

Planning Application Reports

Attached is the Planning Application Reports for which Guelph City Council will hold a special statutory public meeting on **September 10, 2007** at 7:00 p.m.

1) **OFFICIAL PLAN UPDATE SPECIAL MEETING**

As per the direction of Council, all reports for matters requiring a public meeting under the Planning Act, are to be distributed one week prior to the meeting.

**Please retain this copy of the report and bring it to the
September 10, 2007 Special Council Planning meeting.**



City of Guelph

Report:

COMMUNITY DESIGN AND DEVELOPMENT SERVICES

TO: Council

DATE: 2007/09/10

SUBJECT: OFFICIAL PLAN UPDATE SPECIAL MEETING

RECOMMENDATION:

THAT Council Report No. 07-86 from Community Design and Development Services dated September 10, 2007, be received for information.

AND THAT the public be invited to provide comments and input / suggestions on the existing Official Plan.

SUMMARY:

A special meeting of Council is being held to announce the start of the Official Plan Update and provide the public with an opportunity to provide input at the outset of the process. This meeting is required under section 26 of the *Planning Act*. The intent of this report is to summarize the first phase of the Official Plan Update and provide an overview of the work and community consultation that will occur in 2007.

Work to be completed as part of the first phase of the Official Plan Update includes the:

- Incorporation of the 2005 Provincial Policy Statement;
- Implementation of recent legislative changes; and
- Incorporation / implementation of recent City of Guelph Vision Statements (e.g. Strategic Plan) and Studies (e.g. Guelph Trail Master Plan).

There will be many opportunities for public involvement throughout the Official Plan Update, including workshops, public open houses, and public meetings. The three-phase work plan, which proposed to complete the update in June of 2009, was endorsed by Council on May 22, 2007 (see Attachment C).

BACKGROUND:

The City's current Official Plan was adopted by Council in 1994 and approved by the Minister of Municipal Affairs and Housing in 1995. In 2001, a major amendment to the Plan known as the "Five Year Public Review Amendment" was approved by Council, which provided a sustainable community model basis for the Plan. The 2001 amendment also incorporated the 1997 Provincial Policy Statement and reflected Provincial approval responsibilities down-loaded to the City. In 2006 a significant amendment was approved by Council that updated the City's commercial policy framework.

Since the 2001 update, the Province has issued a new Provincial Policy Statement, which includes new policy direction around employment lands, intensification, brownfields, air quality, and alternative and renewable energy. The Province has also released a Growth Plan for the Greater Golden Horseshoe that requires Guelph to accommodate significant population and job growth over the next 25 years primarily through intensification. The City must ensure that the Official Plan is consistent with the new Provincial Policy Statement and conforms to the Growth Plan policies by June 2009.

REPORT:

Special Meeting

The special meeting of Council is being held in accordance with Section 26 of the *Planning Act* R.S.O. 1990 and signifies the beginning of the Official Plan Update process. The purpose of the special meeting is to ensure the community is aware of the Official Plan Update and provide an opportunity to discuss revisions that may be required at the outset of the process.

Phase One (2007)

The work to be completed in Phase One is largely administrative in nature and is the first in a three-phase work plan, which proposes to complete the Official Plan Update over the next two years (i.e. by June 2009). The work plan was endorsed by Council on May 22, 2007 (see Attachment C). A substantial part of the first phase involves updating the Official Plan to be consistent with the 2005 Provincial Policy Statement and incorporating recent legislative changes that were introduced through Bill 51, the *Planning and Conservation Land Statute Law Amendment Act, 2006*, which came into effect on January 1, 2007. Community Design and Development Services staff is currently analyzing the Official Plan to identify where policy changes are necessary. Based on this analysis, draft policies will be prepared, which incorporate this new policy direction into the Official Plan by the end of the year.

