



Planning and Building Department

TO: Community Development Committee

SUBJECT: Official Plan Review: Proposed Scope of Work

Report Number: PB-44-12

File Number(s): 505-08

Report Date: May 28, 2012

Ward(s) Affected: 1 2 3 4 5 6 All

Date to Committee: June 18, 2012

Date to Council: July 3, 2012

Recommendation: RECEIVE a summary of the external and internal scan of the Official Plan.

ENDORSE the general project scope proposed in this report for the 2012 Official Plan Review, with the understanding that emerging or unanticipated circumstances will be reported to City Council and will be subject to further consideration with respect to resource and time requirements.

DIRECT the Director of Planning and Building to develop an overall work plan for the Official Plan Review, such work plan to outline the overall time, resources, topic linkages and communication and public engagement approaches required to address the proposed scope of the review

Purpose:

- Address goal or action in strategic plan
 - Establish new or revised policy or service standard
 - Respond to legislation
 - Respond to staff direction
 - Address other area of responsibility
-

Reference to Strategic Plan:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Vibrant Neighbourhoods | <input checked="" type="checkbox"/> Prosperity |
| <input checked="" type="checkbox"/> Excellence in Government | <input type="checkbox"/> N/A |
-

As the Official Plan is a foundation planning document, the review will provide a framework for sound city building decisions by council.

The Official Plan Review will support the creation of more vibrant neighbourhoods by investigating opportunities to enhance policies which support the creation of complete and healthy communities.

The Official Plan Review will ensure that Official Plan policy provides for a range and mix of housing, employment, open space and commercial opportunities to meet the needs of residents throughout their lives.

The Official Plan Review will also create opportunities for public involvement which will contribute to the development of policies which support the long term prosperity of the city.

Background:

In May, City of Burlington Council heard and received comments regarding the elements of the Official Plan which may need to be revised. A report (PB-38-12) was presented in association with the special meeting of council which included an overview of the issues that, at that time, had emerged as part of the internal and external scan. The report can be accessed at:

<http://cms.burlington.ca/AssetFactory.aspx?did=20964>

Discussion:**Official Plan**

The Official Plan is a policy document that sets out the city's land use objectives and directions for growth and development for the next 20 years. It identifies land uses, the locations and densities of those uses, as well as urban design and built form issues to be considered in the decision making process. The Official Plan sets out council's policies to achieve the vision. It includes policy directions related to many aspects of the city including transportation, infrastructure, natural environment, housing, heritage, open space, the downtown, as well as important social and economic considerations. One of the most important roles of the Official Plan is to help the city to understand and manage change and to meet our various community commitments. The plan also describes the tools and programs that will aid council in the implementation of the plan.

The Official Plan has legal status and derives authority from the *Planning Act* which outlines the base requirements of an official plan. The Official Plan is the key policy tool which permits the city to demonstrate regard to matters of provincial interest and align with the policies of the Regional Municipality of Halton. All municipal public works and by-laws must conform to the Official Plan and the City's Official Plan must conform with the Region of Halton's Official Plan and provincial plans and policies.

The Official Plan is developed through planning analysis, research, interdisciplinary collaboration, dialogue within the city, with external stakeholders, and with the public.

The city has commenced its five-year review of the Official Plan. In order to get to this point, the city has undertaken an effort to collect input from internal and external

stakeholders in the wider community in order to determine what has been working well in the existing Official Plan and what needs improvement.

Purpose of the Scope Report

The five year review of the Official Plan is a major undertaking. Care must be taken to define the scope of the review so as to identify the resources that will be required, the appropriate approaches, and to establish a realistic understanding of the time which will be required to complete the project. To that end City Council has endorsed a process for the 2012 Official Plan Review to secure the step-wise consideration of each of scope, resources, and time for the project as indicated in the process chart (see Appendix A).

The purpose of this report is to present the findings of the internal and external scan. The internal and external scans offer an assessment of how well the existing Official Plan is functioning. Comments received to date from city departments, agencies, public and stakeholders have been considered.

A decision by City Council will be required to endorse the project scope and to direct staff to prepare the work plan report which will present the means by which staff intend to deal with the expectations set forth.

Internal and External Scan

The internal and external scans began in January 2012 and were described in some detail in Report PB-38/12. Key to the initiation of the project was the development of the collaborative Official Plan Review project framework described in the earlier report. Meetings of the various internal groups have continued and have yielded details which have informed this report. The project team continues to liaise with external agencies, meet with other departments, make presentations at ward meetings, organize workshops, prepare discussion materials and collect public comments.

