

Report to: Development Services Committee

Date: April 24, 2017

SUBJECT:	INFORMATION REPORT
	Update on New Comprehensive Zoning By-law Project -
۵	Initiation of Phase 3B & Proposed Public Participation Plan
	PR 13 128340
<b>PREPARED BY:</b>	Anna Henriques, MCIP, RPP, Senior Planner – Zoning
	Special Projects, ext. 7922
<b>REVIEWED BY:</b>	Dave Miller, MCIP, RPP, Manager – West District, ext. 4960

### **RECOMMENDATION:**

- THAT the report entitled, "INFORMATION REPORT: Update on New Comprehensive Zoning By-law Project – Initiation of Phase 3B & Proposed Public Participation Plan" be received; and,
- 2) THAT the attached Public Participation Plan for Phase 3B (Appendix "B"), be received.

### **PURPOSE:**

This report provides an update on the New Comprehensive Zoning By-law Project and the initiation of Phase 3B (drafting of the new web-based comprehensive zoning by-law). This report also provides information on the proposed Public Participation Plan for Phase 3B (Appendix "B").

### **BACKGROUND:**

### Phases 1 & 2 complete

Phase 1 (Zoning Issues Analysis) of the New Comprehensive Zoning By-law Project consisted of the completion of background work including the review of various zoning issues and potential options for addressing each identified issue. A Zoning Issues Analysis document, outlining all of the background work completed, was endorsed by Council in March 2016.

Phase 2 (Strategic Directions) consisted of a detailed review of the work completed in Phase 1 (Zoning Issues Analysis) and included recommendations for addressing identified zoning issues to guide the drafting of the new comprehensive zoning by-law. The Strategic Directions (Phase 2) report was endorsed by Council in June 2016.

# Phase 3A (Secondary suites, rooming houses and short term accommodations) in progress

In December 2015, Council directed staff to advance the work on the portion of the new comprehensive zoning by-law relating to potential new zoning and licensing regulations for secondary suites, rooming houses and short term accommodations in Markham (Phase 3A). In March 2016, work on Phase 3A commenced, and to date, one (1) Open House (October 11, 2016) and one (1) Statutory Public Meeting (December 6, 2016) have been held to obtain public input. At the Public Meeting in December, Development Services Committee (DSC) referred the matter back to staff. DSC requested that a special DSC evening meeting be held to obtain further public input. Staff is targeting a special DSC evening meeting sometime in September/October 2017, followed by a final recommendation report to DSC before the end of 2017.

#### Parking and Loading Study underway

The City has retained a consulting firm (HDR) to undertake a parking and loading study. As part of the study, household and employee surveys will be conducted to better understand current travel and parking choices and to identify sustainable opportunities to improve travel and parking experiences in Markham. The recommendations of the study will be used to inform new parking and loading rates and standards in the new comprehensive zoning by-law. The primary goal of the study is to update the City's parking and loading requirements to produce a comprehensive set of revised minimum and maximum rates and general development standards that can be applied across the City in a clear and consistent manner. The revised standards will support the City's broader planning goals, as outlined in the new Official Plan, by encouraging transit use and active transportation, reducing auto-dependency and supporting the development of designated higher density, mixed-use growth areas. The study was initiated in January 2017 and is targeted for completion by the end of 2017.

### **OPTIONS/DISCUSSION:**

#### Phase 3B currently underway

In December 2016, the City retained a consulting team led by Meridian Planning Consultants to undertake work on Phase 3B which involves drafting of the new, webbased, comprehensive zoning by-law. The Phase 3B workplan includes a considerable amount of public and stakeholder consultation, as discussed in greater detail below. Completion of Phase 3B is currently targeted for May 2018. Following completion and Council adoption of the new, web-based, comprehensive zoning by-law (Phase 3B), the final phase of the Project (Phase 4) will be initiated, if required, to address potential appeals to the Ontario Municipal Board.

#### **Public Participation Plan**

The draft Public Participation Plan for Phase 3B (Appendix 'A'), prepared by the consulting team (sub-consultant, The Planning Partnership), outlines consultation goals, key stakeholder audiences to be consulted, key messages to be communicated, and a general approach and timing for consultation, as outlined below:

Consultation Goals -

- To build awareness and understanding of the purpose of the new comprehensive Zoning By-law
- To effectively engage stakeholders in determining how best to prepare a new comprehensive zoning by-law, based on options presented
- To generate broad-based support for the new comprehensive Zoning By-law
- To design consultation forums that are conducive to meaningful conversations focused on the zoning issues
- To encourage participation and ensure stakeholders can contribute their ideas through a variety of face-to-face and online forums.
- To evaluate and consider input received, including incorporation into the revised final zoning regulations.

