

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, Report No. 52, of the Committee of the Whole, which was adopted, as amended, by the Council of the City of Vaughan on December 10, 2013, as follows:

By approving the following:

That recommendation 4 of the report of the Commissioner of Planning, dated November 26, 2013 be amended to read as follows:

- 4. That staff be authorized to prepare Requests for Proposals (RFPs) to retain a Lead Planning Consultant and supporting Project Team, to prepare the individual Blocks 27 and 41 Secondary Plans upon finalizing their respective Terms of Reference; and, to report back to Committee of the Whole with recommendations for award of contracts.***

Regional Councillor Di Biase declared an interest with respect to the foregoing matter as his children own land in Block 27 given to them by their maternal Grandfather and did not take part in the discussion or vote on the matter.

43

**NEW COMMUNITY AREAS
VAUGHAN OFFICIAL PLAN 2010
SECONDARY PLAN PROCESS AND
DRAFT TERMS OF REFERENCE
DIRECTION TO ISSUE REQUESTS FOR PROPOSAL
FILE: 26.4
WARD 1**

The Committee of the Whole recommends:

- 1) That the recommendation contained in the following report of the Commissioner of Planning, dated November 26, 2013, be approved;
- 2) That the following be approved in accordance with Communication C8, from the Commissioner of Planning, dated November 25, 2013:
 1. That Planning staff report back to a future Committee of the Whole meeting on the Terms of Reference for the Sub-Watershed Studies for the New Community Areas; and, a financial strategy detailing the expected costs and funding sources for their completion after further consultation with TRCA and landowners; and
- 3) That the following deputations be received:
 1. Mr. Don Given, Malone Given Parsons, Renfrew Drive, Markham; and
 2. Mr. Gerry Lynch, Cole Engineering Group Ltd., Valleywood Drive, Markham.

Recommendation

The Commissioner of Planning recommends:

1. That the New Community areas, being Blocks 27 and 41, be subject to two separate but co-ordinated City-initiated Secondary Plan processes, which will result in the adoption of two individual amendments to VOP 2010;
2. That the organizational structure for undertaking the Secondary Plan Studies, as shown in Attachment 3, be endorsed as the operational framework for proceeding with the development of the Plans;

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 2

3. That the Draft (Generic) Terms of Reference for undertaking the two individual studies shown as Attachment 2 be approved as the basis for the preparation of the final Terms of Reference applying to the Blocks 27 and 41 New Community Areas, subject to refinements. The refinements will include the incorporation of additional specific provisions required to address their individual situations and characteristics, including information derived from in-progress and previously completed studies;
4. That staff be authorized to issue Requests for Proposals (RFPs) to retain a Lead Planning Consultant and supporting Project Team, to prepare the individual Blocks 27 and 41 Secondary Plans upon finalizing their respective Terms of Reference; and, to report back to Committee of the Whole with recommendations for award of contracts;
5. That a dedicated contract project manager compliment be approved for the duration of the term of the project and funded evenly through existing 2013 capital projects PL-9535-13 and P-9533-13 subject to any input arising at the Committee of the Whole meeting;
6. That any information submitted by the Landowners of Blocks 27 and 41 in support of the Secondary Plan Studies, be reviewed by the Consulting Teams as part of their mandated review of background/supporting material; and, that any data gaps be reported on in future reports to the Committee of the Whole as part of this process; and
7. That Council advise the Province, Region, TRCA, and transit agencies, including Metrolinx, of the City's interest in senior staff being represented on the City-led Technical Advisory Committee (TAC) envisioned as part of this project.

Contribution to Sustainability

Policies arising from these studies must be consistent with those of the Region of York Official Plan, the Provincial "Places to Grow: the Growth Plan for the Greater Golden Horseshoe", the Vaughan Official Plan 2010; and, with "Green Directions Vaughan, Community Sustainability and Environmental Master Plan" respecting sustainable development and complete communities.

Economic Impact

The funding for the New Communities' Secondary Plan Studies was approved in the 2013 Capital Budget as follows:

- New Community -Block 27: Project PL-9535-13, budgeted at \$515,000.00 ; and
- New Community - Block 41: Project PL-9533-13, budgeted at \$515,000.00.

The detailed RFP requests and recommended contract project manager compliment can be achieved within the above approved capital project amounts.

Communications Plan

The study process will require a public consultation program involving three stakeholder groups:

- A Technical Advisory Committee (TAC) made-up of the public sector, with representation from the Provincial and Regional governments, technical agencies and authorities, and utilities;
- A Landowners' and Landowners' Representatives Group (LLRG) focusing on landowners in the study area; and,

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 3

- The broader public consultation through a Wider General Consultation Program (WGCP).

Meetings will be held with the groups jointly, and separately as required at important milestones throughout the study process (see “Organizational Structure” chart, Attachment 3). The RFPs will require the submission of public consultation plans as part of the proposal package. The final public consultation process would be approved by the Commissioner of Planning in consultation with the Director of Corporate Communications, prior to the initiation of the respective studies by the successful proponents.

Purpose

To receive direction to proceed with the completion of individual Terms of Reference for the New Communities’ Secondary Plan Studies, based on the approach described herein and the generic Terms of Reference. Direction is also being sought to prepare and issue the Requests for Proposal.

Background - Analysis and Options

a) Location

The VOP 2010 Identifies two “New Community Areas” located in:

- Block 27, which is bounded by Teston Road to the south; Kirby Road to the north; Jane Street to the west; and Keele Street to the east; and,
- Block 41, which is bounded by Teston Road to the south; Kirby Road to the north; Pine Valley Drive to the west and Weston Road to the east.

The New Community Areas are shown on Attachment 1.

b) Current Land Use

Block 27

Block 27 comprises approximately 400 ha of almost entirely rural lands. The block is traversed east-west by the TransCanada Pipeline Canadian Mainline in the north portion and by the GO Transit Rail Line in the east, which runs north-south west of Keele Street. Parts of the block are located in the Greenbelt, which includes a reach of the West Don River. An additional central tributary of the West Don also traverses westerly through the block from Keele Street to mid-block, and then south to Teston Road. The hamlet of Teston is located at the northeast corner of Jane Street and Teston Road, and extends northward along the east side of Jane Street through Lot 26, and part of Lot 27 of the concession block. The hamlet is characterized by lots zoned A Agricultural by By-law 1-88 that are utilized as large single dwelling residential lots. The remainder of the block is rural.

Block 41

The Block 41 lands have a total area of approximately 441 ha, of which a significant portion is located in the Greenbelt, including a main tributary of the East Humber River. The TransCanada Pipeline Canadian Mainline runs east-west mid-way through the block in its northern half. A main compressor station for the TransCanada Mainline is located mid-block where the two mainlines intersect. There is an existing estate subdivision in the northwest quadrant of the block and the historical hamlet of Purpleville is located at the northeast corner of Teston Road and Pine Valley Drive. The remainder of the Block is largely rural.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 4

c) The Region of York Official Plan

The new Regional Official Plan (ROP) was approved by the Ministry of Municipal Affairs and Housing on September 7, 2010. It has been subject to a number of appeals and has been undergoing a mediation process which resulted in the Ontario Municipal Board granting a partial approval of the Plan on July 11, 2012, and further modifications and approvals since that time. A modified version of the Plan was consolidated on June 20, 2013; however, portions of the ROP remain under appeal.

The ROP states, with respect to the New Community Areas in the Region, section 5.6.1 (in part):

“That local municipalities, in consultation with York Region, prepare comprehensive Secondary Plans for New Community Areas that meet or exceed the policies of this section of this Plan. The Secondary Plan preparation should include an innovative approach that involves a multidisciplinary team assembled by the local municipality in order to ensure an integrated and sustainable approach to the planning, design and approval of the Secondary Plan.”

d) Vaughan Official Plan 2010

The City's Urban Structure Plan (Schedule 1) and Land Use Plan (Schedule 13) designate the majority of Blocks 27 and 41 as New Community Areas. The VOP 2010, Schedule 14A, also identifies Blocks 27 and 41 as the City's "New Community Areas" which will be the subject of future Secondary Plan reviews.

Consistent with the York Region Official Plan, the New Community Areas will be compact, vibrant, inclusive, healthy, sustainable and diverse, with a mix of uses and densities that meet the minimum requirements set out in the Growth Plan and York Region Official Plan. They will provide most of the City's new low-rise housing stock, as well as local-serving commercial uses and community facilities such as schools, parks, community centres and libraries. The Secondary Plans for the New Communities should set the policy framework for the development of complete communities with a unique sense of place and high quality design.

Vaughan Official Plan 2010 provides guidance on the preparation and content of the New Community Areas' Secondary Plans. Policy 9.2.2.14 lists specific objectives and describes the desired character of development for the New Community Areas. The objectives of policy 9.2.2.14 are addressed in sections 2.4.1 and 2.4.2 of the Draft (Generic) Terms of Reference (see Attachment 2). Policy 9.2.2.14 also states (in part):

“b. New Community areas are subject to one comprehensive and co-ordinated City-initiated Secondary Plan process, unless extenuating circumstances (eg. GTA West Corridor) would dictate otherwise....”

Respecting the foregoing, staff is of the opinion that it is appropriate to proceed by way of two separate Secondary Plan Studies; one for each Community block, with specific co-ordinated background studies for the two areas. This recommendation is discussed further in the "Background" section of this report, in subsection h).

