



Staff Report

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Report To:	Special Council	
Date of Meeting:	June 27, 2023	Report Number: PDS-048-23
Submitted By:	Carlos Salazar, Director of Planning and Infrastructure Services	
Reviewed By:	Mary-Anne Dempster, CAO	By-law Number:
File Number:	PLN 42	Resolution#:
Report Subject:	Official Plan Review – Special Meeting of Council and Introductory Discussion Paper	

Recommendation:

1. That Report PDS-048-23, the Official Plan Review Introductory Discussion Paper, and any related delegations or communication items, be received for information;
2. That a copy of this report and Council's decision be forwarded to the Region of Durham Planning and Economic Development Department; and
3. That all interested parties and any delegations be advised of Council's decision.

Report Overview

On May 8, 2023, Council directed staff to hold a Special Meeting of Council to initiate the update to the Official Plan (Staff Report PDS-033-23). The purpose of this Special Meeting is to discuss the revisions that may be included as part of the Review and to hear from members of the public.

This report presents an Introductory Discussion Paper to start the conversation about Clarington's Official Plan Review.

The Introductory Discussion Paper has been prepared to assist the public in commenting on the Official Plan Review process. The Paper outlines the general scope and key issues that will be considered as part of the review and poses questions to the public that will guide the review process.

The next steps in the process will be to issue a Request for Proposal to retain consultants to assist with the Official Plan review process. Once the consultant is retained, further details about the Official Plan process will be finalized including a detailed work program and a community engagement and communications plan.

1. Introduction

- 1.1 The purpose of this report is to provide Council with a summary of the Introductory Discussion Paper which sets the stage for a dialogue on the Official Plan Review process.

2. Background

- 2.1 The Planning Act of Ontario requires municipalities to review their Official Plan every five years to ensure that it conforms with Provincial Plans, has regard to matters of Provincial Interest and is consistent with the Provincial Policy Statement. Clarington's last update to the Official Plan was completed in 2018.
- 2.2 On May 8, 2023, Council resolved that in accordance with Section 26 of the Planning Act a Special Meeting of Council be held on June 27, 2023. The purpose of the Special Meeting is to discuss any revisions that may be required as part of the review of the Clarington Official Plan. The Planning Act also requires that the Special Meeting be advertised in accordance with the provisions of the Act for Council to hear submissions from residents and stakeholders on the subject.

3. Public Notice

- 3.1 The Municipality advertised for the Special Meeting through the local newspapers (Clarington This Week and the Orono Times) on two separate occasions, the Municipality's website, the Planning and Infrastructure Services e-Newsletter, and on social media.

- 3.2 Staff issued a draft Introductory Discussion Paper the week of June 13, 2023, outlining the key issues and the scope of the proposed Official Plan Review. The Introductory Discussion Paper has been posted on the Official Plan Review web page at www.clarington.net/OPReview. A copy is also included as **Attachment 1** to this report.

4. Introductory Discussion Paper

Overview

- 4.1 The purpose of the Introductory Discussion Paper is to share information with the public that will help them engage with the Official Plan review process. The Paper seeks to start a conversation around how Clarington residents, businesses, and landowners would like to see our community evolve to 2051.
- 4.2 The Paper covers the following topics:
- The Clarington Context;
 - What is the Clarington Official Plan;
 - Why are we reviewing the Official Plan;
 - What should we be thinking about as part of this review;
 - Other relevant initiatives;
 - The changing planning landscape; and
 - The process for the review.
- 4.3 Overall, the Paper explains how Clarington must make changes to the Official Plan based on legislative requirements, but also highlights the opportunity this review presents to create a Clarington that reflects the community's collective vision and responds to our values. The Paper also includes questions to spark conversation and instructions on how the public can share their ideas.

Why We're Reviewing the Official Plan

- 4.4 The Official Plan must be reviewed due to legislative requirements set out in the Planning Act. As well, the Clarington Official Plan must be revised to come into conformity with the Durham Regional Official Plan within one year after it has been approved by the Ministry. The Region adopted its new Official Plan on May 17, 2023, and approval is expected shortly.
- 4.5 The Official Plan review also presents an excellent opportunity to ensure that as Clarington continues to be one of the fastest growing municipalities in the GTA, we're proactively planning a community that fits with our shared values and Council's Strategic Plan. Policies in the Official Plan can ensure that we're growing in a manner that protects what we value most and enhances our community. Revisiting our vision will be key to achieving this.

