

Taking a Closer Look at the Downtown: What You Need to Know

August 2019



Prepared by:



Prepared for:



Table of Contents



1	Introduction	1
1.1	What is the Purpose of this Report?.....	1
1.2	Why is the City Re-examining the Adopted Official Plan?	1
1.3	What is the Purpose of an Official Plan?	2
1.4	How Did We Get Here?.....	2
2	The Process.....	6
2.1	What were the Objectives of the Downtown Precinct Plan?.....	6
2.2	What Public Events were Held During the Official Plan Process?.....	7
2.3	What did the City Hear During the Official Plan Process?.....	8
2.4	What is Involved in Re-Examining the Downtown Policies?.....	10
3	Governing Policies and their Role in the Outcome.....	12
3.1	What is The Provincial Policy Statement?.....	12
3.2	What is A Place to Grow, Growth Plan for the Greater Golden Horseshoe?.....	13
3.3	How does the Halton Region Official Plan Guide Planning in the Downtown?..	16
3.4	What is the City's Vision in the Adopted Official Plan?.....	17
3.5	What are the Key Policy Directions that Influence the Downtown?	17
4	Connections to Other Projects	19
4.1	What is the Timing of the Region's Official Plan Review?	19
4.2	What's the Status of the Area Specific Plan for the Downtown Mobility Hub? ..	19
4.3	What is an Interim Control By-Law?	20
5	The Engagement Plan and What You Should Know	21
5.1	What is an Engagement Plan?.....	21
5.2	What Does Meaningful Engagement Look Like?	21
5.3	What Does Meaningful Feedback/Input Look Like?	22
5.4	What You Should Know to get Involved	22
6	Next Steps	23

1 Introduction



1.1 What is the Purpose of this Report?

This report is provided on behalf of the City of Burlington by SGL Planning and Design Inc. It is the first step in the re-examination of the Official Plan, and it is intended to provide you with a guide to the background to the City's Official Plan (OP) Policies for the Downtown and the process the City is currently undertaking to re-examine the Downtown OP Policies. The report:

- provides background on how we got here;
- describes the objectives of the draft Downtown Precinct Plan;
- describes the Official Plan re-examination process;
- summarizes the public events during the OP process and what was heard;
- describes the key Provincial, Regional and City policies that determine what can happen in the downtown;
- explains the connection to other ongoing projects;
- describes the purpose of the Engagement Plan; and
- sets out the next steps.

A companion piece to this report is the Public Engagement Plan. It provides a roadmap of the engagement activities that will take place over the next few months, highlighting at which points in the process engagement will take place, who will be engaged and the level of engagement. The plan also clearly defines which aspects of the process the City and public can influence throughout the discussion.

1.2 Why is the City Re-examining the Adopted Official Plan?

On February 7, 2019 Burlington City Council voted to re-examine the policies in the adopted Official Plan. The approved Council motion directs Burlington's Director of City Building to commence a process to re-examine the policies of the Official Plan in their entirety as they relate to matters of height and intensity and conformity with provincial density targets.

A Council workshop was held on March 18, 2019 to obtain further Council feedback on this direction. Council's further feedback resulted in focusing the work on the Downtown and on refinements to the Neighbourhood Centres policies.

A work plan for re-examining the Official Plan policies was presented by City Staff to Planning and Development Committee on May 21, 2019 and approved by Burlington

City Council on May 27, 2019. The work plan is further described in Section 2.4 of this Memo.

The outcome of this work will be modified policies for the Downtown supported by a Final Report prepared by SGL which will include the results of public engagement and finalized technical reports.

1.3 What is the Purpose of an Official Plan?

An Official Plan is a statutory document that describes the City's long-term, land-use strategy for the next 20 years. It is prepared with input from the public and helps to ensure future planning and development will meet the specific needs of the community.

An official plan deals mainly with issues such as:

- the location and form of new housing, industry, offices and shops;
- the anticipated needs for services such as roads, watermains, sewers, parks, schools and community amenities;
- where future growth will happen in the City and how to make effective use of land;
- opportunities for community improvement initiatives; and
- community identity, place-making and urban design.

An Official Plan is typically intended to plan for a 20-year time frame but could provide direction beyond that time period. The Re-examination of the OP is intended to guide planning to 2031.

1.4 How Did We Get Here?

1.4.1 The Official Plan Review

The City commenced an Official Plan Review in 2011. The review included preparation of numerous studies, analysis and public engagement over an 8 year period including preparation of a Mobility Hubs Opportunities and Constraints Study, Employment Land Studies, and a Commercial Strategy Study. This review was intended to conform with and implement the Region's Official Plan and conform to the new Growth Plan for the Greater Golden Horseshoe (see **Figure 1**).

