

2014 Development Charges Study

Consultation Committee

Meeting # 1: Development Charges Overview

- Date:** September 5, 2013
- Time:** 11:00 a.m. – 1:30 p.m.
- Location:** City Hall, Room 247
- Members:** Councillor Paul Sharman (chair), Councillor John Taylor (vice-chair), Michael Barton, Arden Semper, Ron Young, Tom Muir, Nick Leblivic, Frank McKeown
- Other Attendees:** Ann Marie Coulson, Joan Ford, Andrew Grunda (Watson & Associates), Jamie Cook (Watson & Associates), Cameron Gosse, Andrea Hagley, Yana Olshtynskaya, Alison Enns
- Regrets** Keith Hoey, Andrea Smith

<i>AGENDA ITEM</i>	<i>DISCUSSION</i>	<i>ACTION ITEMS & DECISIONS</i>
Confirmation of Membership and Terms of Reference for Consultation Committee	<ul style="list-style-type: none"> • Councillor Paul Sharman - chair of the Consultation Committee. • Reviewed Terms of Reference for the Consultation Committee (see attached). • Reviewed quorum of the Consultation Committee. 	- Confirmed Consultation Committee membership (see attached).
Summary of City of Burlington Development Charges Process	<ul style="list-style-type: none"> • High level review of the Report F-49-12 "2014 City of Burlington Development Charges Update Process", as it outlines the process of the Development Charge (DC) Review (see attached). • The completion date for the DC Study required by legislation is July 1st, 2014 (5 years of 2009 Study) and the desired completion date is late December, 2013 to early February, 2014. • One public meeting will be held prior to the approval of the new by-law, as per legislation. 	

<p>Development Charge Requirements and Approach</p>	<ul style="list-style-type: none"> • Watson & Associate delivered a presentation on DC requirements and approach (see attached), and discussed: <ul style="list-style-type: none"> ○ Development Charges Act requirements and methodology <ul style="list-style-type: none"> ▪ First step in the process is looking at anticipated amount, type and location of development; then increase in need for service; then the net capital costs to address the increase in need for service; and finally development of rules. ▪ By-law will govern implementation of Development Charges. ○ Pamela Blais' recommended approach to pricing DCs and implications 	
<p>a) Area Specific vs. Uniform DCs</p>	<ul style="list-style-type: none"> • Considerations around area specific vs. uniform DCs: 	<p>- Confirmed use of uniform DC and may consider area-specific charges when appropriate.</p>
<p>b) DCs Differentiated by Type</p>	<ul style="list-style-type: none"> • Discussed DCs differentiated by type (i.e. retail vs. non-retail). • Consider potential use of exemptions and incentives (note: an exemption given to one category cannot be recovered from another). • Agreed that differentiation by type has to be assessed from a long term strategy perspective, as well as from a legal standpoint. 	
<p>c) Land Area vs. Dwelling Unit DCs</p>	<ul style="list-style-type: none"> • Considerations around Land Area vs. Dwelling Unit DCs: 	<p>- Confirmed current use of Dwelling Unit basis will be maintained.</p>
<p>Draft Growth Projections</p>	<ul style="list-style-type: none"> • A summary of the draft Growth Projections for 2013-2031, based on the Region's Best Planning Estimates (BPE), was provided to the Consultation Committee (See attached). • The City is expected to grow at a slower rate than in the past. • It is expected that the city will be faced with the slower rate of housing growth and will be dominated by high density • The existing issue for the current DC review is that Official Plan Review has not been completed yet. This may result in the next DC review being conducted earlier than 5 years. • Population per Unit (PPU) numbers are based on 2006 Census given detail data on 2011 Census data is not available. 	<ul style="list-style-type: none"> - BPE's will be the basis for the anticipated development in the 2014 DC Study - Watson and Associates to provide detail on the actual population numbers to the Consultation Committee. - Watson and Associates to provide an analysis of the population and employment of forecast vs. actual analysis for the 2004 and 2009 DC Studies.

	<ul style="list-style-type: none"> • Employment forecast is based on activity rate method and that employment sectors include: primary, industrial, commercial retail, commercial non-retail, institutional and work at home. • Discussed the need to focus on the future needs rather than focusing on historical models. 	<ul style="list-style-type: none"> - Report on Growth projections will be provided to Council in October/ November, 2013
Future Meetings	<ul style="list-style-type: none"> • Consultation Committee meetings (tentative): <ul style="list-style-type: none"> ○ October 3, 2013 (9.30 am – 12.00 pm)- Transportation Presentation ○ October 16, 2013 (11.30 am – 1.30 pm) ○ November 4, 2013 (9.30 am – 12.00 pm) ○ November 25, 2013 (9.30 am – 12.00 pm) 	<ul style="list-style-type: none"> - Finance will send the meeting invites with anticipated agenda for future meetings. - Reschedule Oct 16th meeting to potentially October 17th, pending availability - Add a meeting in December.

Attachments:

- 2014 DC Membership – Consultation Committee
- Terms of Reference – Consultation Committee
- Report F-49-12 “2014 City of Burlington Development Charges Update Process”
- Presentation on the 2014 Development Charges Study (prepared by Watson & Associates Economists Ltd.)
- Appendix A: Draft Growth Forecast, 2013-2031 (prepared by Watson & Associates Economists Ltd.)

Adjourned: 1:15 pm