

# Agenda Including Addeds

## Advisory Committee on the Environment

11th Meeting of the Advisory Committee on the Environment

November 7, 2018, 12:15 PM

Committee Room #4

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Pages

### 1. Call to Order

- 1.1 Disclosures of Pecuniary Interest

### 2. Scheduled Items

### 3. Consent

- 3.1 10th Report of the Advisory Committee on the Environment 3

- 3.2 Municipal Council resolution adopted at its meeting held on October 16, 2018 with respect to the 10th Report of the Advisory Committee on the Environment 5

### 4. Sub-Committees and Working Groups

### 5. Items for Discussion

- 5.1 ACE 2018 Wrap Up Survey Questions 6

- 5.2 ACE 2018 Work Plan 7

- 5.3 Green in the City Update - S. Ratz

### 6. Deferred Matters/Additional Business

- 6.1 *(ADDED) Fake Recycling - A. Tipping*

- 6.2 *(ADDED) Notice of Public Information Centre No. 1 - Adelaide Street North Municipal Class Environmental Assessment Study* 11

- 6.3 *(ADDED) Hyde Park Community Storm Drainage and Stormwater Management Servicing Municipal Class Environmental Assessment Addendum Master Plan - Notice of Study Completion* 13

- 6.4 *(ADDED) ReThink Zoning Draft Terms of Reference* 15

### 7. Confidential

- 7.1 Personal Matters/Identifiable Individual

A personal matter pertaining to identifiable individuals, including municipal employees, with respect to the 2019 Mayor's New Year's Honour List.

## 8. Adjournment

Next Meeting Date: December 5, 2018

# **Advisory Committee on the Environment**

## **Report**

10th Meeting of the Advisory Committee on the Environment  
October 3, 2018  
Committee Room #3

Attendance                      PRESENT: S. Ratz (Chair), M. Bhavra, M. Bloxam, S. Brooks,  
M. Hodge, N. St. Amour and D. Szoller and J. Bunn (Secretary)

ABSENT: K. Birchall, S. Hall, J. Howell, L. Langdon, T. Stoiber  
and A. Tipping

The meeting was called to order at 12:15 PM.

### **1. Call to Order**

#### **1.1 Disclosures of Pecuniary Interest**

That it BE NOTED that no pecuniary interests were disclosed.

### **2. Scheduled Items**

None.

### **3. Consent**

#### **3.1 9th Report of the Advisory Committee on the Environment**

That it BE NOTED that the 9th Report of the Advisory Committee on the Environment, from its meeting held on September 5, 2018, was received.

### **4. Sub-Committees and Working Groups**

None.

### **5. Items for Discussion**

#### **5.1 Tree Planting and Maintenance**

That Municipal Council BE REQUESTED to consider additional funding for the 2019 Forestry Operations budget to allow for further maintenance and watering of existing trees in the City of London; it being noted that the Advisory Committee on the Environment (ACE) received a presentation from A. Beaton, Manager, Forestry Operations with respect to the practices related to the watering of London trees at a past meeting of the ACE; it being further noted that the ACE feels that increased maintenance and watering of existing trees will extend the average tree life expectancy of mature trees in London and potentially achieve London's 34% canopy target.

#### **5.2 Green in the City Speaker Series - Update**

That it BE NOTED that the Green in the City Speaker Series communication, dated September 25, 2018, from S. Ratz, was received.

#### **5.3 The River Talks**

That it BE NOTED that the poster for The River Talks event "A Gathering at Deshkan Ziibi", being held October 18-20, 2018 at Museum London, was received.

5.4 ACE Presentations/Events/Meeting List

That it BE NOTED that the ACE Presentations/Events/Meeting List document, dated September 25, 2018, submitted by S. Ratz, was received.

**6. Deferred Matters/Additional Business**

None.

**7. Adjournment**

The meeting adjourned at 12:47 PM.



P.O. Box 5035  
300 Dufferin Avenue  
London, ON  
N6A 4L9

October 17, 2018

J. M. Fleming  
Managing Director, Planning and City Planner

I hereby certify that the Municipal Council, at its meeting held on October 16, 2018 resolved:

That, the following actions be taken with respect to the 10th Report of the Advisory Committee on the Environment, from its meeting held on October 3, 2018:

a) clause 5.1 BE REFERRED to the 2019 Budget process for consideration; it being noted that clause 5.1 reads as follows:

“Municipal Council BE REQUESTED to consider additional funding for the 2019 Forestry Operations budget to allow for further maintenance and watering of existing trees in the City of London; it being noted that the Advisory Committee on the Environment (ACE) received a presentation from A. Beaton, Manager, Forestry Operations with respect to the practices related to the watering of London trees at a past meeting of the ACE; it being further noted that the ACE feels that increased maintenance and watering of existing trees will extend the average tree life expectancy of mature trees in London and potentially achieve London's 34% canopy target;” and,

b) clauses 1.1, 3.1 and 5.2 to 5.4, BE RECEIVED for information. (5.1/15/PEC)

C. Saunders  
City Clerk  
/lm

cc. A. Beaton, Manager Operations, Forestry  
K. Murray, Senior Financial Business Administrator  
D. Burns, Executive Assistant  
Chair and Members, Advisory Committee on the Environment  
2019 Budget File

## **ACE 2018 – Wrap Up Survey Questions** *(for consideration at November ACE meeting)*

### **Goals of this survey...**

Summarize challenges and opportunities that face ACE.