Policy 10.1.1.2 of VOP 2010 introduces conditions which must be fulfilled prior to the commencement of the Secondary Plan studies. It was confirmed by way of Council modification after approval by York Region Council on June 28, 2012. In confirming the modification to VOP 2010, City Council provided additional guidance for the preparation of the New Community Area Secondary Plans.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 5

e) Committee of the Whole Meeting of October 16, 2012: Criteria Respecting Initiation of New Community Area Secondary Plan Studies

On October 16, 2012, staff reported on the initiation of the New Community Secondary Plan(s) and requested direction to report to a future Committee of the Whole meeting for approval of the Terms of Reference for retaining consulting services to undertake the New Communities Secondary Plan(s). At the Council meeting of October 30, 2012, Council approved the following (in part):

- “1. That the Terms of Reference for the Secondary Plans incorporate the findings of Phases 2-3 of the Natural Heritage Network as a key criterion for preparing the structure and design of development of the New Community Areas;
2. That the Region of York’s New Community Guidelines be incorporated in the Terms of Reference;
3. That staff report to a future Committee of the Whole meeting to obtain approval of a Terms of Reference for retaining consulting services to undertake the New Communities’ Secondary Plan(s); and,
4. That Policy 10.1.1.2. in Volume 1 of VOP 2010 be modified to read as follows, in accordance with the direction of Vaughan Council, as approved by Region of York Council:

“The initiation of the New Community Areas Secondary Plan(s) within the Region of York Official Plan Amendment No. 2 (ROPA 2) Area, as shown on Schedule 1, will not proceed until two of the Secondary Plans identified on Schedule 14-A (Areas Subject to Secondary Plans), as “Required Secondary Plan Areas” and the Natural Heritage Network (NHN) Study are substantially completed. For the purposes of the Secondary Plans identified on Schedule 14-A, substantial completion means having held a Statutory Public Hearing under the Planning Act; and for the purpose of the Natural Heritage Network Study substantial completion means the submission by the landowners within the ROPA 2 amendment area of information in a format and at a level of detail consistent with the TRCA, York Region and City of Vaughan policies, a report to Committee of the Whole and Council on the findings of Phase 1 of the Natural Heritage Network Study and Council approval of Terms of Reference for Phases 2-4.”

f) Basis for Proceeding with the Requests for Proposal (RFP) Process

The conditions to be fulfilled prior to commencing the Secondary Plan Studies, as outlined in Policy 10.1.1.2 in the previous section of this report, have now been met:

- (i) The NHN Study is well underway. Phase 1 of the NHN Study is complete and a staff report summarizing the findings was provided to Committee of the Whole (Working Session) on December 4, 2012. Committee of the Whole recommended that a summary of the public consultation component be provided to the January 15, 2013 Committee of the Whole meeting; and Phase 1 was subsequently approved by Council on January 29, 2013.

The Terms of Reference for Phases 2-4 of the NHN Study was approved by Council on September 25, 2012, and the consulting contract for the corresponding Request for Proposal (RFP) was awarded on January 29, 2013. The workplan for Phases 2-4 of the NHN Study has been underway since May 2013 and is expected to be completed in the second quarter of 2014.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 6

A public consultation strategy is a critical component of the workplan for the Natural Heritage Network Study and includes meetings with landowners and their agents for the individual Blocks to be developed. These meetings are planned as technical sessions in January and February of 2014 to discuss data sharing and data interpretation, all of which is part of the Phase 3 objective to test NHN scenarios against ecosystem targets. The completion of these technical sessions in the first quarter of 2014 is anticipated to satisfy the test of the “submission by the landowners within the ROPA 2 amendment area of information in a format and at a level of detail consistent with the TRCA, York Region and City of Vaughan policies.”

The actual initiation of the New Community studies will not occur until the Terms of Reference for each New Community Block have been finalized, the RFP issued and the Consultant team is retained. The actual initiation of the studies will most likely coincide with the completion of the NHN technical sessions, or follow shortly thereafter subsequent to the availability of the refined data. Therefore this test will have been met by the time the studies are ready to begin.

- (ii) The (Generic) Terms of Reference provided as Attachment 2, responds to the need to incorporate the findings of the NHN Study into the Secondary Plan process. This will take place primarily in Task 1 (Background Study) and Task 2 (Plan Development Process). The key deliverable of Task 2 is a land use concept. This provides an opportunity to integrate recommendations from the NHN Study with information respecting the extent of the NHN area, the priority restoration areas, contribution to ecosystem targets and integration with the proposed parks and open space system. Tasks 1 and 2 provide sufficient background evaluation to address the “Definition of Environmental Open Space Areas and Development Limits, Targets, Performance Indicators, etc.”; all of which will form part of the Task 4 deliverables of the (Generic) Terms of Reference.

Appendix 1 to the (Generic) Terms of Reference (see Attachment 2), describes more specifically the environmental components of the New Community Area Secondary Plan Studies; and their relationship to the City-wide NHN Study.

- (iii) The Region of York’s New Community Guidelines were adopted by Regional Council on June 27, 2013. They have been included as policy documents to be reviewed by the City’s Consultant in the draft (Generic) Terms of Reference.
- (iv) The conditions of policy 10.1.1.2 respecting the requirement that “two of the Secondary Plans identified on Schedules 14-A be substantially completed”, has now been met. A Public Hearing was held for the Vaughan Mills Centre Secondary Plan on June 11, 2013; and, the Official Plan for Jane Street and Major Mackenzie Drive (the City of Vaughan Healthcare Campus Centre-OPA 725) was adopted by Vaughan Council on November 29, 2011, and subsequently approved by the Region of York on May 7, 2013.

g) Ontario Municipal Board Appeals for VOP 2010

On July 23, 2013 the Ontario Municipal Board (OMB) granted partial approval to Volume 1 of VOP 2010. Policies specifically relevant to the New Community Secondary Plan Studies are among those not approved at this time. These policies are related to aspects of the Secondary Plan Studies’ Terms of Reference and to the commencement of the Studies. Pending endorsement of this report and recognizing any input received by Committee of the Whole, staff will pursue the approval of appealed policies through the pre-hearing process, prior to commencing the RFP process.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 7

h) Meeting with Landowners of Blocks 27 and 41 on September 30, 2013

City and Regional staff met with the landowners from Blocks 27 and 41 on September 30, 2013, to discuss the approach to the Secondary Plan studies. The items discussed included the Draft (Generic) Terms of Reference; relevant Provincial, Regional and City infrastructure studies, the approach to the studies; options for engaging community and stakeholder groups; and, the projected timeframe for completion of the Secondary Plans.

There was consensus that, although aspects of the New Community Studies may be co-ordinated, such as elements of the environmental work, transportation planning and community energy planning, the process would be best undertaken as two separate studies, resulting in two Secondary Plans.

This approach was favoured because each block presents its own distinct opportunities and constraints and each will require a comprehensive study process and involve geographically specific data in order to complete the tasks necessary for the development of the comprehensive Secondary Plan. Also, conducting the study as one unified project could entail significant delays, as opposed to two concurrent studies focusing on matters specific to the respective blocks. The immediate communities affected, as well as the different landowners/landowners' representatives involved for each of the blocks, could entail the need for the City to conduct separate community consultation meetings. The consultation process could be pro-longed if done jointly for the two blocks. Given the magnitude of factors to consider, the detail required for each of the New Community Plans, and the different stakeholders involved, it is considered beneficial from both an operational and timeline standpoint to undertake the studies individually (see Proposed Organizational Structure Chart, Attachment 3).

i) Timelines

It is expected that it will take approximately 18 to 24 months from the retention of the Consultants to bring one or both the Secondary Plans to the point of Committee consideration. However, this timing will be influenced by the timing and progress on parallel Region of York, Provincial and developer led studies that will inform this process.

j) Approach to the Preparation of the Secondary Plans

In order for the City to fulfill its mandated responsibility for the preparation of the New Community Areas' Secondary Plans, it will need to undertake a rigorous process that meets all Provincial and Regional requirements and results in a product that would be professionally defensible at the Ontario Municipal Board. The selected consulting teams will be expected to provide this level of service.

In this instance a number of data sources will be coming together which will inform the studies. The City will be receiving almost concurrently with the start of the study process, the draft Natural Heritage Network Study. This will represent a solid foundation for the natural heritage information requirements and other environmental work that will need to be completed for the Secondary Plan process.

A further source of information and input will come from the landowner-developer groups. The Blocks 27 and 41 landowner groups have also been conducting studies on their respective blocks and have assembled information in a number of areas relevant to the Plan development process, which will be useful. Landowners have indicated that this information will be made available to the City and can be used to advance the process. Where this information does not meet City standards, additional work by the City's consulting team may be required.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 8

One of the prime responsibilities of the consulting teams will be to review the existing data available from all levels of government and agencies, including the City's VOP 2010 Background Studies, the Natural Heritage Network Study and the landowner submissions. The consulting teams will be expected to identify gaps in this information and conduct additional research as required to allow for the completion of the Secondary Plan studies. This approach should help identify issues early in the process, so they can be resolved in a timely and collaborative manner involving landowners and public agencies. The attached (Generic) Terms of Reference reflects the suggested approach.

Highlights of the Draft (Generic) Terms of Reference:

The Draft (Generic) Terms of Reference form Attachment 2 to this report. This section provides a brief synopsis; however, reference to Attachment 2 is required for a full understanding of the process.

The City Consultant will be responsible for undertaking the following tasks:

A. The Background Study and Report

- (ii) A review of the regulatory context; including existing Provincial, Regional and local initiatives that are applicable to the study area, or have the potential to influence its future. This would include the new Region of York and City of Vaughan Official Plans and their supporting studies.
- (ii) Review any information provided by individual landowners or landowner groups.
- (iii) Undertake an analysis of existing and planned conditions, within and adjacent to the study area that may influence the resulting opportunities and constraints.
- (iv) Based on the preceding tasks develop guiding principles, goals, and objectives for the Secondary Plan study area.

B. The Plan Development Process

The Plan development process will be informed by a visioning/consultation process designed to capture the views and input of the public, Council, government and government agencies' staff, and affected landowners. This process will be linked to a series of technical studies which will support the policy development process.

(i) The Supporting Studies

The supporting studies are intended to respond to the requirements of Volume 1 of VOP 2010, policies 9.2.2.14 - New Community Areas, 10.1.1.2 – Initiation of New Community Areas Secondary Plan(s), and 10.1.1.3 – Secondary Plans. The required range of studies will be identified in the final City approved workplan and the scope of work confirmed prior to commencement of each study. The studies which are anticipated to be undertaken include:

- Demographics, Population and Employment
- Housing Mix and Strategies
- Land Use, Density and Urban Design
- Transportation and Transit
- Parks and Open space
- Sanitary Services, Water and Stormwater Management

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 9

- Environmental and Heritage Resources
- Sustainability and Community Energy Planning
- Targeted examination of special areas such as potential transit hubs or local centres

(ii) Visioning, Stakeholder Engagement and Public Consultation

Concurrently with the preparation of the supporting studies, the Consultant will be expected to initiate a visioning and consultation program to support the policy development process. It is expected that the strategy would engage the following groups:

- Vaughan Council
- Relevant Provincial, Regional and TRCA Staff
- The general public including Ratepayer organizations
- Affected Landowners
- Stakeholder/Interest Groups including non-government Organizations (NGOs)
- Other levels of government including First Nations
- Affected agencies, authorities and School Boards
- Utility providers

It is anticipated that the consultation process will involve three distinct consultation groups: a Technical Advisory Committee (TAC), comprised of Provincial, Regional City and relevant agencies' staff; a Landowners and Landowners' Representatives Group (LLRG); and, a Wider General Consultation Program (WGCP), including Council and the surrounding community. It is anticipated that there will be a minimum of six consultation meetings with the WGCP, to which the TAC and LLRG will also be invited. The City Consultant Team and City Project Team will be expected to attend all consultation meetings (see Attachment 3).

