

REVISED ATTACHMENT 1

Approved Guidelines for Identifying and Processing Planning Matters of City-wide Interest and Cross-Boundary Issues

(Adopted by City Council - March 3, 4 and 5, 2008)

Purpose:

These Guidelines describe the type of planning matters of City-wide interest and set out a process to route these planning matters primarily through the Planning and Growth Management Committee structure to City Council. The Guidelines are rooted in the principle that a planning matter will be considered to be of local interest and will be processed through Community Councils unless determined in accordance with these Guidelines as having a City-wide interest.

In general, the majority of planning applications will be of local interest and will be processed through Community Councils to City Council for a decision.

In cases where a City-wide interest is determined for a planning application, Community Councils may be consulted in accordance with these Guidelines.

A. Application

The Chief Planner will apply these Guidelines in accordance with the direction of the Planning and Growth Management Committee, subject to the approval of City Council.

1. The Guidelines apply to planning applications which involve:
 - amendments to the Official Plan; and/or
 - combined applications that involve an amendment to the zoning by-law and related applications (e.g., subdivisions) as identified by the Chief Planner;
2. The Guidelines also apply to all planning policy and research work including transportation and infrastructure projects; and
3. All administrative matters of the City Planning Division.

B. Guidelines for Determining City-Wide Interests

A planning matter, other than a planning application, will be considered to have a City-wide interest if it meets at least one of the criteria listed below, in which case the Planning and Growth Management Committee will have carriage of the issue. Identification of the City-wide interest will be included as part of the initial report on the item and the local Councillor(s) will be so notified prior to the Committee's consideration of the item:

1. Major planning policy and research of interest to the entire City.

Examples include amending structural components of the Official Plan:

- Map 2, Urban Structure
 - any Official Plan Amendment within an Employment District including a change to the boundary of an Employment District,
 - changes to, or the creation of, Secondary Plans or Avenues in more than one Community Council area;
 - amendments to the Green Space System
- Map 3, Right-of-Way Widths Associated with Existing Major Streets - including the designation of a new Major Street in more than one Community Council area or a change in the width of a designated Major Street in more than one Community Council area;
- Map 4, High Order Transit Corridors - including amendments to expansion elements to a Transit Corridor;
- Map 5, Surface Transit Priority Network - including amendments to expansion elements to a designated Surface Transit Route;
- Establishing a comprehensive zoning by-law;
- Amendments to the Ontario Heritage Act (i.e. demolition of 'Listed' Heritage Properties);
- Applications that do not comply with the Provincial Growth Plan
- Community Improvement Plans with city-wide implications (i.e. Community Improvement Plans involving financial incentives such as Tax Increment Financing);
- Toronto Heritage Grant Program;
- City-wide Official Plan or zoning by-law amendments;
- Harmonized Residential Demolition Control By-law;
- Household and housing stock issues such as a City-wide condominium conversion policies;
- Tall Building Design Guidelines;
- Site Plan Control and infill townhouse guidelines;
- Toronto Green Development Standards;

- City-wide issues arising from research and monitoring (i.e. Toronto Office Market Bulletin, Residential Front Yard Parking Standards and Parking Space Dimension Review); and
 - Public Art Incentive Program.
2. Any amendments for conversion of land designated Employment Areas on the Lands Use Maps.
 3. Changes to key infrastructure, transportation, and open space systems and publicly-owned property which would affect the City as a whole, including Environmental Assessments (EA's). Examples include:
 - Waterfront trail expansion;
The determination of whether a new Secondary Plan should be created (in more than one Community Council area);
 - Pearson Airport transit link;
 - St. Clair streetcar improvements;
 - Union Station Master Plan;
 - Rouge Park; and
 - Don Mills Road Transit Improvements.
 4. A site or area specific planning matter straddling more than one Community Council boundary. An example would include:
 - the O'Connor Avenue Planning Study.
 5. An external government and agency initiative and/or jurisdictional issue affecting the entire City. Examples include:
 - reviews of provincial initiatives such as Places to Grow, Bills 51 and 53;
 - changes to federal legislation;
 - changes to Regional Official Plans; and
 - creation of a GTA Transportation Plan.
 6. A City Planning Division administrative matter. Examples include:
 - changes to applications fees; and
 - budgets/work program.

C. Process

- A. Process for dealing with planning applications to amend the official plan and/or zoning by-law(s):
 1. Upon receipt of a planning application:

- (a) the application is circulated as per the established process, which includes consultation with the local Ward Councillor(s);
 - (b) the application is evaluated against the Guidelines to identify if a City-wide interest exists. In balancing all the issues associated with the application, if both City-wide and local interests are identified the application is to be considered to be of local interest unless the City-wide interest is clearly predominant or of such significance as to outweigh the local interest; and
 - (c) if the application is considered to be of City-wide interest, an initial report is produced that recommends that such a determination be made, as well as the recommended routing through the Committee structure to City Council, which will be determined by Council upon consideration of the matter.
2. If a City-wide interest is determined in respect of the application:
- (a) the Planning and Growth Management Committee is the Committee of Record responsible for convening the Statutory Public Meeting and making recommendations to City Council on the application;
 - (b) a Community Information Meeting will be held prior to the preparation of the Status/Preliminary Report;
 - (c) all Reports including the Status/Preliminary Report and Final Report from staff will be sent to the Planning and Growth Management Committee. Consultation with Community Council(s) will be determined by the Planning and Growth Management Committee, subject to the approval of Council; and
 - (d) the Planning and Growth Management Committee will hold the Statutory Public Meeting. However, it may consider holding the Statutory Public Meeting in one of the affected communities in consultation with the local Ward Councillor(s). The Planning and Growth Management Committee forwards its recommendations to City Council.

- B. Process for dealing with planning policy and research work of the City Planning Division identified to be of City-wide interest:
- (a) the Planning and Growth Management Committee will be the Committee of Record responsible for convening any public meetings and making recommendations to City Council; and
 - (b) reports to City Council will be routed through the Planning and Growth Management Committee, with consultation and input from Community Council(s) as determined by the Planning and Growth Management Committee.
- C. Process for dealing with transportation related matters of the City Planning Division for planning matters identified to be of City wide interest:
- (a) The Planning and Growth Management Committee will be the Committee of Record responsible for convening public meetings and making recommendations to City Council, except for system wide infrastructure type projects (e.g. Steeles Avenue widening) which may be directed to the Public Works and Infrastructure Committee which would then become the Committee of Record. Instances may arise where a joint report would be prepared involving the TIC which would be forwarded to Planning and Growth Management Committee and the Toronto Transit Commission for recommendations to City Council. All reports to City Council will be routed through the Planning and Growth Management Committee or the Public Works and Infrastructure Committee as determined by the Chief Planner.
- D. Process for dealing with City Planning Division administrative matters:
- (a) For City Planning Division administrative matters to be considered by City Council, the Planning and Growth Management Committee will be the Committee of Record responsible for making recommendations to City Council. Reports to City Council will be routed through the Planning and Growth Management Committee, with consultation from Community Council(s), as determined by the Planning and Growth Management Committee.