Have a record of these for future ACE members to be aware of.

Provide a report to staff to be considered as part of the review of advisory committees.

### **Meetings**

Agenda items are relevant to ACE's mandate Yes/No

Staff did a good job of keeping ACE informed of issues that pertain to its mandate Yes / No

You felt comfortable making motions, voting and understanding the process of this Yes / No

You felt there was an appropriate amount of time for yourself and others to discuss issues Yes / No

Other members seemed prepared for meetings and were able to contribute thoughtfully to discussions  
Yes / No

ACE membership contains the skill sets required to execute its duties Yes / No

ACE has good support from staff members via the committee secretary Yes / No

ACE has good support from department staff members Yes/ No

ACE has sufficient visibility with members of the public Yes / No

What do you feel were the top ACE accomplishments during its term?

Did you feel that ACE recommendations are taken seriously and are acted upon in a timely manner by staff/council?

What would you like ACE to have accomplished that we / you didn't?

How important is ACE's role to the City of London?

How could ACE be more effective?

On a personal level, what did you enjoy about being on ACE?

What didn't you like about being on ACE?

What do you wish you had known before joining ACE?

What should future members of ACE know?

## ADVISORY COMMITTEE ON THE ENVIRONMENT - 2018 WORK PLAN

(updated June 26, 2018 by Susan Ratz)

Project / Initiative & Background	Lead/ Responsible	Proposed Timeline	Proposed Budget	Actual Expenditure	Link to Strategic Plan	Status
<p><b><u>Waste</u></b></p> <p><b>Managing organic waste</b></p> <p>1. Review &amp; prioritize leading edge waste management systems that focus on waste as a resource technology (Biogas, Anaerobic Digester facility, landfill gas recovery i.e. Edmonton Waste Management Centre of Excellence)</p> <p>2. Follow the progress of City regarding development of a Resource Recovery Centre for London (invite staff members speak to ACE)</p> <p>3. Review the new Ontario Acts and legislation and how they will affect the City's direction and invite expert to speak on Provincial new policies.</p> <p>4. Continue research into organic waste diversion. Examine other cities' highly successful Green Bin programs (ie. Toronto, Halton) Invite a representative from successful Green Bin program to speak to ACE.</p> <p><b>Resource Recovery</b></p> <p>5. Monitor &amp; review on-going resource recovery initiatives.</p> <p><b>Landfill Expansion</b></p> <p>6. Monitor &amp; review on-going landfill expansion.</p>	Waste Sub-Committee with Janice Howell as Sub-Cmte Chair coordinating	On-going	tbd		<p>Building a Sustainable City 1-Robust Infrastructure D-Increase efforts resource recovery/ long-term disposal capacity/ reducing community impacts (p. 11 #1D)</p> <p>Building a Sustainable City 3-Strong and Healthy Environment D-Support resident/community driven initiatives... (p.12 #3D)</p> <p>Growing Our Economy 3-Local, Regional and Global Innovation B-Lead development of new ways to resource/energy recovery... (p. 17B)</p> <p>Leading in Public Service 3-Proactive Financial Management A – Well planned finances/limit burden on current and future rate payers. (p.21 #3A)</p>	<p>Received an excellent presentation and participated in an interactive discussion from Barry Orr, Sewer Outreach and Control Inspector – March 7, 2018</p> <p>Subsequent motion regarding the “Toilets Are Not Garbage Cans” stickers made at June 6, 2018 meeting.</p> <p>Received a presentation from Claudia Marsales, Senior Manager, Waste Management Services, City of Markham regarding Waste Management Options on June 6, 2018.</p>

