



City of
Peterborough

To: **Members of the Committee of the Whole**

From: **Jeffrey Humble, Director, Planning and Development Services**

Meeting Date: **April 18, 2017**

Subject: **Report PLPD17-022**
Increase Budget for Completion of the Official Plan Update

Purpose

A report to recommend the establishment of a budget for resources to complete the update to the Peterborough Official Plan.

Recommendations

That Council approve the recommendations outlined in Report PLPD17-022 dated April 18, 2017, of the Director, Planning and Development Services as follows:

- a) That the capital budget for the Official Plan Review (Project 7-1.08 in the 2012 Capital Budget) for staff support to draft the Plan based on a structured public engagement process, be increased by \$200,000 from \$124,000 to \$324,000; and
- b) That the additional \$200,000 to be transferred to the Official Plan Review Capital Project be funded 50% from the General Government Development Charges and 50% from the Central Area Master Plan (Project 7-1.03).

Budget and Financial Implications

In 2012 a budget of \$124,000 was established for the Peterborough Official Plan (Plan). To date expenditures of \$78,500 have been made for contractual services relating to public research and public engagement. While significant work has been completed and \$45,000 remains in the budget, an additional \$200,000 is required within the 2017 Capital Budget to complete the Plan.

Half of the required increase (\$100,000) will come from General Government Development Charges. This is based on the Official Plan's central role in accommodating the growth and development of Peterborough, including capital infrastructure investment and ongoing operational expenses from growth. The remaining 50% (\$100,000) will come from the portion of the Central Area Master Plan (7-1.03) budgeted under the annual maintenance and safety fund. The remaining balance of the Central Area Master Plan project after the requested transfer will be \$546,191.00 which is committed to various Downtown projects such as the Louis Street Urban Park, Entrepreneur Centre, and Gateways. Funding the Official Plan is in line with the Central Area Master Plan goals of Downtown revitalization.

Background

The requirement for municipalities to have a current Official Plan is mandated pursuant to the **Planning Act**. The Plan provides for the goals, objectives and policies to manage the social, economic, and built and natural environment for the City. Peterborough's Official Plan update will set the community's vision for the growth and development over the next several decades.

Staff within the Planning and Development Services Department have been involved in reviewing, drafting and engaging the public on the updated Official Plan since 2012. Based on the current staffing levels and day-to-day permitting and policy activities however, the Department is unable to allocate sufficient time to the Plan. Additional staff resources are needed to complete the Plan while maintaining current customer service levels regarding development permitting.

It is evident that there are high expectations from Peterborough citizens regarding community engagement on a development vision for Peterborough. The increased budget will accommodate this through Committee oversight, continuous stakeholder participation, online engagement and a Plan document that is accessible to citizens.

Advisory Committee and Technical Working Group

The oversight of the Plan will be provided through the establishment of an Advisory Committee and Technical Working Group. The Advisory Committee will be chaired by the Director, Planning and Development Services, with broad community representation from business (developers, homebuilders, and realtors), design professions (architect, engineer, planner and landscape architect), housing, First Nations, academia, government, and non-governmental groups. The Mayor and a designated Councillor will be represented to provide guidance and reporting back to Council.

The Technical Working Group will consist of staff and management across the Corporation. Within the Department, Planning Division staff along with management support from the Airport, Building, Geomatics, and Housing Divisions will be present. Other Departments – Community Services, Corporate Services, Utility Services, and Legal Services – will be engaged at the management level. The Directors and Chief Administrative Officer will provide oversight and guidance to the entire process.

Public Engagement

The International Association for Public Participation (IAP2) provides the recognized standard in public engagement for public professionals. The Spectrum of Participation (see Appendix B) is widely used by government organizations to define the level of participation to be provided on a particular project. This spectrum ranges from “informing” to “empowering” the public on decisions. In the case of the Plan, and based on the resources requested, the level of engagement will be primarily at the “Involve” level.

Within the IAP2 target, the Advisory Committee will provide transparency and community representation throughout the decision-making process. The Committee structure will be supported by a robust engagement process of community engagement sessions. The form of these will be determined by the Committee and Technical Group and may include open houses, workshops, focus groups, and design charrettes depending on the subject areas of the Plan. In addition to these sessions, an online engagement framework will be established on various themes to allow continued input from all members of the public.

Schedule

The Official Plan Schedule (see Appendix A) is envisioned to take place over a 17 month period. The conceptual schedule provides for a dozen Advisory Committee meetings and a half dozen community engagement sessions. Subject to Council approval on April 24, 2017, the process would commence in May, with a targeted completion for September, 2018.

Submitted by,

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Director, Planning and Development Services

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Attachment:

Appendix A - Peterborough Official Plan Schedule
Appendix B - International Association for Public Participation Spectrum

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Appendix B – International Association for Public Participation Spectrum

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IAP2 Spectrum of Public Participation



Increasing Level of Public Impact

	Inform	Consult	Involve	Collaborate	Empower
Public participation goal	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
Promise to the public	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
Example techniques	<ul style="list-style-type: none"> Fact sheets Web sites Open houses 	<ul style="list-style-type: none"> Public comment Focus groups Surveys Public meetings 	<ul style="list-style-type: none"> Workshops Deliberative polling 	<ul style="list-style-type: none"> Citizen advisory committees Consensus-building Participatory decision-making 	<ul style="list-style-type: none"> Citizen juries Ballots Delegated decision