

**STAFF REPORT:**

**Planning & Building Services Department**



**REPORT TO:** The Blue Mountains Planning & Building Committee  
**MEETING DATE:** April 4, 2011  
**REPORT NO.:** PL.11.35  
**SUBJECT:** Official Plan Review – Updated Work Plan  
**PREPARED BY:** Cindy Welsh, MCIP, RPP  
Senior Policy Planner

**A. Recommendations**

**THAT Council receive staff report PL.11.35 Official Plan Review – Updated Work Plan for information purposes.**

**B. Background**

Through staff report PL.11.29, and subsequent Council resolution, Council awarded the contract to provide planning services to undertake the Town of The Blue Mountains Official Plan Five-year Review to Meridian Planning Consultants Ltd. in the amount of \$134,387.11. The original work plan included a Gantt Chart entitled *Timeline Per Task* with a commencement date of February 1, 2011. Meridian has now revised the Gantt Chart which depicts a start-up date of April 1, 2011.

The Gantt Chart shows there are 40 tasks Meridian will undertake as part of this project. As Council is aware, a major component of the Official Plan Review will be the public consultation process which will include public open houses and visioning workshops with the agricultural/rural community, development community, environmental groups and special interest groups. Another key element of the public consultation component will be dialoguing with agencies, boards and commissions including, but not limited to, the Grey Sauble Conservation Authority, Nottawasaga Valley Conservation Authority, Niagara Escarpment Commission and Grey Bruce Health Unit. In keeping with current Planning practices, First Nations shall also be consulted as part of the Official Plan Five-year Review.

Of the 40 tasks in the Gantt Chart, the following are of importance with regards to public consultation:

- Task 9 – Agencies, Boards and Commissions Meeting #1 – 1<sup>st</sup> week of June, 2011.
- Task 10 – Visioning Workshops (Public Sessions) – 2<sup>nd</sup> week of June 2011.
- Task 20 – Public Meeting #1 – Policy Options and Recommendations – 1<sup>st</sup> week of September, 2011
- Task 23 – Vision Preparation and Public Discussion – 4<sup>th</sup> week of September, 2011.
- Task 26 – Public Workshops – 3<sup>rd</sup> week of November, 2011.
- Task 27 – Agencies, Boards and Commissions Meeting #2 – 4<sup>th</sup> week of November, 2011.
- Task 31 – Public Open House and Workshop – 1<sup>st</sup> week of January, 2012.
- Task 35 – Statutory Public Meeting – 3<sup>rd</sup> week of February, 2012.

Task 39 – Meeting and Formal Presentation of Final Version to Council – 3<sup>rd</sup> week of March, 2012.

The revised Gantt Chart entitled *Timeline Per Task*, dated March 18, 2011, is attached for Council's information.

### **C. The Blue Mountains' Strategic Plan**

*Managing growth to ensure the ongoing health and prosperity of the community.*

### **D. Environmental Impacts**

Not applicable.

### **E. Financial Impact**

The Official Plan Review process was approved as an Operating Project in the 2010 Budget with \$140,000 budgeted for consulting services and \$84,000 for legal services. The Draft 2011 Budget reflects \$224,000 for consulting services and \$84,000 for legal services. The increase in the budgeted amount was to address a desired increase in public consultation; to expand upon the extent of the review given recent work at the County and Provincial level including intensification; and, to ensure greater focus was spent on elaborating on the vision/character policies of the Official Plan.

With respect to the projected sources of funding/financing, \$90,000 is identified to be funded from Development Charges with the balance being funded by taxation over a number of years (\$6,000 in 2011, \$30,000 in 2012, and \$50,000 per annum through to 2016). With the contract for services being \$134,387.11, exclusive of GST, taxation savings are anticipated in future years.

### **F. Attachments**

1. Meridian Planning Consultants Ltd. Revised Gantt Chart – Timeline Per Task.

Respectfully submitted by:

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# Official Plan Review for the Town of The Blue Mountains

## Timeline Per Task

Task	Month	April	May	June	July	August	September	October	November	December	January	February	March
<b>PROJECT ACTIVITY</b>													
<b>PHASE 1 - BACKGROUND ISSUES AND REVIEW OF EXISTING PLAN</b>													
1. Preparation of Refined Work Program													
2. Review of current Official Plan and Policy Needs Identification													
3. Review of other Relevant Studies, Materials and current applications													
4. Growth Management and Intensification Review													
5. Workshops with Town Senior Management and Planning Department													
6. Meeting with County and Provincial staff													
7. Steering Committee Meeting #1													
8. Council Workshop													
9. Agencies, Boards and Commissions Meeting #1													
10. Visioning Workshops (One day) - Public Sessions #1-6													
11. Natural Heritage Review													
12. Agricultural Lands Review													
13. Heritage and Cultural Heritage Review													
14. Design Review													
15. Employment/Industrial Lands Review													
16. Commercial Lands Review													
17. Steering Committee Meeting #2													
18. Preparation of Planning Directions Paper (policy options)													
19. Preparation of Policy Options and Recommendations Report													
20. Public Meeting #1 - Policy Options and Recommendations - Public Session #7													
21. Steering Committee Meeting #3 - Policy Options Presentation													
22. Project Management													
<b>PHASE 2 - PLAN PREPARATION</b>													
23. Vision Preparation and Public Discussion - Public Session #8													
24. Preparation of First Draft of Official Plan													
25. Steering Committee Meeting #4 - First Draft Review													
26. Public Workshops - Public Sessions #9-14													
27. Agencies, Boards and Commissions Meeting #2													
28. Preparation of Second Draft of Official Plan													
29. Steering Committee Meeting #5 - Second Draft Review													
30. Agency Circulation													
31. Public Open House and Workshop #3													
32. Planning and Building Committee Presentation of Second Draft of Official Plan													
33. Preparation of Third Draft of Official Plan													
34. Meeting with Council													
35. Statutory Public Meeting													
36. Review of Public and Agency Comments and Preparation of Response Matrix													
37. Steering Committee Meeting #6													
38. Preparation of Final Official Plan for Adoption													
39. Meeting and Formal Presentation of Final Version to Council													
40. Project Management													

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