Equally critical to the project initiation was the support provided by the Community Relations and Creative Services. The design and communications support contributed to the development of a project brand, project website, and the design and production of open house materials.

The key public elements of the external scan were the two open house meetings (May 1 at City Hall and May 3 at Tansley Woods Community Centre) and the statutory special meeting of council (May 7). These meetings were advertised in the Burlington Post on March 22, April 5 and April 26 to meet (and exceed) the statutory notice requirements established in the *Planning Act*. In addition an e-mail message was prepared including the Burlington Post notice along with introductory details regarding the Official Plan Review project. With support from the Public Involvement Co-ordinator the email was forwarded to ward councillors, and other interested parties in advance of the meetings.

The open house meetings were hosted to provide an opportunity for citizens to learn about the Official Plan Review and contribute to the scope discussion. The open house panel materials were organized in three sections:

- Background panels,
- Interactive panels,
- Next steps panels.

In addition to the two open houses, all of the panels and the comment form were provided in a digital format on the city's webpage for the Official Plan Review. A total of 99 individuals signed in at the two open house meetings. A total of 38 comment forms were completed and submitted by residents as of May 22. 30 of those submissions were collected at the open house meetings while eight others were submitted either by email or by fax. The special meeting of council held on May 7 was host to six delegations who spoke on a variety of topics ranging from transportation to agriculture.

Issues List

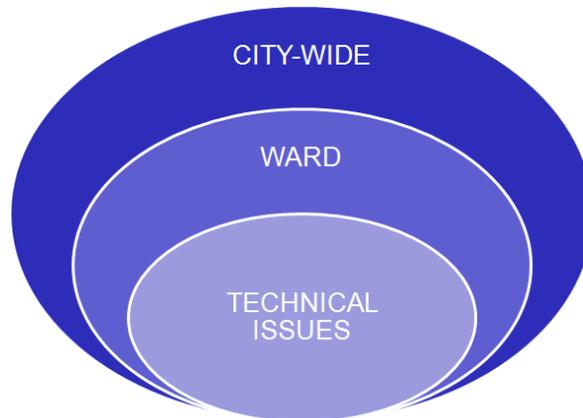
The findings of the internal and external scans have been catalogued by creating a comprehensive issues list. This comprehensive list provides the basis for the findings of this scope discussion and will also serve a number of other purposes. It will:

- provide support to the project work plan as an ongoing resource tracking tool,
- act as a reference to ensure identified issues have been addressed, and
- act as a means to track how each issue links to the Strategic Plan.

The comprehensive list includes very detailed commentary on each topic. For ease of presentation the issues list has been summarized in Appendix B and Appendix C to this report. Appendix B presents the list of 'opportunities for transformation' which are expected to be the focus of the conversations of the review. Appendix C recognizes the remaining issues which the review will need to consider. Together the two appendices are presented to City Council as the proposed scope of the five-year review of the Official Plan.

Organizing the Issues

One of the key means of understanding the issues was to organize them based on the diagram below.



City-Wide Issues

The Official Plan is a city-wide plan and as expected many of the areas highlighted for review affect the entire city. A city-wide issue is one that must be considered from a strategic level. Each of the identified city-wide issues will be addressed in the work plan. It is recognized that some of these issues will require relatively less effort within the overall work plan for the Official Plan Review, while others will constitute a very major endeavour and will require adequate resources to meet those challenges. The first section of Appendix C includes a listing of all of the city-wide issues identified in the scans with the exception of those city-wide issues which are considered opportunities for transformation.

Opportunities for Transformation

The findings of the internal and external scan have identified a number of areas where it would appear there are favourable circumstances to review and assess existing policies. While all of these opportunities for transformation are city-wide issues they are also given a slightly different treatment in that they will likely function as the key components of the overall work plan. In an earlier report (PB-38-12) an understanding of these issues was presented. For a brief discussion of these opportunities for transformation please see Appendix B.

Each of the opportunities for transformation, while having considerable overlap, is an issue in its own right. The relationships among these transformation opportunities will be discussed as part of the work plan.

