To: Chair and Members
   Economic Development and Planning Committee
   PED08074

From: Tim McCabe
       General Manager
       Planning and Economic Development Department

Telephone: 905-546-4339
           905-546-4364
           tjmccabe@hamilton.ca

Facsimile:

E-mail:

Date: February 27, 2008

Re: Work Program – Official Plan (OP) and Zoning By-law (PED08074) (City Wide)

Council Direction:

Not applicable.

Information:

In October 2007, as part of the reorganization of the Planning and Economic Development Department, the Official Plan Review and Zoning By-law Reform Sections were brought together into the new Strategic Services/Special Projects Division. The primary purpose for this was to bring additional staff resources to ensure the new Official Plan and comprehensive Zoning By-law are completed in a timely manner.

Based on Provincial legislation, the City must complete a new Official Plan by June 2009, after which the City has three (3) years from adoption to implement a new comprehensive Zoning By-law. However, it is proposed that by bringing forward both Official Plan policies and Zoning By-law regulations, a complete planning regulatory framework will be implemented for the City at the same time. The exception to this process will likely be the Neighbourhood (residential) Zones due to the magnitude of the public consultation and the mapping that is required to be completed.

The purpose of this Information Report is to summarize the work program which will have most of the new draft Official Plan policies and zoning completed for public consultation by year end, 2008. Specific stakeholder consultation is currently underway, to be completed early in 2009 depending on the policy area, in order to ensure that affected internal and external stakeholders agree with the principles of the new direction. Through the Summer of 2008, an intensive public consultation program will be put in place to ensure all residents, stakeholders and affected parties are aware of the draft policies/zoning and provide opportunities for feedback and discussion.
Staff will gather the information, hold one-on-one meetings, make necessary revisions and hold a Formal Open House, in Spring 2009, as required by Provincial legislation. Opportunities for alternative methods of consultation will also be examined, for example, web site, questionnaires, mail circulation, etc. The input will be gathered, analyzed and revisions be undertaken.

Provincial legislation requires that the City have a new Official Plan adopted by June 2009. It is staff’s intent that we will then present the new Official Plan and Zoning By-law to the Economic Development and Planning Committee through a series of three formal Public Meetings between May and June 2009.

**Background:**

In 2001, the new City of Hamilton was created through the amalgamation of the former municipalities. Currently, the City is under the jurisdiction of seven Official Plans and six Zoning By-laws all with similarities and differences. Provincial legislation requires that a new Official Plan, conforming to the new legislation, be approved by Council by June 2009. The City has three years from the date of approval of the new Official Plan to implement a new Zoning By-law. It is the intent that the much of the new zoning be approved concurrently with the new Official Plan policies to show how the vision will be implemented.

Since amalgamation, substantial work has been undertaken on developing a new Official Plan and comprehensive Zoning By-law. Significant changes to Provincial legislation have occurred during the past 2-3 years which require the Official Plan and implementing zoning to be brought into conformity.

**Official Plan**

Work has been completed on the new Official Plan including the following components being implemented:

- Growth Related Integrated Development Strategy (GRIDS);
- Open Space and Parks Policies; and,
- Rural Hamilton Policies.

Reports have been completed providing direction on Employment Areas, Commercial Structure and Residential Intensification. Work has been completed on Draft Cultural Heritage policies as well as Employment Area polices and the Urban Structure Plan.

**Zoning By-law**

Work has been completed on the new Comprehensive Zoning By-law including:

- Structure of the new Zoning By-law;
- Downtown Zones;
- Open Space and Parks Zones;
- Institutional Zones; and,
Research and Development Employment Zone.

Draft Zones and mapping has been completed, or well underway, for the Rural Area, Employment Areas, Commercial Areas and some limited research on Residential Zones.

Work Program Process to Completion

It is staff’s intent that the process remains as transparent as possible, as well as have Committee and Council well informed at the point of completion of key steps throughout this process. Prior to any public consultation on key policy areas, reports will be brought to Committee for review and to obtain direction from Committee to undertake Public Consultation. Project updates/information reports will be other means of providing communication to the Committee on the progress of other related issues. It is proposed that issue specific meetings with Committee will be held to seek input on the proposed policies and to address any issues related to implementation through new zoning. Key dates and progress of the OP and Zoning work is contained in Appendix A to Report PED08074.

Public Consultation

The Work Program proposes to have draft Official Plan policies and zoning completed for public consultation through early 2009. Specific stakeholder consultation will occur prior, to ensure that affected internal Departments and external stakeholder (e.g., agencies, Chamber of Commerce, Hamilton Halton Home Builders Association, Community groups) “buy-in” to the new direction.

Through the Summer of 2008, an intensive Public Consultation Program will be put in place to ensure all residents, stakeholders and affected parties are aware of the draft policies and zoning. Consideration will be given for the preparation of the following methods to engage all interested parties:

- Updated Web Site including all information;
- Preparation of hard copies of all information to be made available in the Planning and Economic Development Department, Clerk’s Division, Municipal Service Centres and libraries;
- Direct mailings, for example to all Employment Area and Commercial property owners;
- Prepare presentation materials, co-ordinate locations for all Open Houses; and/or,
- Survey/Questionnaire for key policy areas.

Specific to the Policy Areas, and where possible, in co-ordination with other policy areas, informal Public Information Centres, will be held to review draft policy and zoning. Due to property specific issues, it is expected that following the Public Information Centres, one-on-one meetings with property owners and other stakeholders will be necessary to review potential impacts.
Once Public Information Centres have occurred, staff will report back to Committee with recommended draft policy and zoning. At this time, staff will seek endorsement from Committee and Council but not formal adoption or By-law enactment. Staff will then “park” policy and zone sections until the information to be brought forward at the time of the formal Open House(s) as a complete Official Plan.

**Formal Open House**

As per changes to the Planning Act (Bill 51), the City is required to hold one formal Public Open House(s) for the adoption of a new Official Plan and implementing Zoning By-law. At this Open House, the entire Official Plan and implementing Zoning By-law will be presented and recorded. It is proposed that staff will report to Committee for endorsement and direction to hold the Open House in March - April 2009.

**Public Meeting - New Official Plan and Zoning By-law**

Staff will take the input gathered from the Open House, analyze and make any necessary revisions. Given the magnitude of the approval of an entire new Official Plan and implementing zoning, staff is proposing to present the policy and zoning recommendations through a series of formal Public Meetings. It is proposed that the final Formal Public Meeting will be divided into three Public Meetings to be held in May - June 2009, at Economic Development and Planning Committee.

This proposed process provides the following benefits:

- manage the amount of policy and zoning recommendations being presented and reviewed by Committee;
- provide for delegations focussed only on the policy and zoning being presented; and,
- provide the opportunity for any unanswered questions to be reviewed by staff and brought back before Committee for further consideration.

Tim McCabe  
General Manager  
Planning and Economic Development Department

AF:dkm  
Attach. (1)
### Official Plan and Zoning By-law – Work Program

#### Major Steps

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Notes:

1. The Urban Structure Plan will be completed by July 2008, provide direction for the remaining policy areas and implementation of the Urban Structure policies will be adopted at the time of the new Official Plan.

2. Timing of the Transportation and Transit policies is to be co-ordinated with Metrolinx Regional Transportation Plan expected to be completed in the Fall 2008.

3. There will be various dates for Information Reports to Council and co-ordination with other Public Information Centres for the “Other Areas”.

AF
Mar. 03/08