



Peterborough Victoria  
Northumberland and Clarington  
Catholic District School Board

BOARD POLICY	
Administrative Procedure Section <b>FACILITIES</b>	Policy Number <b>107</b>
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## POLICY TITLE

Subdivision and Residential Plan Review

### 1.0 PURPOSE

The Peterborough Victoria Northumberland and Clarington Catholic District School Board is committed to the provision of adequate school facilities and promoting the safe pedestrian movement of students in new subdivisions throughout the Board's jurisdiction. This Policy sets out circumstances under which a subdivision and residential plan review is conducted and reporting made to the Board.

### 2.0 POLICY

It is the policy of the Peterborough Victoria Northumberland and Clarington Catholic District School Board to monitor new residential development throughout the Board's jurisdiction and to conduct a review of subdivision and residential plans.

### 3.0 GUIDELINES

The cumulative impact of residential development in the major urban centres of the Board shall be considered in order to make timely and effective school site selections, facility closure, or consolidation and new facility construction decisions. The review process shall include detailed consideration of historic, municipal residential growth, and future projections.

3.1 Where Education Development Charges By-laws are in place or are proposed for creation, the Education Development Charges review process shall take into account subdivision and residential plan change, and shall constitute the lead means of forecasting school site need.

- 3.2 In municipalities where Education Development Charges By-laws are not warranted or in place, site need and new facility construction shall be considered during the Board's periodic review of its Long Term Plan for Pupil Accommodation. The Long Term Plan shall set out school closure or consolidation requirements and new school construction needs. School closure or consolidation review and decisions shall be made in accordance with Policy 109, Pupil Accommodation Review.
- 3.3 Administration shall be responsible for leading Education Development By-Law reviews and Long Term Plan for Pupil Accommodation reviews.
- 3.4 Under the Ontario Planning Act, municipalities are required to circulate notice of proposed subdivision and residential plans to school boards. In monitoring the cumulative impact of residential growth throughout the Board's jurisdiction, administration shall monitor such proposed development on an ongoing basis.

#### **4.0 TERMS AND DEFINITIONS**

##### **4.1 SUBDIVISION AND RESIDENTIAL PLAN**

A subdivision and residential plan is a proposed or approved plan for residential development usually containing five or more lots or units.

##### **4.2 EDUCATION DEVELOPMENT CHARGES BY-LAW**

The Education Act permits school boards to apply charges to new development to help pay for new school sites which are needed in order to accommodate students emanating from new development. Once enacted by a school board, the Education Development Charges By-Law is the document which sets out types of development to which charges apply, level of charges, and provisions for collection by municipalities.

##### **4.3 LONG TERM PLAN FOR PUPIL ACCOMMODATION**

The Ministry of Education requires that, at a minimum of once every five years, school boards consider their pupil accommodation needs and prepare a Long Term Plan for meeting needs. Such Plans consider new facility requirements, as well as consolidation or school closure needs. The Plan is comprehensive, taking into account long term enrolment projections and provincial funding implications, while articulating evolving facility needs over the long term.

**5.0 REFERENCES/RELATED DOCUMENTS**

Ontario Planning Act  
Ontario Regulation 20/98 (Education Development Charges)  
Municipal Act, Section 210.1

**6.0 RELATED POLICIES**

Policy 108, School Site Selection (Common Sites)  
Policy 109, Pupil Accommodation Review

**7.0 RELATED FORMS****8.0 APPROVED BY BOARD**

September 22, 2009

**9.0 EFFECTIVE DATE**

September 22, 2009

**10.0 POLICY REVIEW DATE**

September 2014

**11.0 REVIEW BY**

Business and Finance Services