### Key Stakeholder Audiences -

- Markham Residents
- Markham Ratepayers Associations
- Markham Community Associations, BIA's, business associations, developer groups
- Markham Business Owners
- Developers
- School Boards
- Technical agencies
- Public agencies
- Markham Council & Development Services Committee (DSC)
- Civic Advisory Committees (e.g., Heritage Markham, Committee of Adjustment)
- Markham Senior Management Advisory Team
- Project Technical Advisory Team

### Key Messages to be Communicated -

- Project goal to consolidate and update Markham's zoning by-laws into one comprehensive zoning by-law for the entire City
- A significant amount of work has already been completed Phase 3B will build upon the extensive work completed in Phases 1, 2 and 3A
- How much will zoning change in Markham? The focus of the Project is to consolidate and update Markham's many Zoning by-laws into one new comprehensive Zoning By-law. However, while all existing Zoning By-laws will be replaced, many of the use permissions and zone standards will be carried forward into the new Zoning By-law if they continue to be relevant and representative of good planning.
- The new comprehensive zoning by-law will establish a framework for implementing the City's new Official Plan
- Customer service will be enhanced A print and web based Zoning By-law will be prepared that can easily be accessed and searched
- Sustainable development will be encouraged via permissions and zones standards in the new comprehensive zoning by-law
- The Project is not the opportunity nor the forum for considering landowner requests to change the zoning of individual properties to reflect or implement a proposed development. Landowners wanting to change permitted uses and/or development standards will be required to submit the appropriate development applications to ensure transparency and due process including public input.

### General Approach and Timing for Consultation -

- Public and stakeholder consultation for Phase 3B is divided into 3 sub-phases:
  - ✓ Phase 1: to obtain input to inform and assist with the drafting of the new comprehensive zoning by-law

- ✓ Phase 2: to obtain input on the drafts of the new comprehensive zoning by-law
- ✓ Phase 3: to obtain input on final draft of the new comprehensive zoning by-law
- Total of 21 public and stakeholder meetings for Phase 3B (18 focused meeting/workshops, 2 Open Houses and 1 Public Meeting). The draft new comprehensive zoning by-law will be presented to DSC on two occasions prior to recommendation to Council for adoption of the by-law.
- The public and stakeholder meetings will each typically focus on one general issue. For example, issues in established residential neighbourhoods, centres/corridors/employment areas or greenfield areas.
- One (1) Open House is scheduled in Phase 1 of the consultation process, after all of the Phase 1 focused meeting/workshops are held, to present input received. The second Open House and the Public Meeting will be a means to present and discuss the final draft of the new comprehensive zoning by-law (Phase 3 of consultation) prior to Council adoption.

Notice of upcoming consultation meetings will be provided in a consistent manner as provided for in Phases 1 and 2 of the Project: in a variety of local newspapers (including multi-cultural publications), to those that have requested notification, on the City website, social media, community boards, etc.

Phase 1 of the consultation process is tentatively scheduled to take place in June 2017 and will consist of five (5) focused meetings/workshops to obtain input on established residential neighbourhoods, centre/corridors/employment areas and greenfield areas. Consultation with Civic Advisory Committee (e.g. Heritage Markham, Committee of Adjustment) is also scheduled to occur in June/July. In addition, an Open House is tentatively scheduled for July 2017, to present input received from the focused meetings/workshops.

Following Phase 1 of the consultation process, as outlined above, the consulting team will begin drafting the new comprehensive zoning by-law. Consultation on drafts of the new comprehensive zoning by-law (Phase 2 of the consultation process) is anticipated to begin in approximately November 2017. Consultation is expected to continue into early 2018 and will culminate with the Statutory Open House and Statutory Public Meeting which is targeted for March/April 2018 (Phase 3 of consultation process). DSC and Council consideration of the new comprehensive zoning by-law for adoption is currently targeted for May 2018.Consultation for Phase 3B is further summarized in Appendix "A" attached.

**FINANCIAL CONSIDERATIONS:** N/A

# **HUMAN RESOURCES CONSIDERATIONS:** N/A

### ALIGNMENT WITH STRATEGIC PRIORITIES:

This Project aligns with the City's strategic priority of Growth Management by implementing the New Official Plan and establishing a zoning framework to guide future development in the City. This Project also aligns with the City's strategic priorities relating to quality customer service by providing improved access to up-to-date zoning information.