Phase One of the Official Plan Update will also incorporate a number of long range planning studies completed by the City over the past five years. This includes the Guelph-Wellington Transportation Study, Guelph Trail Master Plan, the Old University and Centennial Neighbourhood Community Improvement Plans, and the Guelph Accessibility Plan.

The City That Makes A Difference

Community Consultation

In addition to the September 10, 2007 special meeting of Council, there will be a several opportunities for public input throughout the first phase of the update. Based on the analysis of the current Official Plan and public comments from the special meeting of Council, staff will prepare draft policy changes to the Official Plan. These draft policies will be available at an open house in November 2007, for public review along with the supporting background materials.

After the public open house, the draft policy changes will be presented to Community Development and Environmental Services Committee (CDES) and Council for their consideration in December 2007. The Committee and Council meetings provide the public with two formal opportunities to provide comments on the proposed Official Plan Amendment. If any person or public body that participated in the local decision-making process (i.e. made an oral or written submission to CDES or Council) has outstanding concerns about the policy changes, an appeal may be made to the Ontario Municipal Board no later than twenty days after the notice of Council's decision is given.

The majority of public consultation will occur during Phases Two and Three (i.e. in 2008 and 2009). The results of the City's Local Growth Management Strategy (LGMS), which is currently undergoing extensive community consultation, and the reformatting of the Official Plan layout will comprise a major portion of the Phase Two revisions. Phase Three will include source water protection policies and other initiatives that are completed within the next two years. Information on the Official Plan Update process is posted on the City's website.

A variety of communications material will be developed to keep citizens up to date regarding the update process. Other City service areas and partner agencies are being engaged in the process through an Official Plan Update Resource Team, which will help guide the update throughout the lifespan of the project.

Related Initiatives

The Official Plan for the City of Guelph is a long range policy document which guides land use development within the municipality. The document presents a statement of goals, objectives and policies intended to guide future land use activity and change while considering its effects on the economic, social, cultural and natural environment of the Guelph community. The Plan, which is prepared and enacted in accordance with the provisions of the *Planning Act*, is an important community building tool because it provides a cohesive vision for the future development of the City, strategies for achieving this vision, and a procedural framework for guiding its implementation.

Accordingly, the Official Plan Update will play a critical role in implementing the City's land use/community goals that have been established through several related initiatives. The intent of the update is to incorporate the objectives and recommendations of these initiatives in a cohesive manner to ensure they work together. The update process will build on the community consultation and work that has been completed as part of these initiatives (See Attachment A).

The City That Makes A Difference

Corporate visioning exercises such as the Strategic Plan will be incorporated into the overall objectives and language of the Official Plan. The overarching City-wide objectives resulting from the Strategic Plan and Local Growth Management Strategy will shape the structure and tone of the Plan to reflect Guelph's unique approach to community building. Corporately adopted studies such as the Guelph Trail Master Plan and the Guelph-Wellington Transportation Study, which include recommendations that directly impact land use (e.g. specific policy direction or mapping), will be incorporated into the Official Plan. Other studies, which recommend strategies that are related to the use of land (but not explicitly) such as the Community Energy Plan, will be incorporated through innovative policy development, with the assistance of public and community stakeholders.

CORPORATE STRATEGIC PLAN:

The update of the Official Plan is a critical step to achieving the City's Strategic goals, which include:

- An attractive, well-functioning and sustainable city;
- A healthy and safe community where life can be lived to the fullest;
- A diverse and prosperous local economy;
- A vibrant and valued arts, culture and heritage identity;
- A community-focused, responsive and accountable government; and
- A leader in conservation and resource protection/enhancement.

FINANCIAL IMPLICATIONS:

The City has included \$75,000 in its Tax Supported Capital Budget for this project.

DEPARTMENTAL CONSULTATION:

To ensure that the new Official Plan is comprehensive and can be effectively implemented, a Resource Team has been established to guide the update process. The Resource Team consists of City staff from Community Services, Environmental Services, Operations, Corporate Services, Emergency Services, and Community Design and Development Services, as well as external staff from the Grand River Conservation Authority, Heritage Guelph, Ministry of Municipal Affairs and Housing, and the County of Wellington.

