

Township of Southgate

Local Servicing Policy D-5

Approved by Council: August 23, 2017



Introduction to the Policy

This policy sets out the Township's general guidelines on Development Charges (DC) and the determination of the allocation of costs based on the Township's Local Service Policy for servicing infrastructure related to all Roads, Stormwater Management, Water, Sanitary, and Parkland Development.

The guidelines outline, in general terms, the size and nature of engineered infrastructure that is included in the study as a development charge project, versus infrastructure that is considered as a local service, to be emplaced separately or upgraded to the benefit of, and by landowners or developers, pursuant to a development agreement. Where the existing infrastructure is satisfying the current local servicing requirements of the Township, all costs associated with infrastructure upgrades or replacement of services that will only benefit the landowner's/developer's project, is the developers' responsibility.

The following policy guidelines are general principles by which Township staff will be guided in considering development applications for residential and non-residential projects. However, each application will be considered, in the context of these policy guidelines as allowed through subsection 59(2) of the Development Charges Act, 1997 (D.C.A.), on its own merits having regard to, among other factors, the nature, type and location of the development and any existing and proposed development in the surrounding area, as well as the location and type of services required, their relationship with and benefit to existing, proposed and future development in the area.

1. Definitions:

- a) "Road" means a municipally owned road allowance, including the right-of-way (ROW) and Services included in that roadway.
- b) "Local Roads" means a road or street that is primarily used to gain access to the property bordering it.
- c) "Collector Roads" means a road or street that is used to receive traffic from local roads, and distribute it to arterials

- d) "Arterial Roads" means a minor or major through road or street that are expected to carry large volumes of traffic from collector and local roads.
- e) "Developer" means the company that owns and acting as a leadership role of the project development.
- f) "Landowner" means the registered owner of the lands in the Ontario Land Registry.
- g) "Township" means the owner of the municipal Road and associated services installed in the Road allowance property.
- h) "Services" means municipal infrastructure installed in the ROW, Township owned property or easement in favor of the Township to provide stormwater, potable water and wastewater servicing to properties fronting onto the road allowance.
- i) "Area in which the Plan Relates" means projects external to a development that are solely for that development's benefit as per Section 59 of the D.C.A.
- j) "Municipal Service Area(s)" means a part or section of the service area that receives benefits from and/or is served by a specific local piece of infrastructure. For example, a sewage pumping station that does not serve the entire system.

2. Infrastructure Assets Constructed by Developers

All infrastructure assets constructed in the Township of Southgate by Developers shall be in accordance with the following policies and standards:

- Southgate's Municipal Servicing Standards;
- Southgate's Residential & Non-Residential Building and Property Service Policy; and
- Southgate's "Municipal Parks & Open Space Standards & Policy" that establishes the following types:
 - i. Community Park;
 - ii. Neighbourhood Park; or
 - iii. Linear Open Space for trails and naturalization areas.

3. Services Related to Roads:

A road and services related to a road are intended for the transportation of people and goods via many different modes including, but not limited to passenger automobiles, commercial vehicles, transit vehicles, bicycles and pedestrians. The road shall consist of all land and associated infrastructure built to support and service the movement of people and goods regardless of the mode of the type of transportation employed, thereby achieving a complete street. A complete street is the concept whereby a road is planned, designed, operated and maintained to enable pedestrians, cyclists, motorists and goods to safely, efficiently and comfortably be moved. The associated infrastructure to achieve this concept shall include, but is not limited to road pavement structure and curbs; grade separation/bridge structures (for any vehicles, railways and/or pedestrians); grading, drainage and retaining wall features; culvert structures; storm water

drainage systems; utilities; traffic control systems; signage; gateway features; street furniture; active transportation facilities (e.g. sidewalks, bike lanes, multi-use trails which interconnect the transportation network, etc.); lay-bys; roadway illumination systems; boulevard and median surfaces (e.g. sod & topsoil, paving, etc.); street trees and landscaping; parking lanes & lay-bys and driveway entrances; noise attenuation systems; railings and safety barriers to municipal standards.

3.1 Local Roads

a) All Local Roads internal to a development are considered to be the developer's responsibility under s.59 of the D.C.A. as a local service.

b) Local Roads external to development inclusive of all land and associated infrastructure requires improvements to support a specific development or required to link with the Area to which the Plan Relates, it is the developer's responsibility under s.59 of the D.C.A. Further the justification is where the existing infrastructure is satisfying the current local servicing requirements of the Township, all costs associated with infrastructure upgrades or replacement of services for the Area in which the Plan Relates, and will only benefit the landowner's/developer's project, it is the developers' responsibility. The length and location of road(s) that require reconstruction will be determined by the Township at the time of Draft Approval and will reflect those roads external to the development that, in the opinion of the Township, will be directly impacted by the development and require reconstruction to a higher service level.

