

**Appendix A. Commercial Lands Work Chronology**

<p>May 28, 2012 (D&amp;I) June 11, 2013 (Council) <i>Terms of Reference</i></p>	<p><i>Staff Report <u>PB-35-12</u>: Proposed Terms of Reference for the Official Plan Review Commercial Strategy Study.</i></p> <p>Council endorsed the Terms of Reference for the Official Plan Review Commercial Strategy Study; authorized the Director of Planning and Building to engage consultants through a Request for Proposal process to carry out the Study in accordance with the above noted Terms of Reference; and provided the Manager of Purchasing delegated authority to award the contract and issue a PO to the highest scoring Proponent, subject to budget limitations noted within PB-35-12.</p>
<p>November 7, 2012 <i>Stakeholder Session</i></p>	<p><i>Downtown Visioning Workshop.</i> Attendees participated in a visioning exercise and provided feedback and questions related to the current and future state of the downtown.</p>
<p>March 25, 2013 (D&amp;I) April 8, 2013 (Council) <i>Consultant Study</i></p>	<p><i>Staff Report <u>PB-13-13</u>: Official Plan Review: Commercial Strategy Study.</i></p> <p>Council received the Phase 1 deliverables of the Official Plan Review Commercial Strategy Study inclusive of:</p> <ul style="list-style-type: none"> <li>• <i>Commercial Market Supply and Demand Analysis Background Report (February 2013),</i></li> <li>• <i>Commercial Policy &amp; Design Review Background Report (March 2013), and</i></li> <li>• <i>Interim Discussion Paper on the Downtown (February 2013);</i></li> </ul> <p>Council referred the findings and strategic considerations of the Phase 1 reports for consideration in the Official Plan Review and Core Commitment Update.</p>
<p>June 10, 2013</p>	<p>Staff received the <u><i>Phase 1: Commercial Market Supply and Demand Analysis Background Report, dated June 10, 2013.</i></u> The updated version contains an amendment to <i>Figure 3-15: Potential Future Commercial Developments</i> and related text changes.</p>
<p>June 14, 2013 - September 1, 2013 <i>Stakeholder Online Forum</i></p>	<p><u><i>Online forum “Transforming Commercial Areas in Burlington”.</i></u> The online forum was made available to collect ideas and comments from the public that informed phase 2 of the study and helped decide how we can transform Burlington’s shopping areas into vibrant “people places”.</p>
<p>July 15, 2013 <i>Stakeholder Session</i></p>	<p><i>Burlington Automobile Dealers Meeting 1.</i> A meeting to discuss interests and concerns of the auto dealership representatives that relate to the Study.</p>
<p>September 12, 2013</p>	<p>Two stakeholder meetings were held to inform the business community on the progress of the study and to receive feedback on</p>

Report PB-09-15. Appendix A.

<p><i>Stakeholder Sessions</i></p>	<p>the preliminary findings and strategic recommendations:</p> <ul style="list-style-type: none"> <li>• <i>Meeting 1: City-Wide Strategic Recommendations</i></li> <li>• <i>Meeting 2: Downtown Burlington Strategic Recommendations</i></li> </ul> <p>These two workshops involved the presentation of policy recommendations by the consulting team engaged by the City to conduct a Commercial Strategy Study and feedback from commercial developers, land owners, the Aldershot and Downtown BIAs, and other stakeholders.</p>
<p>October 4, 2013 <i>Stakeholder Session</i></p>	<p><i>Meeting with representatives of Mapleview Shopping Mall.</i> City staff and representatives from the shopping mall discussed the recommendations from the study. Potential future development considerations for this site were also addressed.</p>
<p>October 18, 2013 <i>Stakeholder Session</i></p>	<p><i>Burlington Automobile Dealers Meeting 2.</i> The consultant addressed the recommendations of the Study as it relates to motor vehicle sales, leasing and rental land uses. The input was used to formulate the final study recommendations.</p>
<p>February 18, 2014 <i>Stakeholder Session</i></p>	<p><i>Drive-Through Stakeholder Meeting.</i> The meeting was held to inform and receive feedback from the drive-through industry regarding the study findings and recommendations specifically with respect to this accessory use.</p>
<p>March 24, 2014 (D&amp;I) April 7, 2014 (Council) <i>Consultant Study</i></p>	<p><i>Staff Report PB-09-14. Report providing information regarding the Official Plan Review Commercial Strategy Study: Transmittal of Phase 2 and Phase 3 reports.</i></p> <p>Council received the Phase 2 and Phase 3 deliverables of the Official Plan Review Commercial Strategy Study inclusive of:</p> <ul style="list-style-type: none"> <li>• <i>Commercial Policy Recommendations Report (March 2014); and</i></li> <li>• <i>Design Guidelines for Commercial Uses in Mixed-Use Activity Areas (March 2014);</i></li> </ul> <p>Council directed the Director of Planning and Building to provide a Directions Report which considers the findings and recommendations of the Commercial Strategy Study.</p>
<p>May 07, 2014 <i>Stakeholder Session</i></p>	<p><i>Burlington Downtown Business Association Board of Management Meeting.</i> The meeting included a presentation by City staff, followed by a discussion of key items related to the strategic recommendations for Downtown Burlington.</p>
<p>June 18, 2014 <i>Stakeholder Session</i></p>	<p><i>Downtown walking tour with members of Burlington Downtown Business Association Board of Management.</i> Activity that informed the development of policies to direct commercial and office uses at-grade in the downtown.</p>
<p>July 7, 2014 (Council)</p>	<p><u><i>Council Workshop on the Commercial Strategy Study.</i></u> The purpose of</p>

Report PB-09-15. Appendix A.

<p>Workshop as part of D&amp;I) July 14, 2014 (Council)</p>	<p>the workshop was to:</p> <ul style="list-style-type: none"><li>• <i>Present the context of commercial land planning including the Provincial planning context;</i></li><li>• <i>Discuss findings and recommendations from the consultants team's work;</i></li><li>• <i>Facilitate a collective discussion with Council;</i></li><li>• <i>Obtain feedback from Council to inform the Official Plan Review; and</i></li><li>• <i>Provide discussion on potential policy directions for Commercial Lands and Mixed Use Activity Areas -MUAA.</i></li></ul> <p>Council received documentation in support of a Council Workshop:</p> <ul style="list-style-type: none"><li>• <i>Briefing Note: Council Workshop on The Commercial Strategy Study;</i></li><li>• <i>Presentation by urbanMetrics and The Planning Partnership;</i></li><li>• <i>Presentation by Staff (Policy and Research, Planning and Building);</i></li><li>• <i>Letter submitted by stakeholder.</i></li></ul>
<p>September 16, 2014 <i>Stakeholder Session</i></p>	<p><i>Meeting with representatives of SmartCentres.</i> City staff and representatives from the developer and operator of the unenclosed shopping centres located at the northeast and northwest corners of Appleby Line and Dundas Street discussed the recommendations from the Study and site-related issues.</p>