

City-Owned Land Review & Disposition Process

For Affordable Housing (As-of-Right)

Process*

1. Identification

- Land Categories
- Land Types
- Land Status
- Other Publicly-Owned Land

2. Evaluation

- Site Characteristics
- Site Suitability
- Site Rankings and Prioritization

3. Review

- Department & Agency Circulation and Comment
- Short-listing
- Leadership Team Review
- Property/Legal Title Search

4. Recommendation

- Council Report(s)
- Land Use Amendment(s) and Technical Study (if required)
- Appraisal
- Public Notice
- Disposal of Surplus Land; Purchase and Sale Agreement

I. Identification

Land Categories

- Vacant
- Built

Land Types

- Green Space – Park, Open Space, Walkway
- Infrastructure - Servicing, SWM & Utilities
- Public Works
- Roads and ROW
- Parking
- Administrative
- Housing
- Institutional – Long Term Care, etc.
- Other....



Land Status: Fully Required*; Partially Required; Consider/Review

Other Publicly-Owned Land
Federal
Provincial
Conservation Authorities
School Boards

2. Evaluation

Site Characteristics

- Address/Location (PIN/Roll #)
- Neighbourhood/Community Name;
- Land Area/Size (amount);
- Property Frontage (amount);
- Site Description
- Topography & Features (wooded, sloped, watercourse, etc.)
- Site Environmental (known/suspected, ESA, unknown, suitable)
- Encumbrances (easement, ROW, specific land dedication, etc.)
- Land Use: Official Plan Designation; Zoning
- Surrounding Land Use; Servicing



Site Suitability

- Land Use Amendment Potential
- Serviceability (water, sewer, storm);
- Road Access Type (arterial, collector, local);
- Transit (availability, type, distance);
- Special Area Consideration (downtown, HCD)
- Amenities & Services (distance of other uses)
- Developability Assessment (high, medium, low, none); Environmental; Unit Potential
- Study Needs (environmental, heritage, servicing, etc.)
- Compatibility (w/ surrounding uses)

Site Rankings and Prioritization

(High Potential/Short-Term, Medium Potential/TBD, Low Potential/Long Term)

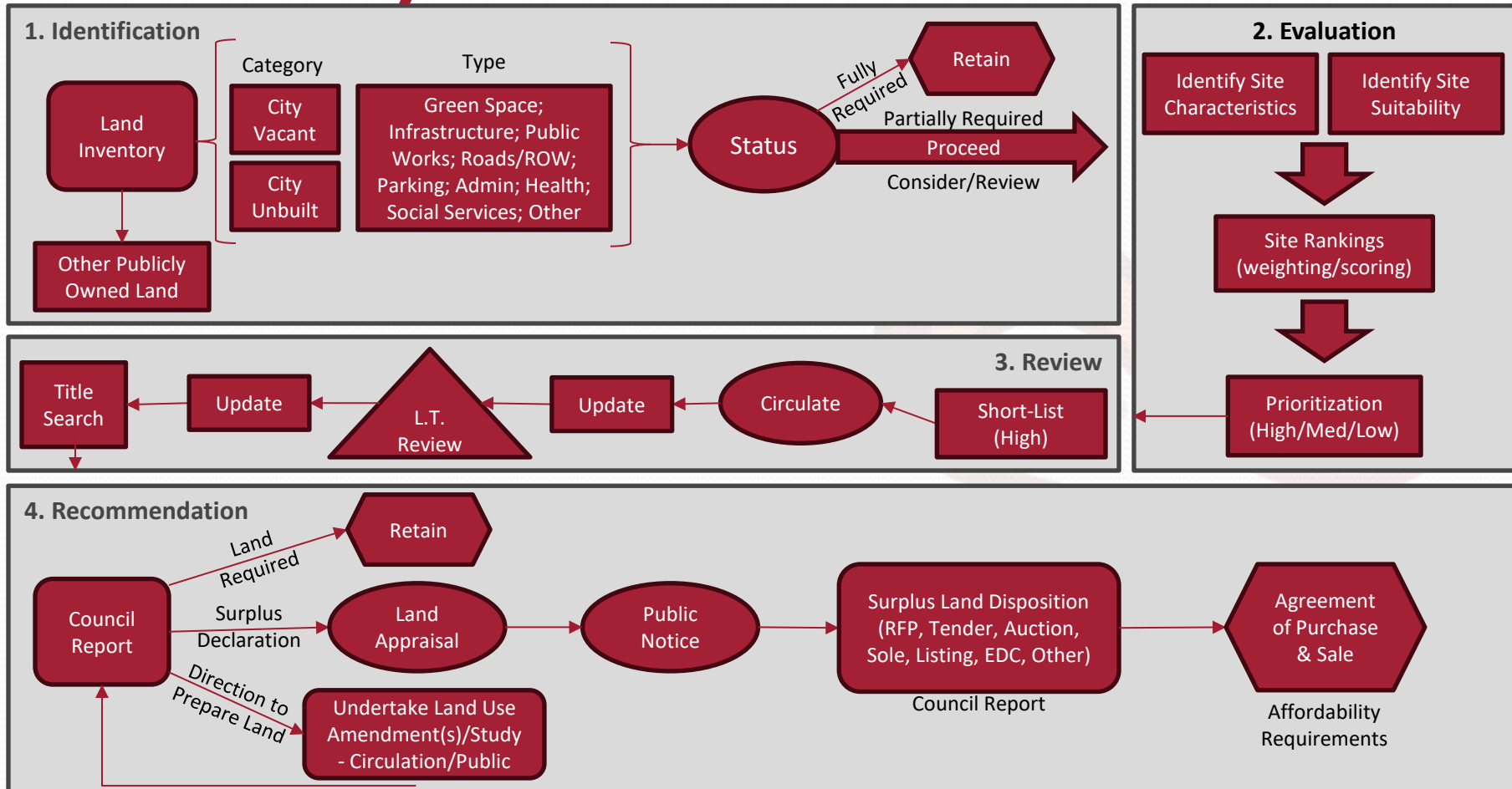
3. Review

- Establish a short-list of high potential properties
- Circulate internal departments and review agencies for comments, encumbrances, issues
 - Update evaluation
 - Update ranking and prioritization
- Review, feedback and direction from Leadership Team
 - Update evaluation, ranking and short-list
- Conduct a Legal & Title Search on priority properties

4. Recommendation

- Council Report – Declaration of Surplus Land or Intent to Declare Surplus and Direction for Land Use Amendment(s)
- Undertake Land Use Amendment(s) and supporting technical study(ies) – if required/desired
 - Public process
 - Council report(s) – decision on land use; surplus declaration
- Conduct land appraisal valuation
- Public notice of intent to dispose of the land
- Sell land via one of the methods for disposal of surplus land
- Purchase & Sale Agreement: requirements for affordable housing
 - % of units, unit type, amount of affordability, length of time
 - Contribution Agreement

Summary Process Flow Chart



Evaluation Matrix - City-owned Land

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