3.2 Collector Roads

a) Collector Roads internal to development, inclusive of all land and associated infrastructure is a direct developer responsibility under s.59 of the D.C.A., and is a local service.

b) If the Collector Road external to development, inclusive of all land and associated infrastructure requires improvements to support a specific development or required to link with the Area to which the Plan Relates, it is the developer's responsibility under s.59 of the D.C.A. Further the justification is where the existing infrastructure is satisfying the current servicing requirements of the Township, all costs associated with infrastructure upgrades or replacement of services for the Area in which the Plan Relates, and will only benefit the landowner's/developer's project, it is the developers' responsibility. The length and location of road(s) that require reconstruction will be determined by the Township at the time of Draft Approval and will reflect those roads external to the development that, in the opinion of the Township, will be directly impacted by the development and require reconstruction to a higher service level.

c) Collector Roads external to development, inclusive of all land and associated

infrastructure requires upgrades, where other future developable lands benefit, the project should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A., dependent on local circumstances. The length and location of road(s) that require reconstruction will be determined by the Township at the time of Draft Approval and will reflect those roads external to the development that, in the opinion of the Township, will be directly impacted by the development and require reconstruction to a higher service level.

3.3 Arterial Roads

a) New, widened, extended or upgraded arterial roads, inclusive of all associated infrastructure, should be included as part of the roads program and included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.. The length and location of road(s) that require reconstruction will be determined by the Township at the time of Draft Approval and will reflect those roads external to the development that, in the opinion of the Township, will be directly impacted by the development and require reconstruction to a higher service level.

b) If the new, widened, extended or upgraded Arterial Road that is external to development, inclusive of all land and associated infrastructure requires improvements to support a specific development or required to link with the Area to which the Plan Relates, it is the developer's responsibility under s.59 of the D.C.A. Further the justification is where the existing infrastructure is satisfying the current servicing requirements of the Township, all costs associated with infrastructure upgrades or replacement of services for the Area in which the Plan Relates, and will only benefit the landowner's/developer's project, it is the developers' responsibility. The length and location of road(s) that require reconstruction will be determined by the Township at the time of Draft Approval and will reflect those roads external to the development that, in the opinion of the Township, will be directly impacted by the development and require reconstruction to a higher service level.

c). Land acquisition for arterial roads on existing rights-of-way to achieve a complete street dedication under the Planning Act provisions (s. 41, 51 and s. 53) through development lands, in an area with limited development should be included as part of the roads program included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

d) Land acquisition for arterial roads on new rights-of-way to achieve a complete street dedication, where possible, under the Planning Act provisions (s. 51 and s. 53) through development lands up, to the ROW specified in the Official Plan should be included as part of the roads program and included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

e) Land acquisition beyond normal dedication requirements to achieve transportation corridors as services related to roads, including grade separation infrastructure for the movement of pedestrians, cyclists, public transit and/or railway vehicles, should be included as part of the roads program and included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

4. Bridges and Culverts

a) Bridges and culverts internal to development - All structures that service local and collector roads internal to a plan of subdivision, or in the area to which the plan relates, are direct developer responsibility under s.59 of the DCA.

b) Bridges and culverts external to development on a Local Road adjacent to the development may be included in Municipal DC where existing and/or other developments will benefit. However, if the present structures serves the existing municipal use and it is in the opinion of the Township, that the increased type/volume of traffic flow will be directly impacted by the subject development, and the Township will require replacement/upgrading of the structures to a higher service level with consideration for present and required load carrying capacity, these works will be direct developer responsibility under s.59 of D.C.A.

c) Bridges and culverts external to the development associated with Arterial and Collector Roads; the project should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A. The length and location of each bridge or culvert required to be replaced or upgraded will be the determined by the Township at the time of Draft Approval and will reflect those bridges and culverts external to the development that, in the opinion of the Township, will be directly impacted by the development and require reconstruction to a higher service level. Project will be inclusive of all land requirements and associated infrastructure.

d) Bridges and culverts external to the development associated with Arterial and Collector Roads to support a specific development, or required to link with the Area to which the Plan Relates; it is the developer's responsibility under s.59 of the D.C.A. Further the justification is where the existing infrastructure is satisfying the current servicing requirements of the Township, all costs associated with infrastructure upgrades or replacement of services for the Area in which the Plan Relates, that will only benefit the landowner's/developer's project, is the developers' responsibility. The length and location of each bridge or culvert required to be replaced or upgraded will be the determined by the Township at the time of Draft Approval and will reflect those bridges and culverts external to the development that, in the opinion of the Township, will be directly impacted by the development and require reconstruction to a higher service level. Project will be inclusive of all land requirements and associated infrastructure.

