



# Public Meeting Report

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<b>Report To:</b>	<b>Planning and Development Committee</b>		
<b>Date of Meeting:</b>	December 6, 2021	<b>Report Number:</b>	PDS-063-21
<b>Submitted By:</b>	Ryan Windle, Director of Planning and Development Services		
<b>File Number:</b>	PLN 41.11	<b>Resolution#:</b>	
<b>Report Subject:</b>	<b>Public Meeting to Initiate Farewell Heights Secondary Plan</b>		

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## Purpose of Report:

The purpose of this report is to provide information to the public and Council. It does not constitute, imply or request any degree of approval.

## Recommendations:

1. That Report PDS-063-21 and any related correspondence be received;
2. That Planning and Development Services staff be authorized to commence the preparation of the Farewell Heights Secondary Plan;
3. That staff be authorized to finalize the draft Terms of Reference and issue a Request for Proposal to retain the necessary consultants through the current roster of Consulting Firms established for Secondary Plans;
4. That the Director of Planning and Development Services be authorized to execute the necessary cost recovery agreements with the Farewell Heights Landowners Group for the preparation of the Farewell Heights Secondary Plan;
5. That the cost recovery agreements with the Farewell Heights Landowners Group require payment of 100% of the costs of the preparation of the Secondary Plan, including consultants and municipal resources such as review time from various departments, project management and administration costs; and
6. That all interested parties for Report PDS-063-21 and any delegations be notified of Council's decision regarding this report to initiate the Farewell Heights Secondary Plan.

## Report Overview

The purpose of this report is to inform and receive input from the landowners within the Farewell Heights Secondary Plan Area, within 120 meters south and 300 meters north of the Secondary Plan Area, and members of the general public on the draft Terms of Reference that will guide the preparation of the Secondary Plan.

The purpose of this report is to also receive Council endorsement for staff to commence the Farewell Heights Secondary Plan in general accordance with the draft Terms of Reference and in conformity with the policies of the Clarington Official Plan. No land-use changes are being presented or considered as part of this Public Meeting.

## 1. Background

- 1.1 The Farewell Heights Secondary Plan Area is located in north Courtice. The Secondary Plan Area is generally located east of Tooley Road, south of Pebblestone Road, west of Courtice Road, and north of the Adelaide Avenue extension (**Figure 1**).
- 1.2 There are approximately 31 landowners within the Farewell Heights Secondary Plan Area. There is a mixture of parcel sizes and existing land-uses within the Secondary Plan Area, including large agricultural parcels, residential properties, a large commercial property (Witzke's Greenhouse), the Farewell Creek, valley land and woodlots throughout the Secondary Plan Area.

