



COMMUNITY INFRASTRUCTURE IMPACT STATEMENT

TERMS OF REFERENCE
FEBRUARY 2023



INTRODUCTION

PURPOSE

A Community Infrastructure Impact Statement (“CIIS”) is used to assist in the identification of current and future levels of social infrastructure such as schools, libraries, community centres, parks, and services required to support the health, safety, and wellbeing of local residents. These community facilities are key components for community building and are located and designed to act as focal points that promote community identity, contribute to the residents’ well being, and offer many benefits to the neighbourhood including, but not limited to, the following:

- Physical health and wellness
- Intellectual and mental health benefits
- Social benefits
- Environmental benefits
- Economic benefits
- Educational and Learning benefits

Markham is committed to building high-quality parks, recreation, arts and culture, and library systems for the enjoyment and wellbeing of its residents and businesses.



WHEN IS THIS REQUIRED?

A CIIS may be required as part of the following applications:

- Official Plan Amendment
- Zoning By-law Amendment
- Draft Plan of Subdivision

The following considerations also determine the need for a CIIS:

- A proposal results in the development of a new community or neighbourhood where there currently is no residential development
- Little information is known about the existing community services and facilities in an area where the development is proposed

- It is known that there are limited community services and facilities in the neighbourhood in which the development is proposed
- The proposed development is of a significant scale that may impact the provision of appropriate levels of community services and facilities in that neighbourhood

WHO PREPARES THIS?

A CIIS must be prepared by a Registered Professional Planner (RPP).

WHY DO WE NEED THIS?

Markham's evolving urban structure, shifting demographics, and changing community needs present many new challenges and opportunities that must be considered as the City plans for the future. A CIIS is required to:

- Determine the general health of existing local community infrastructure, including details such as age of facilities, state of facilities, and any components, designs, finishes that are outdated and would benefit from upgrades and modernization
- Identify the community infrastructure issues that may exist, such as their capacity to accommodate residential growth in the study area
- Identify existing or potential service gaps
- Identify necessary improvements or enhancements required brought about by the changing or growing demands within a community
- To accommodate new growth while improving the quality of life in the community
- Determine the viability of creating a complete community
- To identify colocation requirements and guiding principles in developing successful colocation between schools and community amenities
- To identify opportunities for multi-purpose facilities
- To identify opportunities to leverage City-owned lands as site for community amenities
- Determine alternative operating models intended to support community infrastructure, programs and services to residents in an urban context
- Building amenities and new facilities that complement existing infrastructure that are within the vicinity of new development



STRUCTURE AND FORMAT

WHAT SHOULD BE INCLUDED?

Submission Requirements

A CIIS will review social, economic, and demographic information in light of existing and projected supply and demand of community services and facilities. A CIIS will provide a detailed inventory of all community services and facilities within a prescribed study area and a review of available capacities within those services and facilities in light of planned development in the area.

A CIIS should, at a minimum, contain the following information:

Introduction

- Address of the property
- General site location of the subject property
- Project Name (if applicable)
- Applicant and owner's contact information
- Author name, title, qualifications, company name and appropriate stamp
- Brief description of the proposed development
- Overview of the study area
- Identify a 15-minute walkability boundary from the property (project site)
- Purpose of the study
- Location and context map



Proposal Description and Context

- A description of the proposal, development stats (such as number of units, site area) type of development proposed, height, parking areas, access points, location of amenity areas, proposed phasing
- A description of the existing on-site conditions and surrounding areas, uses, buildings, structures, roads, natural areas, and parking areas
- Process steps/approvals required (i.e., zoning, site plan, consent, condominium)
- Other concurrent approvals being sought, such as planning applications and permits for surrounding lands (there may be opportunities to share and combine details of the CIIS between adjacent development proposals)
- Concept Plan for the development including, but not limited to, proposed uses, building location, parking, access, amenity areas, grading and natural features, and any natural hazards

Investigation/Evaluation

Demographic description of the study area:

- Population data including current population by age and sex, population change from the last Census, population projections, and a comparison of each to municipal-wide level data
- Family composition including families by type and number of children, private households by type and size, marital status, and a comparison of each to municipal-wide level data
- Housing details to be compared to municipal-wide level data, including occupied private dwellings by structural type, period of construction and tenure, existing or planned affordable housing
- Identify any development activity in the study area and include descriptions of type of development, tenure, gross floor area, building height, number of units, type of bedrooms, phase of development
- Immigration details including population by period of immigration, recent immigrants by selected countries of birth for the most recent census period (top five countries), number of immigrants in neighbourhoods in the study area and number and type of languages spoken, population mobility status, and a comparison of each to municipal-wide level data
- Labour Force including labour force by occupation and labour force by industry, and a comparison of each to municipal-wide level data
- Socio-Economic characteristics including highest and lowest level of education attained by residents in the study area, labour force participants, average income, and income range
- Environs profiles to get an understanding of the type of neighbours found in urban high density spaces will be useful in program planning



Identify services and facilities that exist in the study area, such as:

- Public/Private elementary and secondary schools, and if there are significant number of students enrolled who are outside the School Boundary Area
- Public libraries
- Childcare centres
- Social services
- Places of Worship
- Parks and Open Space Areas
- Arenas
- Sports Fields and Courts
- Swimming pools
- Community and recreation facilities
- Other publicly accessible community meeting or recreation space



Impacts and Mitigation Measures

- Identify any pressures on the social infrastructure and what is needed to close the gap
- Identify methods or tools to address shortfall
- Identify opportunities to build community amenities vertically, for example, in podium spaces
- Identify opportunities to collocate with schools

Recommendations

- Summary and conclusions of the studies and how they support the development and any special considerations or conditions that should be imposed
- Make recommendation on type of amenities needed based on projected residential impact from existing and new development applications
- Make recommendations on the displacement of amenities that would not fit within an urban context (i.e., not enough land to support the number of soccer fields prescribed by the Markham's Integrated Leisure Master Plan ("ILMP"), where do they go?)
- Recommendation of how to fund new and innovative operating models so that community services will thrive in new urban environments
- Any recommendations or conditions that should form part of a decision on the matter

Drawings and Supporting Information

- Map identifying the services and facilities that exist in the study area in which the development application is located
- Description of identified services and facilities, including details such as programs offered, size of facilities, and demographic served by the service or facility (age groups, gender), as well as contact information for all services and facility staff contacted during the CIIS
- The CIIS should discuss the ability of the identified service or facility to accommodate

growth or new services that may be required as a result of the proposed development

- Additional information from municipal departments and other large public agencies, housing, public health, libraries, parks and recreation, and School Boards, if applicable
- Mention of existing studies and reports that may be available for the area
- Use the ILMP and its provision standards to determine if there is a surplus/shortage of community amenities based on projected population after all new development are considered

WHAT ELSE SHOULD WE KNOW?

The scope of the CIIS should be discussed with the planner and or other staff or agencies as part of the pre-application consultation process.

WHAT OTHER RESOURCES ARE THERE?

- City of Markham Integrated Leisure Master Plan Update (2019)
- City of Markham Official Plan (2014)
- York Region Official Plan (2022)
- Ontario Professional Planners Institute (OPPI) – Hire an RPP
- Age-friendly design guidelines
- Markham’s Older Adult Strategy
- Markham’s Affordable and Rental Housing Strategy
- Day Nurseries Act
- York Region District School Board Plans
- York Catholic District School Board
- Reference existing colocation agreements between the City of Toronto and TDBS (IE: Canoe Landing)

Notes

If the proposed development is revised, the study/report shall reflect the revisions by an updated report or letter from the author indicating changes to the recommendations and conclusions.

A peer review may be required. The cost of the peer review will be borne by the applicant.

The study requirements may vary depending on the nature of the proposal. This will be pre-determined through the pre-application consultation process and in consultation with any applicable external agencies.

If the submitted study is incomplete or is authored by an unqualified individual, the applications will be considered incomplete and returned to the applicant.