Project / Initiative & Background	Lead/ Responsible	Proposed Timeline	Proposed Budget	Actual Expenditure	Link to Strategic Plan	Status
<p><b><u>ACE Sub-Committee Communication Support / General</u></b></p> <p>7. From Joint Education &amp; Outreach meetings with other advisory committee representatives in 2016 provide recommendations for Advisory Committee reception, and clarify common issues that were raised in the meetings.</p> <p>8. Continue to communicate and liase with other advisory committees as appropriate.</p> <p>9. Investigate opportunities to recognize and involve indigenous communities in ACE activities.</p>	<p>Susan Ratz</p> <p>Susan Ratz/ Chair</p> <p>Mary Ann</p>	<p>March / April 2018</p> <p>As appropriate</p> <p>tbd</p>	<p>\$0</p> <p>Up to \$200</p>		<p>Leading in Public Service 4-Collaborative, engaged leadership. A-Continue to build strong working relationships between City Council, Civic Administration, the City's agencies, boards and commissions, and community partners. (p.22 #4A)</p>	<ul style="list-style-type: none"> <li>Arrange for a speaker to present at an ACE meeting or an ACE hosted event at a time outside of regular ACE meetings, with a focus on Indigenous &amp; environmental concerns.</li> </ul>
<p><b><u>Natural Environment</u></b></p> <p>10.Urban Agriculture – Monitor progress as per Urban Agriculture Strategic Plan</p> <p>11.Pollinator Sanctuary Status &amp; Related Issues</p>	<p>Natural Environment Sub-Committee</p>	<p>On-going</p> <p>tbd</p>	<p>\$0</p>		<p>Building a Sustainable City 3-Strong and Healthy Environment</p>	<ul style="list-style-type: none"> <li>ACE member Diane Szoller to represent ACE on Urban Agriculture Steering Committee. (as per January 2018 ACE meeting)</li> <li>Presentation from Becky Ellis – Bee City Canada, and Gabor Sass – ACE member regarding Pollinator Pathway project in London Ontario, and making London a Bee City on May 2, 2018. Awaiting staff feedback on Bee City initiative.</li> </ul>
<p><b><u>Sustainability Commitment</u></b></p> <p>12. Request updates from Greg Barrett regarding Resiliency Strategic Plan status.</p> <p>13. Support further actions in regards to sustainability &amp; resiliency.</p>	<p>Susan Ratz</p> <p>Sustainability Sub-Committee</p>	<p>March/April 2018</p> <p>As needed</p>	<p>\$0</p>		<p>Building a Sustainable City 3-Strong and Healthy Environment</p>	
<p><b><u>Community Education</u></b></p> <p>14.Support community events directly and indirectly, as possible to increase awareness of environmental issues.</p> <ul style="list-style-type: none"> <li>Partner with London Public Library to organize a series of 3-4 Green Talks</li> </ul>	<p>Susan Ratz</p>	<p>February to November 2018</p>	<p>Maximum of \$800</p>		<p>Strengthening Our Community</p> <p>Building a Sustainable City</p> <p>Growing Our Economy</p>	<ul style="list-style-type: none"> <li>Proposed ideas for 2018 submitted to ACE at February 2018 meeting and were discussed.</li> <li>Green Talks Partnership with London Public Library (Planned Format)</li> </ul>



Project / Initiative & Background	Lead/ Responsible	Proposed Timeline	Proposed Budget	Actual Expenditure	Link to Strategic Plan	Status
<ul style="list-style-type: none"> <li>Organizing partner for the River Summit</li> </ul>			Maximum of \$500		Leading in Public Service  (to adjust based on focus of event)	<ul style="list-style-type: none"> <li>Location Stevenson &amp; Hunt Room at Central Library</li> <li>ACE to provide direction on workshops – such as proposed topics of Food Waste, Toilets are not Garbage Cans, Urban Agriculture, Pollination.</li> <li>ACE would help identify speakers for topics, and provide outreach to Urban Ag Steering Committee and London-Middlesex Food Policy Council.</li> <li>A minimum of one ACE member would be identified to coordinate efforts with the library.</li> <li>ACE would pay speakers directly approx.. \$200 each to a maximum of \$800.</li> <li>ACE would be an organizing partner, along with other organizations. London Environmental Network as lead coordinator.</li> <li>Event would be held mid-October over 2 days.</li> <li>ACE Chair Susan Ratz would act as representative of ACE on the organizing committee.</li> <li>ACE would assist with speaker costs for workshops with an environmental focus to a maximum of \$500. Payments would be made directly to speakers.</li> </ul>
<b><u>Renewable Energy</u></b>  15.Explore possibilities for hydro-electric along Thames River  16. Explore solar energy on municipally-owned buildings  17. Ensure that co-generation/local electricity generation initiatives do not negatively impact the City of London carbon-dioxide emissions targets and carbon footprint or compromise local air quality	Energy Sub-Committee		\$0		Building a Sustainable City  -Robust Infrastructure... Page 11, item 1B  -Strong & healthy environment...Page 12, item 3A thru F, 5B	

Project / Initiative & Background	Lead/ Responsible	Proposed Timeline	Proposed Budget	Actual Expenditure	Link to Strategic Plan	Status
<b><u>Community Energy Action Plan</u></b>  18. Provide input on 2018 review.	Energy Sub-Committee		\$0		Building a Sustainable City  -Robust Infrastructure... Page 11, item 1B  -Strong & healthy environment...Page 12, item 3A thru F, 5B	
<b><u>Built Environment</u></b>  19. Identify key items to review.  20. Develop a draft green roof by-law	Built Environment Sub-Committee  Diane Szoller		\$0		Building a Sustainable City  -Robust Infrastructure... Page 11, item 1B  -Strong & healthy environment...Page 12, item 3A thru F, 5B	<ul style="list-style-type: none"> <li>Received an presentation from M. McKillop, Environmental Services Engineer, related to the City of London's Pollution Prevention and Control Plan (PPCP) – February 7, 2018</li> <li>Received a presentation from Julie Picton-Cooper May 2, 2018 regarding the Blue Communities Project. Awaiting staff feedback on this initiative.</li> </ul>
<b><u>Dark Sky Policy</u></b>  20. Review proposed policy developed by Dark Sky Working Group. <i>(Working group includes members of Animal Welfare, Environmental and Ecological Planning and Environment Advisory Committees.)</i>	Susan Hall	Dependent on EEPAC.	\$0		Building a Sustainable City  -Strong and healthy environment... Page 12 3D  -Beautiful places and spaces 4C	<ul style="list-style-type: none"> <li>Received and reviewed “Green Standards for Light Pollution &amp; Bird-Friendly Development” from EEPAC and individual members provided feedback. March 2018</li> <li>The policy was presented at the Planning and Environment Committee on April 3, 2018 with EEPAC and ACE representation.</li> </ul>
<b><u>City Budget</u></b>  21. Review and provide feedback on budget.	tbd	To be reviewed	\$0		Leading in Public Service	
<b><u>Committee Member Education &amp; Development</u></b>  22. Request staff presentations on issues as appropriate.		On-going / as needed.	\$0		ALL	<ul style="list-style-type: none"> <li>Received a presentation from Jon-Paul McGonigle, Division Manager, Parks and Recreation regarding the Parks and Recreation Master Plan Update on June 6, 2018.</li> <li>Received a presentation from Jay Stanford, Director, Environment, Fleet and Solid Waste – Environmental Programs Annual Overview Update on June 6, 2018.</li> </ul>

