

Site Plan Control

Andrew Edwards, Planner

Community Planning and Development Department

Town of Pelham



What is Site Plan Control?

- A planning tool under the *Planning Act* (Section 41)
- Ensures development meets municipal standards before construction
- Applies to most commercial, institutional, multi-residential (>10 units), and industrial projects
- Review process: application, review of plans/circulation, approval, preparation of site plan agreement.
- The Site Plan Review process takes into account input from various departments and agencies towards the preparation of a Site Plan Agreement (including the JAAC).
- The SPA is a binding contract between a municipality and the applicant/owner.

Objectives of Site Plan Control

- Safe, functional, and attractive site design
- Adequate parking, grading, drainage, landscaping, and lighting
- Barrier-free access and circulation



Municipal Authority Under Site Plan Control

- What **can** municipalities regulate through site plan?
 - Building placement and orientation
 - Pedestrian and vehicular access
 - Barrier-free design of exterior features
 - Landscaping, lighting, waste storage, snow storage, etc.
- What municipalities **cannot** regulate through a site plan?
 - Does not cover interior building elements (those are Building Code elements)
 - Section 41 of the *Planning Act* points out that interior design and layout as well as the manner of construction and standards for construction are excluded from site plan control.



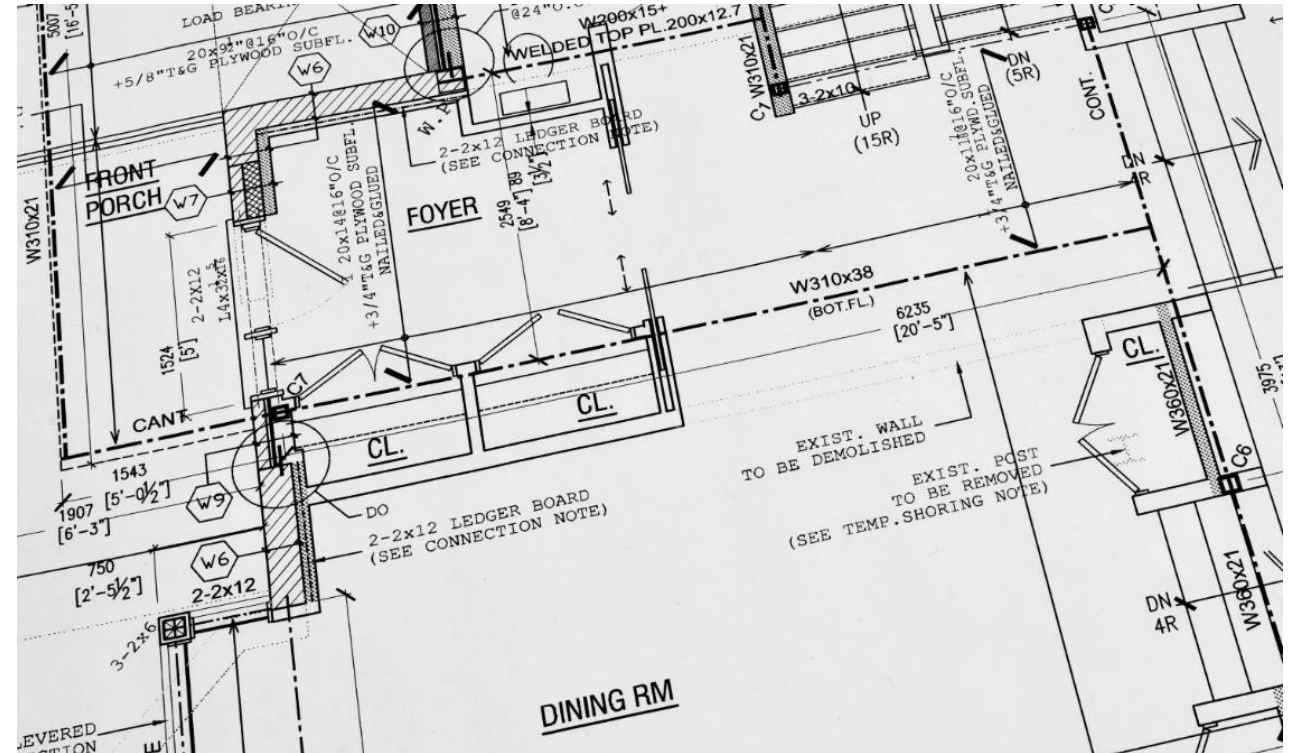
Role of the JAAC in Site Plan Review

- Acts as a commenting body on accessibility matters
- Reviews plans for:
 - Barrier-free parking
 - Sidewalks and paths of travel
 - Ramp locations and grades, accessible design features such as tactile plates, etc.
 - Drop-off zones, entrances, and public spaces
- Comments are considered by planning staff and applicant



Ontario Building Code and Accessibility

- Ontario Building Code (OBC) sets minimum accessibility standards for buildings
- Applies at Building Permit stage, not Site Plan stage
 - Covers things like: door widths, universal washrooms, elevators, and interior circulation
- Reviewed by the Building Department at permit stage, following site plan approval



How Your Feedback Helps

- Helps planning staff ensure universal design principles are encouraged
- Focus on external accessibility features (access, circulation, etc.)
- Use clear references to site elements (e.g., path width, curb ramps, surface materials)
- Suggest improvements in addition to flagging issues
- Ask staff for guidance or clarification if needed



Questions?