

Purpose

The Planning Justification Report should outline and provide a clear understanding of the proposed development, demonstrate how the development is consistent with or conforms to the applicable provincial, regional and municipal policy documents, and provide an analysis/opinion as to the appropriateness of the proposed amendments. The Planning Justification Report should be prepared and signed by a full member of the Canadian Institute of Planners (MCIP).

Application Type

Planning Justification Reports are required to be submitted for the following development applications or as identified by staff.

- Official Plan Amendment
- Zoning By-law Amendment
- Plan of Subdivision
- Plan of Condominium (conversion of existing rental housing to condominium only)

Contents of a Planning Justification Report

At a minimum, the Planning Justification Report shall contain the following:

1. Site Description

A description of the current designation and use of the site and the existing site conditions (topography, historical significance, potential contamination, and natural features).

2. Planning History

An overview of the previous use of the site and if there are any previous planning approvals associated with the site (previous variances, site plan agreements, site-specific by-laws, OMB/LPAT decisions, etc.).

3. Contextual Analysis

A description of the local context specifically the built form, land uses, services (e.g. transit routes, community facilities) and features of the surrounding area.

4. The Proposal

A detailed explanation of the proposal, including items such as building design and orientation, landscaping, streetscaping, access locations, pedestrian and vehicular circulation, and development statistics including height, density, parking (existing, required, and proposed), and any potential phasing plans. An outline of the planning process to be undertaken should be provided along with the required development application approvals (i.e. Official Plan or Zoning By-law Amendment, Plan of Subdivision, Condominium, etc.).

5. Policy Justification

Demonstrate how the proposed development is consistent and/or conforms to the relevant policies in:

- Planning Act
- Provincial Policy Statement
- Growth Plan for the Greater Golden Horseshoe
- Parkway Belt Plan
- Greenbelt Plan
- Region of Peel Official Plan
- Mississauga Official Plan
- Mississauga Zoning By-law 0225-2007
- Any other applicable policy documents, studies or guidelines/standards

6. Planning Analysis

Provide an analysis/opinion as to why the proposal is considered appropriate and is good planning, including addressing any issues of impact and compatibility with the surrounding area.

7. Supporting Studies and Key Findings

Outline the supporting studies submitted with the applications for the proposed development and provide a summary of the key findings or outcomes of the assessments.

8. Community Engagement Plan

Provide a summary of any public resident/ward meetings planned or undertaken and the feedback received with respect to the development proposal.

9. Summary and Conclusions

Summarize the main points of the justification for consideration.

Other Information

The applicant should submit as part of the Planning Justification Report or on separate pages a table or chart summarizing all policy changes being proposed and/or the specific zoning standard exceptions requested with an explanation as to why these are appropriate. Note: this should be accompanied by a detailed concept plan that includes setbacks to buildings etc. and demonstrates the requested zoning exceptions.