Topics of Review

- 4.6 The Paper outlines key topics that will be covered in the review and solicits additional topics from the public. The topics that are covered in the Discussion Paper include:
- Revisiting our vision;
 - Planning for growth management, housing, economic development, and community design;
 - Protecting our rural and agricultural land, natural heritage and community identity; and
 - Social, economic, environmental, and fiscal sustainability.

Other Initiatives and the Changing Planning Landscape

- 4.7 Other initiatives undertaken by Clarington, Durham Region, or the Province are reviewed and their significance to the Official Plan process is explained. The Paper explores how incorporating these initiatives is either required in the case of the Region or the Province, or how it will help initiatives work together effectively.
- 4.8 As covered in recent staff reports ([PDS-054-22](#), [PDS-006-23](#), PDS-037-23), the planning landscape has changed significantly and more changes are expected. Reviewing the Official Plan is necessary to proactively respond to these changes and ensure the Municipality can continue to plan for complete communities.

5. Proposed Official Plan Review Process

- 5.1 The initial start-up tasks for the Official Plan review are expected to take place through the summer and early fall of 2023. Once the consultant is retained and the work plan is finalized, the proposed Official Plan review process will be based on five phases.

Table 1 – Proposed Official Plan Review Process Phases

Phase	Description of Deliverables
Pre-Phase: Start Up	<ul style="list-style-type: none"> • Terms of Reference • Request for Proposals • Retain Consultant • Detailed Work Program • Community Engagement and Communication Plan
Phase One: Visioning and Information Gathering	<ul style="list-style-type: none"> • Council and Committee Engagement • Community Visioning Sessions • Phase One Summary Report
Phase Two: Background Studies and Topic Discussion Paper(s)	<ul style="list-style-type: none"> • Issue refinement • Release of Topic-specific Discussion Papers • Public Engagement

Phase Three: Directions and Recommendations	<ul style="list-style-type: none"> • Draft Directions and Recommendations Report
Phase Four: Draft Official Plan Amendment	<ul style="list-style-type: none"> • Draft Official Plan Amendment and Mapping • Public Open House and Statutory Public Meeting
Phase Five: Final Official Plan Amendment	<ul style="list-style-type: none"> • Council Adoption

6. Public Engagement Considerations

- 6.1 Community and stakeholder engagement throughout the Official Plan Review is essential to updating the Clarington Official Plan in a way that successfully captures the needs and desires of the community.
- 6.2 The Official Plan review will be a multi-year undertaking with a variety of engagement opportunities throughout. The Special Meeting of Council represents the first opportunity of many that will be part of a comprehensive consultation program for this project.
- 6.3 A detailed Community Engagement and Communication Plan will be drafted, incorporating feedback from the Special Meeting of Council on June 27, 2023, and brought forward to Council at a future meeting.

7. Financial Considerations

- 7.1 Funding for the Official Plan Review was approved as part of the 2022 Planning and Infrastructure Department budget and has been carried forward for use in completing this project.

8. Concurrence

- 8.1 This report has been reviewed by the Deputy CAO/Treasurer.

9. Conclusion

- 9.1 The Special Meeting of Council to initiate the Official Plan review and release of the Introductory Discussion Paper are the first of many opportunities for public engagement in the review process. The Discussion Paper lays out the information needed for our community to determine what should be included in the scope of the Official Plan review.
- 9.2 Input received at the Special Meeting and in response to the Introductory Discussion Paper will be considered as staff finalizes the Terms of Reference for the review in support of the Request for Proposal process to retain the necessary consultants.
- 9.3 It is respectfully recommended that this report and the Introductory Discussion Paper be received for information.

Staff Contact: Sarah Allin, Principal Planner, sallin@clarington.net or 905-623-3379 ext. 2419 or Lisa Backus, Manager, Community Planning, lbackus@clarington.net or 905-623-3379 ext. 2413.

Attachments:

Attachment 1 – Introductory Discussion Paper

Interested Parties:

List of Interested Parties available from Department.