COMMUNICATIONS:

Information about the Official Plan Update process is posted on the City's website. A communications plan consisting of on-going communications will be implemented to keep citizens up to date regarding the Official Plan Update process.

ATTACHMENTS:

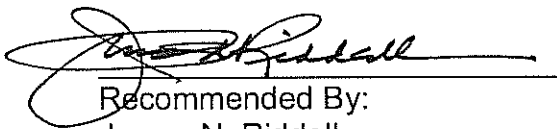
- Attachment A: Relationship Between Key Policy Initiatives
- Attachment B: Phase One Work to be Completed and Opportunities for Public Involvement
- Attachment C: Community Development & Environmental Services Committee Report No. 07-36



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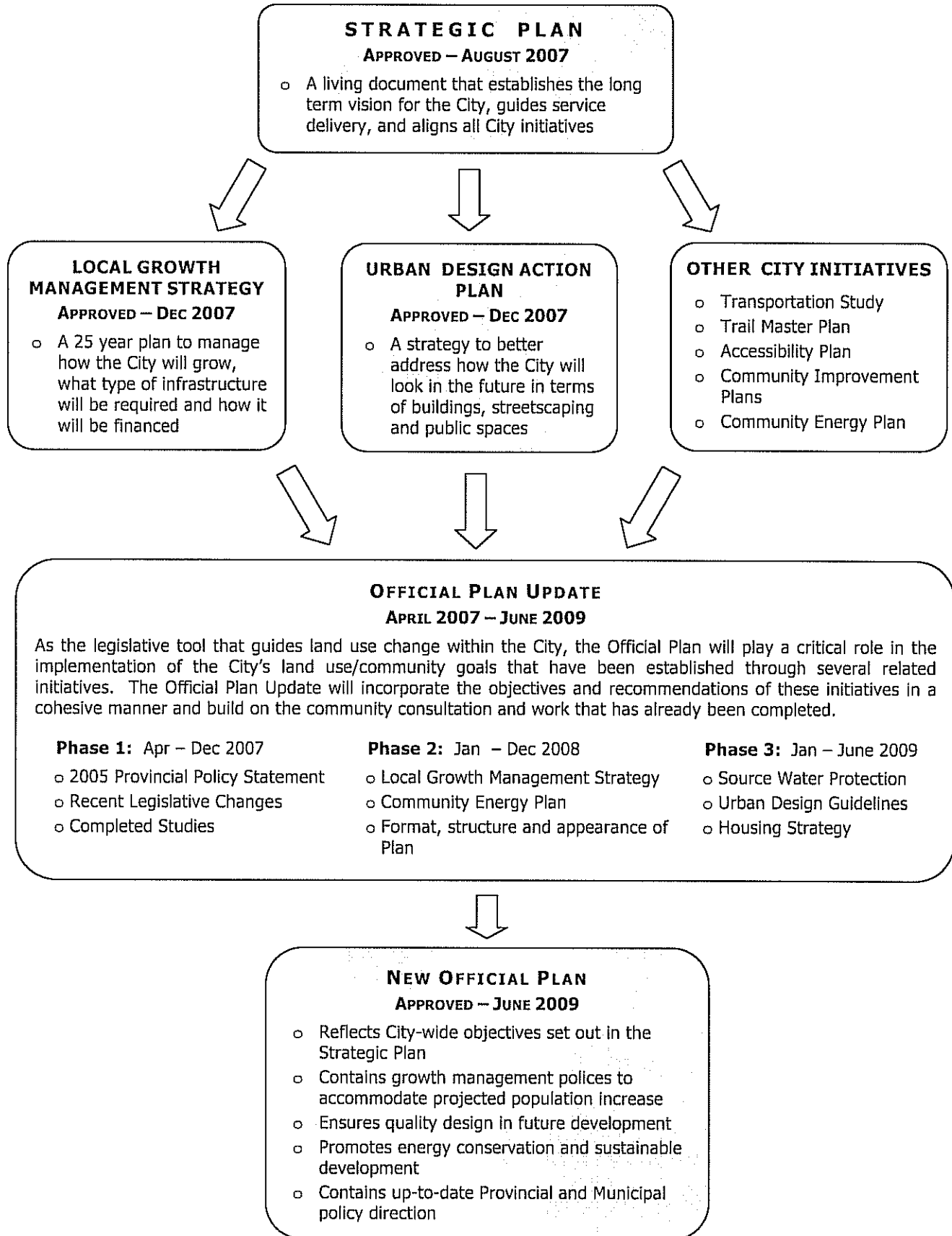