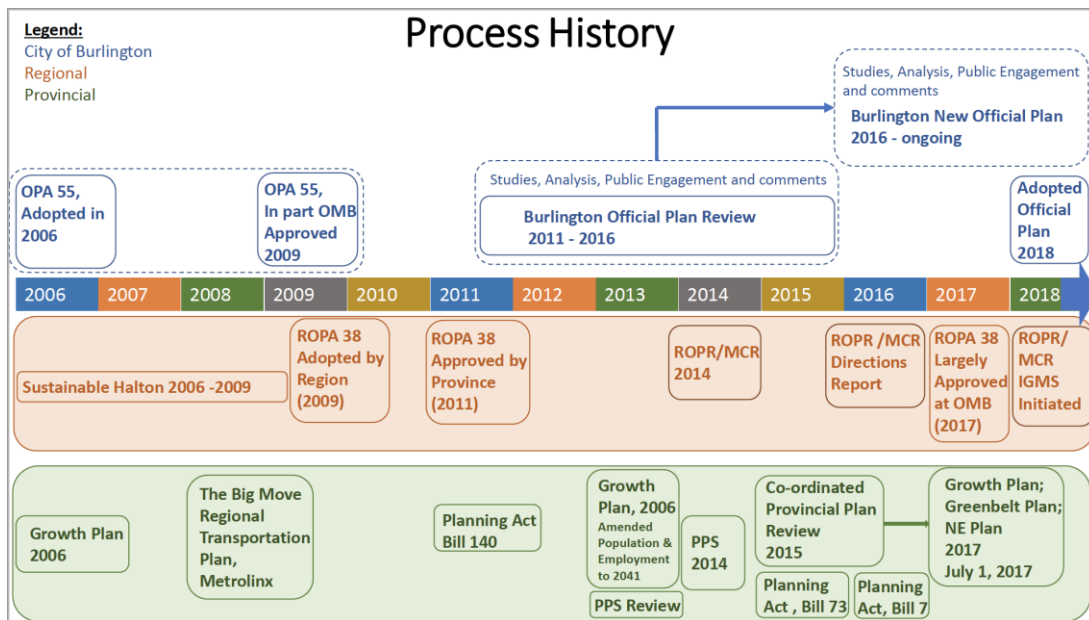


Figure 1: Chart of the City of Burlington Official Plan Process History

1.4.2 The Mobility Hub Area Specific Planning

A Mobility Hub, as defined by Metrolinx, is a major transit station area that has the potential to accommodate a range of employment, housing, recreation and shopping around it. Mobility Hubs are intended to be mixed-use neighbourhoods that are walkable, bikeable and transit-oriented and to be a focus for intensification. The Hubs will also take advantage of Metrolinx's planned [Regional Express Rail](#), which will feature two-way, all-day service every 15 minutes along the Lakeshore West line. The four areas included in the Mobility Hubs Study were Aldershot, Burlington, and Appleby GO Stations, as well as Downtown Burlington.

A major transit station area (MTSA) is an area around a higher order transit station or the area around a bus depot in an urban core or downtown. Higher order transit includes subways, GO lines, streetcars and buses in dedicated rights of way. An MTSA is generally the area within a 10-minute walk (500 to 800 metres) of the transit stations. However, the Region is required to delineate the specific boundary of the MTSA, which will be done as part of their current Official Plan review. Lands within an MTSA are required to provide a diverse mix of uses, support transit, be a focus for growth, and in certain cases achieve a minimum density.

The Halton Region Official Plan recommends that Mobility Hubs receive a higher level of development intensity and design consideration to support transit than what may be applied in other MTSA.

Following the identification of Mobility Hubs by Metrolinx, the City's long term 2015 - 2040 Strategic Plan identified the importance of Mobility Hubs near the City's GO Stations and in the downtown.

In July 2016, Burlington City Council approved staff report [PB-48-16](#), which outlined a work plan, allocation of staff resources and required funding to simultaneously develop four Area Specific Plans, one for each of Burlington's Mobility Hubs. An Area Specific Plan, also sometimes called a Secondary Plan, is a plan that is more detailed than an Official Plan and guides future development in a specific geographic area. An Area Specific Plan can include a variety of studies and contains specific policies to guide future development.

City Council unanimously approved the project, with the goal of completing all four Area Specific Plans no later than June 2018. In April 2017, the Mobility Hubs Team began a comprehensive public consultation program around the future vision for each of the Mobility Hubs as shown in the timeline for the Downtown Mobility Hub work in **Figure 2**.

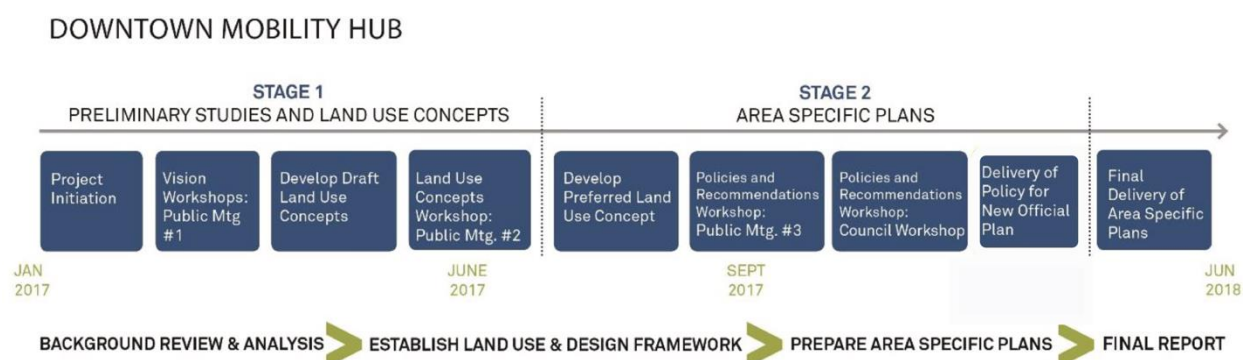


Figure 2: Downtown Mobility Hub Study Timeline

1.4.3 Downtown Mobility Hub Area Specific Plan

Staff began working on the Downtown Mobility Hub Area Specific Plan in advance of the other three Mobility Hubs with the objective of including a vision for the downtown in the draft New Official Plan in late 2017. The New Official Plan provided an opportunity to strengthen the existing policy framework for the downtown.