In addition, there will be separate meetings and joint meetings, held with the TAC and LLRG at milestones in the planning process and/or to discuss specific issues which may arise. It is estimated that there will be a minimum of 12 meetings with each of these two consultation groups, inclusive of the WGCP meetings.

C. Preparation of the Draft Secondary Plan Study Report

The Draft Secondary Plan Study Report provides for the development of the necessary policies and schedules that can be adapted and converted into a Secondary Plan. It is expected that at a minimum the Secondary Plan Study Report will address the following matters:

- The methodology used in developing the Secondary Plan;
- The legislative and regulatory framework, current internal and external conditions of the study area, goals and objectives, etc.;
- The development of the Community Vision;
- Supporting Studies and Analyses addressing the foundational elements of the Plan;
- A synthesis of the Community Vision and the supporting studies and analyses to create the required Secondary Plan policies and schedules; and,
- Documentation of the Public Consultation Process.

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 10

D. Preparation and Refinement of the Draft Secondary Plan

The Draft Secondary Plan will be a product of the foregoing Tasks A., B., and C. It will form the basis of further public consultation in order to obtain input and comment. Once prepared, the Draft Plan will enter into a refinement process based on comments from governments, agencies and stakeholders, and all others involved in the Public/Stakeholder Consultation program. This will lead into the statutory approval process under the Planning Act and Council's adoption of the Plans.

Relationship to Vaughan Vision 2020

The actions recommended in this report are consistent with the Vaughan Vision objectives to: Plan and Manage Growth and Economic Vitality; and to Lead and Support Environmental Sustainability.

Regional Implications

Regional staff will be invited to participate as members of the Technical Advisory Committee envisioned for each of the New Community Areas' Secondary Plan Studies. The Region will also be circulated on all draft documents required for study deliverables.

Conclusion

The conditions of VOP 2010, policy 10.1.1.2, have been, or are expected to be met no later than the first quarter of 2014. Therefore it is appropriate to initiate the procurement process to retain the necessary multi-disciplinary consulting teams and to work with Human Resources to prepare a job description for an internal City Project Manager consistent with recommendations in the Public Service Renewal report from the Planning Commission.

Staff are satisfied that the best approach is to conduct two individual but co-ordinated studies from the perspective of efficiency, clarity of process and in recognition of the differing characteristics of these two areas. The retained consulting team will be expected to integrate data from a variety of sources, identify gaps in the available information and conduct remedial studies, sufficient to inform the preparation of the respective Plans. A comprehensive public and government/agency consultation process will be put in place engaging the technical agencies, the landowners and the broader public. It is expected that the studies will take approximately 18 to 24 months to complete from the date of retention of the consultants to the time of the adoption of the Secondary Plans.

Therefore it is recommended that staff be directed to proceed with the finalization of the (Generic) Terms of Reference, modifying them as needed to accommodate the requirements of the individual New Community Areas and to issue of the Requests for Proposals to retain the required consulting teams.

Should Committee concur, the recommendations provided in this report can be adopted.

Attachments

1. New Community Areas Location Map
2. Draft (Generic) Terms of Reference
3. Proposed Organizational Structure for Completion of the New Communities' Secondary Plans

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF DECEMBER 10, 2013

Item 43, CW Report No. 52 – Page 11

Report prepared by:

Anna Sicilia, Senior Planner, ext. 8063

Roy McQuillin, Manager of Policy Planning, ext. 8211

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

Regional Councillor Di Biase declared an interest with respect to the foregoing matter as his children own land in Block 27 given to them by their maternal Grandfather and did not take part in the discussion or vote on the matter.

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Communication
CW: <u>Nov 26/13</u>
Item: <u>43</u>

TO: MAYOR AND MEMBERS OF COUNCIL
FROM: JOHN MACKENZIE, COMMISSIONER OF PLANNING
DATE: NOVEMBER 25, 2013
SUBJECT: COMMUNICATION

ITEM #43 - COMMITTEE OF THE WHOLE – NOVEMBER 26, 2013

**NEW COMMUNITY AREAS
VAUGHAN OFFICIAL PLAN 2010
SECONDARY PLAN PROCESS AND
DRAFT TERMS OF REFERENCE
DIRECTION TO ISSUE REQUESTS FOR PROPOSAL
FILE: 26.4
WARD 1**

Recommendation

The Commissioner of Planning recommends:

1. THAT Planning Staff report back to a future Committee of the Whole meeting on the Terms of Reference for the Sub-Watershed Studies for the New Community Areas; and, a financial strategy detailing the expected costs and funding sources for their completion after further consultation with TRCA and landowners.

Background

In September, meetings were held with stakeholders of the New Communities Secondary Plan including owners and the TRCA. These meetings identified the need for additional clarity around the requirements for sub-watershed studies.

Since the September meetings Staff have consulted with Toronto and Region Conservation Authority (TRCA) respecting the VOP 2010 requirement for sub-watershed studies in the New Community Areas and wish to provide additional information to Committee respecting this aspect of the Secondary Plan studies. The VOP 2010, policy 9.2.2.14, includes the following requirement for New Community Areas:

- "d. ii. The completion of a sub-watershed study to be undertaken by the Toronto and Region Conservation Authority in co-ordination with the City, either preceding the Secondary Plan or concurrent with it."

Discussions with the TRCA regarding this requirement indicate that it will be necessary to undertake the sub-watershed studies for the New Community Areas, as part of the environmental work for the Secondary Plans. The sub-watershed studies are considered hydrological updates, at a sub-watershed scale, to the Humber River Watershed Plan (for Block 41) and the Don River Watershed Plan (for Block 27) with additional information included. The studies are critical in helping define the limits of development and conditions for urban expansion. They will also address ground water conditions and the management of endangered species.

Sub-watershed studies are specialized projects that can only be undertaken by qualified professionals. These studies typically comprise 3 Phases:

- Phase 1 - Sub-watershed Characterization
- Phase 2- Impact Mitigation
- Phase 3- Management Strategies and Implementation

The specific areas of study and impact assessment typically required for the purposes of urbanization are:

- Surface Water;
- Ground water (hydrogeology);
- Stream Morphology (fluvial geomorphology);
- Water Quality/Temperature; and
- Aquatic and Terrestrial Habitat.

As the boundaries of the sub-watershed study areas are based on the parameters and impacts that are both upstream and downstream of the new development areas, the sub-watershed study areas will be much wider than the immediate areas of the New Community Blocks.

Economic Impact

The sub-watershed studies would be shared-cost projects, funded by both the City and the TRCA. Information from a Town of Markham October 1, 2013 report on the New Community Sub-Watershed Studies indicates that the municipal portion of the cost of consulting fees and TRCA Staff time, may range up to \$2 million dollars. A detailed analysis will be required to determine actual cost, based on the City's situation. The approved budgets for the City's New Community Secondary Plan Studies do not account for the sub-watershed study components.

Therefore, it is recommended that City Staff confer with the TRCA and the Landowners' Representatives Group(s), to develop detailed Terms of Reference for the required sub-watershed work to be completed for each of the Blocks, and that based on the defined tasks, staff determine the additional required funds. It will also be necessary to meet with the Engineering and Finance Departments to determine the appropriate funding strategy to accommodate the additional costs, the results of which would be a future report to Committee of the Whole.

Respectfully submitted,



JOHN MACKENZIE
Commissioner of Planning

/lm

Copy To: Barbara Cribbett, Interim City Manager
Jeffrey A. Abrams, City Clerk
Roy McQuillin, Manager of Policy Planning
Anna Sicilia, Senior Planner

COMMITTEE OF THE WHOLE NOVEMBER 26, 2013

NEW COMMUNITY AREAS VAUGHAN OFFICIAL PLAN 2010 SECONDARY PLAN PROCESS AND DRAFT TERMS OF REFERENCE DIRECTION TO ISSUE REQUESTS FOR PROPOSAL FILE: 26.4 WARD 1

Recommendation

The Commissioner of Planning recommends:

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2. That the organizational structure for undertaking the Secondary Plan Studies, as shown in Attachment 3, be endorsed as the operational framework for proceeding with the development of the Plans;
3. That the Draft (Generic) Terms of Reference for undertaking the two individual studies shown as Attachment 2 be approved as the basis for the preparation of the final Terms of Reference applying to the Blocks 27 and 41 New Community Areas, subject to refinements. The refinements will include the incorporation of additional specific provisions required to address their individual situations and characteristics, including information derived from in-progress and previously completed studies;
4. That staff be authorized to issue Requests for Proposals (RFPs) to retain a Lead Planning Consultant and supporting Project Team, to prepare the individual Blocks 27 and 41 Secondary Plans upon finalizing their respective Terms of Reference; and, to report back to Committee of the Whole with recommendations for award of contracts;
5. That a dedicated contract project manager compliment be approved for the duration of the term of the project and funded evenly through existing 2013 capital projects PL-9535-13 and P-9533-13 subject to any input arising at the Committee of the Whole meeting;
6. That any information submitted by the Landowners of Blocks 27 and 41 in support of the Secondary Plan Studies, be reviewed by the Consulting Teams as part of their mandated review of background/supporting material; and, that any data gaps be reported on in future reports to the Committee of the Whole as part of this process; and
7. That Council advise the Province, Region, TRCA, and transit agencies, including Metrolinx, of the City's interest in senior staff being represented on the City-led Technical Advisory Committee (TAC) envisioned as part of this project.

Contribution to Sustainability

Policies arising from these studies must be consistent with those of the Region of York Official Plan, the Provincial "Places to Grow: the Growth Plan for the Greater Golden Horseshoe", the Vaughan Official Plan 2010; and, with "Green Directions Vaughan, Community Sustainability and Environmental Master Plan" respecting sustainable development and complete communities.

Economic Impact

The funding for the New Communities' Secondary Plan Studies was approved in the 2013 Capital Budget as follows:

- New Community -Block 27: Project PL-9535-13, budgeted at \$515,000.00 ; and
- New Community - Block 41: Project PL-9533-13, budgeted at \$515,000.00.

The detailed RFP requests and recommended contract project manager compliment can be achieved within the above approved capital project amounts.

Communications Plan

The study process will require a public consultation program involving three stakeholder groups:

- A Technical Advisory Committee (TAC) made-up of the public sector, with representation from the Provincial and Regional governments, technical agencies and authorities, and utilities;
- A Landowners' and Landowners' Representatives Group (LLRG) focusing on landowners in the study area; and,
- The broader public consultation through a Wider General Consultation Program (WGCP).