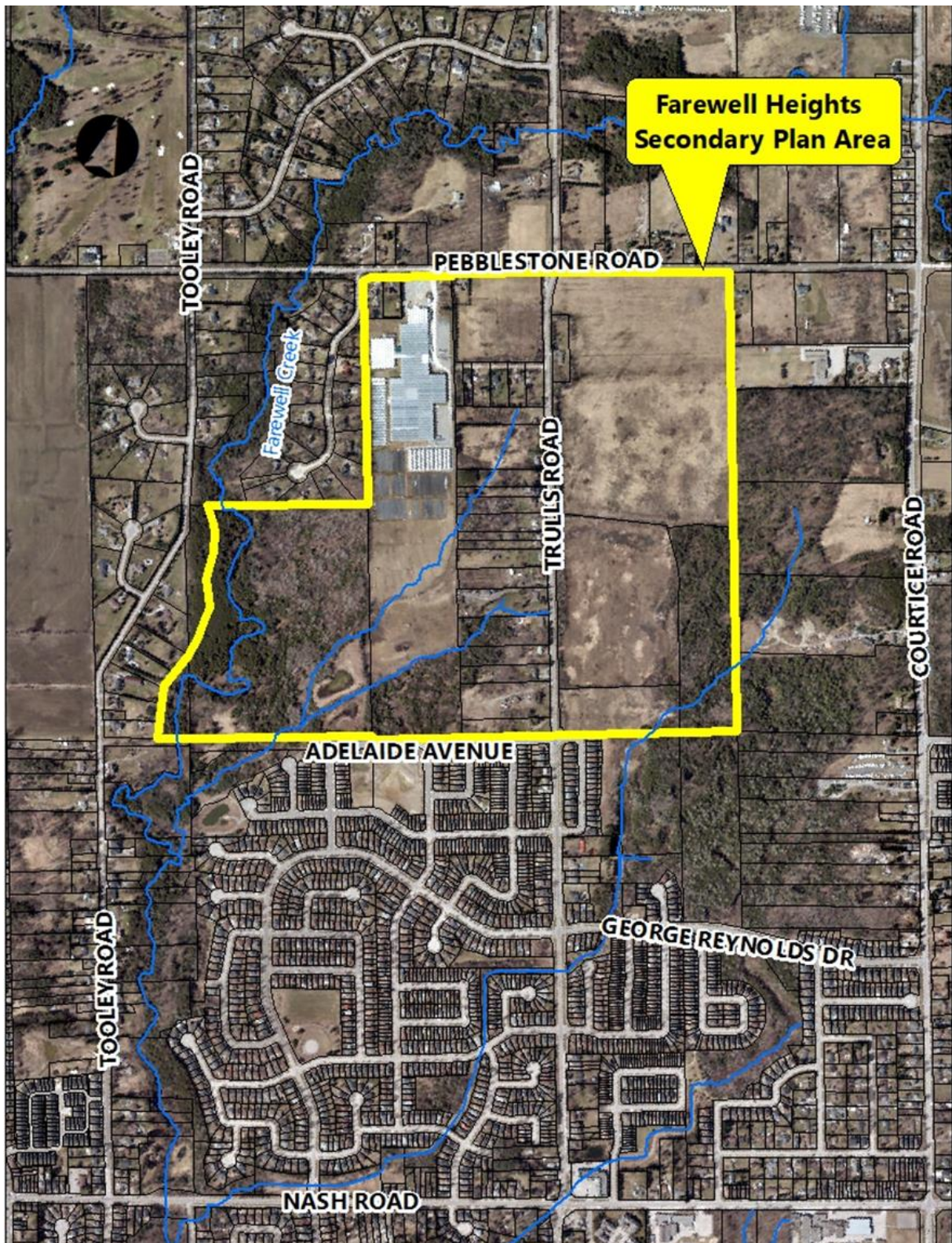


Figure 1: Farewell Heights Secondary Plan Area

- 1.3 The Farewell Heights Landowners Group (FHLG) is represented by the consulting firm Delta Urban Inc. The FHLG owns approximately 82% of the land within the Secondary Plan Area.
- 1.4 The FHLG has requested the Municipality initiate the Secondary Plan process (**Attachment 1**). The FHLG has committed to funding 100% of the costs incurred by the Municipality for the preparation of the Farewell Heights Secondary Plan (**Attachment 2**).
- 1.5 According to Clarington's Official Plan, a Landowners Group requesting a privately initiated Secondary Plan is required to pay 100% of the costs of the preparation of the Secondary Plan. This cost includes consultants and municipal resources such as review time from various departments, project management and administration costs. This provision is included in the Staff Report recommendations and will be included in the Secondary Plan funding agreement should Council endorse the initiation of the Secondary Plan.
- 1.6 The draft Terms of Reference submitted by the consultant has been circulated to various Municipal Departments as well as external agencies. Once comments are received from the agencies they will be incorporated into the draft Terms of Reference as appropriate.