The boundary for the Downtown Mobility Hub included both the existing "Downtown Mixed Use Centre" boundary in the current Official Plan as well as the Urban Growth Centre (UGC) boundary, which is described later in this memo. The Downtown Area Specific Plan was developed with a long term, full build-out perspective which extended well beyond 2031.

1.4.4 Adoption of the Official Plan

The City of Burlington Official Plan 2018 was adopted by Burlington City Council on April 26, 2018. On December 4, 2018, the Region of Halton provided a notice to the City advising that the adopted Official Plan does not conform with the Regional Official Plan in a number of respects including issues related to agricultural, employment, transportation and natural heritage. The Region did not identify any issues of conformity with the Downtown Precinct policies.

The Region informed the City that the City can make additional modifications before the plan is approved by the Region with appropriate planning justification and public consultation. Today, the adopted Official Plan is still under review by the Region for regional approval.

City Council together with the direction to re-examine the Official Plan also passed an Interim Control By-law (ICBL) and put the Mobility Hub Area Specific Planning on hold. For more details about the ICBL please see section 4.3.

2 The Process



2.1 What were the Objectives of the Downtown Precinct Plan?

The Downtown Mobility Hub planning study informed the Downtown Precinct policies in the adopted Official Plan. During the public events described in Section 2.2, the community provided a significant amount of feedback on the Downtown including their collective desires to:

- Protect the character and experience of Brant Street;
- Protect views to the lake;
- Protect low density residential areas through transitions between taller buildings and existing homes; and
- Locate taller buildings closer to the Burlington GO Station where they will be more walkable to higher order transit where additional transportation infrastructure is available and fewer compatibility issues are present.

Based on this input, a draft new precinct plan, supported by high-level land use policy directions, was created and detailed in a September 28, 2017 [report](#) to the Committee of the Whole. This draft precinct plan evolved with numerous refinements between September 2017 and April 2018 and was ultimately reflected in the adopted Official Plan.

The new Precinct Plan refined the existing Downtown Precinct System and created 13 precincts. The precinct policies are based on the following objectives:

- Establishing the Downtown as a major centre for office, retail, service commercial, residential, cultural and public service facilities;
- Establishing minimum density targets for the Urban Growth Centre;
- Establishing a precinct system that recognizes areas with a common character;
- Providing effective transitions with adjacent development;
- Protecting significant public view corridors to Lake Ontario, the Brant Street Pier, City Hall and other landmarks;
- Providing retail and service commercial activities that serve the needs of Downtown residents and employees;
- Providing access to a range of public parks and open spaces;
- Recognizing the Lake Ontario waterfront as a major asset and local and regional destination;

- Expanding public access to parks, open spaces and the Lake Ontario waterfront within the Downtown;
- Conserving cultural heritage resources and maintaining character defining areas significant to the Downtown;
- Providing continuous, harmonious, safe, and attractive pedestrian-oriented streetscapes;
- Permitting building heights and intensities within the Urban Growth Centre that will support and enhance its role as a mobility hub;
- Requiring a mix of uses that reinforces the Downtown's role as a complete community;
- Ensuring the Downtown continues to have a strong employment base to support its long-term success;
- Concentrating the tallest developments in areas that have the greatest pedestrian access to higher-order transit and which are located away from Lake Ontario;
- Supporting business and employment development by allowing supportive heights and densities;
- Locating the tallest developments in areas with the greatest pedestrian access to Burlington GO;
- Mitigating future traffic congestion;
- Supporting new and expanded pedestrian priority and cycling corridors with adjacent active and supporting uses at grade; and
- Ensuring the Downtown has adequate lands to accommodate future community and government public service facilities (community centres, schools, libraries, etc.).

2.2 What Public Events were Held During the Official Plan Process?

Numerous engagement events were held during the creation of the Official Plan from 2017 to 2018 and specifically influenced the development of the Downtown Official Plan policies, including:

Downtown Visioning:

Approximately 70 people attended a workshop on April 20th, 2017 to talk about their vision for the Downtown.

Downtown Mobility Hub Draft Concepts Workshop:

Approximately 75 people attended a workshop on June 21st, 2017 to review and comment on the draft concepts.

Downtown Mobility Hub Draft New Precinct Plan Workshop:

Approximately 85 people attended a workshop on September 7th, 2017 to review and comment on two draft concepts.

Official Plan Open Houses:

Open Houses were held on November 16th and 20th 2017 and, February 12th and 15th 2018 to provide the public opportunities to review and discuss the proposed new Official Plan including the Downtown Precinct Plan.

Statutory Public Meetings:

A statutory public meeting was held on November 30th 2017 and a number of additional meetings were held to provide the public with an opportunity to comment on the proposed new Official Plan. Specific to the downtown, an additional public meeting was held on January 23, 2018 to discuss the proposed Downtown Precinct Plan and associated policies.

