

## HANLON CREEK BUSINESS PARK PUBLIC LIAISON COMMITTEE

### TERMS OF REFERENCE

#### 1. Mandate and Vision

The Public Liaison Committee (PLC) will be a forum to discuss matters related to the development of the Hanlon Creek Business Park (HCBP).

The PLC shall be formed upon approval of the HCBP by the OMB and shall remain active until all phases of the Business Park have been registered and developed. Dissolution of the PLC can only occur prior to this with approval from the PLC.

- *The PLC for the proposed Hanlon Creek Business Park supports efforts to sustain the quality of life, the use and enjoyment of property, the health and safety of existing and future residents, the quality and quantity of water, land and air, natural heritage resources, and community development.*
- *The PLC supports and encourages: environmental stewardship and protection of the HCBP's natural legacies; sharing of information with the community; and active, meaningful communication.*

#### 2. Role and Responsibilities

To provide recommendations and to foster constructive dialogue with stakeholders and other interested parties;

To provide advice on the implementation of conditions (for example, the Environmental Implementation Report, the archeological assessment, Stormwater Management and the stormwater management plan for the subdivision, stream and wetland monitoring etc.) and on the Urban Design Guidelines for the subdivision;

To address matters brought forward by the Kortright Hills Community Association Inc. (KHCA) and Puslinch Residents Association (PRA) related to the development of the business park; and

To ensure dissemination of information to the public regarding the development of the HCBP.

#### 3. Committee Membership<sup>1</sup>

Public (4): three (3) members of KHCA, Inc; and one (1) member from PRA.

City of Guelph (3): Three (3) representatives from City staff (Economic Development, Planning, Parks, etc).

#### 4. Rules of order and procedure

Initially, the Chair of the PLC shall be the Director of Planning and Development or his/her designate. A Vice-Chair shall be designated from the public membership and shall chair the committee in the absence of the Chair.

The first meeting of the PLC shall be called within 90 days of an OMB decision on the appeal(s) currently before the Board.

<sup>1</sup> Nothing shall prevent other individuals from the City, residents groups, or Agencies from attending the PLC meetings as necessitated by specific issues.

Draft agendas shall be circulated to the members of the PLC for input, prior to the meeting.

Minutes of the meetings shall be recorded and distributed to all PLC members to ensure follow up on issues discussed.

KHCA and PRA may distribute additional reports/updates/information to their membership as required.

#### **5. Decision-making Authority**

It is recognized that the decision making authority related to fulfillment of conditions of draft plan and final approval of the Plan rests with the approval authority, municipal and provincial departments/agencies, the Director of Planning and Development Services and/or the Ontario Municipal Board. Site plan application review and approval responsibilities rest with the Director of Planning and Development Services.