

- 8. Revised Work Plan for the New Official Plan**
Plan de travail révisé pour le nouveau Plan officiel

COMMITTEE RECOMMENDATIONS

That Council approve:

1. the revised work program setting out the process and timelines for completion of the new Official Plan by the end of Q1 2021 as set out in Document 1;
2. increased capital expenditure authority in the amount of \$860,000 funded from development charges to match the 2019 workplan as set out in Document 2;
3. that additional funding in the amount of 1.7 million dollars to fund the accelerated work program be included in the 2019 Development Charges Background Study for the Development Charges By-law update to be brought forward to Committee and Council before the end of May 2019.

RECOMMANDATIONS DU COMITÉ

Que le Conseil approuve :

1. le programme de travail révisé, qui établit le processus et les échéanciers visant la réalisation du nouveau Plan officiel d'ici la fin du T1 de 2021, comme l'explique le document 1;
2. augmentation du pouvoir de dépenses en capital d'un montant de 860 000 dollars financés par les redevances d'aménagement en vue de correspondre au plan de travail de 2019 présenté dans le document 2;
3. l'ajout d'un financement supplémentaire, d'un montant de 1,7 million de dollars visant à financer le programme de travail accéléré, à l'étude préliminaire de 2019 sur les redevances d'aménagement dans le cadre de la mise à jour du Règlement sur les redevances

d'aménagement qui doit être présentée au Comité et au Conseil avant la fin mai 2019.

DOCUMENTATION/DOCUMENTATION

1. Director's Report, Economic Development and Long Range Planning Services, Planning, Infrastructure and Economic Development Department, dated March 14, 2019 (ACS2019-PIE-EDP-0015)

Rapport du directeur, Services de Développement économique et planification à long terme, Direction générale de la planification, de l'Infrastructure et du développement économique, daté le 14 mars 2019 (ACS2019-PIE-EDP-0015)

**Planning Committee
Report 4
April 10, 2019**

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**Comité de l'urbanisme
Rapport 4
le 10 avril 2019**

**Report to
Rapport au:
Planning Committee
Comité de l'urbanisme
28 March 2019 / 28 mars 2019**

**and Council
et au Conseil
10 April 2019 / 10 avril 2019**

**Submitted on March 14, 2019
Soumis le 14 mars 2019**

**Submitted by
Soumis par:
John Smit**

**Director / Directeur Economic Development and Long Range Planning /
Développement économique et planification à long terme Planning, Infrastructure
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Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE File Number: ACS-PIE-EDP-0015

SUBJECT: Revised Work Plan for the New Official Plan

OBJET: Plan de travail révisé pour le nouveau Plan officiel

REPORT RECOMMENDATIONS

That Planning Committee recommend that Council approve:

1. The revised work program setting out the process and timelines for completion of the new Official Plan by the end of Q1 2021 as set out in Document 1.
2. Increased capital expenditure authority in the amount of \$860,000 funded from development charges to match the 2019 workplan as set out in Document 2.
3. That additional funding in the amount of 1.7 million dollars to fund the accelerated work program be included in the 2019 Development Charges Background Study for the Development Charges By-law up-date to be brought forward to Committee and Council before the end of May 2019.

RECOMMANDATIONS DU RAPPORT

Que le Comité de l'urbanisme recommande au Conseil d'approuver :

1. le programme de travail révisé, qui établit le processus et les échéanciers visant la réalisation du nouveau Plan officiel d'ici la fin du T1 de 2021, comme l'explique le document 1.
2. Augmentation du pouvoir de dépenses en capital d'un montant de 860 000 dollars financés par les redevances d'aménagement en vue de correspondre au plan de travail de 2019 présenté dans le document 2.
3. l'ajout d'un financement supplémentaire, d'un montant de 1,7 million de dollars visant à financer le programme de travail accéléré, à l'étude préliminaire de 2019 sur les redevances d'aménagement dans le cadre de la mise à jour du Règlement sur les redevances d'aménagement qui doit être présentée au Comité et au Conseil avant la fin mai 2019.

EXECUTIVE SUMMARY

In response to the direction given by Council on February 27, 2019, this report recommends revised timelines for the work program for the new Official Plan where the entire Official Plan, including the growth management strategy and the analysis of adequacy of the urban land supply would be completed by the end of March 2021.

Assumptions and Analysis

On February 14, 2019 Planning Committee considered the staff report ([ACS2019-PIE-EDP-0001](#)) recommending receipt of the *Ottawa Next: Beyond 2036* report and approval of the work program for completion of a new Official Plan. The work program proposed in the staff report set out the process and timelines for completion of the new Official Plan by November 2021.