On February 27th 2018, a Statutory Public Meeting was held on the proposed New Official Plan prior to the April 24th 2018 meeting that was held to recommend adoption of the New Official Plan. The Official Plan was adopted by Council on April 26th, 2018 after a series of multiple-day sessions.

2.3 What did the City Hear During the Official Plan Process?

The key areas of interest from the public consultation sessions have been categorized based on the elements the public would like to see increased, improved and supported; addressed; and protected.

Increase, Improve and Support:

Safe, Usable, Inclusive, Interactive spaces for all ages:

by supporting existing and new open spaces, parks and a community centre that are safe, usable, inclusive and interactive and by accommodating seasonal activities and events for multiple age groups (ice rinks, festivals, markets etc.);



Walkability: through a well-connected public realm with active animated streets where people can walk, linger and interact;



Safe cycling infrastructure: through a well-connected cycling network with cycling amenities and some separate bike lanes;

Public transportation options: by supporting and expanding the public transportation network, including increased links to schools, grocery stores and other community amenities, and bus terminal improvements;



Diversity of housing options: through support of a range of different and affordable housing choices to cater to all ages and abilities;



Existing and new retail: by supporting downtown businesses and by maintaining the downtown's character, improving John Street, providing business supportive densities and ensuring loading and delivery access; and



Public Engagement: by providing residents with enough time to engage and increase resident engagement and clearly explaining the required growth targets for Burlington.

Public Engagement

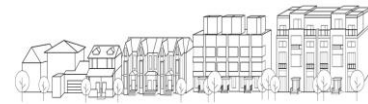


Address:

Congestion and Parking: by supporting the public transportation network and providing additional public parking near the waterfront.



Building height and transition concerns: by clearly explaining planning rationale for where height is being located, ensuring and explaining how height will be regulated, and by reducing losses of sunlight and privacy through appropriate building height transitions.



Protect:

Existing Character: by ensuring built form, height and transition support and respect existing character, and providing clear policies for heritage protection.



Waterfront Connections and Views: by preserving waterfront views and protecting view corridors.



Images Source: Google Images and SGL

2.4 What is Involved in Re-Examining the Downtown Policies?

To re-examine the Official Plan policies for the Downtown, the City of Burlington, with the assistance of SGL Planning and Design, are creating a modified precinct plan for the Downtown. The modified precinct plan is intended to guide development to 2031.

A Public Engagement Plan has been developed to share project milestones and their relationship to engagement. The Public Engagement Plan identifies a number of policies and factors that cannot be influenced or changed because they are beyond the City's control (for example things that are required by regional or provincial policy or law), or because they are outside the scope of the project as set out in the Council-approved terms of reference.

The breakdown below references the project milestones presented in the Public Engagement Plan and the related tasks within each:

- Milestones 1-2:
 - Review background material;
 - Prepare this memo;
 - Develop a public engagement plan;
 - Release engagement plan and this memo to the public;
- Milestones 3-4:
 - Identify what's important to the community about the downtown;
 - Update technical studies;
 - Develop two land use concepts for the downtown;
 - Develop 3-D mapping;
 - Engage the public to evaluate the two concepts;
- Milestone 5:
 - Present a recommended land use concept for the downtown to Council, seek Council approval to proceed with this concept;
- Milestones 6-7:
 - Finalize technical work based on the recommended concept;
 - Prepare modifications to the Adopted Official Plan policies for downtown based on the recommended concept;
- Milestone 8:
 - Present modified Adopted Official Plan policies to Council for endorsement;
- Milestones 9-10:
 - Forward Council-endorsed modifications to Halton Region for final approval;

- Communicate to the public about Halton Region’s decision.

A detailed explanation of the study can be found in Appendix C of staff report [PB-47-19](#).

Figure 4 below provides a high level timeline with general details of project tasks, milestones and timing of public engagement.

