potential environmental impacts.

Environmental Impact Study (Scoped)

A study prepared by the development proponent or an environmental professional which addresses the requirements of an EIS in an abbreviated report or checklist and is usually applied to minor developments, single lot consents, or where negative impacts are known to be minor. The exact requirements of the scoped-site EIS will be established through consultation with municipal staff.

Functional Servicing Study

A report which addresses and ensures that the proposed development may be serviced in accordance with the City of Greater Sudbury Design Standards and Criteria. The report should include the proposed servicing scheme (Water supply and distribution, sanitary and storm drainage), the proposed grading for the site and road/access and right-of-way widths, etc.

Geotechnical/Soils Report

A report that analyses soil composition to determine its structural stability and its ability to accommodate development.

Grading Plan

A plan that details the grading required to facilitate the development of a specific site. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/> .

Heritage Impact Assessment

A report prepared by a qualified consultant for development on lands located within a designated Heritage Conservation District or where development is proposed on or adjacent to a property or building designated under the *Ontario Heritage Act*. The report shall demonstrate that any development is in conformance with the Heritage Conservation District Plan where one exists, or demonstrates that the proposed development maintains the heritage aspects for which the property was designated and is compatible with the building and its heritage attributes. Compatibility may include building materials, colour, height, scale and design.

Hydrogeologic Study

A study reviewing and summarizing information for the site and surrounding areas including soil and groundwater information from available mapping, well records, monitoring wells and site specific geotechnical studies. The study shall identify the existing groundwater quality and local hydrogeological setting including the site-specific aquifer vulnerability index (ISI) and the rate and direction of groundwater flow, water quality and water budget. The report shall also identify and classify the nature of any predicted adverse impacts and measures that will be taken. Risk management/reduction measures are to be described, including engineering controls, management (emergency response plans) and monitoring programs, if applicable.

Landscape Plan

A plan including details on the location, type and number of planting materials to be located on a development site. The City of Greater Sudbury Site Plan Control Guide provides additional details on the requirements for a landscape plan. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/> .

Legal Survey Plan

A plan prepared by a licenced member of Ontario Land Surveyors Association that includes the location and nature of any easement affecting the subject lands.

Mine Hazard Study

A study addressing a development proposal on, abutting or adjacent to lands affected by mine hazards or abandoned pits and quarries. The study shall identify potential safety hazards, demonstrate that the site can be rehabilitated to mitigate the known or suspected hazard, establish procedures for site rehabilitation and mitigation of the safety hazard or provides evidence that the potential hazards do not exist.

Noise Study

A noise study determines the impact on adjacent developments resulting from the proposed development or determines the impact on the development site from an existing noise source and recommends mitigation measures. Noise Studies are to be completed in accordance with the most recent guidelines issued by the Ministry of the Environment and Climate Change.

Off-Site Servicing Plan - A plan showing, road improvements, and/or sewer and water main upgrades required within the municipal right of way. Refer to The City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Parking Study

A study prepared when a development proposal does not meet the minimum parking standard requirements in the City's zoning by-law. The study shall be prepared by a qualified professional and provide a basis in support of the reduced parking standard.

Phase I Environmental Site Assessment

The first phase of the systematic identification and evaluation of the potential impacts of proposed developments relative to the physical, chemical and biological components of the environment. A Phase II or III Environmental Report may be required depending upon the recommendations of the Phase 1 Report.

Photometric Exterior Lighting Plan

A plan which shows the location of each current and/or proposed outdoor lighting fixture with the projected hours of use measured in lux and the area of the lighting dispersed by each lighting fixture. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Planning Justification Report

A report prepared and provided by a Registered Professional Planner or other related qualified professional. A planning justification report must address the development proposal's compliance with Provincial documents (Provincial Policy Statement, Growth Plan for Northern Ontario) and City of Greater Sudbury planning documents.

Public Consultation Strategy

A statement setting out the applicant's plans for consulting with the public on official plan amendment, rezoning, or plan of subdivision applications.

Servicing Options Report

A report which evaluates options for water and sanitary services applicable to the proposed development and includes a review of existing water service infrastructure; estimation of water demands, (domestic and fire flow); confirmation of the capacity of existing infrastructure to supply the required flows; review of options for sewage servicing; estimation of daily sewage flows; estimation of area requirements for the sewage system; and recommendation with respect to preferred water and sewer servicing and preliminary infrastructure sizing.

Site Plan

A site plan shall be prepared in accordance with the City of Greater Sudbury's Site Plan Guidelines. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Servicing Plan

A plan that details the water and sanitary servicing, hydro, lighting and other infrastructure, to facilitate the development of a specific site. Refer to the City's Site Plan Control Guide for further information at: <http://www.greatersudbury.ca/inside-city-hall/landuseplanning/application-forms/pdf-documents/site-plan-control-guide/>.

Source Protection Plan Section 59 Application

A completed application form for Section 59 Notice, Restricted Land Use Review, for applicants proceeding with a building permit or application under the *Planning Act*, in a "Vulnerable Area" as identified in the Greater Sudbury Source Protection Plan. Copies of the application form are available on the City's web site at: <http://www.greatersudbury.ca/living/sewer-and-water/source-water-protection/>.

Stormwater Management Report

A report that presents the data, methods, procedures and predicted results associated with the design of drainage works and erosion protection measures related to a development. The report shall be

prepared by a qualified engineer and provide details on the techniques used to control storm runoff to allowable runoff rates, the method and volume of stormwater storage and the techniques used to address water quality requirements.

Sun/Shadow Study (6 Storeys or Greater)

A study showing the effects of a development on sunlight reaching surrounding properties, buildings and adjacent public realm areas by calculating the shadow that will be cast by the development at different times of day in different seasons. Sun/Shadow Studies maybe required for official plan amendments, zoning by-law amendments and site plan applications for developments usually 20 metres or 6 storeys and greater in height.

Sun/Shadow tests should be done for March 21 and September 21 between the hours of 9 AM and 6 PM. The Sun/Shadow diagram should identify permanently shaded areas between the start of December to the end of February.

Traffic Impact Study

A study which assesses the traffic impacts of a proposed development on the surrounding road system and identifies any improvements to the road system or mitigating measures to accommodate the development.

Transportation Demand Management Report

A report which establishes strategies to reduce travel demand from single occupancy private vehicles or to redistribute this demand in space or in time on the surrounding road system.

Vibration Study

A vibration study determines the impact on adjacent developments resulting from the proposed development or determines the impact on the development site from an existing vibration source and recommends mitigation measures.

Wind Study (6 Storeys or Greater)

A pedestrian wind model analysis is required for all six storey or taller buildings. For official plan and zoning by-law amendment applications a preliminary "Wind Impact Statement" by a qualified, registered Professional Engineer to professional standards is required. For site plan applications a detailed wind tunnel impact study shall be prepared by a qualified, registered professional engineer, and shall be based on a scale model simulation analysis, prepared to professional standards.