## Adelaide Street North Municipal Class Environmental Assessment Study

# Notice of Public Information Centre No. 1

The City of London is undertaking a Municipal Class Environmental Assessment (EA) Study for the widening of Adelaide Street North according to the recommendations in the City's *Smart Moves Transportation Master Plan* (TMP). The study area includes Adelaide Street North from Fanshawe Park Road East to 350m north of Sunningdale Road East; including Sunningdale Road East from Blackwater Road to Stoney Creek Community Centre entrance. This project is being carried out under the planning and design process for a Schedule C project as outlined in the Municipal Engineers Association's *Municipal Class Environmental Assessment (October 2000, as amended in 2007, 2011 and 2015)*.

Public consultation is a key element of the EA planning process, and the first Public Information Centre (PIC) to share study details with the public is scheduled for:

**Date:** Wednesday, November 14, 2018

**Time:** 5:00 pm – 7:00 pm

**Location:** London Public Library, Stoney Creek Branch  
920 Sunningdale Road East  
London, ON, N5X 0H5

For those taking London Transit, Route 38 will pass by the PIC location.

The PIC will be held as a drop-in format, where attendees can freely browse the display boards, which will be used to present and obtain feedback on:

- The Municipal Class Environmental Assessment process being followed;
- The study background and existing conditions of the study area; and,
- The Alternative solutions, evaluation criteria and opportunities.

Following the PIC, in consideration of the comments received from the PIC, the project team will select the preferred solution. Afterwards, alternative design concepts will be developed and presented at a second PIC to be held in the spring 2019.

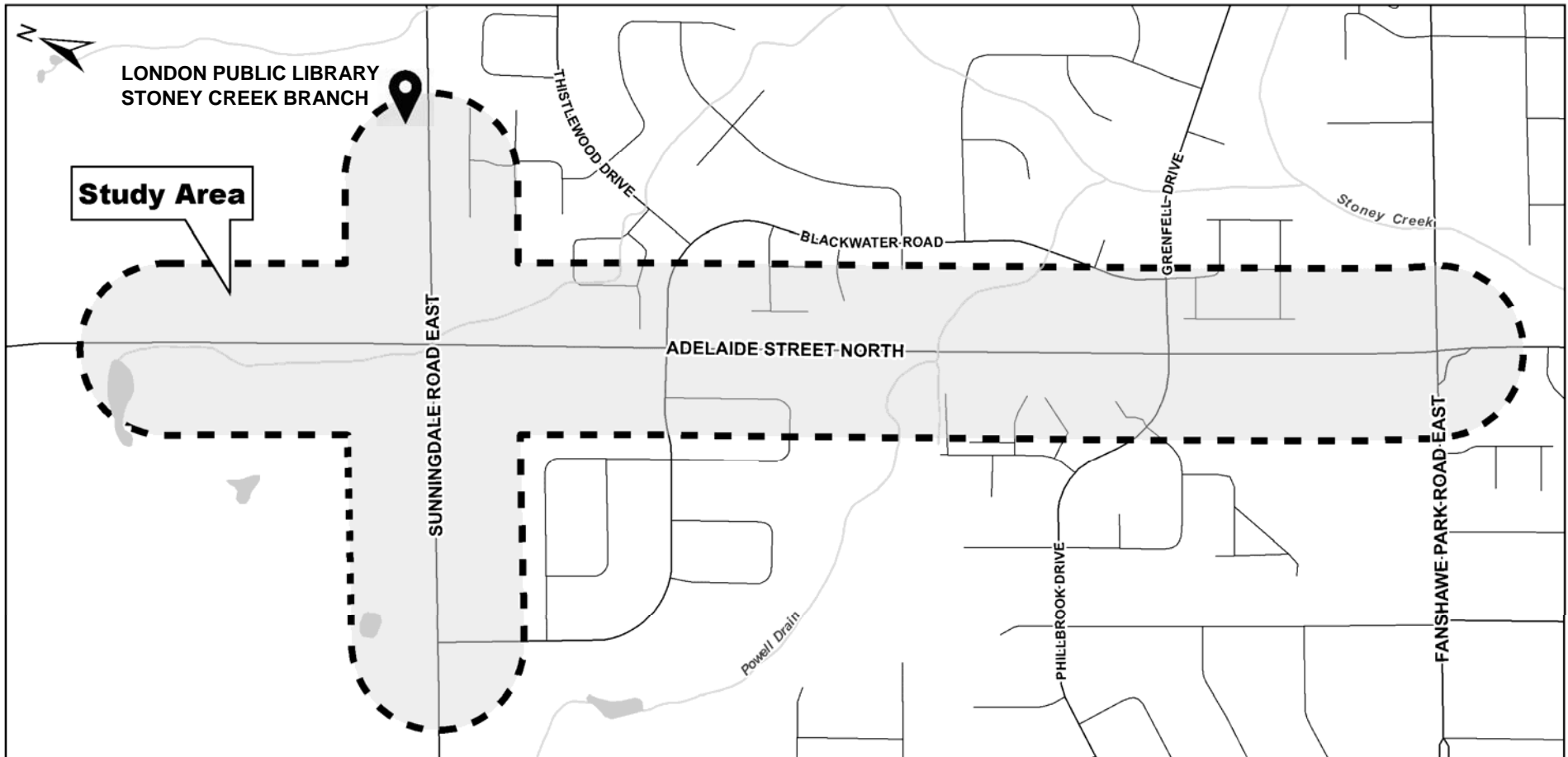
For more information, to provide comments, or to be added to the mailing list, please visit <http://www.london.ca/residents/environment/EAs/Pages/default.aspx> or contact:

**Henry Huotari, Project Manager**  
**Parsons Inc.**  
1069 Wellington Road South, Suite 214  
London, ON N6E 2H6  
Tel: 519-286-5517  
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**Matthew Davenport, Project Manager**  
**City of London**  
300 Dufferin Avenue, 8th Floor, P.O Box 5035  
London, Ontario, N6A 4L9  
Tel: 519-661-2489 x5232  
Email: [mdavenport@london.ca](mailto:mdavenport@london.ca)

*Information collected for the study will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Except for personal information, including your name, address and property location, all comments received throughout the study will become part of the public record and included in project documentation.*

**ADELAIDE STREET NORTH**  
**MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT**  
**STUDY AREA KEY MAP**





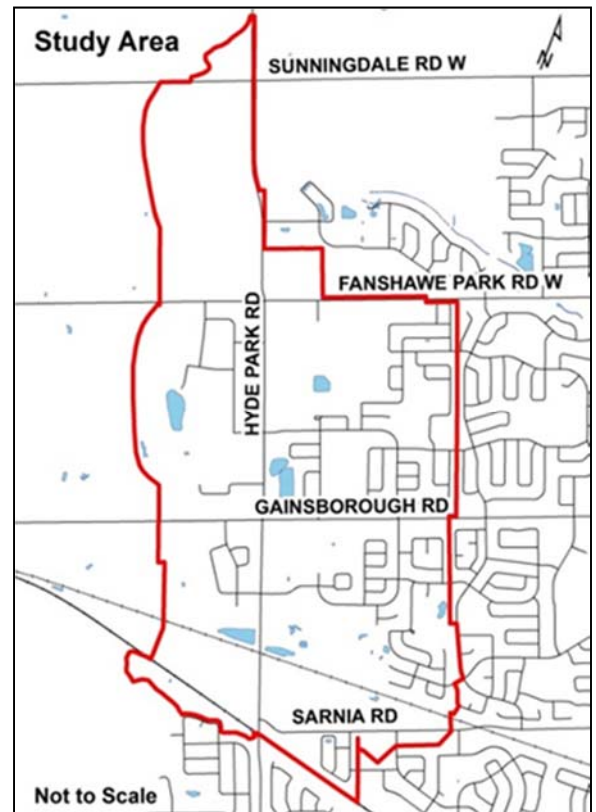
**London**  
CANADA

300 Dufferin Avenue  
P.O. Box 5035  
London, ON  
N6A 4L9

**Re: Hyde Park Community Storm Drainage and Stormwater Management Servicing  
Municipal Class Environmental Assessment Addendum Master Plan – Notice of Study  
Completion**

In 2002, the City of London completed a Schedule B Municipal Class Environmental Assessment (Class EA) to meet planned growth and address stormwater quality, quantity and erosion control measures for the Hyde Park area (see map). In consideration of the stormwater management (SWM) facilities implemented to date, new SWM methodology and policy, and anticipated development patterns, the City of London retained AECOM to undertake an addendum to this Class EA to update the original storm drainage and SWM servicing strategy.

The addendum study was conducted in accordance with Master Plan (Approach 2) requirements of the Municipal Engineers Association 'Municipal Class Environmental Assessment' document (as amended in 2015). The Master Plan process included public and agency consultation, an evaluation of alternatives, assessment of potential impacts and identification of measures to mitigate any adverse impacts. As part of the consultation program, one public meeting was held to provide information on the project and to receive comments.



Based on the updated analysis, the identified preferred servicing alternative includes the following key solutions: elimination of two (2) previously proposed SWM facilities (Hyde Park No. 5 and 6), decommission the existing temporary Matthews Hall SWM facility, retrofit four (4) existing SWM facilities without need for further land (Hyde Park No. 1, 1B1, 3E and 4), construct a channel and storm sewer from Sarnia Road to SWM facility Hyde Park No. 1B1, remediate a portion of the Stanton Drain between Gainsborough Road and the Canadian Pacific rail-line while incorporating a natural channel design, integrate permanent private stormwater system measures and Low Impact Development technologies as part of future developments and road widenings, and provide stormwater drainage enhancements to several existing areas including the North Routledge industrial area, Canterbury Estate subdivision, and Sarnia Road.