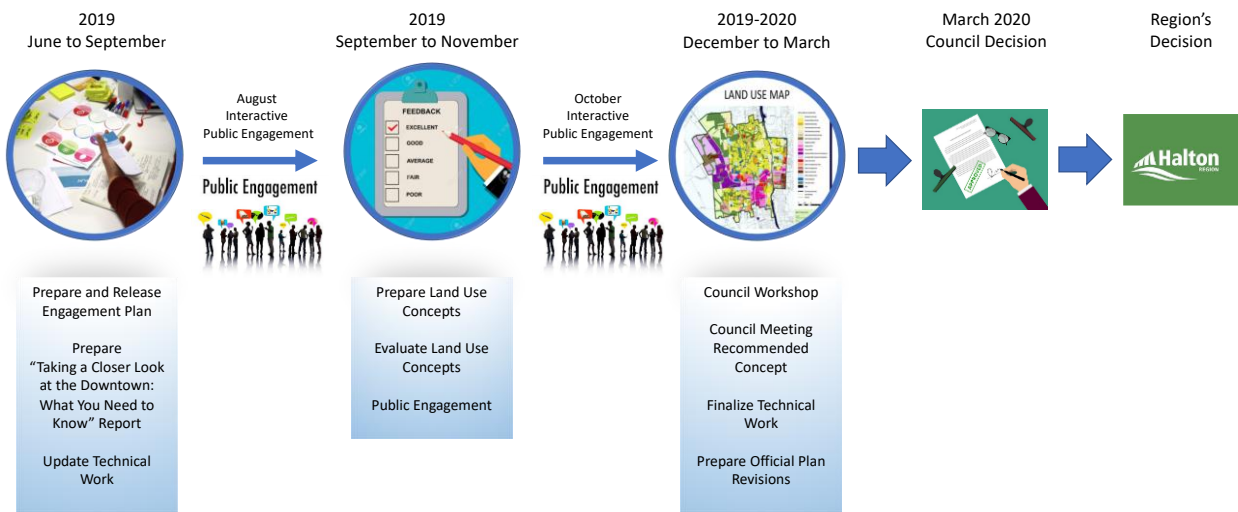
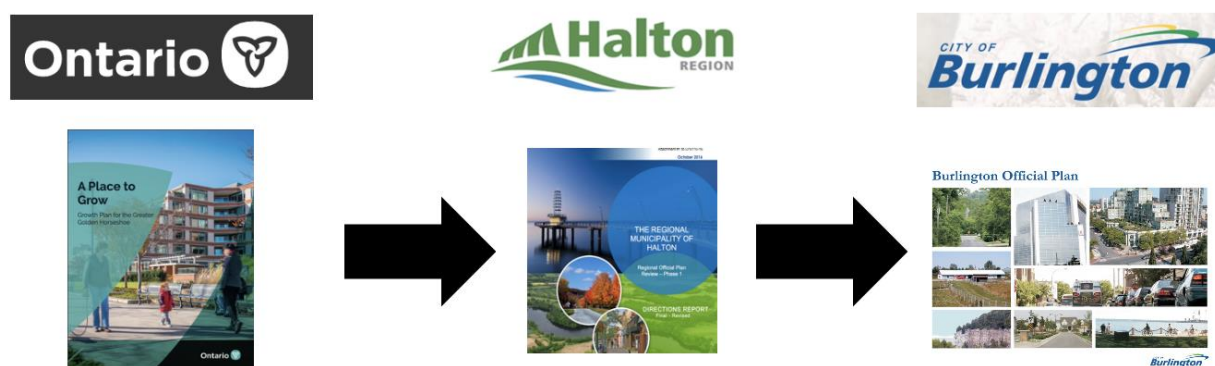


Figure 4: Scoped Re-examination Milestones and Timing

3 Governing Policies and their Role in the Outcome

Three levels of government influence land use planning in Burlington. The Provincial Government, Halton Region and the City of Burlington. Each has key policy documents that guide how development and growth can happen in the City. Policies in the City of Burlington OP must conform with or be consistent with the Provincial and Regional policies.

For more information on the roles of the different government levels that govern Burlington's planning decisions, check out the [Get Involved](#) page on the City's website.



3.1 What is The Provincial Policy Statement?

The Provincial Policy Statement (PPS) is a high-level policy document that applies across the Province. The City's plans are to be consistent with the PPS. The vision of the PPS is to promote a mix of housing, employment, recreation, parks and open spaces and transportation choices including the use of walking, cycling and transit before other modes of travel.

The PPS requires that densities of development be transit supportive and support walking and cycling. Promoting intensification, the policies require municipalities to identify appropriate locations for intensification and require municipalities to promote appropriate development standards to facilitate intensification. These development standards include height, density, setbacks etc. So, it is up to the municipality to identify the appropriate locations and appropriate standards for intensification.

The PPS also requires municipalities to maintain and where possible enhance the vitality and viability of downtowns and Main streets. It also requires municipalities to create a sense of place by promoting well-designed built form, promoting culture and conserving heritage buildings. Recently, the provincial government has released a revised PPS for consultation.

3.2 What is A Place to Grow, Growth Plan for the Greater Golden Horseshoe?

The Growth Plan for the Greater Golden Horseshoe is the Province's plan for growth and development in the Greater Golden Horseshoe, as shown below in **Figure 5**. The plan establishes the long-term framework for where and how the area will grow by setting population and employment forecasts for each regional and single tier municipality along with intensification and greenfield density targets for each.

The aim of the plan is to revitalize downtowns, create complete communities, provide greater housing choices, curb urban sprawl by protecting farmland and reduce traffic gridlock. According to the Growth Plan's vision, Urban centres and Downtowns will be vibrant and characterized by more compact development patterns that support climate change mitigation, and provide a diversity of opportunities for living, working, and enjoying culture.

The Growth Plan requires growth to be focused in certain strategic growth areas. These include Urban Growth Centres and Major Transit Station Areas. The Growth Plan delineates Downtown Burlington as an Urban Growth Centre as shown on **Figure 5**.



Figure 5: Greater Golden Horseshoe and Urban Growth Centres

Urban Growth Centres are to be a focus for public services and commercial, recreational cultural and entertainment uses. They are to serve as major employment centres and accommodate significant population and employment growth. The Growth Plan also sets minimum density targets for each Urban Growth Centre with a density of 200 residents and jobs combined per hectare assigned to Burlington. The Province delineated the boundary of each Urban Growth Centre including downtown Burlington. **Figure 6** conceptually illustrates the Urban Growth Centre boundary.