5. Traffic Control Systems, Signals and Intersection Improvements

- a) Infrastructure located on local or collector roads, or for any private site entrances or entrances to specific development, are direct developer responsibility under s.59 of D.C.A., as a local service to the project.
- b) Infrastructure located on new arterial roads and arterial road improvements unrelated to a specific development, should be included as part of the road program and included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.
- c) Infrastructure located on arterial or collector road intersections with County roads, are a County responsibility, or in certain circumstances, may be a direct developer responsibility under s.59 of the D.C.A.
- d) Intersection improvements, new or modified signalization, signal timing & optimization plans, and area traffic studies for roads attributed to growth and unrelated to a specific development, should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

6. Streetlights

- a) Streetlights on new arterial roads and existing arterial road improvements is considered part of the complete street and included as part of the road program and should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A. or in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).
- b) Streetlights on local and collector roads internal to development is considered part of the complete street and included as a direct developer responsibility under s.59 of the D.C.A., as a local service.
- c) Streetlights on local and collector roads external to development, needed to support a specific development or required to link with the area to which the plan relates is considered part of the complete street and included as a direct developer responsibility under s. 59 of the D.C.A., as a local service.

7. Active Transportation related to Pedestrian and Cycling Facilities

- a) Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within arterial roads, County roads and provincial highway corridors is considered part of the complete street and included in D.C.'s, or, in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).

b) Sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within the development or linking to non-arterial road corridors internal to development is considered part of the complete street and a direct developer responsibility under s.59 of D.C.A., being a local service.

c) Pedestrian traffic signals- Direct developer responsibility under s.59 of D.C.A., being a local service.

d) Other sidewalks, multi-use trails, cycle tracks, and bike lanes, inclusive of all required infrastructure, located within local and collector road corridors external to development and needed to support a specific development or required to link with the area to which the plan relates, is a direct developer responsibility under s.59 of D.C.A., being a local service.

e) Multi-use trails within the development or to connect to local existing trails external to the development, not associated with a road, inclusive of all land and required infrastructure, that go beyond the function of a parkland recreational trail and form part of the Township's active transportation network for cycling and/or walking, is a direct developer responsibility under s.59 of D.C.A., being a local service.

f) Multi-use trails external to the development, not associated with a road, inclusive of all land and required infrastructure, that go beyond the function of a parkland recreational trail and form part of the Township's active transportation network for cycling and/or walking, should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

8. Noise Abatement Measures

a) Noise abatement measures external and internal to development where it is related to, or a requirement of a specific development, is a direct developer responsibility under s.59 of D.C.A. (as a local service)

b) Noise abatement measures on new arterial roads and existing arterial road improvements abutting an existing community and unrelated to a specific development: should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

9. Parkland and Open Space Development

9.1. Recreational Trails

Recreational trails or multi-use trails that do not form part of the Township's active transportation network, and their associated infrastructure (landscaping, bridges, trail surface, etc.), should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

9.2. Parkland

a) Parkland development for Neighbourhood Parks and Open Space for trails and naturalization areas is a direct developer responsibility to provide an appropriate standard, as defined in the Township of Southgate Municipal Parks & Open Space Development Standards & Policy, as a local service provision, including but not limited to pre-grading, sodding or seeding, supply and installation of amended topsoil to the Township's required depth, landscape features, perimeter fencing, servicing, utilities, signage and amenities and all planting.

b) Parkland Development for Community Parks should be included in the DC calculation to the extent permitted under s.5(1) of the D.C.A.

c) Program facilities, amenities, and furniture, within Neighbour parkland should be included in the DC calculation to the extent permitted under s.5(1) of the D.C.A. or in exceptional circumstances, may be direct developer responsibility through local service provisions (s.59 of D.C.A.).

Note: For more detail on park and open space standards and policies please refer to the Township of Southgate's "Municipal Parks & Open Space Standards & Policy".

10. Landscape Buffer Blocks, Features, Cul-De-Sac Islands, Berms, Grade Transition Areas, Walkway Connections to Adjacent Arterial Roads, Open Space, Etc.

The cost of developing all landscape buffer blocks, landscape features, cul-de-sac islands, berms, grade transition areas, walkway connections to adjacent arterial roads, open space and other remnant pieces of land conveyed to the Township shall be a direct developer responsibility as a local service. Such costs include, but are not limited to pre-grading, sodding or seeding, supply and installation of amended topsoil (to the Township's required depth), landscape features, perimeter fencing, servicing, utilities, signage and amenities and all planting.