Outsource Requirements

All city-wide issues, even where research and analysis is proposed to be outsourced, will be written into policy by city staff. It is anticipated that outsource capacity will be required for the following topics:

- Commercial Lands (in progress)

- Employment Lands (in progress)
- Mobility Hubs – Consultant work may be required to study opportunities to strengthen the connection between land use and transportation in strategic areas within the city as well as to position the city to capture potential provincial funding.
- Neighbourhoods – Consultant work may be required to provide support to staff in a number of ways including but not limited to undertaking character analysis and potentially engagement support in the development of a neighbourhood policy framework.
- Downtown – Consultant work may be required as recommended by way of the Core Commitment Review.

The details regarding the consultant work will be outlined in the work plan report.

Ward Issues

The findings of the scan have resulted in the identification of a number of issues identified by ward councillors or citizens specific to a ward. Typically, ward issues will be addressed through ward-specific engagement. By their nature these will warrant locally organized and focused engagement. An example of a ward issue is the staff direction to assess the Indian Point neighbourhood. Depending on the issue this engagement could take a variety of forms. When considering ward-specific issues, work plans will be built from the understanding that has been conveyed by comments received.

Technical Issues

Many of the issues identified in the internal and external scans are technical issues related to the Official Plan. It is expected that technical issues will be dealt with by staff and will benefit from discussions with all relevant city departments and agencies. It is understood that for the most part these issues can be organized into the following groupings:

- A policy that is not delivering the stated objectives.
- A missing policy set or element that contributes to the guiding principles or land use vision.
- An area of the plan which should be revised to respond to evolving city practices or to general best practices.

Technical issues will not require separate work plans. It is expected instead that technical issues will be dealt with at the policy writing stage, or incorporated into a ward specific or city wide work plan. Regardless of the approach taken to incorporate the issue it will be reviewed by relevant city and agency staff to ensure that the modification will assist in the implementation of the policy.

Issue Relationships

Alongside the effort to organize issues into city-wide, ward and neighbourhood issues, the relationships among these issues will be considered in depth at the work plan stage.

City-wide issues manifest varying degrees of connectivity. For example, within the transformation topic "*community infrastructure*" the internal and external scans have identified a strong relationship between *community infrastructure* (public services for health, education, recreation, socio-cultural activities, security and safety, and affordable housing) and traditional infrastructure. These two issues must be considered together.

Each of the opportunities for transformation has within its scope a number of related city-wide, ward and technical issues which will be outlined in the work plan.

One of the expected outcomes of the work plan will be to illustrate our understanding of these relationships and how the various topic areas and City initiatives will fit in the overall project timeline.

Process

From Scope to Overall Work Plan

With council approval, the scope identified in the internal and external scan will form the basis of the overall work plan (which includes the complementary communications and engagement plan). As identified in Appendix A, council will then have the opportunity to review and approve the overall work plan after which the various work plans will be initiated.

The development of work plans is an important means of demonstrating how staff intend to accomplish the work set out in this scope report.

The scope of the review presented here and presented in the inventory of issues is the result of the findings of the internal and external scan. Throughout the project submissions from agencies, the public or findings of research undertaken by staff could warrant a change in the assumptions held today. Therefore, work planning will always be subject to potential change. In fact minor shifting or reorientation of work can be expected.

For example, as identified in Appendix C we are unable at this time to suggest including in the scope the ongoing PPS review as well as the implementation of Regional Official Plan Amendment No. 38. If either or both of these issues evolve and become finalized, the work plan may need to be revised. It is also possible that an unanticipated topic that warrants review could emerge. Where a major new issue is identified council will be advised of changes required to the scope of the review and the means of incorporating the work into the overall proposed work plan. This approach is consistent with the collaborative framework which forms the basis of the Official Plan Review project.

Discipline will be required throughout the review to ensure that unanticipated project scope “creep” does not jeopardize timely completion of the overall effort.

Building a tool for Policy Evaluation

It is understood that the review of the Official Plan for the City of Burlington is undertaken within the framework of the *Planning Act* and provincial and regional policies and plans. As with communications and engagement, it is understood that working within that framework is the minimum requirement and that we expect to exceed that minimum.

In the course of the internal and external scans it was identified that there is a need to consider policy alternatives from multiple perspectives. For example, the existing Official Plan includes significant directions related to sustainability. In this review the focus on a variety of important perspectives will contribute to a balanced review. The review of the existing Official Plan vision and the elements of that vision which require refinement will contribute to the development of that multiple perspective review.