The Master Plan Addendum Study has been prepared and will be placed on public record on Monday November 19, 2018 until Wednesday December 19, 2018 for thirty (30) calendar days to be reviewed by members of the public and/or any other interested party at the following locations:

The Corporation of the City of London  
Office 519.661.CITY (2489) x 4989  
Fax 519.661.2355  
dagough@london.ca

<b>City of London</b> City Hall 300 Dufferin Avenue, London Stormwater Engineering, 9 <sup>th</sup> Floor  <b>Hours of Operation</b> Monday – Friday: 8:30am – 4:30 pm Saturday/Sunday: Closed	<b>London Public Library</b> Sherwood Forest Mall Branch 32-1225 Wonderland Road North, London  <b>Hours of Operation</b> Tuesday-Thursday: 9:00 am – 9:00 pm Friday: 9:00 am – 6:00 pm Saturday: 9:00 am – 5:00 pm Sunday/Monday: Closed
<b>City of London Website</b> <a href="https://www.london.ca/residents/Environment/EAs/Pages/Hyde-Park-Community-Stormwater-Servicing-.aspx">https://www.london.ca/residents/Environment/EAs/Pages/Hyde-Park-Community-Stormwater-Servicing-.aspx</a>	

Interested parties are encouraged to review the document and provide any comments, questions or concerns regarding the information provided to the following team leaders no later than Wednesday December 19, 2018.

**David Gough, P.Eng.**  
Environmental Services Engineer  
City of London  
519.661.CITY(2489) x 4989  
dagough@london.ca

**John Haasen, PMP CET**  
Project Manager  
AECOM  
519-963-5889  
john.haasen@aecom.com

If concerns regarding this project cannot be resolved in discussion with the City of London, a person may request the Minister of the Environment Conservation and Parks (MECP) to issue an order to comply with Part II of the EA Act. This is known as a 'Part II Order', bumping up the status of this project to a full Individual Environmental Assessment. The procedure for a Part II Order request is as follows:

- First, the person with concerns directs them to the City of London and AECOM, during the thirty (30) calendar day review period for consideration and mitigation.
- Second, if the concerns cannot be resolved, the person may submit a Part II Order request to the Minister of the Environment Conservation and Parks by submitting the form found at the Ontario government Forms Repository website by December 19, 2018. Search for 'Part II Order' on the main page:

- <http://www.forms.ssb.gov.on.ca>

The completed form and any supporting information must be sent to 77 Wellesley Street West, 11<sup>th</sup> floor, Toronto ON. M7A 2T5 with a copy of the request being sent to the Director of Environmental Assessment and Permissions Branch, City of London and AECOM. All information required for submitting the Part II Order including addresses are found on this form.

If no Part II Order requests are received by December 19, 2018, the project will be considered to have met the requirements of the Municipal Class EA and may proceed with detailed design, tendering and construction of the recommended works.



# MEMO

**To:** City of London Advisory Committees

**From:** Justin Adema

**Department:** Planning Services

**Date:** October 31, 2018

**Re:** **ReThink Zoning Draft Terms of Reference**

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The City is in the beginning stages of a new project called ReThink Zoning, which includes preparing a new Zoning tool that will replace the current Zoning By-law. The new by-law is needed to be consistent with the London Plan and implement its vision and policy direction.

Draft Terms of Reference were prepared and sent to the Planning and Environment Committee on August 13, 2018, following this Council gave direction to circulate the draft Terms of Reference to stakeholders, agencies, and the public for comments.

City Advisory Committees are now asked to review the Draft Terms of Reference before a finalized version is brought to Council for approval. Opportunities will be provided for Advisory Committees to comment throughout the ReThink Zoning process, and these Terms of Reference will frame what that process will include and establishes the goals, objectives, and desired outcomes for the new by-law.

### 1.0 ReThinking Zoning in London

In 2011, the City of London – including Council, staff, and all of its citizens – began a conversation about the future of our city. It started with a launch event where Peter Mansbridge spoke about the importance of civic engagement in a successful local government, and ended in June, 2016 when City Council adopted the London Plan – a new plan for growth and development in our city.

The London Plan is the culmination of a community conversation, it represents the shared vision, values, and goals for all Londoners. The Plan's key directions are a summary of this vision for the City, and the rest of plan provides a framework to achieve that vision. The next step in the process of planning our city is to examine tools that help us realize the vision we have set.

One important tool to achieving the planning framework articulated in The London Plan is the zoning by-law. London's current zoning by-law is dated, having been prepared following the approval of the 1989 Official Plan to help implement that Plan. With The London Plan we have a new, more strategic approach to City Building that requires a new by-law for its implementation.

ReThink Zoning is a continuation of the original conversation about how Londoners want to see their City grow – only the focus has now shifted from broader policy matters to more technical questions about how we should realize the vision. Instead of asking Londoners what kind of city do you want to live in, we will be working with Londoners to determine how we should get there and how each development across the city should be considered.