11. Natural Heritage System (N.H.S.)

N.H.S. includes engineered and existing stream corridors, natural buffers for woodlots, wetland remnants, etc. within the boundaries of the Township. N.H.S. is a direct developer responsibility as a local service provision including, but not limited to the following:

a) Riparian planting and landscaping requirements (as required by the Township, Conservation Authority or other authorities having jurisdiction) as a result of creation of, or construction within in the N.H.S. and associated buffers.

b) Perimeter fencing of the N.H.S. to the Township standard located on the public property side of the property line adjacent land uses (residential, industrial, commercial) as required by the Township.

c) All works to be in conformance with the Conservation Authority (CA) and/or Department of Fisheries & Oceans (DFO) guidelines/requirements for stream corridors, natural buffers and wetland areas as directed by the approved studies and reports related to the area that development occurs in.

11. Land Acquisition for Road Allowance

a) Land acquisition for arterial roads for dedication under the Planning Act subdivision provisions (s.51), through development lands with greater than a 27m right-of-way; for corridor acquisition, should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

b) Land Acquisition for collector roads for dedication under the Planning Act subdivision provisions (s.51), through development lands with up to 27 m right-of-way, for corridor acquisition, should be a direct developer responsibility under s.59 of the D.C.A. as a local service.

c) Land acquisition for local roads is a direct developer responsibility under s.59 of the D.C.A. as a local service.

12. Land Acquisition for Easements & Registration

Easement costs external to subdivisions required to support the development are a direct developer responsibility under s.59 of the D.C.A as a local service. Where other future developable lands will benefit, the costs should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

13. Stormwater Management

a). Stormwater management facilities for quality and/or quantity control that is internal to the development, including land acquisition, all associated infrastructure, landscaping, perimeter fencing if required and monitoring is a direct developer responsibility under s.59 of D.C.A., being a local service.

b). Stormwater management works, external to the development, that benefits multiple developments, will be subject to negotiations and cost sharing agreements between affected land owner(s).

c). Stormwater management works that are required for a specific development, either internal or external to the Area to which the Plan Relates is a direct developer responsibility under s. 59 of the D.C.A. as a local service.

d) Erosion works internal or within area related to the development, inclusive of all restoration requirements, related to a development application is a direct developer responsibility under s. 59 of the D.C.A. as a local service.

e) Basement and foundation drain gravity systems (third pipe drainage systems) that are placed in the public road allowance, within the area related to a

development, is a direct developer responsibility under s. 59 of the D.C.A. as a local service. Developers should be further aware that when selling properties with a third pipe drainage system that they communicate to their buyers an area rated monthly maintenance charge will be added to bi-monthly water and wastewater billings where applicable.

f) A third pipe drainage system outlet or a connection to the existing municipal systems internal to the plan of subdivision or external, within the area to which the plan relates, is a direct developer responsibility under s. 59 of the D.C.A. as a local service.

14. Water

a. Area wide water system features internal and external to the development including storage facilities, pumping stations, booster stations, re-chlorination stations and wells associated with Municipal Service Area(s) should be included within the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

b. Watermains, appurtenances and sampling stations internal to the development are direct developer responsibility under s.59 of the DCA as a local service.

c. Watermains external to a plan of subdivision, which upgrade the size of the main or provides new watermains of 250 mm nominal diameter or greater (over sizing), should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

d. Over sizing costs of waterworks within the plan of subdivision greater than 250 mm nominal diameter should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

e. Extension of watermain external to the development required to connect a specific development/area to the existing distribution system to be direct developer's responsibility under s.59 of the D.C.A. as a local service.

f. The expansion of the Township's Water Meter Collection System ("Advanced Metering Infrastructure" (AMI)), to extend the data collectors service area where others outside the development benefit, the costs should be included in D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

15 Wastewater

a) Pumping stations and forcemains external, or internal, to the development and associated with a Municipal Service Area, should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.

- b) Pumping stations and forcemains internal to a development, required to service that specific development shall be a direct developer responsibility under s.59 of the D.C.A. as a local service.
- c) Sewers and appurtenances internal to the development are direct developer responsibility under s.59 of the D.C.A. as a local service
- d) Sanitary sewers and forcemains external to a plan of subdivision, which upgrades the size of an existing pipe to accommodate only the specific development is a direct developer responsibility under s.59 of the D.C.A as a local service. If the upgraded pipe is intended to service additional future developable lands the incremental costs should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A.
- e) Marginal costs of sanitary sewer works within the plan of subdivision, which benefits upstream developers, should be included in the D.C. calculation to the extent permitted under s.5(1) of the D.C.A. The marginal costs include sewer oversizing above 300 mm nominal diameter or additional sewer depth of 2 meters or greater than required for local servicing.

Note: Please refer to the Township's policy, titled "Residential and Non-residential Building and Property Service Policy" for detailed information on the Township of Southgate's building and property specific requirements. The policy is specifically for new construction development, to provide to builders or property owners the requirements for civic number addressing, waste collection carts and water metering.