

The purpose of this attachment is to provide an overview and summary of the Project Terms of Reference. For all detailed tasks associated with these Terms of Reference, please see Attachment #3.

Figure 1: Proposed Phasing of Official Plan 5-Year Review and Comprehensive Update



Phase 1. Conformity to Planning Documents and Develop New Policies on Growth Management, Housing, Density, Height and Character. Insert Housekeeping changes. Improve Official Plan Language, Structure and Formatting.

Tasks: (to be completed by August 2022)

- a. Conformity to Planning Documents (Phase 1). Official Plan to be updated as per:
 - i. New Planning Act Changes
 - ii. New Provincial Policy Statement 2020 Update
 - iii. New County of Grey Official Plan Review
 - iv. New Niagara Escarpment Plan Review
 - v. Assess Official Plan 5-Year Review Policies as per Section E9
- b. Growth Management:
 - i. Clearly articulate the limits of the Primary, Secondary, Tertiary and Rural Settlement Areas.

- ii. Synchronize with County of Grey Growth Management Data
- iii. Prepare local growth projects (population, housing, employment) for each service area
- iv. Identify current available residential land supply (5 years and 15 years)
- v. Identify current available non-residential land supply for growth estimates
- vi. Identify available land supply and infill / intensification opportunities to reduce urban sprawl while accommodating new growth

c. Housing

- i. Review current policies and historic housing production levels by location, type and tenure
- ii. Identify and inventory existing supply of Draft Plan Approved residential lands.
- iii. Identify and inventory existing supply of vacant designated residential lands.
- iv. Assess the impact of current infill and second unit policies and develop new 2nd and 3rd Residential Unit as-of-right permissions particularly within low density residential areas.
- v. Financial impact analysis on lifecycle costs for various housing scenarios (based on different housing mix).
- vi. Review development options for missing housing types (particularly in urban area) for townhouse and apartment dwellings.
- vii. Develop policies that promote a healthy mix and range of residential dwelling types (particularly in urban area)
- viii. Insert additional policy recommendations per Community Improvement Plan – Housing within Reach

d. Density

- i. Assess updated Provincial and County policy direction for density
- ii. Consider policy direction for minimum and maximum density policies across the Town
- iii. Develop policies and identify locations to pre-zone residential lands for preferred density and housing types
- iv. Update urban residential severance policies.
- v. Insert policy recommendations per Thornbury Density and Intensification Study

e. Height

- i. Inventory existing building heights throughout town
- ii. Determine appropriate locations where low building heights (3 storeys) to be protected and appropriate locations for as-of-right increased building heights (e.g 3 storeys, 4 storeys, 5 storeys, etc.)

f. Character

- i. Assess current policies regarding urban neighbourhood character
- ii. Update Character policies to discourage 'more of the same' and to encourage healthy development that 'contributes to and enhances' the character of the overall community.

- iii. Insert recommendations per Community Improvement Plan – Town Wide Revitalization
- g. Housekeeping
 - i. Minor amendments required on a running list of approximately 20 items as noted by Planning Staff.
- h. Official Plan Language, Structure and Formatting (Phase 1)
 - i. Eliminate extraneous text by simplifying and consolidating policy wording where appropriate.
 - ii. Review “shall” vs. “may” policies (require vs. encourage)
 - iii. Consider use of visual graphics such as photos, illustrations, charts, etc. to aid understanding in policy direction
 - iv. Introduce changes to permit the insertion of future district plans (See Project Phase 3)

Phase 2. Update Policy Sections on Environment and Climate Change, Transit and Transportation (including parking), Indigenous Engagement, Parks and Open Space, Commercial and Employment Lands, Source Water Protection, Community Design Guidelines, Infrastructure and Servicing, Agriculture/Rural Lands, General Development Policies related to Cannabis, Bruce/Marsh Corridor, application of Community Planning Permit System (Downtown Area, PreZoned Residential Lands).

Tasks: (to be completed by December 2023)

- a. Conformity to Planning Documents (Phase 2). Official Plan to be updated as per:
 - i. New or Remaining Planning Act Changes
 - ii. New or Remaining Provincial Policy Statement 2020 Update
 - iii. New or Remaining County of Grey Official Plan Review
 - iv. New or Remaining Niagara Escarpment Plan Review
- b. Environment and Climate change to be considered with the final approved Integrated Community Sustainability Plan and latest works by the County of Grey under the new Manager of Climate Change. New tree preservation/removal policies to be inserted. Section D8 (Sustainable Development) of Official Plan to be assessed and updated as required.
- c. Transit and Transportation to be considered with the final approved Transportation Master Plan. Section D2 (Transportation) and Schedule ‘B’ to the Official Plan to be assessed and updated as required. Policy updates on parking requirements.
- d. Indigenous Engagement is required to recognize traditional territory of indigenous communities, collaboration on land use issues and involvement in land use decisions.
- e. Parks and Open Space to be considered with the final approved Leisure Activities Plan in consultation with the Community Services Department.

- f. Commercial and Employment lands policies to be updated per Growth Management recommendations and options developed to provide policies for 'shovel ready' non-residential development
- g. Source Water Protection policies and mapping to be updated as per latest protection plans
- h. Community Design Guidelines project to begin in 2022. Project recommendations on high-quality design, green building techniques, and character to be inserted as well as January 2021 Community Improvement Plan – Town Wide Revitalization recommendations to be inserted
- i. Infrastructure and Servicing policies to be updated in accordance with updated direction from the Province and County. Water and sanitary sewer servicing objectives to be reviewed including timing of development approvals with existing or planned infrastructure. Broadband high speed internet policies to be considered as part of planned servicing. Updates required to solid waste disposal and sewage treatment plant areas. Analysis of lifecycle costs of existing infrastructure.
- j. Agricultural and Rural lands to be reviewed with new policies developed to encourage as-of-right on-farm diversified uses that protect and promote our agricultural and rural areas
- k. Official Plan Language, Structure and Formatting (Phase 2)
 - i. Eliminate extraneous text by simplifying and consolidating policy wording where appropriate.
 - ii. Review "shall" vs. "may" policies (require vs. encourage)
 - iii. Consider use of visual graphics such as photos, illustrations, charts, etc. to aid understanding in policy direction

Phase 3. Refine the Official Plan to deal with municipal wide goals and objectives and general policy direction to allow for further refined policies through the creation of specific District Plans for individual communities within the Town.

Tasks: (Subject to Council Consideration. To be initiated in January 2024)

- a. Pursue development of individual district plans under the policy direction of the Official Plan for each community in the Town (Lora Bay, Thornbury, Clarksburg, Camperdown, Craigleith, Blue Mountain Village, Rural Area).