

Urban and Village Area Boundary Expansion - Land Needs Assessment

Terms of Reference

Publication date: October 20, 2024

1. Description

A report that uses the current Official Plan growth projections as the basis for determining need for comparison with the existing designated supply to determine if there is less than a 15-year land supply.

2. Authority To Request

- [Provincial Planning Statement \(2024 PPS\)](#)
 - ability for applicants to apply to municipalities to expand urban and village area boundaries.

3. When Required

For privately initiated Urban and Village Area Boundary Expansion Official Plan Amendment applications outside of a municipal comprehensive review, being an official plan update through a section 26 amendment under the *Planning Act*.

4. Contents / Evaluation Criteria

Applications shall base the land need rationale on the current Official Plan growth projections, and the latest Greenfield Residential Land Survey, the Rural Residential Land Survey, and/or the Vacant Industrial Land Survey, to determine adequacy of a 15-year land supply, as opposed to a land supply to 2046, until the 2025-initiated review is completed.

At a minimum the analysis will include the following specific requirements in the 2.3.2, Policy 1) of the 2024 PPS:

- a) The need to designate and plan for additional land to accommodate an appropriate range and mix of land uses
- b) The new or expanded settlement area provides for the phased progression of urban development

In addition, the following criteria are additional criteria specific to the City, as per the Official Plan, Section 3.1 5) and Section 5.4.4 Policy 2):



- c) That there are insufficient opportunities within the urban and all village areas to accommodate a 15-year supply of market-based residential development
- d) That there are insufficient opportunities to accommodate projected employment and other land uses
- e) Net residential densities shall strive to approach the densities of the Inner Urban Transect over time, but residential development within the urban expansion areas, shall plan for a minimum density of 36 units per net hectare and permit density increases through intensification and accessory dwelling units

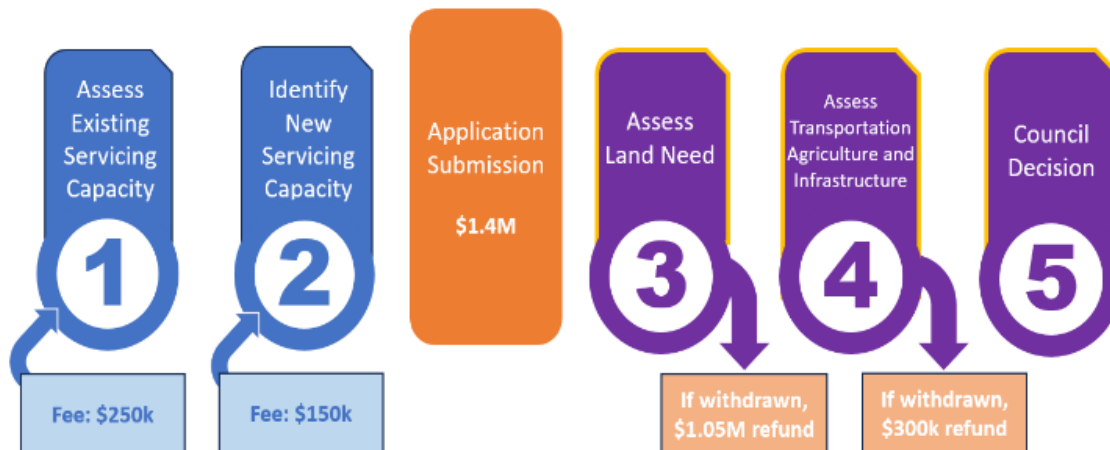
The Land Needs Assessment should also consider appropriate net residential-to-gross-developable land ratios or alternate means of determining the total community land need. “Net residential” refers to the portion of a future neighbourhood with residential uses, and “gross developable land” refers to the developable lands of a future neighbourhood to support the proposed residential uses, including but not limited to roads, transit-related areas, active transportation connections, parks, schools, community amenities, and commercial services. For example, a 50 per cent ratio means that for a proposed parcel with 100 developable hectares, 50 hectares are required for the proposed residential lots and blocks and 50 hectares are required for the other supporting uses above. At a minimum, a scenario of a 50 per cent ratio should be used, but other ratios or methods may also be presented as alternate scenarios along with justification. Alternate scenarios should identify how the City’s [Building Better and Smarter Suburbs](#) initiative have been considered and included.

5. Roles and Responsibilities / Qualifications

Process for Urban and Village Area Boundary Expansion Official Plan Amendment Applications

Graduated Fee and off-ramps

Blue – before submitting an application
 Orange – Application submission
 Purple – Official Review



The figure above illustrates the five steps of the Urban Boundary Expansion process.

The Land Needs Assessment is one of three items required for a complete Urban and Village Area Boundary Expansion Official Plan Amendment application. It is produced by the applicant and submitted with the Infrastructure Capacity Assessment and the Settlement Area Parcel Analysis before Step 3 above. Staff will provide details of the current growth projections to applicants, if required.

Steps 1 and 2

The Servicing Capacity Assessment component of the Infrastructure Capacity Assessment is completed by the City, at the request of applicants, in steps 1 and 2 of the process. It identifies whether there is sufficient residual planned capacity, or whether new capacity is required to be funded by applicants, to service the addition of the land to the settlement area. Should capacity be identified, the applicant can then finalize the balance of the required documents and submit a complete planning submission before step 3.

Step 3

Following submission of a completed application, City staff will review the Land Needs Assessment and render a draft recommendation to the applicant as to

whether additional urban or village area lands are needed to meet the 2024 PPS requirement of a 15-year land supply. Should the applicant select to withdraw at this stage, where there would be no outstanding right to appeal, a partial refund, as per the Planning Fee By-law, would be administered. Should staff provide a draft recommendation that lands are needed to meet the 2024 PPS requirement, the applicant may choose to proceed to step 4.

Application Sequencing

Applicants will not be permitted to submit an Urban and Village Area Boundary Expansion Official Plan Amendment application concurrently with any other development application.

To be deemed complete, applications other than the Urban and Village Expansion Official Plan Amendment application must already have the subject lands included in the Urban or Village area boundary. Within the urban area, a Future Neighbourhood overlay will apply along with the corresponding requirements for a secondary plan process. If lands are added to either the urban or village areas through an Urban and Village Area Boundary Expansion Official Plan Amendment, a separate local planning process as per Section 12 of the Official Plan can begin for the subject lands.

6. Submission Requirements

Applicants are to share a Land Needs Assessment report with analysis, and supporting data, in file formats as requested.

7. Resources / Background

[Growth Projections For Ottawa: 2018-2046](#)

- Growth Projections for the New Official Plan: Methods and Assumptions for Population, Housing and Employment 2018 to 2046
 - Appendix 6 – Household, Dwelling and Employment Details, Medium Scenario

[Growth Management Report I - 2020](#)

[Growth Management Report II - 2021](#)

[Industrial and Logistics Land Strategy for the New Official Plan](#)

[Land Surveys and Research Reports](#)

- Rural Residential Land Survey



- Vacant Industrial and Business Park Lands Survey
- Greenfield Residential Land Survey
- Research Reports
 - Annual Development Report
 - Ottawa Employment Survey
- “Appendix 6 – Household, Dwelling and Employment Details, Medium Scenario” to “Growth Projections for the New Official Plan: Methods and Assumptions for Population, Housing and Employment 2018 to 2046”
 - Provides projections for dwellings by type and employment by 5-year periods.

Official Plan

- Latest Official Plan Monitoring Report

Building Better and Smarter Suburbs

- Requires incorporation of BBSS concepts into alternate net-residential to gross-developable lands ratios