Planning Committee recommended that the work program be divided into two phases, with the growth-related policies being adopted by Q1 2021 and the remainder of the policies in the new Plan being adopted before the end of the term of Council. On February 27, 2019 Council approved the recommendations in the report, as amended by the motions at Planning Committee.

Staff is bringing forward this report in response to this direction with a recommended modified work program that would provide for completing the new Official Plan in its entirety by Q1 2021. The modified work plan is consistent with the Council direction to complete the growth-related policies by Q1 2021 and sets out a single rather than a two-phase process. A single-phase work program on an accelerated timeline would present the new Official Plan in one comprehensive package and would avoid a doubling of effort to repeat statutory processes. A two-phase work program would result in the content of the new Plan being split into two separate streams with a doubling of time, effort and costs to repeat statutory processes for the two streams.

Financial Implications

Whether the work program is split into two phases as directed by Planning Committee or completed in one phase on a shorter schedule, additional costs will be incurred beyond the costs associated with a single-phase project as proposed in the report brought forward to Planning Committee on February 14 (Document 2 provides an itemized list of the additional costs). The additional funds are to provide for additional staff to complete the project in an accelerated timeframe and to support enhancements to the public engagement component of the project as was discussed at the February 14 Planning Committee meeting. Staff are recommending that additional costs be included as part of the *2019 Development Charges By-law and Background Study* (DCA, 1997 s.s. 5(1)3) scheduled to go to Planning Committee in May 2019.

Public consultation

The single-phase work program will include the same opportunities for public engagement as the two-phase work program, however the non-growth-related engagement events would occur within a shorter time frame.

RÉSUMÉ

À la suite de la directive donnée par le Conseil le 27 février 2019, le présent rapport recommande la révision des échéanciers du programme de travail visant la réalisation du nouveau Plan officiel, où le Plan officiel complet, comprenant la stratégie de gestion de la croissance et l'analyse de l'offre suffisante de terres urbaines, serait terminé d'ici la fin du mois de mars 2021.

Hypothèses et analyse

Le 14 février 2019, le Comité de l'urbanisme a examiné le rapport du personnel (ACS2019-PIE-EDP-0001) qui recommande la réception du rapport L'Ottawa de demain, après 2036 et l'approbation du programme de travail visant la réalisation d'un nouveau Plan officiel. Le programme de travail proposé dans le rapport du personnel établit le processus et les échéanciers visant la réalisation du nouveau Plan officiel d'ici le mois de novembre 2021.

Le Comité de l'urbanisme recommande que le programme de travail soit divisé en deux étapes, où les politiques sur la croissance seraient adoptées d'ici le T1 de 2021 et les autres politiques du nouveau Plan seraient adoptées avant la fin du mandat du Conseil actuel. Le 27 février 2019, le Conseil a approuvé les recommandations du rapport, telles que modifiées par les motions du Comité de l'urbanisme.

Le personnel présente ce rapport à la suite de cette directive, comprenant la recommandation d'un programme de travail modifié visant à réaliser le nouveau Plan officiel dans son intégralité d'ici le T1 de 2021. Ce plan de travail modifié est conforme à la directive du Conseil voulant que les politiques sur la croissance soient adoptées d'ici le T1 de 2021 et que le processus se fasse en une étape plutôt que deux. Le programme de travail en une étape, qui respecte un échéancier accéléré, permettrait de présenter le nouveau Plan officiel lors d'un seul lancement et d'éviter le dédoublement des efforts visant à franchir les processus prévus par la loi. Un programme de travail en deux étapes nécessiterait la division du contenu du nouveau Plan en deux parties, ce

qui requerrait deux fois plus de temps, d'efforts et de coûts pour répéter les processus d'approbation prévus par la loi pour les deux parties.

Répercussions financières

Que le programme de travail soit divisé en deux étapes comme le demande le Comité de l'urbanisme ou qu'il soit réalisé en une étape et de façon plus rapide, il y aura des coûts supplémentaires qui s'ajouteront aux coûts associés à un projet en une étape, comme le propose le rapport présenté au Comité de l'urbanisme le 14 février dernier (le document 2 contient une liste détaillée des coûts supplémentaires). Les fonds supplémentaires visent à rémunérer les employés supplémentaires qui permettront de réaliser le projet dans un laps de temps plus court et à soutenir les améliorations visant la participation du public au projet, selon les discussions qui ont eu lieu lors de la réunion du Comité de l'urbanisme le 14 février dernier. Le personnel recommande que des coûts supplémentaires soient ajoutés dans le cadre de l'Étude préliminaire et le Règlement sur les redevances d'aménagement de 2019 (Loi sur les redevances d'aménagement, 1997, alinéa 5(1)3), qui devraient être présentés au Comité de l'urbanisme en mai 2019.