Meetings will be held with the groups jointly, and separately as required at important milestones throughout the study process (see "Organizational Structure" chart, Attachment 3). The RFPs will require the submission of public consultation plans as part of the proposal package. The final public consultation process would be approved by the Commissioner of Planning in consultation with the Director of Corporate Communications, prior to the initiation of the respective studies by the successful proponents.

Purpose

To receive direction to proceed with the completion of individual Terms of Reference for the New Communities' Secondary Plan Studies, based on the approach described herein and the generic Terms of Reference. Direction is also being sought to prepare and issue the Requests for Proposal.

Background - Analysis and Options

a) Location

The VOP 2010 Identifies two "New Community Areas" located in:

- Block 27, which is bounded by Teston Road to the south; Kirby Road to the north; Jane Street to the west; and Keele Street to the east; and,
- Block 41, which is bounded by Teston Road to the south; Kirby Road to the north; Pine Valley Drive to the west and Weston Road to the east.

The New Community Areas are shown on Attachment 1.

b) Current Land Use

Block 27

Block 27 comprises approximately 400 ha of almost entirely rural lands. The block is traversed east-west by the TransCanada Pipeline Canadian Mainline in the north portion and by the GO Transit Rail Line in the east, which runs north-south west of Keele Street. Parts of the block are located in the Greenbelt, which includes a reach of the West Don River. An additional central tributary of the West Don also traverses westerly through the block from Keele Street to mid-block, and then south to Teston Road. The hamlet of Teston is located at the northeast corner of Jane Street and Teston Road, and extends northward along the east side of Jane Street through Lot 26, and part of Lot 27 of the concession block. The hamlet is characterized by lots zoned A Agricultural by By-law 1-88 that are utilized as large single dwelling residential lots. The remainder of the block is rural.

Block 41

The Block 41 lands have a total area of approximately 441 ha, of which a significant portion is located in the Greenbelt, including a main tributary of the East Humber River. The TransCanada Pipeline Canadian Mainline runs east-west mid-way through the block in its northern half. A main compressor station for the TransCanada Mainline is located mid-block where the two mainlines intersect. There is an existing estate subdivision in the northwest quadrant of the block and the historical hamlet of Purpleville is located at the northeast corner of Teston Road and Pine Valley Drive. The remainder of the Block is largely rural.

c) The Region of York Official Plan

The new Regional Official Plan (ROP) was approved by the Ministry of Municipal Affairs and Housing on September 7, 2010. It has been subject to a number of appeals and has been undergoing a mediation process which resulted in the Ontario Municipal Board granting a partial approval of the Plan on July 11, 2012, and further modifications and approvals since that time. A modified version of the Plan was consolidated on June 20, 2013; however, portions of the ROP remain under appeal.

The ROP states, with respect to the New Community Areas in the Region, section 5.6.1 (in part):

“That local municipalities, in consultation with York Region, prepare comprehensive Secondary Plans for New Community Areas that meet or exceed the policies of this section of this Plan. The Secondary Plan preparation should include an innovative approach that involves a multidisciplinary team assembled by the local municipality in order to ensure an integrated and sustainable approach to the planning, design and approval of the Secondary Plan.”

d) Vaughan Official Plan 2010

The City's Urban Structure Plan (Schedule 1) and Land Use Plan (Schedule 13) designate the majority of Blocks 27 and 41 as New Community Areas. The VOP 2010, Schedule 14A, also identifies Blocks 27 and 41 as the City's "New Community Areas" which will be the subject of future Secondary Plan reviews.

Consistent with the York Region Official Plan, the New Community Areas will be compact, vibrant, inclusive, healthy, sustainable and diverse, with a mix of uses and densities that meet the minimum requirements set out in the Growth Plan and York Region Official Plan. They will provide most of the City's new low-rise housing stock, as well as local-serving commercial uses and community facilities such as schools, parks, community centres and

libraries. The Secondary Plans for the New Communities should set the policy framework for the development of complete communities with a unique sense of place and high quality design.

Vaughan Official Plan 2010 provides guidance on the preparation and content of the New Community Areas' Secondary Plans. Policy 9.2.2.14 lists specific objectives and describes the desired character of development for the New Community Areas. The objectives of policy 9.2.2.14 are addressed in sections 2.4.1 and 2.4.2 of the Draft (Generic) Terms of Reference (see Attachment 2). Policy 9.2.2.14 also states (in part):

- “b. New Community areas are subject to one comprehensive and co-ordinated City-initiated Secondary Plan process, unless extenuating circumstances (eg. GTA West Corridor) would dictate otherwise....”

Respecting the foregoing, staff is of the opinion that it is appropriate to proceed by way of two separate Secondary Plan Studies; one for each Community block, with specific co-ordinated background studies for the two areas. This recommendation is discussed further in the “Background” section of this report, in subsection h).

Policy 10.1.1.2 of VOP 2010 introduces conditions which must be fulfilled prior to the commencement of the Secondary Plan studies. It was confirmed by way of Council modification after approval by York Region Council on June 28, 2012. In confirming the modification to VOP 2010, City Council provided additional guidance for the preparation of the New Community Area Secondary Plans.

e) Committee of the Whole Meeting of October 16, 2012: Criteria Respecting Initiation of New Community Area Secondary Plan Studies

On October 16, 2012, staff reported on the initiation of the New Community Secondary Plan(s) and requested direction to report to a future Committee of the Whole meeting for approval of the Terms of Reference for retaining consulting services to undertake the New Communities Secondary Plan(s). At the Council meeting of October 30, 2012, Council approved the following (in part):

- “1. That the Terms of Reference for the Secondary Plans incorporate the findings of Phases 2-3 of the Natural Heritage Network as a key criterion for preparing the structure and design of development of the New Community Areas;
2. That the Region of York’s New Community Guidelines be incorporated in the Terms of Reference;
3. That staff report to a future Committee of the Whole meeting to obtain approval of a Terms of Reference for retaining consulting services to undertake the New Communities’ Secondary Plan(s); and,
4. That Policy 10.1.1.2. in Volume 1 of VOP 2010 be modified to read as follows, in accordance with the direction of Vaughan Council, as approved by Region of York Council:

“The initiation of the New Community Areas Secondary Plan(s) within the Region of York Official Plan Amendment No. 2 (ROPA 2) Area, as shown on Schedule 1, will not proceed until two of the Secondary Plans identified on Schedule 14-A (Areas Subject to Secondary Plans), as “Required Secondary Plan Areas” and the Natural Heritage Network (NHN) Study are substantially completed. For the purposes of the Secondary Plans identified on Schedule 14-A, substantial completion means having held a Statutory Public Hearing under the Planning Act; and for the purpose of the

Natural Heritage Network Study substantial completion means the submission by the landowners within the ROPA 2 amendment area of information in a format and at a level of detail consistent with the TRCA, York Region and City of Vaughan policies, a report to Committee of the Whole and Council on the findings of Phase 1 of the Natural Heritage Network Study and Council approval of Terms of Reference for Phases 2-4.”

f) Basis for Proceeding with the Requests for Proposal (RFP) Process

The conditions to be fulfilled prior to commencing the Secondary Plan Studies, as outlined in Policy 10.1.1.2 in the previous section of this report, have now been met:

- (i) The NHN Study is well underway. Phase 1 of the NHN Study is complete and a staff report summarizing the findings was provided to Committee of the Whole (Working Session) on December 4, 2012. Committee of the Whole recommended that a summary of the public consultation component be provided to the January 15, 2013 Committee of the Whole meeting; and Phase 1 was subsequently approved by Council on January 29, 2013.

The Terms of Reference for Phases 2-4 of the NHN Study was approved by Council on September 25, 2012, and the consulting contract for the corresponding Request for Proposal (RFP) was awarded on January 29, 2013. The workplan for Phases 2-4 of the NHN Study has been underway since May 2013 and is expected to be completed in the second quarter of 2014.

A public consultation strategy is a critical component of the workplan for the Natural Heritage Network Study and includes meetings with landowners and their agents for the individual Blocks to be developed. These meetings are planned as technical sessions in January and February of 2014 to discuss data sharing and data interpretation, all of which is part of the Phase 3 objective to test NHN scenarios against ecosystem targets. The completion of these technical sessions in the first quarter of 2014 is anticipated to satisfy the test of the “submission by the landowners within the ROPA 2 amendment area of information in a format and at a level of detail consistent with the TRCA, York Region and City of Vaughan policies.”

The actual initiation of the New Community studies will not occur until the Terms of Reference for each New Community Block have been finalized, the RFP issued and the Consultant team is retained. The actual initiation of the studies will most likely coincide with the completion of the NHN technical sessions, or follow shortly thereafter subsequent to the availability of the refined data. Therefore this test will have been met by the time the studies are ready to begin.

- (ii) The (Generic) Terms of Reference provided as Attachment 2, responds to the need to incorporate the findings of the NHN Study into the Secondary Plan process. This will take place primarily in Task 1 (Background Study) and Task 2 (Plan Development Process). The key deliverable of Task 2 is a land use concept. This provides an opportunity to integrate recommendations from the NHN Study with information respecting the extent of the NHN area, the priority restoration areas, contribution to ecosystem targets and integration with the proposed parks and open space system. Tasks 1 and 2 provide sufficient background evaluation to address the “Definition of Environmental Open Space Areas and Development Limits, Targets, Performance Indicators, etc.”; all of which will form part of the Task 4 deliverables of the (Generic) Terms of Reference.

Appendix 1 to the (Generic) Terms of Reference (see Attachment 2), describes more specifically the environmental components of the New Community Area Secondary Plan Studies; and their relationship to the City-wide NHN Study.