Figure 6: Downtown Burlington Urban Growth Centre

Major Transit Station Areas (MTSAs) generally comprise an area within approximately 500 to 800 metres of a higher order transit station such as a GO station, but also include a major bus depot in an urban core or downtown. The bus depot in Downtown Burlington is considered to be a Major Transit Station Area and has been identified as an MTSA and a Mobility Hub in the Region's Official Plan. The Interim Control By-law study is assessing the role and function of the bus depot as an MTSA and Mobility Hub.

The Growth Plan sets minimum densities for Major Transit Station Areas on priority transit corridors but not for the major Transit Station Area in Downtown Burlington. A number of major transit stations have been identified by Metrolinx as Mobility Hubs.

The Growth Plan is not just about achieving target densities. Applying the policies of the Growth Plan is intended to support the achievement of Complete Communities. Complete Communities contain a diverse mix of land uses; they offer convenient access to stores, services and public services; they provide for a mix of housing options; they provide parks, trails and recreational facilities; they provide for more compact built form and they provide for a vibrant and active public realm (sidewalks, squares and parks).

The Growth Plan's objective is not to achieve higher densities above all else. Rather, the Growth Plan requires municipalities to develop a strategy to identify the appropriate type and scale of development in Urban Growth Centres and Major Transit Station Areas and the appropriate transition of built form to adjacent areas. The critical directive for the context of this study is what is the appropriate type and scale of development and transition to adjacent areas in the Downtown.

3.3 How does the Halton Region Official Plan Guide Planning in the Downtown?

The Halton Region Official Plan (ROP) must be consistent with the PPS and conform to the Growth Plan. It distributes population and employment growth and assigns intensification and greenfield density targets to each of the local municipalities.

According to Halton's vision and objectives, urban areas are to be compact, support transit and active transportation, reduce car dependency, and promote live-work opportunities. The objectives are also to identify an urban structure that supports Intensification Areas and to facilitate and promote intensification and increased densities.

Intensification Areas includes Urban Growth Centres, Major Transit Station Areas including Mobility Hubs, Intensification Corridors and Mixed Use Nodes. Downtown Burlington falls into the first two categories and contains one of four Mobility Hubs in the Region. The ROP considers Intensification Areas as the highest priority for urban development. Higher density development and mixed uses are to be directed to Intensification Areas, and local municipalities are required to prepare detailed official plan policies for Intensification Areas. In those policies, local municipalities are to promote pedestrian-oriented development, walking and cycling, integration with surrounding neighbourhoods and protection of the physical character of those neighbourhoods.

The ROP delineates the boundary of the Urban Growth Centre in Downtown Burlington. Urban Growth Centres are considered an intensification area and the policies reflect those of the Growth Plan. The ROP requires local municipal official plans to show how the density target for Urban Growth Centres can be met.

The Region is currently reviewing its Official Plan. Halton is required to review and update its Official Plan to be consistent with and conform to Provincial policies and plans. The review will ensure the ROP is consistent with the Provincial Policy Statement 2014 and conforms with the updated Growth Plan 2019, Niagara Escarpment Plan and the Greenbelt Plan.

3.4 What is the City's Vision in the Adopted Official Plan?

The 2018 Adopted Official Plan was prepared to align with the vision expressed in the 2016 Council Strategic Plan. The Strategic Plan contained four key strategic directions. The Adopted Official Plan builds upon these four strategic directions:

A CITY THAT GROWS: The City of Burlington attracts talent, good jobs and economic opportunity while having achieved intensification and balanced, targeted population growth for youth, families, newcomers and seniors.

A CITY THAT MOVES: People and goods move throughout the city more efficiently and safely. A variety of convenient, affordable and green forms of transportation that align with regional patterns are the norm. Walkability within new/transitioning neighbourhoods and the downtown are a reality.

A HEALTHY AND GREENER CITY: The City of Burlington is a leader in the stewardship of the environment while encouraging healthy lifestyles.

AN ENGAGING CITY: Community members are engaged, empowered, welcomed and well-served by their City. Culture and community activities thrive, creating a positive sense of place, inclusivity and community.

3.5 What are the Key Policy Directions that Influence the Downtown?

Downtown Burlington is a strategic growth area and an intensification area under Provincial and Regional Policy. According to these policy documents, the Downtown is intended to accommodate a significant amount of new growth, both residential and employment.

The role of the Downtown is not just to accommodate intensification. It is a place to live, work, shop and recreate. It contains City wide services and cultural facilities. It is also the heart of City and contributes to residents' sense of place.

The Growth Plan set a density target of 200 persons and jobs per hectare for the Urban Growth Centre component of the Downtown. According to the latest estimates of City staff based on recently completed, under-construction and approved but not yet built projects, the density is approaching 188 persons and jobs per hectare. However, the density target is a minimum and municipalities are encouraged by the Province to go beyond the minimum targets.

Although the Growth Plan sets a minimum density target, it is up to the City to determine how to achieve that target and how to accommodate intensification. The City is required to develop a strategy to identify the appropriate type and scale of development in the Downtown Urban Growth Centre and in the Major Transit Station Areas as well as the appropriate transition of built form to adjacent low rise residential areas.

That is the role of the Downtown Precinct Plan and the Scoped Re-examination – identify the appropriate type, scale and form of intensification to be accommodated by 2031 and the appropriate transition to adjacent low rise residential areas.

