

## **Revised Terms of Reference for the Planning Advisory Committee**

*Proposed amendments are noted below in ~~striketroughs~~ and underlined additions.*

### **Mandate**

The mandate of the Planning Advisory Committee is to advise Ottawa City Council on planning matters, specifically with respect to the annual work plan of the Planning, Infrastructure Real Estate and Economic Development Department (~~PIED~~) and such other matters as Planning and Housing Committee, Agriculture and Rural Affairs Committee or Council may specify. The Planning Advisory Committee may also provide advice related to staff-initiated items such as City-wide policies and plans.

### **Responsibilities**

The Planning Advisory Committee is responsible for providing advice to Ottawa City Council on issues pertaining to:

- The annual work plan of the Planning, Infrastructure Real Estate and Economic Development Department as it relates to planning matters
- Such other planning matters as may be referred by the Planning and Housing Committee, Agriculture and Rural Affairs Committee or Council to the Planning Advisory Committee

The Planning Advisory Committee will be available as a resource to staff, providing input on matters being pursued to achieve Council's strategic priorities.

### **Composition**

The Planning Advisory Committee shall be organized as follows:

- ~~Three Members of Council including~~
  - ~~Chair of Planning Committee~~
  - ~~Chair of the Built Heritage Sub-Committee~~
  - ~~Chair of Agriculture and Rural Affairs Committee~~
- Two residents, appointed by Council, residing in the Rural Area of Ottawa
- Two residents, appointed by Council, residing inside the Greenbelt
- Two residents, appointed by Council, residing within the Urban Area but outside of the Greenbelt
- A representative nominated by the Federation of Citizens' Associations of Ottawa
- A representative nominated by the Greater Ottawa Homebuilders' Association
- A representative nominated by the Building Owners and Managers Association
- A practicing architect and member of the Ontario Association of Architects

- A practicing landscape architect and member of the Ontario Association of Landscape Architects
- A practicing professional planner and member of the Ontario Professional Planners Institute

**The membership shall also include one Member of Council in a liaison capacity.**

All members shall be appointed by Council.

### **Reporting Relationship**

The Planning Advisory Committee shall report through the Planning **and Housing** Committee and the Agriculture and Rural Affairs Committee to Council; however, it may also report to another Standing Committee where appropriate, depending on the issue.

### **Frequency of Meetings**

The Planning Advisory Committee shall meet **no less than** twice per year:

1. once to present the ~~PIED~~ **Planning, Real Estate and Economic Development Department** annual work plan for comment, and any other business arising
2. once to review the progress against the annual work plan, and any other business arising

### **Other**

The meetings of the Planning Advisory Committee shall be open to the public **in accordance with open meeting provisions in the *Municipal Act, 2001*.**