#### 1.1 Implementing the London Plan

The London Plan provides a strategic approach to development in London that is based on City Building policies, a City Structure Plan, and a variety of place types. The City Building Policies provide the over-arching direction for how we will grow as a city over the life of the Plan and define the shape, character and form of the City. The City Structure Plan identifies five key foundations that inform the other policies of the Plan: The Growth Framework, The Green Framework, The Mobility Framework, The Economic Framework, and The Community Framework. Each place type is planned to play a unique role within the City Structure and has its own identity and character. The place types work together to create a complete city. All aspects of the place type must contribute to the achieving the Plan's objectives, including the use, intensity, and form of every building and parcel of land.

Zoning is the tool that we currently use to regulate the land use, intensity, and form of development. Therefore, zoning should be viewed as an extension of the Plan and a mechanism to meet its City Building goals. A zoning tool that is linked intrinsically to the policy direction of the London Plan is necessary for the implementation of the Plan.

#### 1.2 Legislated requirements

In addition to requiring our regulatory tools to align with The London Plan, there are also legal issues to consider. The *Planning Act* is the applicable legislation for planning matters in Ontario. It is what requires the City of London to have an Official Plan and permits the City to regulate development as a way of implementing the Plan. The *Act* says that no by-law shall be passed that does not conform with the Official Plan (Section 24(1)). The *Act* also requires that when an Official Plan is updated after a comprehensive review, a municipality shall update the zoning by-law within three years of coming into effect (Section 26(9)). Because The London Plan completely replaces the 1989 Official Plan, it is appropriate to replace the Zoning By-law with a new by-law that conforms to its policies within three years.



## **2.0 Overarching Goal, Objectives, and Desired Outcomes**

This is a major project that will have a lasting impact on how London will be shaped to meet the vision established in The London Plan. This section describes the guiding principles for the project.

### **2.1 Overarching Goal**

To continue the momentum of ReThink London, implement the new London Plan, and foster the growth and development of a great city.

### **1.2 Objectives**

- To create the best implementation tool to fit London's current and future needs
- To implement The London Plan's vision, values, and key directions
- To implement The London Plan place types in terms of use, intensity, and form
- To create a user-friendly and plain language document while recognizing the regulatory nature of the by-law
- To make use of new technologies available for the application and administration of zoning
- To allow for flexible application of the by-law while maintaining a level of certainty and predictability
- To create a tool that allows for efficient planning processes

### **2.3 Desired Outcomes**

- Quality developments across the City that contribute to our city-building goals
- Efficient planning processes that result in great neighbourhoods
- A by-law that can be understood by all users involved in the planning process – including developers, professionals, community groups, and the general public
- A by-law that meets all legislative requirements, is defensible on its planning merits, and includes clear, enforceable regulations.
- A by-law that is intrinsically linked to The London Plan with obvious connections to the use, intensity, and form requirements of the place types as well as the City Building and Our Tools parts of the Plan.

## **3.0 Work Plan**

ReThink Zoning is not just about updating the Zoning By-law Z.-1 to match the London Plan place types. It will consider the full range of possibilities that are available under the *Planning Act* and will look carefully at approaches being taken in other cities to see whether there are opportunities to improve on how we regulate development in our city. The work plan will include time for the research to be completed and analyzed, and needs to be flexible to allow later stages to fit with whatever direction or approach is identified as the best fit in London. To achieve this, a two-phase work plan is proposed. Details are provided for Phase One, however Phase Two will be refined after the details of the types of tools and approaches will be utilized has been confirmed through Phase One. Detailed Terms of Reference for Phase Two are included as a deliverable in Phase One.

### **3.1 Phase One**

Phase One will provide an opportunity to investigate alternate approaches to development regulation and determine what tools should be used to implement the London Plan to achieve its goals.

Tasks to be completed in Phase One include:

- Prepare an RFP and work plan for the completion of Phase One
- Retain a consultant to work collaboratively with staff to complete Phase One
- Complete background research with regards to:
  - Ontario legislated requirements for zoning, including options available to municipalities for the implementation of Official Plans
  - The London Plan policies and directions, in regards to compatibility with different development regulation options available in Ontario

- Best practices from North America and other comparable parts of the world
- Review existing Zoning By-law No. Z.-1 to identify areas of strength or concern, determine what is working and what needs improvement to achieve the overall goals
- Engagement with key stakeholders to assess strengths and weaknesses of our current by-law and the desired outcomes of a new by-law
- Public engagement program to listen to ideas, concerns, and suggestions from Londoners
- Identify key elements/components/areas to be addressed through the new zoning by-law
- Recommend the best zoning approach to implement the policy directions of The London Plan
- Prepare Terms of Reference for Phase 2 – the preparation of the by-law, based on the direction provided by Council

Deliverables to be submitted in Phase One include:

Deliverable	Assignment
<ul style="list-style-type: none"> <li>● Terms of Reference (Phase 1) – to include Community Engagement Strategy for Phase 1</li> </ul>	Prepared by staff
<ul style="list-style-type: none"> <li>● Request for Proposal (RFP) for consultant to undertake Phase 1</li> </ul>	Prepared by staff
<ul style="list-style-type: none"> <li>● Background Paper – overview of research and engagement findings and linkages to The London Plan</li> </ul>	Prepared by consultants
<ul style="list-style-type: none"> <li>● Recommendation Report – Analysis of issues, recommended tool, draft terms of reference for Phase 2</li> </ul>	Prepared by staff, based on recommendations from the consultants
<ul style="list-style-type: none"> <li>● Terms of Reference (Phase 2) – to include Community Engagement Strategy for Phase 2</li> </ul>	Prepared by staff

### 3.2 Phase Two

Phase Two is when the new by-law will be prepared, based on the approach confirmed through Phase One. The information in this section is general in nature and will be clarified in the detailed Terms of Reference to be prepared in Phase One.