- (iii) The Region of York's New Community Guidelines were adopted by Regional Council on June 27, 2013. They have been included as policy documents to be reviewed by the City's Consultant in the draft (Generic) Terms of Reference.
- (iv) The conditions of policy 10.1.1.2 respecting the requirement that "two of the Secondary Plans identified on Schedules 14-A be substantially completed", has now been met. A Public Hearing was held for the Vaughan Mills Centre Secondary Plan on June 11, 2013; and, the Official Plan for Jane Street and Major Mackenzie Drive (the City of Vaughan Healthcare Campus Centre-OPA 725) was adopted by Vaughan Council on November 29, 2011, and subsequently approved by the Region of York on May 7, 2013.

g) Ontario Municipal Board Appeals for VOP 2010

On July 23, 2013 the Ontario Municipal Board (OMB) granted partial approval to Volume 1 of VOP 2010. Policies specifically relevant to the New Community Secondary Plan Studies are among those not approved at this time. These policies are related to aspects of the Secondary Plan Studies' Terms of Reference and to the commencement of the Studies. Pending endorsement of this report and recognizing any input received by Committee of the Whole, staff will pursue the approval of appealed policies through the pre-hearing process, prior to commencing the RFP process.

h) Meeting with Landowners of Blocks 27 and 41 on September 30, 2013

City and Regional staff met with the landowners from Blocks 27 and 41 on September 30, 2013, to discuss the approach to the Secondary Plan studies. The items discussed included the Draft (Generic) Terms of Reference; relevant Provincial, Regional and City infrastructure studies, the approach to the studies; options for engaging community and stakeholder groups; and, the projected timeframe for completion of the Secondary Plans.

There was consensus that, although aspects of the New Community Studies may be co-ordinated, such as elements of the environmental work, transportation planning and community energy planning, the process would be best undertaken as two separate studies, resulting in two Secondary Plans.

This approach was favoured because each block presents its own distinct opportunities and constraints and each will require a comprehensive study process and involve geographically specific data in order to complete the tasks necessary for the development of the comprehensive Secondary Plan. Also, conducting the study as one unified project could entail significant delays, as opposed to two concurrent studies focusing on matters specific to the respective blocks. The immediate communities affected, as well as the different landowners/landowners' representatives involved for each of the blocks, could entail the need for the City to conduct separate community consultation meetings. The consultation process could be pro-longed if done jointly for the two blocks. Given the magnitude of factors to consider, the detail required for each of the New Community Plans, and the different stakeholders involved, it is considered beneficial from both an operational and timeline standpoint to undertake the studies individually (see Proposed Organizational Structure Chart, Attachment 3).

i) Timelines

It is expected that it will take approximately 18 to 24 months from the retention of the Consultants to bring one or both the Secondary Plans to the point of Committee

consideration. However, this timing will be influenced by the timing and progress on parallel Region of York, Provincial and developer led studies that will inform this process.

j) Approach to the Preparation of the Secondary Plans

In order for the City to fulfill its mandated responsibility for the preparation of the New Community Areas' Secondary Plans, it will need to undertake a rigorous process that meets all Provincial and Regional requirements and results in a product that would be professionally defensible at the Ontario Municipal Board. The selected consulting teams will be expected to provide this level of service.

In this instance a number of data sources will be coming together which will inform the studies. The City will be receiving almost concurrently with the start of the study process, the draft Natural Heritage Network Study. This will represent a solid foundation for the natural heritage information requirements and other environmental work that will need to be completed for the Secondary Plan process.

A further source of information and input will come from the landowner-developer groups. The Blocks 27 and 41 landowner groups have also been conducting studies on their respective blocks and have assembled information in a number of areas relevant to the Plan development process, which will be useful. Landowners have indicated that this information will be made available to the City and can be used to advance the process. Where this information does not meet City standards, additional work by the City's consulting team may be required.

One of the prime responsibilities of the consulting teams will be to review the existing data available from all levels of government and agencies, including the City's VOP 2010 Background Studies, the Natural Heritage Network Study and the landowner submissions. The consulting teams will be expected to identify gaps in this information and conduct additional research as required to allow for the completion of the Secondary Plan studies. This approach should help identify issues early in the process, so they can be resolved in a timely and collaborative manner involving landowners and public agencies. The attached (Generic) Terms of Reference reflects the suggested approach.

Highlights of the Draft (Generic) Terms of Reference:

The Draft (Generic) Terms of Reference form Attachment 2 to this report. This section provides a brief synopsis; however, reference to Attachment 2 is required for a full understanding of the process.

The City Consultant will be responsible for undertaking the following tasks:

A. The Background Study and Report

- (ii) A review of the regulatory context; including existing Provincial, Regional and local initiatives that are applicable to the study area, or have the potential to influence its future. This would include the new Region of York and City of Vaughan Official Plans and their supporting studies.
- (ii) Review any information provided by individual landowners or landowner groups.
- (iii) Undertake an analysis of existing and planned conditions, within and adjacent to the study area that may influence the resulting opportunities and constraints.
- (iv) Based on the preceding tasks develop guiding principles, goals, and objectives for the Secondary Plan study area.

B. The Plan Development Process

The Plan development process will be informed by a visioning/consultation process designed to capture the views and input of the public, Council, government and government agencies' staff, and affected landowners. This process will be linked to a series of technical studies which will support the policy development process.

(i) The Supporting Studies

The supporting studies are intended to respond to the requirements of Volume 1 of VOP 2010, policies 9.2.2.14 - New Community Areas, 10.1.1.2 – Initiation of New Community Areas Secondary Plan(s), and 10.1.1.3 – Secondary Plans. The required range of studies will be identified in the final City approved workplan and the scope of work confirmed prior to commencement of each study. The studies which are anticipated to be undertaken include:

- Demographics, Population and Employment
- Housing Mix and Strategies
- Land Use, Density and Urban Design
- Transportation and Transit
- Parks and Open space
- Sanitary Services, Water and Stormwater Management
- Environmental and Heritage Resources
- Sustainability and Community Energy Planning
- Targeted examination of special areas such as potential transit hubs or local centres

(ii) Visioning, Stakeholder Engagement and Public Consultation

Concurrently with the preparation of the supporting studies, the Consultant will be expected to initiate a visioning and consultation program to support the policy development process. It is expected that the strategy would engage the following groups:

- Vaughan Council
- Relevant Provincial, Regional and TRCA Staff
- The general public including Ratepayer organizations
- Affected Landowners
- Stakeholder/Interest Groups including non-government Organizations (NGOs)
- Other levels of government including First Nations
- Affected agencies, authorities and School Boards
- Utility providers

It is anticipated that the consultation process will involve three distinct consultation groups: a Technical Advisory Committee (TAC), comprised of Provincial, Regional City and relevant agencies' staff; a Landowners and Landowners' Representatives Group (LLRG); and, a Wider General Consultation Program (WGCP), including Council and the surrounding community. It is anticipated that there will be a minimum of six consultation meetings with the WGCP, to which the TAC and LLRG will also be invited. The City Consultant Team and City Project Team will be expected to attend all consultation meetings (see Attachment 3).

In addition, there will be separate meetings and joint meetings, held with the TAC and LLRG at milestones in the planning process and/or to discuss specific issues which

may arise. It is estimated that there will be a minimum of 12 meetings with each of these two consultation groups, inclusive of the WGCP meetings.

C. Preparation of the Draft Secondary Plan Study Report

The Draft Secondary Plan Study Report provides for the development of the necessary policies and schedules that can be adapted and converted into a Secondary Plan. It is expected that at a minimum the Secondary Plan Study Report will address the following matters:

- The methodology used in developing the Secondary Plan;
- The legislative and regulatory framework, current internal and external conditions of the study area, goals and objectives, etc.;
- The development of the Community Vision;
- Supporting Studies and Analyses addressing the foundational elements of the Plan;
- A synthesis of the Community Vision and the supporting studies and analyses to create the required Secondary Plan policies and schedules; and,
- Documentation of the Public Consultation Process.

D. Preparation and Refinement of the Draft Secondary Plan

The Draft Secondary Plan will be a product of the foregoing Tasks A., B., and C. It will form the basis of further public consultation in order to obtain input and comment. Once prepared, the Draft Plan will enter into a refinement process based on comments from governments, agencies and stakeholders, and all others involved in the Public/Stakeholder Consultation program. This will lead into the statutory approval process under the Planning Act and Council's adoption of the Plans.

Relationship to Vaughan Vision 2020

The actions recommended in this report are consistent with the Vaughan Vision objectives to: Plan and Manage Growth and Economic Vitality; and to Lead and Support Environmental Sustainability.

Regional Implications

Regional staff will be invited to participate as members of the Technical Advisory Committee envisioned for each of the New Community Areas' Secondary Plan Studies. The Region will also be circulated on all draft documents required for study deliverables.

Conclusion

The conditions of VOP 2010, policy 10.1.1.2, have been, or are expected to be met no later than the first quarter of 2014. Therefore it is appropriate to initiate the procurement process to retain the necessary multi-disciplinary consulting teams and to work with Human Resources to prepare a job description for an internal City Project Manager consistent with recommendations in the Public Service Renewal report from the Planning Commission.

Staff are satisfied that the best approach is to conduct two individual but co-ordinated studies from the perspective of efficiency, clarity of process and in recognition of the differing characteristics of these two areas. The retained consulting team will be expected to integrate data from a variety of sources, identify gaps in the available information and conduct remedial studies, sufficient to inform the preparation of the respective Plans. A comprehensive public and government/agency consultation process will be put in place engaging the technical agencies, the landowners and the broader public. It is expected that the studies will take approximately 18 to

24 months to complete from the date of retention of the consultants to the time of the adoption of the Secondary Plans.

Therefore it is recommended that staff be directed to proceed with the finalization of the (Generic) Terms of Reference, modifying them as needed to accommodate the requirements of the individual New Community Areas and to issue of the Requests for Proposals to retain the required consulting teams.

Should Committee concur, the recommendations provided in this report can be adopted.

