



**Confederation of Resident & Ratepayer
Associations in Toronto**

Monday February 23RD, 2015

Planning and Growth Management Committee
Committee Administrator, Nancy Martins
10th Floor West Toronto City Hall, 100 Queen Street West
Toronto, Ontario M5H 2N2

Sent via email: pgmc@toronto.ca

Dear Chair and Members of Planning and Growth Management Committee:

<p>PG2.4: Committee of Adjustment Continuous Improvement PGMC Meeting 2 – February 23RD, 2015</p>

CORRA, the Confederation of Resident and Ratepayer Associations in Toronto, is an independent incorporated confederation representing its member resident and ratepayer groups (unincorporated and incorporated) from the north, south, east, and central areas of the City of Toronto.

CORRA is writing to request that

1. The Report NOT BE RECEIVED for Agenda Item PG2.4 as it is not complete; and
2. An updated Report be returned to Planning and Growth Management Committee when practicable to accommodate the inclusion of the following:
 - a) A complete "Committee of Adjustment (COA) Manual" for review allowing sufficient time to comment and participate meaningfully;

If there is a pre-existing COA Manual, then that should be made available to the public/Councillors for review; if there is not a preexisting manual then a draft copy of the manual should be made available for review and comment.
 - b) Identified discrete process improvements for approval with associated cost / benefit analysis;
 - c) Any proposed amendments are to be consistent with and not contrary to the legislated requirements;
 - d) Periodic monitoring with be required and reported to Council; and

- e) Any new By-laws or amendments to By-laws or Municipal Code related to the Committee of Adjustment, including a complete COA Manual, are to be brought forward with Notice.

The Committee of Adjustment is an important decision making quasi-judicial body as the amendments contemplated may impact individual property rights, fair due process, and legislated rights and responsibilities.

CORRA is requesting to be kept informed of the any decisions of this Committee or any other Committee and Council concerning the processes and matters related to the Committee of Adjustment.

Thank you,

Eileen Denny

Eileen Denny, Vice Chair

William Roberts, Chair

Confederation of Resident and Ratepayer Associations in Toronto

corratoronto@gmail.com