### **BUSINESS UNITS CONSULTED AND AFFECTED:**

This City-wide Project affects many City Departments. All relevant City departments have and will continue to be consulted throughout each Phase of this Project, as appropriate.

**RECOMMENDED BY:** 

Kon Blake, MCIP, RPP Senior Development Manager, Planning & Urban Design

Tim Baird, MCIP, RPP Commissioner, Development Services

### **ATTACHMENTS:**

Appendix "A" – Consultation Summary Table Appendix "B" - Draft Public Participation Plan

### NEW COMPREHENSIVE ZONING B-LAW PROJECT Public & Stakeholder Consultation – Phase 3B

		Type of Meeting	Stakeholder Group	Purpose	Target Timing
	1.	Workshop – Established Residential Neighbourhoods (evening)	<ul> <li>General</li> <li>Public</li> <li>Community</li> <li>Groups</li> <li>Ratepayers</li> <li>Associations</li> </ul>	To present work in progress & to engage in discussions on options for addressing specific zoning issues in established neighbourhoods.	June 2017
ie 3B (1)	2.	Workshop – Centres, Corridors & Employment Areas (day)	<ul> <li>Landowners</li> <li>Business</li> <li>Associations</li> </ul>	To present work in progress & to engage in discussions on options for addressing specific zoning issues in centres/corridors and employment areas.	June 2017
Phase	3.	Workshop – Greenfield Areas (day)	<ul> <li>Landowners</li> <li>Developer's</li> <li>Groups</li> </ul>	To present work in progress & to engage in discussions on options for addressing specific zoning issues in greenfield areas	June 2017
	4.	Focus Group Meetings (2) (day)	<ul> <li>General</li> <li>Public</li> </ul>	To engage in more focused discussions on issues raised	June & July 2017
	5.	Workshops (3) (day & evening)	<ul> <li>Civic</li> <li>Advisory</li> <li>Committees</li> </ul>	To discuss zoning options related to their interest	June & July 2017
	6.	Open House (evening)	<ul> <li>General</li> <li>Public &amp; All</li> <li>Stakeholders</li> </ul>	To present an overview of the process and issues being addressed	July 2017

### NEW COMPREHENSIVE ZONING B-LAW PROJECT Public & Stakeholder Consultation – Phase 3B

		Type of Meeting	Stakeholder Group	Purpose	Target Timing
	7.	Workshop – Established Residential Neighbourhoods (evening)	<ul> <li>General Public</li> <li>Community</li> <li>Groups</li> <li>Ratepayers</li> <li>Associations</li> </ul>	To present the preferred options for addressing the issues presented and discussed at previous workshop. To engage in round table conversations on specific topics.	Nov 2017
3B (2)	8.	Focus Group Meetings (2) (day)	<ul> <li>General</li> <li>Public</li> </ul>	To engage in more focused discussions on the options that have been identified.	Nov & Dec 2017
Phase 3B	9.	Workshop – Centres, Corridors & Employment Areas (day)	<ul> <li>○ Landowners</li> <li>○ Business</li> <li>Associations</li> </ul>	To present the preferred options for addressing the issues presented and discussed at previous workshops. To engage in round table conversations on specific topics.	Nov 2017
Д	10.	Focus Group Meetings – Centres, Corridors & Employment Areas (2) (day)	<ul> <li>○ General</li> <li>Public</li> </ul>	To engage in more focused discussions on the options that have been identified.	Nov & Dec 2017
	11.	Workshop – Greenfield Areas (day)	<ul> <li>Landowners</li> <li>Developer's</li> <li>Group</li> </ul>	To present the preferred options for addressing the issues presented and discussed at previous workshop.	Nov 2017
	12.	Workshops (3) (day & evening)	<ul> <li>Civic Advisory Committees</li> </ul>	To engage in more detailed discussion on zoning options related to their interest	Nov 2017
	13.	DSC Meeting	o DSC	To present the draft by- law	Jan 2018

### NEW COMPREHENSIVE ZONING B-LAW PROJECT Public & Stakeholder Consultation – Phase 3B

(3)		Type of Meeting	Stakeholder Group	Purpose	Target Timing
Β	14.	Statutory Open House	<ul> <li>General Public</li> <li>All Stakeholders</li> </ul>	To present final zoning by-law	March 2018
Phase 3	15.	Statutory Public Meeting	<ul> <li>General Public</li> <li>All Stakeholders</li> </ul>	To present final zoning by-law	April 2018
Ph	16.	DSC & Council Meetings	<ul><li>○ DSC</li><li>○ Council</li></ul>	To present final zoning by-law for adoption	May 2018



The Planning Partnership

Appendix 'B'



# Markham Comprehensive Zoning By-law

Phase 3B



# **1** Overview

The City of Markham is preparing a new comprehensive Zoning By-law. A key objective is to develop an innovative, user-friendly print and webbased by-law that will guide land use and development in Markham and improve service delivery.

