



Terms of Reference

Official Plan Review Steering Committee

Date Approved by Council: **January 9, 2023**

Sunset Date: Will dissolve upon the final reporting to Council with respect to the adoption of the final Official Plan amendment related to this review.

Mandate:

- 1) To provide input, guidance and recommendations regarding the Official Plan Review (OPR), based on:
 - good planning principles
 - maintaining harmony with provincial and County planning policy frameworks; and
 - planning objectives of importance to the Town
- 2) To engage in public consultation throughout the OPR Process.

Goals/Objectives:

The Official Plan Review Steering Committee will accomplish its mandate through its involvement in the phasing of the OPR process as follows:

Phase 1 - Amendments and updates to policies not related to growth management or land use permissions:

- Review draft amendments and background information and provide general guidance and input to Town staff through the completion of the Phase 1 amendment to the Plan
- Hold meetings, as required, throughout Phase 1 of the OPR to discuss the proposed amendments to the Plan
- Provide direction to Council with respect to the final amendment proposed for adoption to conclude Phase 1 of the OPR.

Phase 2 - Updates to growth management and allocation framework, including land use designations and use permissions:

- Provide input and guidance to Town staff and to any consultant retained by the Town, with respect to the advancement and completion of Phase 2 of the OPR.
- Review and provide input and comment on any draft background report(s), engagement plans and draft amendments to the Official Plan.

- Hold meetings, as required, to review and discuss: i) amendments proposed to the plan; ii) supporting background information; and iii) comments received through public engagement and agency consultation.
- Facilitate additional public engagement by hosting public consultation meetings and/or inviting members of the public or stakeholder group representatives to appear before the Steering Committee to provide input on the OPR.
- Invite Town staff or agency representatives, that have subject matter expertise, to provide advice to the Steering Committee regarding the OPR.
- Provide direction to Council with respect to the final amendment proposed for adoption to conclude Phase 2 of the OPR.

Reporting to Council:

The Committee will:

- 1) Report to Council through the distribution of minutes
- 2) Submit comments to the Planning Division for inclusion in any recommendation reports and/or presentations to Council
- 3) Provide presentations and/or delegate to Council, as necessary

Enabling Legislation, By-Law or Staff Report:

CPS-2022-069, December 12, 2022

In August of 2020, Council established a Steering Committee for the Town of Orangeville Official Plan Review, to increase awareness and inclusion in the decision-making process with respect to the completion of the review and update to the Town's Official Plan. The Official Plan Steering Committee has led discussion and input on general policy updates proposed through a first phase of the Town's Official Plan Review. The continuation of this Committee will lead discussion on Phase 2 of this Review exercise, which will focus on land use and growth management-related policies.

Committee Composition:

The Committee shall consist of eleven (11) members comprised of:

- 2 members of Council*
- 2 citizens who reside in the Town of Orangeville and have knowledge in planning matters
- 1 member recommended from each of the following Advisory Committees and interest groups:
 - Access Orangeville
 - Committee of Adjustment
 - Economic Development and Culture
 - Greater Dufferin Area Homebuilders Association
 - Heritage Orangeville
 - Orangeville Business Improvement Area (BIA)

- Sustainable Orangeville

*Councillors that serve on any of the Committees or interest groups listed cannot be appointed as the representative of that Committee.

Skills Requested

Members should:

- be advocates for good planning and the broader public interest; and
- have a reasonable understanding of land use planning related matters at the Town, County and Provincial levels.

Administration Section

Department Linkage and Staff Support:

Infrastructure Services Department, Planning Division
Corporate Services Department, Clerk's Division
Other divisions to provide support, as needed

Meeting Frequency: Monthly, or at the call of the Chair