# Concept Plan

## PURPOSE:

This document provides guidance for the preparation of a Concept Plan which may be required for the submission of an application under the *Planning Act*. All Concept Plans shall follow the guidelines contained in this document.

A Concept Plan provides information as a visual aid to illustrate the vision and development intent for a proposal, and to assist with the zoning review for an application.

A Concept Plan is typically requested as supplementary information for an Official Plan Amendment, Zoning By-law Amendment or Plan of Subdivision application, but may also be requested for a Site Plan application for large or phased developments. Concept plans illustrate the specific location of land uses, buildings, streets, open spaces, and other elements of a site layout at a conceptual level.

## PREPARED BY:

A Concept Plan must be prepared by an urban designer, licensed architect (OAA), landscape architect (OALA), Planner (RPP MCIP), or Certified Planning Technician (CPT) with a demonstrated specialization in urban design.

## CONTENTS:

Concept Plans should be drawn to scale based on a plan of survey and should be detailed enough to do a zoning review of the proposal.  Concept plans should utilize a

variety of colours to assist with visualizing the development proposal. The following features must be illustrated on concept plans, where applicable:

- A north arrow;
- The boundaries and dimensions of the lands;
- The location of any easements affecting the lands;
- The lot area;
- The proposed land uses;
- The location of all existing buildings to be retained and all proposed buildings and structures on the lands and their setbacks from property lines;
- The ground floor area of all proposed buildings and structures;
- Parking spaces, aisles, and parking space dimensions;
- Long-term and short-term bicycle parking spaces, dimensions of bicycle parking spaces, and routes/access to bicycle parking spaces;
- Garbage enclosure and collection areas;
- The location of natural features (E.g. watercourses, wooded areas, wetlands) and associated buffers;
- The location of Conservation Authority regulated areas (E.g. flooding and erosion hazards, wetlands, etc.) and adjacent regulated areas/allowances as confirmed by the applicable Conservation Authority.
- Amenity areas and dimensions;
- Landscaped areas and planting strips and dimensions;
- Any proposed site features (I.e. retaining walls, storm water management facilities, etc.);
- Internal circulation systems (road and walkway routes);
- Access driveways and walkway connections to external sidewalks, transit stops and adjacent lands and dimensions;
- Connections to bicycle routes and access to the property for bicycles; and,

- A Site Statistics table showing the as-of-right requirements and the proposed standards (including lot area, total units, total gross floor area, setbacks, height, vehicular parking space, vehicular parking dimensions, long-term bicycle parking, short-term bicycle parking, accessible parking spaces, accessible parking dimensions, amenity area, landscaped area, and any other applicable standards based on the as-of-right zoning provisions etc.).

## REVIEWED AND APPROVED BY:

Development Planning, Planning and Economic Development Department

The Conservation Authority with regulatory authority over the subject lands, namely:

- Hamilton Conservation Authority
- Conservation Halton
- Niagara Peninsula Conservation Authority
- Grand River Conservation Authority

## CONTACT:

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