Consultation publique

Le programme de travail en une étape comprendrait les mêmes occasions de participation du public qu'un programme de travail en deux étapes. Toutefois, les séances de participation liées aux questions qui ne concernent pas la croissance pourraient se produire plus rapidement.

BACKGROUND

On February 14, 2019 Planning Committee considered the staff report (ACS2019-PIE-EDP-0001) recommending receipt of the *Ottawa Next: Beyond 2036* report and approval of the work program for completion of a new Official Plan. The work program proposed in the staff report set out the process and timelines for completion of the new Official Plan by November 2021.

Several motions were approved by Planning Committee at its meeting of February 14. Regarding the timelines for the work program, the Committee recommended that the program be divided into two phases. Policies relating to the growth management strategy in the new Official Plan were directed to be adopted by Council by March 2021. The remainder of the new Official Plan was directed to be completed before the end of

the term of Council. Staff were directed to bring a revised work program to Planning Committee on March 28, 2019 to implement the timelines directed by Planning Committee.

On February 27, 2019 Council approved the recommendations in the report, as amended by the motions at Planning Committee.

DISCUSSION

In response to the direction given by Planning Committee and Council, this report recommends revised timelines for the work program for the new Official Plan. Staff propose that the growth management strategy, including the analysis of adequacy of the urban land supply, and the remainder of the new Official Plan be completed by Q1 2021.

The work program considered by Planning Committee on February 14 and the proposed single-phase work program are detailed in the table below.

| Milestone | Original Work Program | Proposed Single-phase Work Program | Task |
|-----------|----------------------------|------------------------------------|--|
| 1 & 2 | March 2019 to October 2019 | March 2019 to October 2019 | Consultations on discussion papers (key issues facing the city) and preliminary policy directions in the new Official Plan |
| 3 | November 2019 | December 2019 | Population projections to Planning Committee and Council |
| 4 | December 2019 to July 2020 | October 2019 to December 2019 | Prepare recommendations for changes to the Official Plan Public meeting under Section 26 of the <i>Planning Act</i> , Council directs that a draft Official Plan be tabled. Report provides details concerning the policies |

| Milestone | Original Work Program | Proposed Single-phase Work Program | Task |
|-----------|--|---|--|
| | | | <p>in the new Official Plan, including a description of:</p> <p>a. New policy directions to be included in the Plan;</p> <p>b. Growth Strategy including growth projections and, if necessary, adoption of criteria for site evaluation for expansion areas, and;</p> <p>c. Direction on Secondary Plans, Site-specific policies and community design plans.</p> <p>Work begins on draft Official Plan</p> |
| 5 | <p>December 2020 to</p> <p>July 2021</p> | <p>June 2020 to</p> <p>January 2021</p> | <p>New Official Plan tabled, three-month circulation to the public, technical agencies and Ministry, changes made in response to comments</p> <p>Statutory Public Open Houses</p> <p>Finalize changes to draft Plan in response to comments received</p> |
| 6 | <p>September 2021 to</p> <p>October 2021</p> | <p>February 2021</p> | <p>Statutory Public Meetings at Planning Committee (more than one anticipated)</p> |
| 7 | <p>November 2021</p> | <p>March 2021</p> | <p>Council adopts new Official Plan</p> |

The budget for the new Official Plan was originally designed and submitted for inclusion through the budget building process in 2018 for the 2019 Budget to accommodate a project that extended over the four-year term of Council. The work program in the February 14 report to Planning Committee shortened the work program to achieve a completion date of November 2021 with the budget remaining the same to have the New Official Plan approved well within the current term of Council. As discussed above, Planning Committee recommended that the work program be divided into two phases, with the growth-related policies being adopted by Q1 2021, and the remainder of the policies in the new Plan being adopted before the end of the term of Council.

The work program proposed in this report in response to the motions carried at Planning Committee provides for completion of the entire project by March 2021. This would result in work that was planned to be completed in three years being completed in two years.

Whether the work program is split into two phases as directed by Planning Committee or completed in one phase on a shorter schedule, additional costs will be incurred beyond the costs associated with the November 2021 completion date proposed in the report received by Planning Committee on February 14. A two-phase work program would result in Milestones 5, 6 and 7 in the above table being repeated for the second phase of the project. This would involve doubling the cost and time for venue rentals, advertising, printing, translation, accessible document conversion, event coordination, preparation of the three-month circulation package and public consultation materials, duplication of event attendance, report preparation for statutory meetings and statutory notification and notice requirements.

