

	<b>THE CORPORATION OF THE TOWN OF COBOURG</b>
	<b>PLANNING &amp; DEVELOPMENT ADVISORY COMMITTEE ANNUAL REPORT AND WORK PLAN</b>
TO:	Mayor and Council Members
FROM: TITLE	R. Stinson – Chair Planning and Development Advisory Committee
DATE OF MEETING:	Committee of the Whole – Feb or March, 2021
SUBJECT:	Planning and Development Advisory Committee Annual Report and Work Plan
REPORT DATE:	

## 1.0 MEMBERSHIP

The Planning and Development Advisory Committee (PDAC) is comprised of six (6) citizens and one (1) Member of Council.

Rick Stinson - Chair  
 Don Wilcox– Vice-Chair  
 George Kamphorst – Member  
 Alistair Commins -- Member  
 Marc Vermeire – Member  
 Frieder Aldinger -- Member  
 Councillor Nicole Beatty -- Member

## 2.0 EXECUTIVE SUMMARY

2020 was an interesting and challenging year. In March of 2020, COVID-19 presented itself to Ontario and changed the landscape as we knew it. The activities of the Planning and Development Advisory Committee (PDAC) and other municipal advisory committees were impacted along with regular municipal operations. A total of seven (7) PDAC regular meetings were cancelled in 2020. In addition, the PDAC unfortunately lost two (2) members during 2020 which were not re-filled until January of 2021.

Notwithstanding this challenge, the PDAC continued on as Steering Committee for the Affordable & Rental Housing Community Improvement Plan (CIP) project with an in-person meeting held in January and follow-up meetings held virtually in June and November of 2020. The following Motion was approved by PDAC in November:

*THAT the final Affordable and Rental Housing CIP (October, 2020) and Response to Public Comments Memo dated October 12, 2020 and prepared by MHBC be received for information purposes; and further,*

*THAT Council be advised that the Planning & Development Advisory Committee (PDAC) has duly considered the final Affordable and Rental Housing CIP (October, 2020) and Response to Public Comments Memo dated October 12, 2020 and prepared by MHBC, and hereby recommends that Council approve the Affordable and Rental Housing CIP (October, 2020).*

I am pleased that this important CIP project received a great deal of favourable attention and positive reviews from members of the public, stakeholders and Council throughout the process, culminating in its approval by Council in November with no appeals filed.

In February of 2020, the PDAC reviewed the submissions from the Willow Beach Field Naturalists regarding the creation of a Natural Heritage Waterfront Park, and approved the following Motion:

*THAT the Planning & Development Advisory Committee (PDAC) has considered a presentation by Richard Pope and Margaret Bain on behalf of the Willow Beach Field Naturalists on September 17, 2019 regarding a proposal to create a Natural Heritage Waterfront Park comprising the West Harbour, the West Headland, the shoreline generally in front of the Marina, and the West Beach and the Ecology Garden;*

*AND FURTHER THAT the PDAC would support a proposal in principle to formally designate the West Headland (being the natural land area generally located south of the marina parking lot and the boat storage compound) and the West Beach and Ecology Garden (being the natural areas generally located west of Hibernia Street and the boat storage compound) as waterfront "Nature Parks" in conformance with the Town of Cobourg Parks Master Plan, Waterfront User Needs Assessment & Detailed Design Plan, Official Plan, Zoning By-law and all other applicable legislation, and subject to the finalization of details by Parks staff and Council;*

*AND FURTHER THAT the PDAC does not support a proposal which would formally designate the West Harbour (being the body of water located in the outer harbour basin) or the Marina area (being the general area of the Yacht Club and Marina buildings, parking area, green open space/lawn, pedestrian walkway, boat dock/launch, boat storage and non-motorized small craft boat facility) as a waterfront “Nature Park”, but rather would support the designation of these areas as a “Landmark Park”, subject to the finalization of details by Parks staff and Council.*

As a result of the restrictions associated with COVID, the PDAC only dealt with one (1) planning application in 2020:

1. Vandyk Group of Companies – Draft Plan of Subdivision (Vacant Lands West of Canadian Tire): The application proposed a 72-unit semi-detached/townhouse neighbourhood with up to 465 m<sup>2</sup> of service commercial space on the 3.7 ha parcel of land. The PDAC moved to support the conclusions of the staff Planning Report.

The PDAC was also regularly briefed on the progress of the Comprehensive Zoning By-law Review and the Tannery District Sustainable Master Plan, and looks forward to continuing its active participation as Steering Committee as these projects move forward in 2021. As the implementation of the Affordable & Rental Housing CIP moves ahead in 2021, the PDAC would like to offer its support to Council and staff in the event its services are necessary. In addition, it is understood that the Town is proposing to initiate the development of an Integrated Community Sustainability Plan (ICSP) and Green Development Standards (GDS) project in 2021, with the further prospect of conducting a feasibility study on green energy retrofits of existing homes as part of a pending FCM funding application, as well as a design process to revitalize the East Pier -- the PDAC similarly extends its offer of assistance to Council for these important projects.

### 3.0 MEETINGS OF THE COMMITTEE

From the period of January -- November 2020, the PDAC held five (5) public committee meetings which were held either in-person at Victoria Hall or virtually via Zoom. Meetings are generally scheduled on a monthly basis on Tuesdays from 4:00 pm to 6:00 pm.

### 4.0 COMMITTEE PURPOSE

The purpose and mandate of the Planning and Development Advisory Committee is to facilitate greater collaboration and exchange of ideas between

Council and the public and to provide advice and recommendations to Council with respect to a wide range of matters related to land use, development and community planning.

## 5.0 HIGHLIGHTS/ ACCOMPLISHMENTS

Even during its reduced schedule and restrictions associated with COVID-19, the PDAC remained committed to moving the Affordable & Rental Housing CIP forward for approval in 2020, and is extremely proud of the results.

## 6.0 FUTURE GOALS/OBJECTIVES

1. Provide comments and recommendations to Council on applications for Official Plan & Zoning By-law Amendments and Plans of Subdivision in accordance with the policies and provisions of the Planning Act, Provincial Policy Statement, Growth Plan for the Greater Golden Horseshoe, County Official Plan, Cobourg Official Plan, Zoning By-law and Urban & Landscape Design Guidelines.
2. Be active members in the consultation process for and the implementation of the Affordable and Rental Housing CIP program, the Tannery District Sustainable Master Plan, the Comprehensive Zoning By-Law Review, the ICSP/GDS project, and the East Pier Revitalization project.
3. Provide appropriate responses to presentations and delegations from members of the public.
4. Respond to referrals and requests from Council on matters pertaining to land use, development and community planning, including policy and legislative reviews, sustainable community planning, and emerging trends in the planning field.

## 7.0 PUBLIC ENGAGEMENT

All PDAC meetings are open to the public. PDAC members make an effort to attend Council public meetings on planning applications to hear and understand public concerns; and PDAC ensures public consultation is part of special project work plans that the committee is responsible for (eg. Affordable & Rental Housing CIP).

## 8.0 EDUCATION

Members of the PDAC are looking forward to an upcoming Committee orientation/refresher session with the Director of Planning & Development and Municipal Clerk at an upcoming meeting. The intent of the session is to provide

members with an overview of the responsibilities, policies and procedures of advisory committees as well as the function, governing rules and resources of the Building and Planning Department.

9.0 TERMS OF REFERENCE AMENDMENTS (IF APPLICABLE)

N/A

10.0 ATTACHMENTS

Planning and Development Advisory Committee – 2021 Work Plan