

| NON-RESIDENTIAL USE   |  |
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| <p><b>“Retail/Service Use”</b> has the meaning given to such term in the applicable zoning bylaw of the Collection Entity in whose area of jurisdiction the relevant building or structure is located or, in the absence of such a definition, means a use providing for the sale or rental of goods or services, personal services, or the servicing and repair of goods and includes:</p> <ul style="list-style-type: none"> <li>(a) entertainment and recreation facilities;</li> <li>(b) commercial schools, including, without limitation, facilities which include instruction in the arts, sports, business, self-improvement, academics and trades;</li> <li>(c) service stations;</li> <li>(d) tourist accommodations and facilities’;</li> <li>(e) adult or child day-care centres;</li> <li>(f) Sleeping Units;</li> <li>(g) community care and congregate housing and care;</li> <li>(h) any use permitted as a commercial use;</li> <li>(i) uses ancillary to any commercial use located on the same Parcel that serves or enhances the commercial use;</li> </ul> <p>but does not include Office Use, except to the extent administrative, clerical, management, professional or technical services are ancillary to such Retail/Service Use;</p> | <p><b>“Institutional Use”</b> has the meaning given to such term in the applicable zoning bylaw of the Collection Entity in whose area of jurisdiction the relevant building or structure is located or, in the absence of such a definition, means a use providing for public functions including:</p> <ul style="list-style-type: none"> <li>(a) schools, and colleges and universities operated by duly incorporated federal or provincial societies exclusively as non-profit, charitable organization;</li> <li>(b) hospital;</li> <li>(c) community centre;</li> <li>(d) courts, police stations and jail;</li> <li>(e) libraries and museum; and</li> <li>(f) buildings or structures associated with public parks, public playgrounds, cemeteries and works yards;</li> </ul> <p>but does not include Office Use, except to the extent administrative, clerical, management, professional or technical services are ancillary to such Institutional Use;</p> |
| <p><b>“Office Use”</b> has the meaning given to such term in the applicable zoning bylaw of the Collection Entity in whose area of jurisdiction the relevant building or structure is located or, in the absence of such a definition, means a use providing for the provision of administrative, clerical, management, professional or technical services, but excludes such use(s) where they are ancillary to an Industrial Use, Institutional Use or Retail/Service Use;</p>  | <p><b>“Industrial Use”</b> has the meaning given to such term in the applicable zoning bylaw of the Collection Entity in whose area of jurisdiction the relevant building or structure is located or, in the absence of such a definition, means a use providing for the manufacture, processing, fabrication, assembly, storage, transportation, distribution, wholesale, testing, service, repair, wrecking, recycling or salvaging of goods, materials or things for direct use or resale to business customers, and not for the general public but does not include Office Use, except to the extent administrative, clerical, management, professional or technical services are ancillary to such Industrial Use;</p>  |
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| <p><b>“Single Family Dwelling”</b> means a detached building or structure that contains one principal Dwelling Unit and may contain one Secondary Suite;</p>  | <p><b>“Townhouse Dwelling Unit”</b> means a Dwelling Unit in a building or structure that contains or may contain three or more Dwelling Units, each of which Dwelling Unit has a direct exterior entrance;</p>  |
| <p><b>“Duplex”</b> means a building or structure that contains or may contain two Dwelling Units, each of which Dwelling Units has a direct exterior entrance and may contain one Secondary Suite, but neither of which Dwelling Units is itself a Secondary Suite;</p>   | <p><b>“Apartment Dwelling Unit”</b> means a Dwelling Unit in a building or structure that consists or may consist of two or more storeys and contains or may contain four or more Dwelling Units, whereby the building or structure has a principal exterior entrance used in common for access to the Dwelling Units. Apartment Dwelling Unit does not include Dwelling Units that are Townhouse Dwelling Units;</p>  |

### **How do I calculate the DCCs for combination (or mixed-use) developments?**

The regional transportation DCCs should be calculated separately for the portion of the combination development that is attributable to each use, based on the rate schedule in the bylaw, with the sum of each calculation being the total DCC charged on the combination development.

For industrial, institutional, or office uses, there may be ground floor units/space that may be intended for retail/service use – such as coffee or gift shop. If this space is obvious within the application documents, then the DCCs should be calculated separately for the portion of space that is intended for retail/service use and the portion of the rest of the space that is either industrial, institutional or office use; if it is not obvious, then the DCC should simply be calculated based on the applicable industrial, institutional, or office use.

### **When is commercial space considered to be “retail/service” vs. “office”?**

The regional transportation DCCs vary between retail/service vs. office uses, but many municipalities or other collection entities may not distinguish between the two uses when considering an application relating to a commercial development. It may also be difficult to determine with certainty how a space may ultimately be used as retail/service or office space once the development is completed.

For ease of determining the regional transportation DCCs to be charged for a combination development where it is not clearly obvious whether commercial space will be for retail/service or office use, the following guidelines should be applied:

- Projects that only have ground level commercial space should always be considered for retail/service use and charged the retail/service rate
- In multi-storey commercial projects that are not obvious retail developments:
  - The ground level floor-space should be divided into the following categories:
    - a. Any ground floor space shown as separately demised for a user (lease or strata) should be considered for retail/service use and charged the retail/service rate
    - b. Any ground floor space not separately demised for a user should be considered for office use and charged the office rate, as this space is presumably the ground floor common area (elevator core, entrance lobby) for upper floor office use
  - The upper level floor-space should be assumed to be used as office space and charged the office rate, unless it is part of an obvious retail development, such as a multi-level shopping centre