In order to support the multiple perspective review, staff will be proposing the development of a policy evaluation and decision framework. The development of an evaluation framework early in the process will:

1. Help to develop understanding and support for the policy objectives set out in the Official Plan vision,
2. Provide an objective tool for comparing alternatives,
3. Help to link the provincial planning framework to the local contextual framework,
4. Provide transparency in recommendation development.

A discussion paper on policy development and evaluation will be provided in the Fall of 2012.

Full Launch

Upon the approval of the scope report and subsequently the work plan report, the Official Plan Review will move in to a full launch.

The full launch in the Fall of 2012 will incorporate engagement opportunities on a city-ward as well as a ward basis. Council can be advised that several opportunities are anticipated and could include:

- Neighbourhood discussions (potentially a Council Workshop)
- Natural / Rural Vision Summit
- Downtown Core Commitment

Financial Matters:

As proposed in PB-87/11 the Official Plan and the Zoning By-law Reviews will be undertaken simultaneously. The Capital budget process included a forecast of \$400,000 in 2012 and \$400,000 in 2013, for a total of \$800,000 for the two projects. Information and advice regarding the Zoning By-law Review will be provided later in 2012. It is understood that this aggregate amount will be spent over the duration of the two projects. The duration is dependent on the scope and other timing considerations to be determined in detailed work plans. Any funds not expended will be returned to the capital funding sources for investment elsewhere.

Details of the projected budget requirements will be provided in the work plan report.

Other Resource Impacts

As the Official Plan Review is a city-wide endeavour, an accountability structure within Planning and Building, an accountability structure across all City Departments and appropriate oversight by senior management form important components of the Official Plan Review.

Communication Matters:

The five year review of the Official Plan is required by the *Planning Act*. The Planning Act details the minimum requirements for public consultation in undertaking a five year review. Meeting the legislation will require that a certain amount of time and resources be invested in the effort.

The City of Burlington will go beyond the minimum requirements based on best practices research related to official plan reviews. The engagement plan will present an approach to recognize that:

- Almost all technical topics will not require engagement,
- Many topics will require some engagement,
- Several topics may need to be considered iteratively or in more depth and will therefore require more resources and potentially will require more intensive engagement and more time.

A careful matching of topics to strategies and resources will inform the engagement plan. What is clear at this time is that a number of the 'opportunities for transformation' will have communication and engagement components which move through the IAP2 framework from consult to involve to collaborate.

There are several other city initiatives underway concurrent with the Official Plan Review. Through the interdepartmental working group staff will seek to undertake a

coordinated approach to public engagement to increase clarity for the public and to make more efficient and effective use of resources where possible.

Some forms of engagement will require significant resources. As the work planning is undertaken it will be done with awareness of potential for the communications and engagement work to impact the capacity of staff to complete other aspects of the overall work plan. A staff team including Communications and the Public Involvement Co-ordinator will develop the Communications and Engagement plan.

Conclusion:

The scoped review of the Official Plan discussed within this report suggests an opportunity for an ambitious and challenging review of the Official Plan. The 'opportunities for transformation' address important issues which will form a solid foundation for the future success of the city.

Respectfully submitted,

Alison Enns, MCIP, RPP
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Manager of Policy and Research

Appendices:

A. Overall process for the Official Plan review
B. Opportunities for Transformation
C. Issues List Summary

Notifications:
(after Council decision)

Name	Mailing or E-mail Address

Approvals:

*required

*Department

City Treasurer

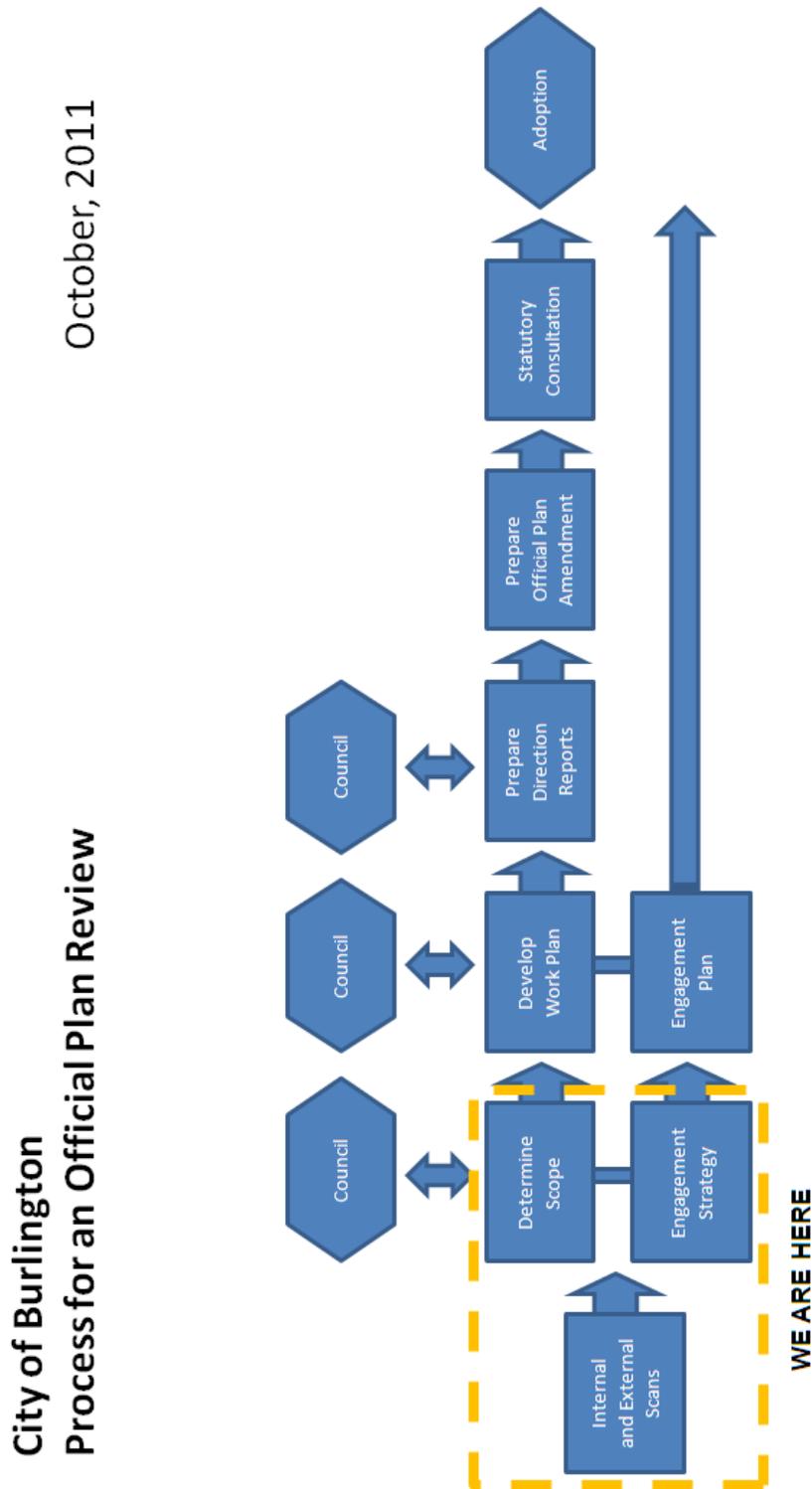
General Manager

City Manager

	To be completed by the Clerks Department
Committee Disposition & Comments	
	01-Approved 02-Not Approved 03-Amended 04-Referred 06-Received & Filed 07-Withdrawn
Council Disposition & Comments	
	01-Approved 02-Not Approved 03-Amended 04-Referred 06-Received & Filed 07-Withdrawn

Appendix A

Overall process for the Official Plan review



Appendix B

Opportunities for Transformation

Neighbourhoods In the past, growth in the City has largely occurred by expanding out to fill our urban boundary. As the supply of undeveloped urban land has decreased toward 'build out', growth has become focused on using existing urban land, using infrastructure more efficiently. An opportunity exists to start thinking about our urban area being comprised of related but distinct, vibrant neighbourhoods that are now entering new phases in their respective life cycles. It is proposed that through consultation a policy framework for neighbourhoods will be developed.

Downtown

The downtown has been identified as an *Urban Growth Centre* by the Province, and is a priority area to which a portion of new jobs and new residents will be directed. The timing of the Official Plan, *Core Commitment* and the downtown vision reviews presents an opportunity to comprehensively review and revise policies within a coordinated vision. Strategic policies in the downtown will offer the opportunity to respond to multiple policy objectives around the *Mobility Hub* identified by Metrolinx (the regional transportation authority), the *Urban Growth Centre*, the waterfront and other complementary initiatives. This work is currently evolving and a process has been adopted by council related to the *Core Commitment*. For more information please see report PB-03-12.