An accelerated single-phase process would require focused effort and additional staff resources to achieve an earlier completion date. This process provides the opportunity to consider the growth strategy at the same time as all other policies in the Plan resulting in better policy coordination. Milestones 5, 6 and 7 would present a comprehensive package of information to the public instead of splitting the information in two and repeating the process twice for the separate policy components. It would include the consultation events planned for Milestones 5, 6 and 7, spread out over a shorter period of time.

For these reasons, staff recommend completing the work program by Q1 2021 in a single phase. Additional funds are recommended for approval in this report to provide for additional staff resources and to support enhancements to the public engagement

component of the project. Staff are recommending that the additional costs be included as part of the *2019 Development Charges By-law and Background Study* (DCA, 1997 s.s. 5(1)3) scheduled to go to Planning Committee in May 2019.

RURAL IMPLICATIONS

There are no specific rural implications associated with the report recommendations.

CONSULTATION

The public has been involved in the consultations for *Ottawa Next: Beyond 2036* and is aware that a process has been initiated to create a new Official Plan. The shorter work program will include the same opportunities for public engagement as the longer work program however the non-growth-related engagement events would occur within a shorter time frame and staff are looking to enhance the public engagement component of the project as was discussed at the February 14, Planning Committee.

LEGAL IMPLICATIONS

There are no legal impediments to the adoption of the recommendations in the report.

RISK MANAGEMENT IMPLICATIONS

Requests to delay milestones in the proposed work program will result in the March 2021 completion date not being met.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications.

FINANCIAL IMPLICATIONS

With the approval of the recommendations in this report the 2019 capital authority for project 909486 New Official Plan will be increased by \$860,000 to a total of \$1,360,000 which will be funded with development charge revenue.

The 2019 approved Capital Budget & Forecast identified \$2,000,000 for the New Official Plan. The recommendations in this report will increase that to \$3,700,000 which is anticipated to be funded with development charge revenue.

ACCESSIBILITY IMPACTS

There are no direct accessibility impacts.

ENVIRONMENTAL IMPLICATIONS

There are no direct environmental implications.

TERM OF COUNCIL PRIORITIES

This project supports City Strategic priorities including City Building, Financial Sustainability and the Confederation Line and LRT Stages 2 and 3.

SUPPORTING DOCUMENTATION

Document 1 Revised Work Program for the new Official Plan

Document 2 Details regarding additional funds requested

DISPOSITION

That staff in the Planning, Infrastructure and Economic Development Department develop a new Official Plan in accordance with the timelines recommended in the work program proposed in this report.

That the General Manager of Planning, Infrastructure and Economic Development include the additional 1.7 million dollars in funding required to complete the Official Plan project in an accelerated time frame in the 2019 Development Charges Background Study for the Development Charges By-law up-date to be brought forward to Committee and Council before the end of May 2019.

Document 1 – Revised Work Program for the new Official Plan

| Milestone | Proposed Work Plan | Task |
|-----------|-------------------------------|--|
| 1 & 2 | March 2019 to October 2019 | Consultations on discussion papers (key issues facing the city) and preliminary policy directions in the new Official Plan |
| 3 | December 2019 | Population projections to Planning Committee and Council |
| 4 | October 2019 to December 2019 | <p>Prepare recommendations for changes to the Official Plan</p> <p>Public meeting under Section 26 of the <i>Planning Act</i>, Council directs that a draft Official Plan be tabled. Report provides details concerning the policies in the new Official Plan, including a description of:</p> <ul style="list-style-type: none"> a. New policy directions to be included in the Plan; b. Growth Strategy including growth projections and, if necessary, adoption of criteria for site evaluation for expansion areas, and; c. Direction on Secondary Plans, Site- specific policies and community design plans. <p>Work begins on draft Official Plan</p> |
| 5 | June 2020 to January 2021 | <p>New Official Plan tabled, three-month circulation to the public, technical agencies and Ministry, changes made in response to comments</p> <p>Statutory Public Open Houses</p> <p>Finalize changes to draft Plan in response to comments received</p> |

| Milestone | Proposed Work Plan | Task |
|-----------|--------------------|---|
| 6 | February 2021 | Statutory Public Meetings at Planning Committee (more than one anticipated) |
| 7 | March 2021 | Council adopts new Official Plan |

Document 2 – Details regarding additional funds requested

| Item | Cost |
|--|-------------|
| Additional FTEs Planning Policy (2.5 temporary FTEs for two years, 1 temporary FTE for 1 year and 1 consultant for 0.75 years) | 865,000 |
| Additional FTE public engagement (1 temporary FTE for two years) | 260,000 |
| Additional FTE GIS mapping (1 temporary FTE for two years) | 260,000 |
| Natural Systems Consultant – 0.5 year contract | 65,000 |
| Public Engagement Consultant – two-year contract | 250,000 |
| Total | \$1,700,000 |