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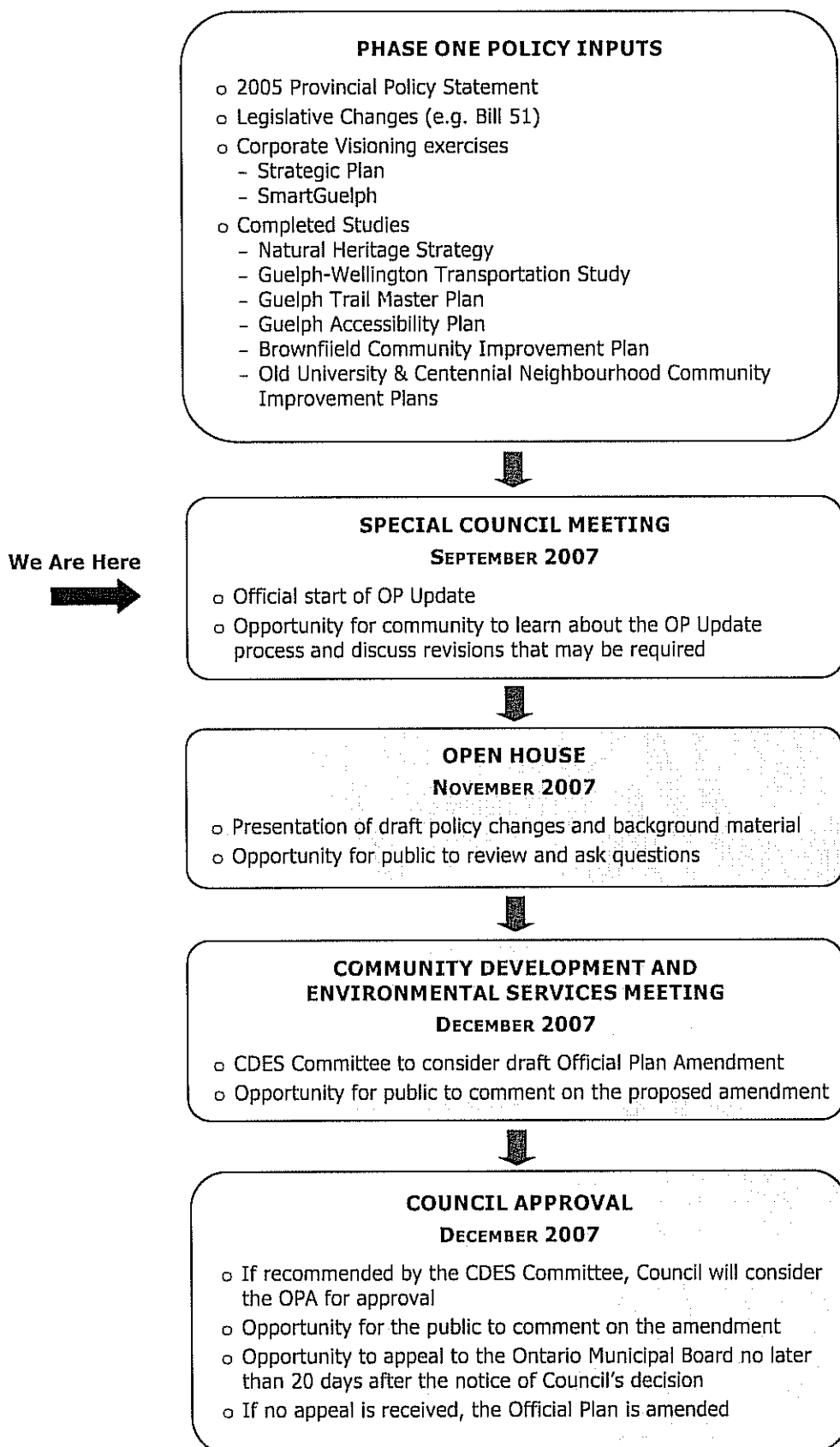