Nodes and Corridors

The connection between land use and transportation is critically important, particularly in intensification areas which are expected to accommodate new jobs and residents over the long term. In 2008 City Council adopted an intensification strategy to demonstrate the City's ability to accommodate new jobs and residents in priority areas. A review of the identified nodes and corridors will provide an opportunity to build upon the existing intensification strategy potentially resulting in the refinements of policy and implementation approaches. The nodes and corridor work will build on the City Council adopted Intensification Strategy in addition to the GO Station Lands Intensification Opportunities Study and the resulting Official Plan and zoning modifications (2006).

Metrolinx and Mobility Hubs

Metrolinx has identified two *Mobility Hubs* within the City: the downtown Bus Terminal and the Burlington Go Station (Fairview Street and Brant Street). *Mobility Hubs* are defined as major transit stations where different modes of transportation come together seamlessly. *Mobility Hubs* also include the surrounding area where an intensive concentration of living, working and playing is focused. The link between land use and transportation is critical to the realization of *Mobility Hubs*. The review will secure opportunities to raise Burlington's profile in the Region and position the City to leverage programs or funding that may be available for transit and transit oriented development. It should be noted that Burlington has the distinction of being the only municipality in Halton with two identified *Mobility Hubs*. The Brant Street corridor connecting these two hubs is a key opportunity for the City. The Official Plan Review will consider these

important areas as strategic opportunities to highlight transit oriented development opportunities and to support mixed uses surrounding these critical transportation and transit services and infrastructure.

Movement and Connectivity

The Official Plan Review is being undertaken alongside the Transit Master Plan update and the upcoming Transportation Master Plan update. The Official Plan and the Transportation Master Plan will together provide a long term vision that coordinates the city's transportation system with the city's land use policies. The review will provide an opportunity to enhance movement around the City, which includes roads but also considers paths, corridors and other open space linkages. Movement and connectivity as a topic will focus on accommodating walking, cycling, transit, goods movement and the private automobile. A focus on strategically important transportation and transit initiatives and programs and transit oriented development which support the intensification strategy will be critical to the long term success of the city and the health and vibrancy of neighbourhoods.

Community Infrastructure

The term *community infrastructure* is a relatively new term in the planning dictionary and is a key component of the provincial policy direction for *complete communities*. The term refers to the lands, buildings and structures that support the quality of life for people and communities by providing public services for health, education, recreation, socio-cultural activities, security and safety, and affordable housing. The Official Plan review will investigate existing *community infrastructure* and opportunities to promote collaboration among City departments and other levels of government to enhance our ability to provide services to support development and vibrancy of neighbourhoods. It is expected that community infrastructure will be considered alongside the traditional infrastructure considerations (like available sewer capacity) and will enhance our understanding of how both types of infrastructure are distributed and how they support vibrant neighbourhoods.

Agricultural/Rural Area and Natural Heritage System

The opportunity to improve agricultural, rural and natural area policies was identified through ward, council and public discussions. The Official Plan review will consider how the existing policies and vision relating to Agricultural, Rural and Natural Heritage Systems could or should be revised to articulate the City's current objectives and to develop a preferred approach. It is recognized that due to the appeal of the Region of Halton Official Plan Amendment No. 38 an investigation of this topic has the potential to be somewhat limited.

Appendix C

Issues List Summary (excludes opportunities for transformation – see Appendix B)

City-wide

Vision	<ul style="list-style-type: none"> - Revisit and confirm some critical elements of the land use vision and principles. - Consider the role of the two Mixed Use Centres (the <i>Urban Growth Centre/ Downtown</i> and the <i>Uptown</i>). - Consider the role of the Rural/Agricultural area of the City. - Consider and confirm the city's urban structure.
Healthy Communities	<ul style="list-style-type: none"> - Develop policy which will deliver improved public health outcomes (both physical and psychological well being) through community planning and design.
Infrastructure Policies	<ul style="list-style-type: none"> - Consider traditional infrastructure alongside community infrastructure and their role in supporting people to live, work and play in Burlington. - Understand and incorporate the directions in the Regional Master Servicing Plan as well as other local and regional capital works planning tools to link land use and infrastructure. - Coordination of services with expected growth
Employment Policies	<ul style="list-style-type: none"> - Consider and implement policy directions resulting from the Phase 2 Employment Lands Study. - Brownfields and Community Improvement Plan(s) - Sensitive land uses - Conversion policies
Mixed Use Corridor Policies	<ul style="list-style-type: none"> - Review Mixed Use Corridors - Clarify and reorganize policies in light of the findings of the Employment Lands Study and the Commercial Study. - Consider tools or approaches to help implement the policy intent of the mixed use corridor policies.
Commercial Policies	<ul style="list-style-type: none"> - Consider and implement policy directions resulting from the Commercial Study. - Connection to the Downtown Core Commitment Review.
Residential Policies	<ul style="list-style-type: none"> - Visualization of density, intensity and height - Affordable Housing in relation to <i>community infrastructure</i>. - Implementation of the Joint Regional Municipal Housing Statement. - Higher density development and securing usable public and private open space.
Placemaking & Design	<ul style="list-style-type: none"> - Design policies and approaches. - Change our terminology and policies about making places memorable.
Heritage Policies	<ul style="list-style-type: none"> - Align Heritage Landscapes, Heritage Buildings with PPS and Regional policy.