Attachments

1. New Community Areas Location Map
2. Draft (Generic) Terms of Reference
3. Proposed Organizational Structure for Completion of the New Communities' Secondary Plans

Report prepared by:

Anna Sicilia, Senior Planner, ext. 8063
Roy McQuillin, Manager of Policy Planning, ext. 8211

Respectfully submitted,

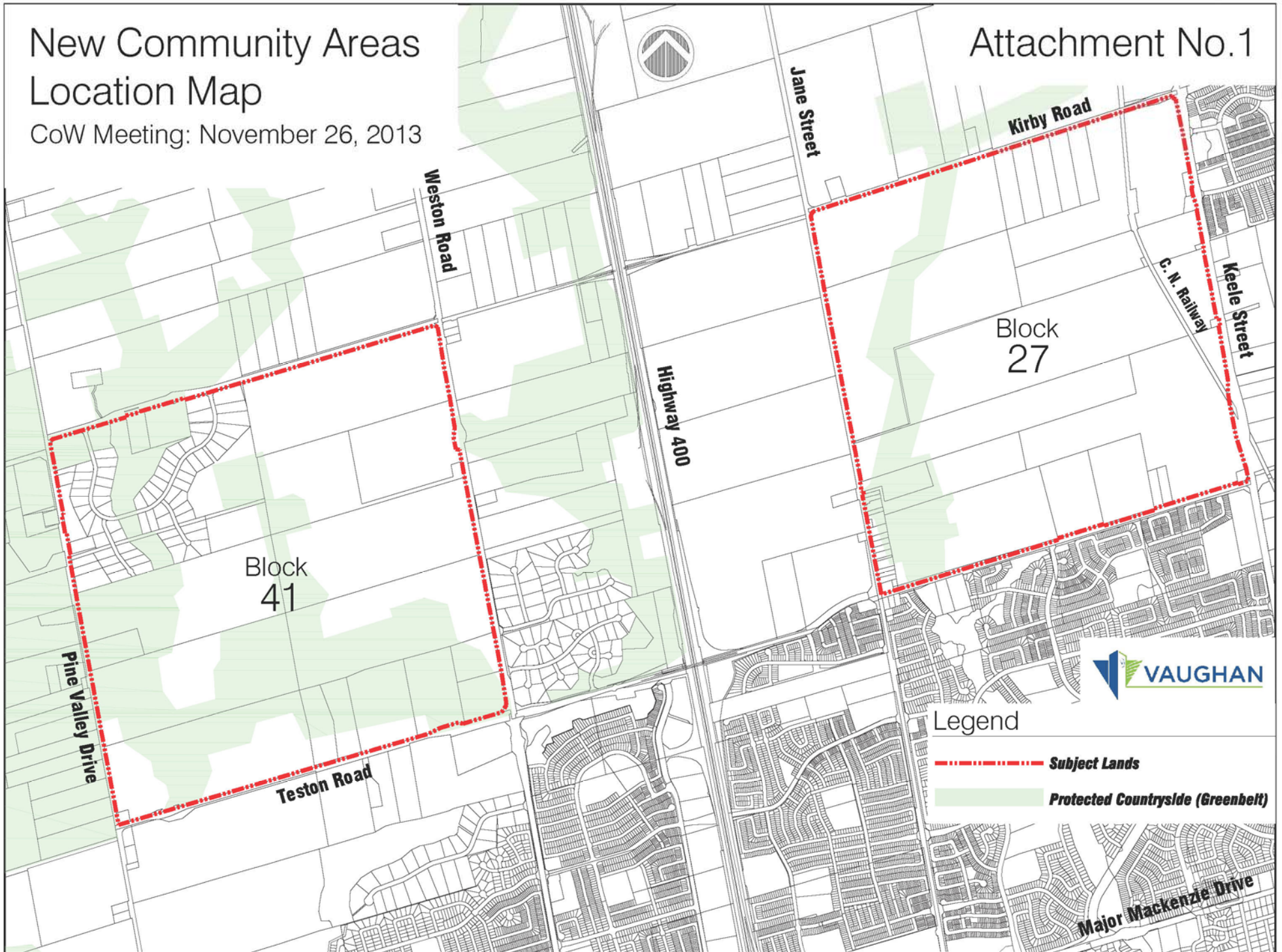
JOHN MACKENZIE
Commissioner of Planning

/lm

New Community Areas Location Map

CoW Meeting: November 26, 2013

Attachment No.1



Legend

-  Subject Lands
-  Protected Countryside (Greenbelt)

DRAFT (GENERIC) TERMS OF REFERENCE

2.4 STUDY REQUIREMENTS

The Consultant will be responsible for the following work, including:

2.4.1 Task 1: The Background Study and Report

a) Conduct a review of the regulatory context, including existing Provincial, Regional and local initiatives that are applicable to the study area or have the potential to influence its future; including the new Region of York and City of Vaughan Official Plans and their supporting studies; including but not limited to, the following policy documents/ reports:

- The Provincial Policy Statement, 2005
- The Growth Plan for the Greater Golden Horseshoe, 2006
- The Southern Ontario Highways Program 2011-2015
- The Greater Toronto Area (GTA) West Corridor Environmental Assessment
- The Living City Policies (TRCA)
- The Big Move Regional Transportation Plan
- The Region of York's New Communities Guidelines (2013)
- TRCA Humber River Watershed Plan (2008) - Pathways to a Healthy Humber, and Implementation Guide
- The TRCA Humber Hydrology Study, and any completed updates to the document
- Don River Watershed Plan (2009) – Beyond Forty Steps
- City of Vaughan Active Together Master Plan
- City Master Transportation Plan
- City Master Servicing Plan
- Green Directions Vaughan-Community Sustainability and Environmental Master Plan
- City of Vaughan Archaeological and First Nations Policy Study (2010)
- Natural Heritage Study for the City of Vaughan (Aecom, April 2010)
- Natural Heritage Network Study (currently underway)
- City of Vaughan Cultural Heritage Landscape Inventory and Policy Study 2010 (Archaeological Services Inc.)
- City Pedestrian and Bicycle Master Plan (2007)
- Block 40/47 Secondary Plan and Block Plan (draft work in process)
- Highway 400 North Employment Lands Policies, OPA 637
- City of Vaughan Commercial Land Use Review (2010)

b) Review any information made available by individual landowners or landowners' group in the New Community Area pertaining to matters that may affect the preparation of the Secondary Plan (topography, environmental, historical, etc.)

c) Informed by a) and b) above undertake an analysis of existing and planned conditions, within and adjacent to the study area that may influence the preparation of the Secondary Plan, including, but not limited to;

- Topography;
- Views, Vistas and Urban Design Opportunities;
- Natural Areas and Environmental Features;
- Existing and Planned Infrastructure (e.g. pipelines, rail);
- The Transportation Network;
- Municipal Infrastructure;

- Land Use Conflicts;
- Heritage Elements;

d) Based on the work completed above:

- Identify gaps in knowledge where remedial work is required, which will be undertaken in Task 2 as part of the supporting studies.
- Identify opportunities and constraints and strategies to take advantage of the opportunities or address/mitigate the constraints;
- Identify any Special Character Areas or attributes that will require special attention in the development of the Secondary Plan policies;
- Develop guiding principles, goals and objectives for the Secondary Plan study area.

2.4.2 Task 2: The Plan Development Process

The Plan Development process will lead to the preparation of the Secondary Plan policies. It will be informed by a visioning/consultation process designed to capture the views and input of the public, Council, technical agencies and affected landowners. This process will be linked to a series of technical studies, which will support the policy development process. Together, this information will provide the foundation for the drafting of the Secondary Plan.

a) The Supporting Studies

The supporting studies are intended to respond to the requirements of Volume 1 of VOP 2010, policy 9.2.2.14 “New Community Areas” and Policy 10.1.1.3 “Secondary Plans”. The type and scope of the supporting studies will be to a depth of analysis appropriate to the preparation of a secondary plan. They will form the basis for secondary plan policies that will advance the detail provided by Volume 1 of VOP 2010 and its Background Studies but not be to the level of detail that would be required for a Block Plan submission. The required range of studies will be identified in the final City-approved workplan and the scope of work confirmed prior to commencement of each study. The following studies may be anticipated, however, each Proponent will be expected to set out a study strategy in their Proposal:

- (i) Demographics, Population and Employment,
- (ii) Housing Mix and Strategies,
- (iii) Land Use, Density and Urban Design,
- (iv) Commercial Needs Assessment,
- (v) The Natural Heritage Network,
- (vi) Transportation and Transit,
- (vii) Parks and Open Space,
- (viii) Archaeological and Heritage Resources,
- (ix) Environmental, including Noise and Site Contamination (see also Appendix 1),
- (x) A Community Services Needs Assessment,
- (xi) Sanitary Sewers, Water and Stormwater Management,
- (xii) Sustainability and Community Energy Planning, and
- (xiii) Targeted Examination of Special Areas such as potential transit hubs or local centres.

b) Visioning, Stakeholder Engagement, and Public Consultation

Concurrently with the preparation of the supporting studies, the Consultant will be expected to initiate a visioning and consultation program to support the policy development process. Recognizing the multi-party interests it is expected that the strategy would engage the following groups:

- Vaughan Council;
- The relevant Provincial Staff, Regional Staff, and TRCA Staff;
- The General Public including Ratepayer Organizations;
- Affected Landowners;
- Stakeholder/Interest Groups including NGOs;
- Other levels of government including First Nations;
- Affected Agencies, Authorities and School Boards;
- Utilities.

Each Proponent will be expected to set out its consultation/visioning strategy in their Proposal. The public consultation/visioning program will be confirmed in the final City-approved workplan.

Task 3: Preparation and Refinement of the Draft Secondary Plan

The Draft Secondary Plan will be a product of the first two Tasks. The draft Secondary Plan will form the basis for further public consultation in order to obtain input and comment. On preparation it will enter into a refinement process based on a circulation to governments, agencies and stakeholders and a targeted process to obtain input from the general public. The comments received will be evaluated and incorporated into a revised draft, which will form the basis of the version of the draft Secondary Plan that will enter into the formal approval process.

Task 4: The Approval Process

The approval process will include the following steps:

- The Release of the Draft Secondary Plan for Public Comment
- The Statutory Public Open House
- The Statutory Public Hearing (Vaughan Committee of the Whole)
- A Comprehensive Technical Report on the draft Secondary Plan (Vaughan Committee of the Whole)
- Council adoption of the Secondary Plan

The draft Secondary Plan emerging from Task 3 will enter the Planning Act approval process, as set out above. The consultant will be responsible for the modification of the plan as it moves through the process and providing presentations before Committee and Council. Input from all sources received as a result of the Open House or Public Hearing will be evaluated and reported on in the comprehensive report to the Committee of the Whole.

2.5 DELIVERABLES

The following deliverables will be required at minimum.

- 1) A Micro-soft (MS) Project Gant Chart listing all required sub-studies and required tasks and associated time lines by sub-consultant. This Chart should be up-dated on a bi-monthly basis and circulated to relevant project team members for the duration of the project.

- 2) The Task 1 Background Report: This report will summarize the information gathered through the background study, and identify the opportunities and constraints. The report will form a component of the Secondary Plan Study Report.
- 3) The Task 2 Vision and Land Use Concept Report: An interim report summarizing the development of the vision, refinement of the goals and objectives, and stakeholder consultation regarding land use concepts. The information in this report will be integrated into the final Secondary Plan Study Report.
- 4) A Draft Secondary Plan Study Report which provides for the development of the necessary policies and schedules that can be adapted and converted into a Secondary Plan, formulated as an amendment to Volume 1 of VOP 2010, which will be incorporated into Volume 2. Generally, it is expected that the Secondary Plan Study Report will address the following matters*:
 - a) The methodology used in developing the Secondary Plan;
 - b) The information contained in the Task 1 Background Report and Task 2 Vision and Land Use Concept Report, i.e.- the legislative and regulatory framework, current internal and external conditions of the study area, Goals and Objectives, etc.;
 - c) The Development of the Community Vision;
 - d) Supporting Studies and Analyses addressing the foundational elements of the Plan, such as detailed in Task 2;
 - e) A synthesis of the Community Vision and the Supporting Studies** and Analyses to create the required Secondary Plan policies and schedules; and,
 - f) Documentation of the Public Consultation Process.