Work on the new comprehensive Zoning By-law is being done in three phases. Phase 1 (complete) included background work, research and analysis that resulted in the preparation of a Zoning Issues Analysis document. The Zoning Issues Analysis, endorsed by Council in March 2016, included a detailed review of zoning issues and potential options for addressing identified issues. Phase 2 (complete) included recommendations for addressing identified zoning issues, to guide the drafting of the new comprehensive zoning by-law in Phase 3B. Council endorsed the Strategic Direction Report in June 2016. Phase 3A (underway) includes work on new zoning regulations for secondary suites, rooming houses and short-term accommodations. Council requested that this work be advanced and completed prior to the completion of the new comprehensive Zoning By-law (Phase 3B).

This document summarizes the Public Participation Plan for the new comprehensive Zoning By-law. The Participation Plan will evolve as required to ensure it is effective during the course of the Project.

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# 2 Project Structure for the New Comprehensive Zoning By-law Phase 3B

A Project Team comprising of staff from the City of Markham's Planning and Urban Design department will provide direction and guidance on the Project. The **Project Team** is:

**Tom Villella** Planning & Urban Design

Anna Henriques (Project Manager) Planning & Urban Design

Scott Whynot Planning & Urban Design

The City has organized a Senior Management Advisory Team to review all materials, provide advice to the team and attend key consultation meetings. The **Senior Management Advisory Team** is:

**Biju Karumanchery** Director, Planning and Urban Design

Marg Wouters Senior Manager, Policy & Research

Ron Blake Senior Manager, Development Planning

Chris Bird Director, Building Standards

The City has also organized a Technical Advisory Team with staff from City department to provide technical review and analysis on an as-needed basis. The **Technical Advisory Team** is:

Brian Lee Director, Development Engineering & Special Projects

Andrea Wilson-Peebles Assistant City Solicitor

**Murray Boyce** Senior Project Coordinator, Policy & Research

## Regan Hutcheson

Manager, Heritage Planning

Lilli Duoba Manager, Natural Heritage

**Graham Seaman** Director, Sustainability & Asset Management

Chris Alexander Manager, By-law Enforcement & Licensing

Mary Creighton Director, Recreation Services

Stephen Chait Culture/Economic Development

Brenda Librecz Commissioner, Community & Fire Services

Adam Grant Deputy Fire Chief

Linda Irvine Manager, Parks & Open Space Development

Robert Cole Manager, Applications & GIS

Brad Roberts Supervisor, Zoning

Catherin Jay Manager, Growth Management & Future Urban Area

**Robert Tadmore** *Coordinator, Geomatics* 

Marina Haufschild Senior Planner, Urban Design

Dave Miller Development Manager, West District

# **3** Public Consultation Goals

To build awareness and understanding of the purpose of the new comprehensive Zoning By-law

To effectively engage stakeholders in determining how best to prepare a new comprehensive zoning by-law, based on options presented

To generate broad-based support for the new comprehensive Zoning By-law

To design consultation forums that are conducive to meaningful conversations focused on the zoning issues

To encourage participation and ensure stakeholders can contribute their ideas through a variety of face-to-face and online forums

To evaluate and consider input received, including incorporation into the revised final zoning regulations

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# **4 Key Stakeholder Audiences**

The following are key stakeholders expected to have interest in the study:

Markham Residents

Markham Ratepayers Associations

Markham Community Associations, BIA's, business associations, developer groups

Markham Business Owners

Developers

School Boards

Technical and public agencies

Markham Council & Development Services Committee

Civic Advisory Committees (i.e., Heritage Markham, Committee of Adjustment)

Markham Senior Management Advisory Team

Technical Advisory Team

Public Participation Plan Markham Comprehensive Zoning By-law

# 5 Key Messages

Clear and consistent key messages will be used throughout the communication process. Messages will be further refined and developed in coordination with the Project Team as the project evolves:

## **Project Goal**

It is the City's goal to consolidate the 46 existing freestanding Zoning By-laws that have over 50,000 pages of text and over 200 unique zone classifications into one, streamlined and updated Zoning By-law that applies to the whole of the City.