The Provincial and Regional policies speak to more than density, they also require the City to promote pedestrian-oriented development, walking and cycling, provide for a range and mix of housing, support integration with surrounding neighbourhoods and protect the physical character of those neighbourhoods. The goal of the Scoped Re-examination is how best to accommodate new growth while maintain and strengthening residents' sense of place.

4 Connections to Other Projects



A number of other studies are underway at the City and at the Region of Halton. This section provides a brief review of them. More detailed information can be found on the City's and Region's websites.

4.1 What is the Timing of the Region's Official Plan Review?

In 2014, the Region of Halton initiated the review of the Regional Official Plan as required by the Planning Act. This review was divided into three phases: Directions Report, Background and Technical Analysis and Policy Development.

The review is currently in Phase 2. The Regional Official Plan review will consider growth to the year 2041, whereas the Scoped Re-examination of the City's adopted Official Plan will consider growth to the year 2031.

The Region has targeted completion by the end of 2020, however, it is possible that the timeframe could extend further given the number and magnitude of changes to Provincial plans, policy statements, legislation and regulation. After the Region amends its Official Plan, the City will have one year to update its Official Plan to bring it into conformity with the Region's Plan.

4.2 What's the Status of the Area Specific Plan for the Downtown Mobility Hub?

Section 1.4 describes Mobility Hubs and the history of the Mobility Hub Area Specific Plans.

Given Council's current focus on the Scoped Re-examination of the adopted Official Plan and the Interim Control Bylaw, work on the Mobility Hubs Study, including the development of the Area Specific Plans, was placed on hold in spring 2019. When the Mobility Hubs Study is reinitiated, the work will be focused on the development of the Area Specific Plans for the Aldershot, Burlington and Appleby GO Stations. In the meantime, work on the Downtown will continue as part of the Scoped Re-examination of the Official Plan. The outcome of this work will be Official Plan policies to guide development in the Downtown and direct future work, as necessary.

4.2.1 Mobility Hub Technical Studies

During the Mobility Hub Study, staff along with a consulting team undertook a series of technical studies. These studies included a Market Analysis Report; Environmental Impact Study Report; Functional Servicing Study Report; Financial Impact Analysis Report; High-Level Operational Transportation Review; an Archaeological Assessment Report and a Cultural Heritage Resource Assessment Report. Technical memos

summarizing findings to date were released at the time of the draft precinct plan in September 2017.

It was expected that the Downtown Mobility Hub Area Specific Plan would include a series of land use and phasing schedules based on the finalized technical reports. When the work on the completion of the Area Specific Plan for the Downtown was paused, these technical reports were paused as well. However, the work to date and further scoped transportation, servicing and financial impact work will be finalized and released and will inform the Scoped Re-examination.

4.3 What is an Interim Control By-Law?

On March 5, 2019, Burlington City Council voted in favour of a staff report recommending an Interim Control Bylaw (ICBL). The ICBL temporarily puts a hold on development within a specific study area for a period of one year, with a maximum extension of a second year.

The lands in the ICBL study area approved by City Council include the Downtown Urban Growth Centre (UGC) and lands in proximity to the Burlington GO Station.

During the one-year “freeze” on development in the study area, the City will complete a land-use study to:

- Assess the role and function of the downtown bus terminal and the Burlington GO station on Fairview Street as Major Transit Station Areas;
- Examine the planning structure, land use mix and intensity for the lands identified in the study area; and
- Update the Official Plan and Zoning bylaw regulations as needed for the lands identified in the study area.

The study area of the ICBL Land Use Study overlaps the study area for the Scoped Re-examination of the adopted Official Plan and will be completed during the same time period. Findings from both initiatives may inform each other. To learn more about the ICBL go to the [ICBL background page](#) on the City’s website.

5 The Engagement Plan and What You Should Know



5.1 What is an Engagement Plan?

An Engagement Plan is a guiding document that sets out the process to be followed for public participation in a project. City staff will use this document throughout the life of the project, ensuring the public participation goals are implemented. For the Scoped Re-examination of the Official Plan, a Public Engagement Plan has been prepared that contains the following elements:

- Decisions to be made by the study and informed by public input;
- Stages of the Study and opportunities for public input at each stage;
- Project “givens”: givens are those factors that the project cannot influence or change;
- Public participation techniques that can be used to ensure successful participation;
- Communication techniques explaining opportunities to get involved; and
- Discussion on how the success of the Engagement Plan will be evaluated.

5.2 What Does Meaningful Engagement Look Like?

Meaningful engagement clearly indicates the decisions to be made during the study. It provides as many people as possible the opportunity to participate in the decisions. The engagement will be meaningful if participants feel that their voices were heard, even if not all of their comments could be incorporated into the final outcome of the project. While not everyone will agree on every aspect of the results, everyone should feel the process produced valid results and that input received influenced the decisions made.

Burlington’s commitment to public engagement is reflected in its Community Engagement Charter, adopted by City Council. The Charter establishes the public engagement commitments, responsibilities and concepts of the relationship between the City of Burlington and the citizens of Burlington. The goal of community engagement is to lead to more informed and, therefore, better decision-making.

5.3 What Does Meaningful Feedback/Input Look Like?

Meaningful engagement includes meaningful feedback. Meaningful feedback and input is a mutual understanding and exchange of ideas between the public and the City staff and its consultants. In order to provide meaningful feedback, you should be informed and have an understanding of the project givens, the decisions to be made and the process of getting to a conclusion for the study.