	<ul style="list-style-type: none"> - Work with Heritage Committee. - Review link to <i>community infrastructure</i>.
Sustainability Policies	<ul style="list-style-type: none"> - Environmentally and financially sustainable infrastructure - Tree protection - Social, environmental, cultural, economic sustainability

Ward

Site Plan Control for Single Detached dwellings	<ul style="list-style-type: none"> - Connect to staff direction related to site plan control for single detached dwellings.
North Aldershot	<ul style="list-style-type: none"> - Staff Direction - North Aldershot Commercial policies. - Cootes to Escarpment
Plains Road Corridor	<ul style="list-style-type: none"> - Heights on the Plains Road corridor. What are the underlying concerns and what are the options and strategies available to address concerns. - Intersection/Node analysis (various locations)
Indian Point	<ul style="list-style-type: none"> - Staff Direction - Neighbourhood analysis
Roseland	<ul style="list-style-type: none"> - Neighbourhood analysis
Old Lakeshore Road	<ul style="list-style-type: none"> - Staff Direction
Beachway Park	<ul style="list-style-type: none"> - Resident petition and Regional Park Master Planning
Nemo 7G	<ul style="list-style-type: none"> - Mount Nemo plateau
Education Hub	<ul style="list-style-type: none"> - Opportunities for an education hub around Ron Joyce Centre – DeGroote School of Business campus.
Mall redevelopment	<ul style="list-style-type: none"> - In neighbourhood work and at a ward level consider opportunities for change in existing plazas in relation to the nodes and corridors.
Tremaine and Dundas Secondary Plan	<ul style="list-style-type: none"> - Work closely with the concurrent Secondary Planning exercise for this area which could have Official Plan implications.
Burlington Airpark	<ul style="list-style-type: none"> - Staff Direction - Identify opportunities to incorporate policies in the Official Plan regarding the Burlington Airpark.

Technical

Alignment with other City Plans	<ul style="list-style-type: none"> - Align policy direction within the Official Plan to support ongoing work throughout the City. Each will require a different response and timing. - Strategic Plan; Transportation Master Plan; Transit Master Plan; Parks and Recreation Master Plan; Core Commitment; Community Energy Plan; Cultural Action Plan.
Urban Agriculture and Farmers Markets	<ul style="list-style-type: none"> - Incorporate policies in appropriate areas to support local food and agricultural sustainability.

General Land Acquisition	- Update policy as necessary to reflect City adopted policy on land acquisition.
Rural Settlement Areas	- Minor policy and terminology changes
Rural Areas	- Large scale fill in rural areas
Road Width	- Staff Direction
Policy Text Housekeeping	- Specific policy which has been identified as requiring minor edits.
Schedule Housekeeping	- Minor schedule changes to improve readability. - Minor schedule changes to include relevant information
Implementation	- Review the implementation section with reference to new tools, policies and means of implementing new policy directions.
Garden Suites	- Reflect recent changes to the Planning Act related to length of time that Garden Suites are permitted as a temporary use.
Definitions	- Review Provincial and Regional terminology as necessary.
Plan Structure & Style	- Review best practices for Plan structure and style and propose changes which would facilitate implementation of the policy directions.

Hold

PPS Review	- The Province has initiated the five-year review of the PPS. The work is ongoing and it is uncertain as to when the final document will be complete.
ROPA #38	- A number of issues related to the rural/agricultural area and the Regional Natural Heritage System will be on hold until the OMB makes a decision on ROPA #38.