

ATTACHMENT 3: Plain Text of Official Plan Chapter 5

5.1.10 Alternative Measures for Informing and Obtaining the Views of the Public

The Official Plan can set out alternative measures to the requirements of the *Planning Act* that may be used for informing and obtaining the views of the public regarding proposed Official Plan amendments, a proposed Zoning By-law, community improvement plans, and proposed draft plans of subdivision.

Policies

1. The City may use the following alternative measures for the purpose informing and obtaining the views of the public related to minor zoning by-laws, where applicable:
 - a) after a notice of complete application is given and where the City Clerk is required to provide notice to the general public of the complete application, the City Clerk will provide such notice:
 - i. by email, or alternative method of service; and
 - ii. to such persons or public bodies in accordance with Policy 5.1.10.1 c) below.
 - b) where notice is required prior to making a decision respecting one or more of the by-laws contemplated in Policy 5.1.9.2, the notice will be provided by email, or alternative method of service, and address the following:
 - i. the date on which the decision will be made;
 - ii. how sufficient information and material will be made available to the public; and
 - iii. that only written submissions will be considered by the delegate and how the written submissions will be received by the City.
 - c) Notice required by b) above will:
 - i. be given to the applicant, and if there is no applicant, notice will be given to the owner or authorized agent of the owner.
 - ii. not be given to prescribed persons or public bodies under the *Planning Act*, if in the opinion of the delegate the proposed by-law does not have any impact on an interest of the prescribed person or public body.

- d) a statutory public meeting will not be required.
- e) Policy 5.5.1 c) of the Official Plan does not apply to minor zoning by-laws contemplated in Policy 5.1.9.2.

5.5 The Planning Process

The *Planning Act* encourages public involvement in the planning process and enables Council to require an applicant to provide, at the time a planning application is made, information Council determines is needed to make an informed decision. Regulations under the *Planning Act* and the *City of Toronto Act* prescribe application requirements. The legislation also enables a municipality to identify requirements, beyond those prescribed, by having complete application policies in the Official Plan. The prescribed requirements of the *Planning Act* and the *City of Toronto Act*, in addition to the Official Plan requirements, form the City's minimum application requirements. Council may refuse to accept or further consider a planning application until all such materials have been received.

Applicants are required to attend a pre-application consultation meeting with City staff prior to submission of a planning application. Applicants are also encouraged, but not required, to consult with the Ward Councillor and local community prior to submission of a planning application.

Following the submission of a planning application, Council will determine whether the City is satisfied with pre-application community consultation, in particular any pre-application community meeting(s) held in accordance with City standards, and whether one or more subsequent community meetings will be required under the provisions of Policy 5.5.1(c)(ii).

In accordance with the *City of Toronto Act*, Council may delegate by by-law its duty to notify applicants whether their submission is complete or incomplete. The City will make materials related to a complete application available to the public in accordance with the requirements of the *Planning Act* and the provisions of this Plan.

Policies

1. Public Involvement

A fair, open and accessible public process for amending, implementing and reviewing this Plan will be achieved by:

- a) encouraging participation by all segments of the population, recognizing the ethno-racial diversity of the community and with special consideration to the needs of individuals of all ages and abilities;

- b) promoting community awareness of planning issues and decisions, through use of clear, understandable language and employing innovative processes to inform the public, including the use of traditional and electronic media; and
- c) providing adequate and various opportunities for those affected by planning decisions to be informed and contribute to planning processes, including:
 - i. encouraging pre-application community consultation;
 - ii. holding at least one community meeting in the affected area, in addition to the minimum statutory meeting requirements of the Planning Act, for proposed Official Plan and/or Zoning By-law amendments prior to approval;
 - iii. ensuring that information and materials submitted to the City as part of an application during the course of its processing are made available to the public; and
 - iv. ensuring that draft Official Plan amendments are made available to the public for review at least twenty days prior to statutory public meetings, and endeavouring to make draft Zoning By-law amendments available to the public for review at least ten days prior to statutory public meetings, and if the draft amendments are substantively modified, further endeavouring to make the modified amendments publicly available at least five days prior to consideration by Council.

2. Mandatory Pre-Application Consultation and Complete Applications

A pre-application consultation meeting with City staff shall be required prior to the submission of an application for Official Plan Amendment, Zoning By-law Amendment, Plan of Subdivision, and/or Site Plan Control Approval, in accordance with the preapplication consultation by-law pursuant to the *Planning Act* and the *City of Toronto Act*. Applications to amend the Official Plan, to amend the Zoning By-law and applications for Plan of Subdivision, Site Plan Control Approval, Plan of Condominium or Consent to Sever will comply with the City's minimum application requirements. For all lands in the City of Toronto, the Official Plan requirements are identified in Schedule 3 of the Official Plan and Chapters 2 to 4 of the Official Plan. For specified lands, additional Official Plan requirements may also be contained within applicable Secondary Plans and Site and Area Specific Policies.