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Attachment A: Relationship Between Key Policy Initiatives



Attachment B: Phase One Work to be Completed and Opportunities for Public Involvement



**Attachment C: Community Development & Environmental Services Committee
Report No. 07-36**



City of Guelph

Report:

COMMUNITY DESIGN & DEVELOPMENT SERVICES (Report 07-36)

TO: Community Development & Environmental Services Committee

DATE: 2007/05/04

SUBJECT: OFFICIAL PLAN UPDATE PROCESS

RECOMMENDATION:

THAT the 2007-2009 Official Plan Review work plan be endorsed as presented in Community Development & Environmental Services Committee Report No. 07-36.

BACKGROUND:

The City's current Official Plan was adopted in 1994 and approved by the Province in 1995. In 2001, a comprehensive amendment to the Plan known as the "Five Year Public Review Amendment" was approved by the City. The current Official Plan needs to be updated to meet legislative requirements under the Planning Act, which require that the Plan be revised every five (5) years. In addition, the City's Official Plan must be brought into conformity with the Provincial Growth Plan for the Greater Golden Horseshoe Area (GGHA) within three (3) years of the Growth Plan's approval, which occurred on June 16, 2006. The purpose of this report is to outline a proposed phased work plan that addresses these requirements.

REPORT:

Context:

The Official Plan for the City of Guelph is a long range policy document which guides land use development within the municipality. The document presents a statement of goals, objectives and policies intended to guide future land use activity and change while considering its effects on the economic, social, cultural and natural environment of the Guelph community. The Official Plan is prepared and enacted in accordance with the provisions of the Planning Act and must be consistent with Provincial policy documents such as the Provincial Policy Statement and conform to the "Places to Grow" Growth

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Plan for the Greater Golden Horseshoe Area. Since the last Official Plan Update, the province has amended the Planning Act and issued a new Provincial Policy Statement for land use planning that the City Official Plan must now “be consistent with”. Recent changes to the Provincial Policy Statement must be incorporated into the Plan, which include new policy direction around employment lands, intensification, brownfields, air quality, and alternative and renewable energy.

Apart from the above legislative requirements, a number of long range planning studies have been completed by the City over the last five years that warrant incorporation into the Official Plan. These initiatives include the Smartguelph Principles, 2001 Transportation Plan Strategy Update and 2005 Master Plan, City-wide Trail Master Plan, the Old University and Centennial Neighbourhoods Community Improvement Plan and a methodology to classify local natural features from the Natural Heritage Strategy.

Further, a number of Corporate initiatives are underway that will also require incorporation into the Official Plan once they are completed. These key initiatives include the City’s Strategic Plan, Local Growth Management Strategy, Community Energy Plan and the Urban Design Action Plan. Opportunities to enhance the style and format of the Official Plan will also be explored at this time.