*This list of requirements is conceptual and it may be varied in the proposal document in respect of content and the order or grouping of tasks, provided that the overall intent is maintained.

**The Supporting Studies shall be organized as appendices to the Secondary Plan Study Report.

The final Secondary Plan Study Report shall be submitted on the following basis:

- a. 30 cerlox bound copies
 - b. 1 unbound print ready copy
 - c. 5 CD's (.PDF) of the final document and any related graphics or maps in city-compatible software (Word, PowerPoint or Excel)
- 5) A Draft Secondary Plan which provides policy guidance to the level of detail required to direct further implementation measures, including the comprehensive Block Planning Process prescribed in Policy 10.1.1.14 of Volume 1, and subsequent draft plan of subdivision and zoning amendment applications. It shall be written in the form of an amendment to VOP 2010 for inclusion in Volume 2 of the Plan.

The Secondary Plan shall address the following matters:

- a) The urban structure and connections to the rest of the City;
- b) The urban design framework and built form policies;
- c) Identification and Treatment of Special Areas (e.g. Local Centres, Mobility Hubs, Hamlets, Greenbelt Plan)
- d) Projections for residential units and/or jobs;
- e) Definition of Environmental Open Space Areas and Development Limits, targets, performance indicators, etc.;
- f) Land Use Policies including the Distribution of land use designations, building heights and densities;
- g) Housing Mix and strategies including consideration of affordable housing;
- h) Street and transit networks;
- i) Parks, trails networks, and community facilities;
- j) Phasing; and,
- k) Conformity with the different relevant governmental frameworks.

The Draft Secondary Plan shall be submitted on the following basis:

- a. 5 cerlox bound copies
- b. 1 unbound print ready copy
- c. 1 CD (.PDF) of the draft document and any related graphics or maps in City-compatible software (Word, PowerPoint or Excel);
- d. Provide digital geo-referenced files (UTM, NAD 83, one 17) in AutoCAD (DDWG), ESRI (Shp), and Adobe InDesign formats
- e. Provide graphic still renderings of build-out scenario (s) taken from descriptive advantage points in JPG and TIFF formats, as well as high definition (1080p) web suitable video formats. The graphics should be compatible with Autodesk and ESRI (Shp)

6) The final Draft Secondary Plan shall be submitted on the following basis:

- a. 5 cerlox bound copies
- b. 1 unbound print ready copy
- c. 1 CD (.PDF) of the final document and any related graphics or maps in City-compatible software (Word, PowerPoint or Excel)
- d. Provide digital geo-referenced files in AutoCAD, ESRI and Adobe InDesign formats

7) The final Copy of the Secondary Plan, once it has been approved by the final approval authority, shall be submitted on the following basis:

- a. 1 cerlox bound copy
- b. 1 unbound print ready copy
- c. 1 CD (.PDF) of the document and any related graphics, tables or maps in City-compatible software(Word, PowerPoint or Excel)

- d. Provide digital geo-referenced files in AutoCAD, ESRI and Adobe InDesign formats

8) Presentation Materials

The City shall be provided with 1 hard copy print and a CD (in a City-compatible format) of all presentation materials (e.g. Maps, PowerPoint, and handouts) used in the stakeholder consultation process and in presentations to Council.

All maps and graphic materials shall be provided in high-resolution PDF.

9) Web Content

The Consultant will be required to provide all presentation materials in a web-ready format for loading on the City's website. Such information shall be submitted using a standard design (logo, etc.) to be provided by the City.

10) FTP Site

An FTP site should be set-up for posting of all project deliverables and should be made available to project team members for the duration of the project.

3. PROJECT ADMINISTRATION

A Project Coordinator and a Project Team will administer the study. The Project Team will be made up of staff representatives from various City of Vaughan departments. The Project Coordinator will be responsible for day-to-day contacts and operations. The project Coordinator and the Project Team will perform the following functions:

- Organization of the consultant selection process;
- Making recommendations on consultant selection;
- Provision of departmental information and support to the consultant as it respects their individual mandates;
- Attending meetings with the consultant to hear status updates using MS Project Gant Chart to review draft products and to provide input on policy development; and
- Review and comment on draft versions of the New Community Secondary Plan.

4. THE CONSULTANT

Given the nature of the assignment it is recognized that some proposals may originate with multi-firm consulting teams. Therefore, the term "consultant" in the Terms of Reference also means "Consulting Team" and includes any combination of individuals, firms, companies or corporations party to the proposal.

The consultant will appoint a senior professional in the lead firm as the consultant team leader, who will be the City's main contact and who will be responsible for the coordination of all consulting resources retained under the accepted Proposal. The consultant team leader and lead firm will be responsible for invoicing the City and the disbursement of fees to the sub-consultants. Any changes or substitutions to the consulting team, subsequent to the submission of the proposal, will require the written approval of the City of Vaughan.

5. QUALIFICATIONS

The successful consultant will be required to bring multi-disciplinary expertise and experience to the project. Such expertise will be expected in the following areas:

- Land use planning, urban design and sustainable development
- Transportation planning, including transit planning, active transportation and transportation demand management plans
- Land economics/retail planning
- Fiscal planning with respect to new community infrastructure
- Environmental planning, including knowledge of current best practices for sustainable development
- Servicing and infrastructure
- Public consultation and facilitation
- Expertise in noise abatement

6. PUBLIC CONSULTATION PROCESS

Effective consultation will be important to the success of this study and planning process. Therefore, in the proposal, the consultant will recommend a plan for a consultation process that will:

- Engage Council, the Landowner Group, the Technical Advisory Committee (TAC) and other stakeholders.
- Identify the preferred methods for obtaining such input.

It is expected that the process will include the following elements:

- Meetings with the project coordinator and the project team and presentations to Council/Committees of Council at key milestones in the study process.
- A stakeholder consultation process in accordance with the approved work plan.

The minimum number of consultation related public meetings are estimated as follows:

- Council/Committee of the Whole: six meetings
- Public/ Landowner Group/ TAC – including, visioning charettes involving diverse audiences, development and testing of alternative development frameworks (6 meetings each)

The details of the consultation process, setting out the number, timing and types of meeting, will be established in the finalized Work Plan.

The consultant shall be responsible for the scheduling of meetings and the preparation of agendas, presentation materials and meeting minutes. Prior to the scheduling of meetings the consultant shall confer with the project coordinator.

Establish a Technical Advisory Committee (TAC) to assist in the development of the vision for the study area and the Secondary Plan framework. The TAC will include representation from

relevant City departments, Provincial, Regional, School Board and other required government agency staff; and all relevant project team and consultant team members.

Meetings with the Technical Advisory Committee and Landowner Group will be scheduled throughout the process as required.

7. TIMING

The targeted completion of the study is eighteen (18) – twenty-four (24) months from the date of Council's ratification of the selection of the recommended consultant to the adoption of the Plan by Council.

Prior to commencing work on the project, the consultant will submit for the approval of the project team a finalized work plan, which will assign dates to the completion of various milestone tasks on the timeline. No chargeable work will commence prior to the approval of the finalized work plan and the City of Vaughan shall not be responsible for any costs associated with its finalization.

APPENDIX 1

Environmental Terms of Reference for the New Community Areas Secondary Plan

The scope of work described in the Environmental Terms of Reference for the New Community Areas Secondary Plan will primarily inform Task 2, the Plan Development Process. This includes providing supporting studies related to the Natural Heritage Network (NHN) and related land use, such as trails and stormwater management facilities, and informing the Land Use Concept and evaluation of alternative development scenarios. More detailed information will be gathered and evaluated for the Block Plan and Master Environment and Servicing Plan (MESP), such that the evaluation and recommendations in the Environmental Report for the Secondary Plan shall identify key aspects of the Land Use Concept to enhance and improve the long-term maintenance of a viable NHN.

In general, an environmental report includes: (a) a description of the proposal; (b) an inventory, evaluation and analysis of biophysical attributes; (c) description of impacts; (d) consideration of alternative development scenarios and/or mitigation options; (e) an evaluation of monitoring approaches; and (f) conclusions and recommendations. The outline below is adapted from the Natural Heritage Reference Manual: Second Edition (OMNR 2010)¹ and provides a further elaboration of the general steps with emphasis on addressing enhancement opportunities for the NHN. In each relevant section below, the Consultant will be expected to clarify the level of detail and evaluation undertaken for the Secondary Plan scale, while noting and possible recommending refinement to information and analyses to be undertaken pared at the level of detail required for the Block Plan and MESP scale.

Introductory section

- purpose and rationale;
- description of the physical landscape context and relevant policy background;
- existing and past land uses and ownership patterns;
- proximity to and potential relationship to the existing NHN.

Determine Information Needs

- identify pertinent biodiversity attributes and ecosystem functions from the background report, Natural Heritage in the City, the Natural Heritage Network Study, and relevant reports from York Region and TRCA;
- identify gaps in the available information;
- assess methods for dealing with information gaps;
- evaluate implications of data/information gaps.

Determine Study Area Boundaries

- the study area boundaries shall include the development parcel and adjacent lands as defined in the Natural Heritage Reference Manual: Second Edition (OMNR 2010);

¹ The Natural Heritage Reference Manual: Second Edition (OMNR 2010) can be found at <http://www.mnr.gov.on.ca/en/Business/LUEPS/Publication/249081.html>.

- if access to adjacent properties is not obtained, relevant observations shall be made from the subject property and with the aid and interpretation of aerial photographs.

Describe Work Plan

- determine the need and appropriate time of year and methodology (e.g., monitoring protocols) for field investigations based on information gaps;
- describe methods for evaluation of significance to the NHN.

