



Councillor



Jaye ROBINSON

WARD 25 • DON VALLEY WEST

June 5, 2014

Planning and Growth Management Committee
10th Floor, West Tower, City Hall
100 Queen Street West
Toronto, ON M5H 2N2

Re: *Towards a Functional Committee of Adjustment*

Toronto's move towards a local appeal body is an opportunity to take a new approach to minor variance applications at the Committee of Adjustment.

The recommendations below request a report on improvements to key aspects of the Committee of Adjustment, including notice provisions as well as the training and ongoing professional development of Committee of Adjustment members.

The recommendations also ask for the development of a comprehensive public participation strategy to ensure that residents have the tools and knowledge to effectively engage in the Committee of Adjustment process.

Your consideration is greatly appreciated.

Warm regards,

Jaye Robinson
City Councillor
Ward 25 – Don Valley West

Continued...

RECOMMENDATION:

The Planning and Growth Management Committee:

1. Direct the Chief Planner and Executive Director, City Planning, in consultation with other city staff, as appropriate, to report in the first quarter of 2015 to the Planning and Growth Management Committee with concrete recommendations to improve the functioning of the Committee of Adjustment related to minor variances, including, among other things, the feasibility and cost implications of:
 - a. Expanding the public hearing notice area beyond 60 metres of the subject property;
 - b. Extending the timeline for the delivery of the public hearing notice beyond 10 days;
 - c. Improving the manner, form and content of the public notice and the public notice sign;
 - d. Alternative mechanisms or means to engage surrounding neighbours prior to public hearings;
 - e. Improving the training and ongoing professional development of Committee of Adjustment members;
 - f. Requiring relevant professional experience or education as a qualification for appointment to the Committee of Adjustment;
 - g. Requiring a new notice and public hearing for any revision and/or significant revision to a Committee of Adjustment application;
 - h. Requiring a city planner to be on hand during public hearings of the Committee of Adjustment to answer questions from Committee of Adjustment members and the public;
 - i. Audio-visual recording or audio recording of Committee of Adjustment panels; and,
 - j. A public participation strategy, including the development of a comprehensive guide, to ensure that the public is well informed about Committee of Adjustment processes as well as how to effectively engage in Committee of Adjustment hearings.