General Approach:

Given the tight legislative timeframes in place and the age of the City’s Official Plan, it is imperative that a comprehensive update to the Official Plan commence immediately. The update will ensure the most current Provincial and municipal planning policy objectives are incorporated into municipal planning documents, which in turn will provide greater upfront certainty for the public. The following three phase approach is recommended:

- Phase I (Legislative Changes and Completed Studies) 2007-08
- Phase II (Growth Management, Community Energy Plan and Urban Design) 2008
- Phase III (Other – Municipal Housing Statement, Source Water Protection) 2009

The three phase strategy outlined in **Schedule I** recognizes legislative timeframes, work already completed, the time required to complete the Local Growth Management Strategy, implementation of the Community Energy Plan, policies necessary to operationalize new tools associated with the recent changes to the Planning Act made through Bill 51, and the results of an environmental scan of the current Official Plan.

Phase I will involve two components. It will ensure the Official Plan reflects various studies already approved by Council and it will bring the Official Plan into conformity with the 2005 Provincial Policy Statement and recent Planning Act changes. The City studies included under Phase I have already undergone public consultation processes, therefore, Official Plan policies developed in response to these studies will form the policy framework for implementation and monitoring of the work.

A Great Place to Call Home

Recent changes to the Provincial planning framework also need to be reflected in the Official Plan update. These changes require an evaluation of the current Official Plan policies relative to the Provincial framework and possible updating. Furthermore Bill 51 requires certain enabling Official Plan policies to make use of a wider range of planning tools to manage development. A timely update of local Official Plan policies will help ensure that the review of on-going development applications occurs in the context of an updated Provincial policy framework. It is also recognized that the Official Plan needs alignment with the Corporate Strategic Plan work scheduled for completion by July 2007. During the Phase 1 process a series of draft policies will be produced and reviewed with a number of focus groups. Public opportunities for stakeholders to express their issues will also be provided early in the process. It is expected, that Phase 1 will set the stage for a substantive Official Plan Amendment to implement the Provincial Places to Grow Plan in 2008.

Phase II will incorporate policies reflective of Provincial Growth Plan requirements, the directions of the City's Local Growth Management Strategy, the updated Strategic Plan and the Community Energy Plan. On June 16, 2006 the Province approved "Places to Grow" a Growth Plan for the Greater Golden Horseshoe Area. Currently all decisions on planning matters, including development applications submitted after June 16, 2006, need to conform to the Growth Plan. The City has instigated a Local Growth Management Strategy in response to the Province's Growth Plan which will set out how large the City should be, how fast it should grow and what form that growth should take while examining the implications (environmental, financial and social) of the preferred growth scenario and setting out the tools necessary to manage and influence its implementation. The fundamental directions of the local growth strategy are anticipated to be completed by the end of 2007. These documents will have a significant impact on the structure, format and content of the City's Official Plan and most of 2008 will need to be devoted to making substantive changes to the Official Plan and consulting with the community in this regard.

Phase III, which is anticipated to take place in 2009, will involve the incorporation of other policy work yet to be instigated including an updated Municipal Housing Statement and policies emanating from yet to be release Regulations under the Clean Water Act.

CORPORATE STRATEGIC PLAN:

The update of the Official Plan is a critical step to achieving the City's strategic goals which include:

- Managing growth in a balanced and sustainable manner;
- Strengthening its economic base;
- Providing support for natural, cultural, and architectural heritage;
- Enhancing community wellness;
- Protecting environmental resources; and
- Ensuring that City decisions and initiatives are based on financial, social and environmental principles.

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FINANCIAL IMPLICATIONS:

The City has included \$75,000 in the Tax Supported Capital Budget for this project.

DEPARTMENTAL CONSULTATION:

The Official Plan Update will involve a number of City Departments including Community Services, Environmental Services, and Operations. To ensure the policies incorporated into the Official Plan are comprehensive and can be implemented, a staff resource team will be established to guide the process. In addition, the expertise and experience of staff from various departments will be utilized.