## 2. Secondary Planning Process

### Receiving Authorization for a Privately – Initiated Secondary Plan

- 2.1 The Clarington Official Plan provides policy direction for the preparation of a privately initiated Secondary Plan. In summary the process is as follows:
  - 1) Consultation with Municipal staff and the establishment of the Landowners Group;
  - 2) Receipt of a Request to Initiate a Secondary Plan and a draft Terms of Reference;
  - 3) Public Meeting and a decision of Council to initiate the preparation of the Secondary Plan. A Public Meeting notice was sent to residents within the Secondary Plan Area, and 120m south, and 300m north of the Secondary Plan Area (**Attachment 3**);
  - 4) Should Council decide to proceed with the Secondary Plan process, the Municipality will retain the necessary consultants;
  - 5) All costs associated with the Secondary Plan process including consultants and municipal resources and administration costs are to be covered 100% by the landowners group; and
  - 6) Work will only be initiated once a funding agreement is in place between the Trustee for the Landowners Group and the Municipality.

## Summary of the Draft Terms of Reference

2.2 Council previously identified the following five priorities. These five priorities will be addressed in the finalized Terms of Reference:

- 1) Climate Change and Sustainability
- 2) Excellence in Urban Design
- 3) Affordable Housing
- 4) Co-ordination of Initiatives
- 5) Public engagement

### Climate Change and Sustainability

2.3 Similar to the other Secondary Plans that Council has initiated, this draft Terms of Reference (**Attachment 4**) has incorporated a 'green lens' approach to development. All studies and the Secondary Plan will be required to include details of how development in the Secondary Plan Area will meet Council policies. In particular, policies related to sustainability and climate changes, Priority Green Clarington, urban design, affordable housing, and community engagement.

### Excellence in Urban Design

2.4 New neighborhoods should be designed to enhance the history and character of Clarington. New neighbourhoods are to be created with a sense of place and all development should result in a high-quality aesthetic and design. Excellence in urban design will be incorporated into this Terms of Reference and consider elements like building design, complete streets, views, park connectivity, sun and shadow impacts, and active transportation as well as the integration of green infrastructure into neighborhood design.

### Affordable Housing

2.5 Through Official Plan policy, Clarington Council supports the provision of a variety of housing types, tenure and costs for people of all ages, abilities and income groups. This Secondary Plan reflects this policy as well as recommendations found in Clarington's Affordable Housing Toolkit. Through this policy this Plan demonstrates how it contributes to meeting Council's affordable housing target.

### Community Engagement

2.6 Community Engagement is integrated throughout the draft Terms of Reference. The recommended public participation process will include landowners, members of the steering committee, agencies, and interested citizens. Public Information Centres (PICs) will be held at specific stages of the planning process. These public participation requirements are in addition to any Public Meeting requirements under the *Planning Act*.

## Coordination of Initiatives

- 2.7 In recently initiated Secondary Plans, the coordination of initiatives has been identified as a Council Priority that is to be addressed. For the Farewell Heights Secondary Plan this will include coordination with the Region of Durham on the Adelaide Avenue extension.

## The Secondary Plan Process

- 2.8 The Municipality has been using a roster to select planning consultants for the different Secondary Plans. This method of rotating the pre-approved consultants based on amount and value of work has been successful as it has significantly reduced the time it takes to secure a consultant. It is proposed that the existing roster approach be continued for the Farewell Heights Secondary Plan. Should Council decide to endorse commencing this Secondary Plan, staff will issue a Request for Proposal to firms on the roster to undertake the Secondary Plan.
- 2.9 Although the Municipality ultimately manages and directs the Secondary Plan process, the Terms of Reference includes a Steering Committee to provide overall guidance and feedback to Municipal Staff. It is anticipated that the Steering Committee will include Municipal, Region of Durham, and CLOCA staff, the FHLG project manager, two landowner representatives, and the lead consultant retained by the Municipality.

## 3. Concurrence

Not Applicable.

## 4. Conclusion

It is recommended the Council authorize staff to initiate the Farewell Heights Secondary Plan process.

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Attachments:

- Attachment 1 – Consultants Request to Initiate the Secondary Plan Process
- Attachment 2 – Farewell Heights Landowners Group Support Letter
- Attachment 3 – Farewell Heights Public Meeting Notice
- Attachment 4 – Draft Terms of Reference

Interested Parties:

List of Interested Parties available from Department.