5.4 What You Should Know to get Involved

You can get informed by reading this memo and follow the project's "[Get Involved Burlington](#)" page on the City's website where key information and project updates will be posted. City staff can be contacted through this page. You can also review the Public Engagement Plan to understand the opportunities to provide your input.

6 Next Steps



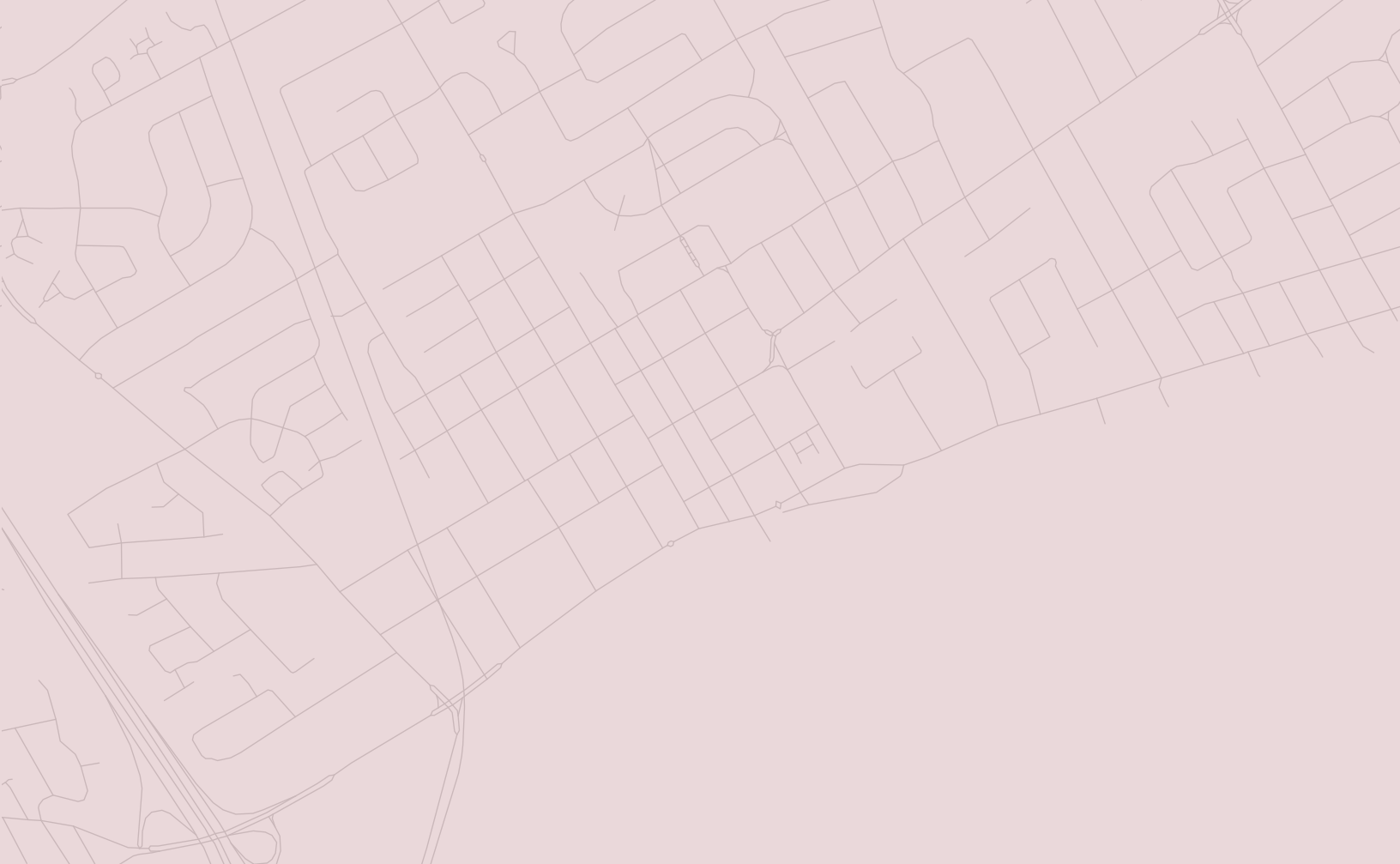
For the Scoped Re-examination, the next step is to finalize the background technical studies that were initiated during the Mobility Hub Area Specific Planning Study including, but not limited to, studies on cultural heritage, municipal servicing and transportation.

The next step will be to learn from the public what's important to the community about the downtown. We will use these themes to guide the creation of two land-use and built form concepts for the downtown. We will also use the themes and principles developed with the public to create evaluation criteria, which will be used to evaluate the two concepts.

We will then share the two land-use and built form concepts to start a discussion with the public. Based on public and technical inputs and application of the evaluation criteria, a recommended concept will be developed and presented to Council for endorsement.

The concept endorsed by Council will be used to refine the Downtown Precinct Plan policies in the adopted Official Plan. Those refined policies will in turn be presented to Council for endorsement. The concept and policies endorsed by Council will then be sent to Halton Region for final approval.

The opportunities for public input and discussion during these steps are clearly set out in the Engagement Plan.



1547 Bloor Street West
Toronto, Ontario
M6P 1A5
416-923-6630
info@sglplanning.ca