# A significant amount of work has already been completed

Work on the new comprehensive Zoning By-law is being done in three phases. Phase 1 (complete) included background work, research and analysis that resulted in the preparation of a Zoning Issues Analysis document. The Zoning Issues Analysis included a detailed review of zoning issues and potential options for addressing identified issues. Phase 2 (complete) included a review of issues and options identified in Phase 1 and recommendations for addressing issues, to guide the drafting of the new comprehensive Zoning By-law. . Phase 3 (underway) includes work on new zoning regulations for secondary suites, rooming houses and short-term accommodations (phase 3A). Council requested that this work be advanced and completed prior to the completion of the new comprehensive Zoning By-law (Phase 3B). The intent of Phase 3B of this Project is to now implement the many technical and comprehensive recommendations made in Phase 2 and prepare a Zoning By-law.

#### How much will the zoning change in Markham

The focus of the Project is to consolidate and update Markham's many Zoning by-laws into one new comprehensive Zoning By-law. However, while all existing Zoning By-laws will be replaced, many of the use permissions and zone standards will be carried forward into the new Zoning By-law if they continue to be relevant and representative of good planning.

#### This project implements the Official Plan

The intent of this Project is to implement the Council adopted Official Plan, which divides the City into areas where little change in land use is anticipated and areas where significant changes in land use are anticipated over the longer term. For those areas where little change is anticipated, the intent is to establish zoning that respects the character of these areas. For those areas where significant changes are anticipated, the intent is to consider how best to update the zoning standards to anticipate future changes to the extent possible.

#### **Enhance customer service**

A creative, innovative print and web based Zoning By-law will be prepared that can easily be accessed and searched by Markham residents and business owners.

#### Sustainable development

The new comprehensive Zoning By-law will establish new use permissions and zone standards that encourage and in some cases, require new development to be more compact, to more efficiently use land and to be more sustainable.

#### **Citywide zoning**

Although many changes in zoning permissions and standards will be considered across the City, this project is not the opportunity nor the forum for considering landowner requests to change the zoning of individual properties to reflect or implement a proposed development. In cases such as these, landowners are encouraged to submit the required applications to ensure transparency.

# 6 Responsibilities

### **City of Markham**

- Schedule meetings with City staff, Development Service Committee, agencies, stakeholders and the public;
- Schedule the public open houses, provide notice, advertise the events, and book the facility;
- Manage the Project webpage;
- Liaise directly with individual DSC members and Council as required;
- Be the first point of contact to answer public inquiries on the project;
- Circulate meeting materials to the public, agencies and other stakeholders as required;
- Consolidate input received through online posting of information, or through a dedicated email address;
- Acknowledge when input has been received via email or letter;
- · Manage social media; and,
- Provide contact list for stakeholders.

### **Consulting Team**

- Prepare agendas, sign in sheets, and participant tracking materials;
- Prepare project material/presentations;
- Prepare newspaper notices and invitations to consultation events;
- Prepare meeting minutes/notes/summaries of stakeholder meetings and public consultation events;
- · Lead and facilitate consultation events;
- · Provide content for Project web page;
- Prepare broad summaries of all public input received before appearing before the DSC when draft By-law presented (DSC Meeting #2); and,
- Prepare summary of public input received following statutory public meeting along with recommendations on content of final By-law.

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# 7 Key Consultation Tactics

The work program allows for a total of 21 meetings (stakeholder, open houses or public meetings). The draft new comprehensive zoning by-law will also be presented to DSC on two occasions prior to adoption of the by-law, as outlined in the table below. Updates will also be provided to the DSC as required. Public and stakeholder consultation will be focused primarily around workshops to be held throughout the process. The following is a summary of the key tactics for public engagement:

## Proposed Comprehensive Zoning By-law Consultation Events - PHASE 3B

Stakeholder Group	Type of Meeting	Purpose	Materials Required	Timing	Location of Meeting
General public Community Groups Ratepayers Associations	Presentation and workshop for Established Neighbourhoods - Workshop #1	To present the consulting team's work in progress To engage in round table conversations on options to addressing specific zoning related issues in established neighbour- hoods	Presentation, work sheets on each issue and identifi- cation of options for consideration.	June 2017	Meeting room at City Hall
Landowners Business Associations	Presentation and workshop for Centres, corridors, employment areas - Workshop #2	To present the consulting team's work in progress To engage in round table conversations on options to addressing specific zoning related issues in centres, corridors, em- ployment areas	Presentation, work sheets on each issue and identifi- cation of options for consideration.	June 2017	Meeting room at City Hall
Landowners Developer's Group	Presentation and round-table discussion on Greenfield Neigh- bourhoods - Meet- ing #3	To present the consulting team's work in progress To engage in round table conversations on options to addressing specific zoning related issues in Greenfield areas	Presentation	June 2017	Meeting room at City Hall