COMMUNICATIONS:

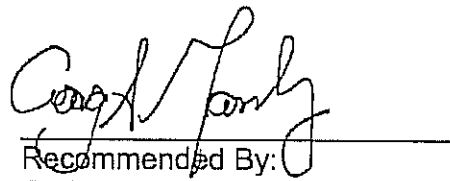
A communications plan consisting of periodic newsletters and web communications will be implemented to keep citizens up to date regarding the Official Plan update process.

ATTACHMENTS:

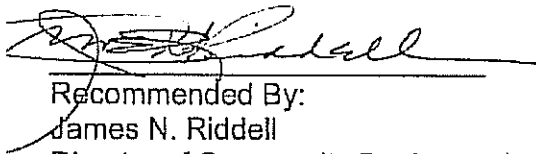
Schedule 1 – Official Plan Update Work Plan



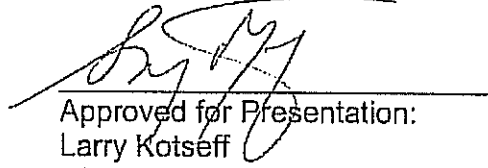
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Chief Administrative
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Schedule 1 Official Plan Update Components

PHASE I: April 2007 – December 2007
Legislative Changes
<ul style="list-style-type: none"> • 2005 Provincial Policy Statement (PPS) <ul style="list-style-type: none"> – Employment lands – Intensification – Brownfields – Air quality – Alternative and renewable energy
<ul style="list-style-type: none"> • Planning Act Changes <ul style="list-style-type: none"> – “be consistent with” PPS Standard – Development Permitting – Zoning and Conditions – Sustainable and Exterior Design – Complete Application – Areas of Employment – Parkland Dedication
<ul style="list-style-type: none"> • Ontario Heritage Act
<ul style="list-style-type: none"> ➤ Legislative Implications Paper Produced ➤ Report to Council
Corporate Vision Statements
<ul style="list-style-type: none"> • Smartguelph • Corporate Strategic Plan
<ul style="list-style-type: none"> ➤ OP Update Public Launch / Roll out – Fall 2007
Corporate Studies
<ul style="list-style-type: none"> • 2001 Transportation Strategy Update • City-wide Trail Master Plan • Guelph & Area Transportation Study Update
<ul style="list-style-type: none"> • Old University and Centennial Neighbourhood Community Improvement Plans
<ul style="list-style-type: none"> • Brownfield Community Improvement Plan Revision • Implementation of IMICO after-use
<ul style="list-style-type: none"> • Update Locally Significant Natural Area Definition
<ul style="list-style-type: none"> ➤ Corporate Studies Consolidation Report Produced
Environmental Scan
<ul style="list-style-type: none"> • Community Focus Groups • Stakeholder Input • Trends and Issue Analysis

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<ul style="list-style-type: none"> • Current Policy Monitoring
<ul style="list-style-type: none"> ➤ Public Consultation and Information Sessions – Winter 2007 ➤ Environmental Scan Report Produced ➤ Report to Council
<p>PHASE II: January 2008 – December 2008</p>
<ul style="list-style-type: none"> • Growth Plan Implications <ul style="list-style-type: none"> – Population and Employment targets – Built boundary Definition – Urban Growth Centre Definition – Density Targets – Intensification policies and phasing – Targets including corridors and nodes – Policies for Complete Communities – Employment Lands Policies
<ul style="list-style-type: none"> • Community Energy Plan Policies
<ul style="list-style-type: none"> • Format, structure, appearance of Official Plan
<ul style="list-style-type: none"> • Zoning By-law Connections
<p>PHASE III (Other): January 2009 – June 2009</p>
<ul style="list-style-type: none"> • Source Water/groundwater Protection Policies
<ul style="list-style-type: none"> • Housing Strategy Policies
<ul style="list-style-type: none"> • Infrastructure Master Plans