

PREAMBLE

To provide information and details for the proposed hard and soft landscaping on site and on adjacent streets and boulevards, using the Site Plan drawing as a base. This includes materials, dimensions and construction details for hard and soft landscape elements, including all pavement and solid structures, existing trees to be preserved and new trees, shrubs and herbaceous materials to be planted.

REQUIRED BY LEGISLATION

- Planning Act, R.S.O. 1990, c. P.13

WHO SHOULD PREPARE THIS PLAN?

A full member of the Ontario Association of Landscape Architects (OALA) in good standing.

WHEN IS THIS REQUIRED?

To support the following applications:

- Site Plan Control

HOW SHOULD THESE PLAN BE PREPARED?

At a minimum, the Landscape Plans shall contain the following:

General Details

- In the event the proposal includes an on-site park, the on-site park should not include any design or programming details, for example, site circulation, play structures, planting, site furniture, etc.
- Identify existing/proposed easements and encroachments both above and below-grade
- Show and label property lines and outline for extent of work
- Show and label parking spots, including accessible spots, curb ramps and accessible routes to buildings and amenities

Landscape Plans

Terms of Reference

- Label pedestrian connections in the site to proposed buildings, amenity areas and to outside existing connection points
- Provide and identify the material, method and colour for pedestrian crossing areas for vehicle entrances and drive aisles, intersections
- Indicate in plan and section, existing/proposed pedestrian walkways and widths
- Identify all improvements to adjacent public boulevards and sidewalks where requested by the Town including but not limited to street trees, paving, site furniture, public transit stops, lighting, signage, underground and above ground services
- Do not place design features on the Town boulevards for commercial, industrial or residential developments, including but not limited to: garden beds, decorative walls, pillars, fences, art pieces, planters, speciality paving such as coloured concrete, interlock or brick, these elements should be maintained on private property
- Label all paving materials and provide design details for paving and other hard landscape elements on the site and in adjacent boulevard
- Label materials and provide schematic construction details of landscaping elements, including but not limited to: trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, ramps, waste and recycling containers, lighting and bicycle parking and storage facilities, identify locations for services such as fire hydrants, transformers, street lights, utility boxes, show walking surfaces, exterior lighting, furniture, shade structures, amenity areas, seating, fences, railings, guard rails, screen walls, living walls, retaining walls, play equipment and weather protection elements (sun and wind screens)
- Plant lists keyed to locations on the site, including the quantity, species, installation size, and root condition of all trees, shrub, perennials and ornamental grasses.
- Planting details of proposed trees, shrubs and other plants are to reflect the Town details. Trees proposed for planting are to reflect the species in the Town Tree Planting Species list.
- Soil that is retained on-site or imported to the site is to meet: Town standards, the Ontario Regulation 406/19, Ontario Rules for Soil Management and Excess Soil Quality Standards, the current Canadian Landscape Standard, for chemical and structural composition, and any other particulars relating to the soil
- Tree protection plan notes for trees being protected, including trees located within the site, and on adjacent properties, in addition to location on public boulevards and other Town-owned property, identify location for tree protection fencing on the landscape plan, detail for tree protection fencing is to reflect the Town detail.

Landscape Plans

Terms of Reference

- The location of and dimensions of any design features which promote sustainability and effective stormwater management and delineate which of these would be assumed by the Town (i.e. within the boulevard or on private property)
- Provide Park block land that has no encumbrances such as a utility right-of-way, steep slopes or drainage swales, is sloped at under 20%, is in a centralized location in the neighbourhood, can accommodate lay-by street parking.

Landscape and Planting Plan for Sites subject to Heritage Approval

- Provide additional level of detail in the Landscape and Planting Plan for applications that include heritage considerations. These plans are to be cross referenced with any lighting and landscape plans approved under the Ontario Heritage Act.

SUBMISSION INSTRUCTIONS

- Follows the Digital File Naming Convention
- Follow Accessible Document Standards
- Digital drawings in PDF format to a metric scale of 1:100, 1:200 or other standard scales and preferably at same scale as Site Plan Drawing

WHAT OTHER RESOURCES ARE THERE?

- To hire a Professional Landscape Architect, please review the [Ontario Association of Landscape Architects \(OALA\)](#)
- [Town-Wide Urban Design Guidelines](#).
- Town Tree Planting Species List.
- Canadian Landscape Standard (2016 or most current)

Landscape Plans

Terms of Reference

About these Terms of Reference:

These Terms of Reference were developed by the Town of Bradford West Gwillimbury.

Notes:

If the proposed development is revised, the study/report shall reflect the revisions by an updated report or letter from the author indicated the changes and whether they recommendations and conclusions are the same (Note: this is subject to the extent of the revisions).

A peer review may be required.

If the submitted study is incomplete, is authored by an unqualified individual or does not contain adequate analysis, the applications will be considered incomplete and may be returned to the applicant.