### PHASE 3B (1) PREPARATION OF ZONING OPTIONS

Stakeholder Group	Type of Meeting	Purpose	Materials Required	Timing	Location of Meeting
General public	Small focus group meetings with par- ticipants identified in previous work- shops - Meetings #4 and #5	To engage in more focused discussions on issues raised	Presentation	June and July 2017	To be determined based on issue
Civic Advisory Committees	Meetings with rel- evant committees (up to 3 meetings)	To discuss zoning options related to their interest	Presentation with round table discussion	June and July 2017	To be determined based on where committee meet- ings are held
General public	Open House - Meeting #6	To present and overview of the process and the issues being dealt with	Presentation with one-on-one dis- cussions	July 2017	Council chamber

Written Project Communications	Web site	Social Media
Notice of project initiation	Notice of project initiation	Facebook and twitter: dates, times and loca-
Notice of workshops	Schedule of public consultation events	tions public consultation events
Content for councillors newsletters	Notice of workshops	Facebook posts: turnout at public consulta- tion events; direct people to website
	Workbooks on issues/options based on information presented at the workshops to be posted online with comments sub-	

mitted to City

## PHASE 3B (2) PREPARATION OF ZONING OPTIONS

Stakeholder Group	Type of Meeting	Purpose	Materials Required	Timing	Location of Meeting
General public Community Groups Ratepayers Associations	Presentation and workshop for Established Neighbourhoods - Workshop #7	To present the preferred options for addressing the issues presented and discussed at previous workshop To engage in round table conversations on specific topics	Presentation	November 2017	Meeting room at City Hall
General public	Small focus group meetings on Established Neighbourhoods with participants identified in pre- vious workshops - Meetings #8 and #9	To engage in more fo- cused discussions on the options that have been identified	Presentation	November and December 2017	To be determined based on issue
Landowners Business Associations	Presentation and workshop for centres, corridors, employment areas - Workshop #10	To present the preferred options for addressing the issues presented and discussed at previous workshop To engage in round table conversations on specific topics	Presentation, work sheets on each issue and identifi- cation of options for consideration.	November 2017	Meeting room at City Hall
General public	Small focus group meetings on cen- tres, corridors and employment areas with participants identified in pre- vious workshops - Meetings #11 and #12	To engage in more fo- cused discussions on the options that have been identified	Presentation	November and December 2017	To be determined based on issue

Stakeholder Group	Type of Meeting	Purpose	Materials Required	Timing	Location of Meeting
Landowners Developer's Group	Presentation and round-table discussion on Greenfield Neigh- bourhoods - Meet- ing #13	To present the preferred options for addressing the issues presented and discussed at previous workshop To engage in round table conversation on specific topics	Presentation	November 2017	Meeting room at City Hall
Civic Advisory Committees	Meetings with rel- evant committees (up to 3 meetings)	To discuss zoning options related to their interest	Presentation with round table discussion	November 2017	To be determined based on where committee meet- ings are held
Development Services Committee (DSC)	Presentation of draft by-law to DSC	To present the draft zon- ing by-law	Presentation	January 2018	Council chamber

#### Written Project Communications

Notice of workshops

Content for councillors newsletters

#### Web site

Preferred options for addressing issues

#### Social Media

Facebook and twitter: dates, times and locations public consultation events

Facebook posts: turnout at public consultation events; direct people to website

### PHASE 3B (3) FINAL ZONING BY-LAW

Stakeholder Group	Type of Meeting	Purpose	Materials Required	Timing	Location of Meeting
	Statutory open house - Meeting #14	To present final zoning by-law	Presentation	March 2018	Council chamber
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	Statutory Public Meeting -Meeting #15	To present final zoning by-law	Presentation	April 2018	Council chamber
Development	Presentation of final by-law to DSC	To present the final zon- ing by-law for adoption	Presentation	May 2018	Council chamber

### Written Project Communications

### Web site

Notice of final presentation

Content for councillors newsletters

Linel	Zanina	Duclour
гпа	Zoning	By-law

### **Social Media**

Facebook and twitter: final public presentation

