



# I.0

# Introduction

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# 1.0 Introduction

## 1.1 Purpose

This manual has been prepared as a reference guide to assist with land development in the City of Waterloo. It outlines policies, procedures and standards governing the development process and it details requirements for obtaining engineering and landscaping acceptance related to the design, construction and maintenance of the associated works.

## 1.2 Background

The manual was prepared by City of Waterloo staff in consultation with industry professionals. It is intended for use by those involved in the development industry including land developers, design professionals, contractors and City staff.

Development is generally defined as advancement, evolution, or creation of a more elaborate form. Any person who changes a property or the usability thereof, whether by adding, removing or altering a structure or other feature, should consult Integrated Planning and Public Works staff to confirm the appropriate requirements for the proposed development.

Every development project is unique and presents challenges specific to the individual site. The intention of this manual is to address the typical development process and to provide general guidance for the efficient approval and completion of the proposed works. Each project will be reviewed on its own merits and the City reserves the right to request additional information to address specific site conditions.

This document includes design criteria specific to the City of Waterloo as well as clarifications on recurring development issues; however, it is not intended to be a comprehensive design manual. The design of grading, servicing and drainage works is governed by applicable municipal and provincial regulations, specifications and guidelines. Atypical design conditions will require the professional's best judgment in consideration of all applicable standards.

This manual is an official Integrated Planning and Public Works Policy document and has been approved by City Council. The development manual is to be read in conjunction with the City of Waterloo Urban Design Manual, and the Landscape Design Process and Requirements Manual (as amended), and applicable City by-laws.

## 1.3 Format

The manual incorporates the following sections:

- 1.0 Introduction
- 2.0 Approvals & Permits for Development
- 3.0 Preliminary Site Alterations
- 4.0 Site Plan Engineering
- 5.0 Site Plan Landscaping
- 6.0 Plan of Subdivision
- 7.0 Design
- 8.0 Construction

Additionally, the following background and reference information has been appended:

- Glossary
- List of References
- General Information
- Applicable Forms
- Submission Checklists
- Relevant By-Laws
- Maps
- Sample Design Sheets
- City of Waterloo Policies
- CCTV Requirements
- Site Plan Agreement
- Standard Drawings

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## 1.5 Updates

Periodic updates of this document will be completed to address revised information, as applicable. Comments and questions may be forwarded by email to [engineeringmanual@waterloo.ca](mailto:engineeringmanual@waterloo.ca) or by phone at 519-747-8752.