

<b>Study Description</b>	A <b>Functional Servicing Report</b> determines the overall impact of a large scale land development proposal on the water and wastewater service capacities. It also determines the required improvements to the municipal servicing infrastructure, and any mitigation measures to minimize negative impacts.
<b>Purpose</b>	To identify existing infrastructure, it's capacity, and any required upgrades or new infrastructure to support the development proposal.
<b>Who should prepare this?</b>	A qualified, registered professional engineer. All reports and drawings must be stamped, signed and dated by a qualified professional, licensed in the Province of Ontario.
<b>When is this required?</b>	To support the following applications: <ul style="list-style-type: none"><li>• Official Plan Amendment</li><li>• Zoning By-law Amendment</li><li>• Draft Plan of Subdivision/Condominium</li><li>• Consent</li><li>• Site Plan Control</li></ul>
<b>Required Contents</b>	<p><u>Introduction</u></p> <ul style="list-style-type: none"><li>• Location map and description of the subject property</li><li>• Information on the magnitude of the proposed development, including preliminary site design, lots and street layout, etc.</li></ul> <p><u>Water Supply and Distribution</u></p> <ul style="list-style-type: none"><li>• Estimated consumption and current capacities of water systems</li><li>• Water distribution concept plan and phasing of development</li><li>• Net impact due to the proposed change in land use or development and need for expansions and upgrades</li><li>• Hydrant flow test to confirm boundary conditions and confirmation that it meets City standards</li></ul> <p><u>Wastewater</u></p> <ul style="list-style-type: none"><li>• Estimated discharge and current capacities of trunk systems</li><li>• Net impact due to the proposed change in land use or development and need for expansion and upgrades</li><li>• Demonstrate how the wastewater capacity conforms to the Sanitary Sewage Collection System Policies and Design Guidelines (2017)</li><li>• Demonstrate how discharge into the wastewater system is compliant with the Sewer Use By-law (2012-172)</li></ul> <p><u>Stormwater Drainage</u></p> <ul style="list-style-type: none"><li>• For an Official Plan Amendment and/or a Zoning By-law Amendment see the Infrastructure Department's Development Manual Section 4.5.4.</li></ul>

- For Draft Plans of Subdivision or Condominium, or Site Plan Control the storm drainage issues will be addressed in accordance with the requirements for a stormwater management report (see Terms of Reference for Stormwater Management Report)
- Demonstrate how the stormwater drainage conforms to the Storm Drainage and Stormwater Management Policies and Design Guidelines (2017)
- Demonstrate how the Low Impact Developments (LIDs) conform to the Low Impact Development Interim Guidance Document (2017)
- Demonstrate how discharge into the sanitary system is compliant with the Sewer Use By-law (2012-172)

**What else should we know?**

A **Functional Servicing Report** should include sufficient details for City staff to determine the financial and infrastructure implications of servicing the proposed development. The submission should include reports, plans (e.g. engineering, drainage area, etc.), computer modeling results and design calculations relating to the designs and upgrades of municipal services.

An on-site maintenance access point for wastewater must be provided for any Industrial, Commercial, or Institutional uses.

Regardless of any Environmental Compliance Approvals (ECA) issued by the Ministry of Environment, Conservation and Parks, the developer must demonstrate compliance with the City Wide ECA for assumption of infrastructure.

A **Functional Servicing Report** should be based on established municipal engineering design principles, applicable guidelines (E.g. Ministry of the Environment, Conservation and Parks), regulations and by-laws and infrastructure information available from the City.

An *Environmental Impact Study* may also be required to address the impact of development on water resources features or functions on- and off-site.

**What other resources are available?**

**Professional Engineers Ontario**

To hire a professional engineering consultant, consult the directory:  
<https://www.peo.on.ca/>

**Section 6.6 Infrastructure Resilience of the Official Plan:**

[barrie.ca/OfficialPlan](http://barrie.ca/OfficialPlan)

**City of Barrie Infrastructure Standards, Policies & Guidelines:**

[barrie.ca/InfrastructureStandards](http://barrie.ca/InfrastructureStandards)

**City of Barrie Development Manual (2023)**

[barrie.ca/InfrastructureStandards/G200.pdf](http://barrie.ca/InfrastructureStandards/G200.pdf)

**Development Review Process:**

[barrie.ca/DevelopmentReviewProcess](http://barrie.ca/DevelopmentReviewProcess)

**Notes**

If the proposed development is revised, the study/report shall reflect the revisions by an updated report or letter from the author indicating the recommendations and conclusions are the same.

Please note that a peer review may be required. The cost of the peer review will be borne by the applicant.

Please note that the requirements of this study may vary depending on the nature of the proposal. This will be determined through the pre-consultation process and in consultation with any applicable external agencies.

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