Findings Section

- summary of Ecological Land Classification (ELC) units on aerial photography, identifying vegetation communities and other important features on and adjacent to the property;
- description of vegetation and wildlife within ELC units;
- map of significant species and feature locations; particularly those that are criteria for NHN targets; significant species and features to include those to which Significant Wildlife Habitat criteria may apply such as amphibian breeding ponds, area-sensitive birds (approximate locations) provincially, locally and regionally significant plants, turtle nesting areas, etc. Also refer to the Natural Heritage Reference Manual: Second Edition, TRCA's EIS Guidelines, and Section C of the City's Draft Environmental Management Guideline for considerations to document and map natural features and functions;
- description of habitat needs of significant species on the site, including vegetation communities corresponding to significant species' habitat needs and other pertinent information, including appropriate ecological buffers and recommended additions to the NHN;
- surface and subsurface soils analysis, including groundwater conditions;
- identification of local landform types;
- catchment boundaries of any surface water features, including wetlands and headwater drainage features;
- water balance, depending on the types of features present;
- infiltration capabilities of the site.

Analysis Section

a. Identify and analyze key features and functions and additions to the Natural Heritage Network

- identify key features and ecological functions, including the natural heritage features identified in the PPS, key natural heritage features identified in the ORMCP and Greenbelt Plan and their functions, both on the property and on adjacent properties, that may be affected by development; this will include previously-known features and functions as well as those discovered during the ecological evaluation;
- examine these features and functions and identify those which are ecologically sensitive or could serve as good indicators of impacts;
- analyze the inter-relationships of various features and functions within the context of the NHN, ecosystem and broader landscape;
- identify indicator, keystone, flagship or focal species to help in the assessment of habitat conditions;
- identify key features or functions that contribute significantly to the ecological integrity or importance of the natural heritage network, feature or function; and

- identify features (e.g. certain vegetation communities that support concentrations of significant species, structures, habitat elements) that would qualify as significant habitat.
- b. Identify diversity and connectivity elements, and areas supporting ecological function and biodiversity of natural heritage systems and natural processes
- diversity and connectivity should be explored within the proposed development site and, where applicable, in a landscape context.
 - emphasis is given to evaluating options for enhancing the ecological integrity and/or connectivity of the NHN.

i. Diversity

- Identify features that contribute to the genetic, species and ecosystem diversity of Ontario at provincial, regional and local scales. For example, larger patches may contribute disproportionately to maintenance of biodiversity.

ii. Connectivity

- Evaluate habitat and/or connectivity. Consideration of areas that are likely to function as pathways or natural corridors, or otherwise support a functional relationship between natural heritage features and areas is important in assessing potential development-related impacts.
- Aquatic linkages include intermittent and permanent watercourses, water bodies and wetlands in the study area. Permanence of flow and surface and subsurface gradients relative to other aquatic and terrestrial habitats will provide information about the importance of connections between surface and groundwater in maintaining fish and aquatic habitat.
- Riparian linkages support and enhance the ecological functioning of aquatic features by, for example, helping to maintain water quality and thermal regime and detaining flow in storm events. Terrestrial linkages include tablelands not necessarily connected to a watercourse. These linkages provide for movement and life cycle processes of terrestrial and wetland flora and fauna. They generally link wetlands, woodlands, valleylands, wildlife habitats or other features and may be described in terms of their characteristics (width, length and vegetation) and functions.

iii. Natural processes

- Evaluate the site for its contribution to maintaining natural processes. Physical processes such as those related to water flow and erosion are likely of most relevance in urban areas. However, nutrient cycles, disturbance regimes that promote diversity and gene flow are examples of chemical and biological processes. Successional processes also contribute to biodiversity, and thus there should be an analysis of whether successional processes will continue.

Description and evaluation of alternative land use concepts

- The description of the proposal should provide enough detail to identify potential development impacts to inform the selection of the recommended Land Use Concept;

Outline potential impacts

The level of detail to outline potential impacts relates to the likelihood and severity of potential impacts, confidence in mitigation techniques, and the significance of the site in the context of the Natural Heritage Network.

- Describe potential impacts on key features and functions and possible mitigation measures; this should include analysis of all short-term and long-term direct and indirect aspects of the development such as construction, runoff, access, grading, lighting, noise, impacts of people, potential for encroachment, etc. A number of factors shall be considered in assessing potential impacts, including but not limited to:
 - the spatial extent, magnitude, frequency and duration of the impacts;
 - the extent and degree to which adjacent lands will be affected; and
 - potential impacts on specific features and functions;
- To the extent possible, evaluate possible future and cumulative impacts of development that may occur:
 - Impacts that could arise as a result of demand created by the present development;
 - impacts that could be magnified over time; and
 - impacts that could be magnified because of interaction of one impact with another.
- Appendix C.1.1 of the Natural Heritage Reference Manual: Second Edition provides examples of potential impacts associated with various development activities, and some possible mitigation techniques. The Significant Wildlife Habitat Decision Support System provides descriptions of potential impacts to wildlife habitat.

Identify mitigation measures

- Recommend actions that may be necessary to prevent, mitigate or remedy the effects of the development, alternative methods to carry out the development and alternatives to the form of the proposed development;
- Demonstrate that the proposed development and mitigation measures will not result in negative impacts on the natural features or on the ecological functions for which the area is identified.

Outline a monitoring program

- Provide measures that can be used to assess the existing and future conditions, including evaluation of restoration options, for key features or functions (i.e., functional loss can be predicted through sampling, modelling, or other accepted methods) (e.g., stream temperature to measure water quality in a cold water stream; use of Citygreen² or other available models for tracking biomass, tree canopy and/or ecosystem services);
- Assessment of habitat changes generally are more meaningful than changes in the relative abundance of species using a particular habitat;
- Monitoring can be roughly separated into effectiveness monitoring, to determine whether the mitigation measures are being implemented effectively, and performance monitoring,

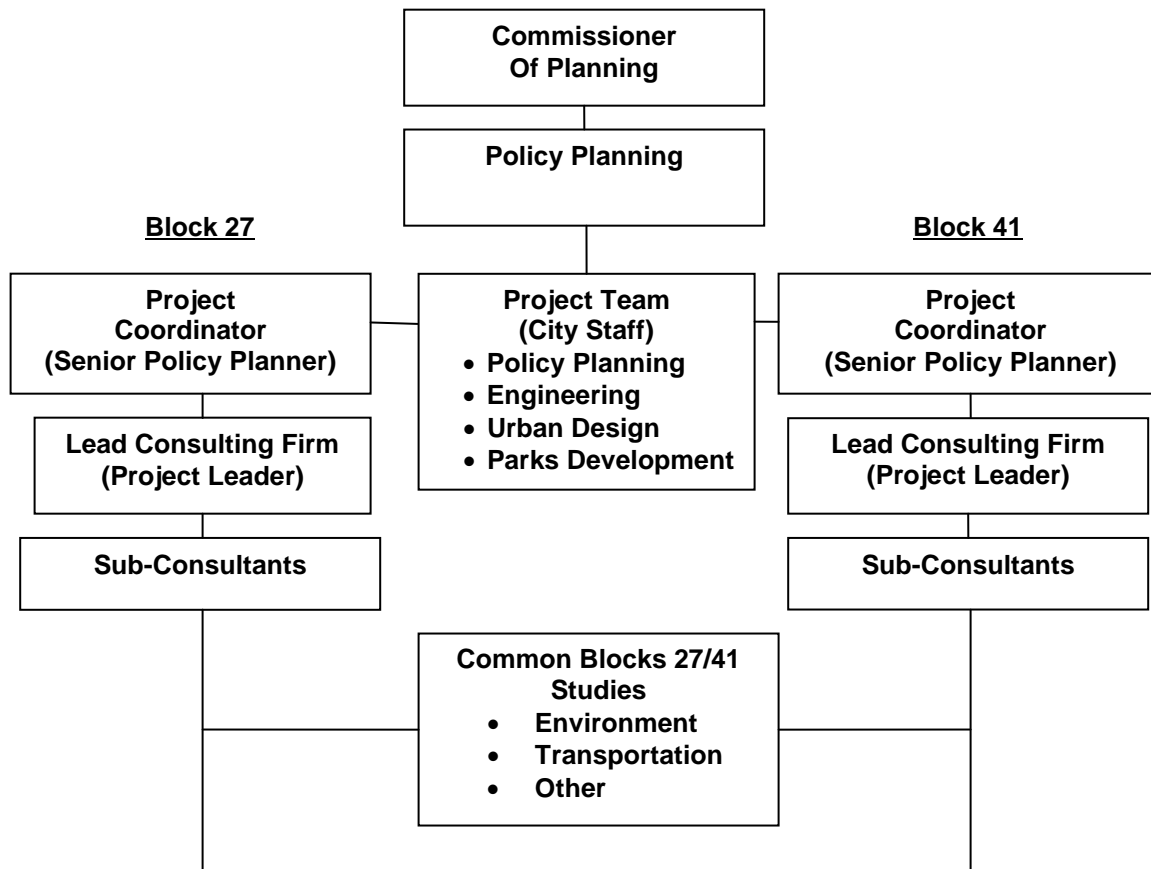
² Citygreen (<http://www.americanforests.org/productsandpubs/citygreen/>)

to determine if the mitigation is protecting the features and functions it is supposed to protect. Monitoring plans should include provisions for both types of monitoring.

Data Sharing

- Spatial and database information shall be submitted electronically to the City in approved formats. This allows the City to incorporate new information into the NHN inventory and act on new information. Approved digital formats must be confirmed at the time of the pre-application consultation meeting.
- The monitoring program should include a mechanism by which monitoring results are transferred to the City where they can inform future development applications.

Proposed Organizational Structure for the Completion of the New Communities Secondary Plans



Public/Stakeholder Consultation		
Technical Advisory Committee (TAC) • Provincial staff • Regional staff • Metrolinx • TRCA • City Project Team • City Consulting Team Meet with at all milestones and invite to WGCP meetings/ (12+ meetings)	Landowners & Landowners' Representatives Group (LLRG) and City Project Team City Consultant Team Meet with at all milestones, as needed to discuss issues and invite to WGCP meetings (12+ meetings)	(Wider General Consultation Program (WGCP)) Council/Community/Rate Payers/NGO's and City Project Team City Consultant Team Meet with for objectives setting/visioning exercises, present draft, etc. (6+ meetings)

Public/Stakeholder Consultation		
Technical Advisory Committee (TAC) • Provincial staff • Regional staff • Metrolinx • TRCA • City Project Team • City Consulting Team Meet with at all milestones and invite to WGCP meetings/ (12+ meetings)	Landowners & Landowners' Representatives Group (LLRG) and City Project Team City Consultant Team Meet with at all milestones, as needed to discuss issues and invite to WGCP meetings (12+ meetings)	(Wider General Consultation Program (WGCP)) Council/Community/Rate Payers/NGO's and City Project Team City Consultant Team Meet with for objectives setting/visioning exercises, present draft, etc. (6+ meetings)