Tasks that will be completed in Phase Two include:

- Prepare a detailed inventory of existing development
  - Review land use
  - Review intensity – may include height, gross floor area, coverage, floor plate area, density in units per hectare, number of bedrooms, parking, floor area ratio
  - Review form – may include site layout (parking, landscaping, orientation, setbacks, and building location on a site), and buildings (massing, step-backs, materials, architecture)
  - Identify and analyze patterns of development to assist in property-appropriate zoning tools
  - Where appropriate, use new technologies to obtain this information (may include LiDAR, remote sensing, or other technologies)
- Analyze and recommend technologies for the administration and presentation of zoning information
  - Explore opportunities of GIS based applications
- Prepare outline of by-law, consideration to be given to:
  - Organization – chapters, types of zones, etc
  - Layout – use of tables, figures, illustrations, document design, etc
- Prepare and test sample zones against existing conditions and potential development opportunities

- Prepare first draft of by-law, provide opportunity for stakeholder and public comments
- Prepare second draft of by-law, circulate for stakeholder and public comments
- Review required amendments to other city by-laws/documents resulting from the replacement of the current zoning by-law
- Prepare final by-law for approval

Deliverables to be prepared in Phase Two include:

- Inventory and analysis of existing development
- Mapping/zoning data overview and recommendation
- First Draft By-law
- Second Draft By-law
- Results of public and stakeholder feedback
- Amendments to other City by-laws and documents
- Final By-law for approval

Note that the deliverables will be prepared by a combination of City staff and consultants. The specific breakdown of responsibilities will be defined through the detailed Phase Two terms of reference.

### 3.3 Project Scope

The nature of large projects such as ReThink Zoning often includes “scope creep” resulting from the encroachment of additional tasks than was originally planned. It is important to ensure that the scope of this project remains focused in order to achieve the milestones identified in the Project Schedule.

### 3.4 Project Schedule

Work to be completed	Target completion date
Terms of Reference and RFP for Consultant(s)	Q4, 2018
Retain consultants	Q2, 2019
Background Paper	Q3, 2019
Recommendation Report	Q4, 2019
Terms of Reference – Phase 2	Q4, 2019
Phase 2	TBD – based on TOR

## 4.0 Project Team

Staff from various departments within the Corporation as well as a consulting team will contribute to the success of ReThink Zoning. This section describes the roles of staff and the consultant to be retained on the project.

### 4.1 City Staff

This project is part of the Planning Services work plan and will be completed at the direction of the Managing Director, Planning and City Planner. The project lead will be the Manager, Current Planning and the project manager will be a Planner from Planning Services. However, given the scope of this project, significant participation from across all Service Areas of the City of London will be required. Of particular importance will be the contributions of Development & Compliance Services staff, who play a critical role in the implementation of the Zoning By-law. This important role will be reflected in the makeup of the various teams working on the project.

At the outset, three groups of staff will be established to contribute to the completion of this important project. The Project Team will be the main group working on the project on a daily basis, a Steering Committee will be established to provide guidance to the Project Team and contribute at key decision points, and a Technical Resource Group will include staff from virtually every Service Area in the City. This group will review materials and provide input as needed at various points in the process. Some members will play large roles while others will only be required to contribute at certain points.

#### **4.1.1 Project Team**

The project team will be responsible to complete the work plan of ReThink Zoning and will be the main contact for consultants retained on this project. The Project Manager will provide leadership to this team by delegating tasks, chairing meetings, and being the main source of information/communication on behalf of the project team. The makeup of the project team will include:

- Manager, Current Planning – Planning Services (Project Lead)
- Planner, Long Range Planning & Research – Planning Services (Project Manager)
- Planner, Current Planning – Planning Services
- Urban Designer – Planning Services
- Manager, Development Planning – Development Services
- Business and Zoning Coordinator, Zoning – Development & Compliance Services

#### **4.1.2 Steering Committee**

The Steering Committee will be made up of senior leaders at the City and managers with portfolios that interface with the Zoning By-law. The Role of the Steering Committee will be to provide input, advice, and guidance to the Project Team and will be particularly involved at any key decision point during the project. The Steering Committee will include:

- Managing Director, Planning and City Planner – Planning Services (Steering Committee Chair)
- Managing Director, Development and Compliance Services and Chief Building Official – Development & Compliance Services
- Managing Director, Environmental and Engineering Services and City Engineer
- Director, Development Services – Development & Compliance Services
- Manager, Current Planning – Planning Services
- Manager, Long Range Planning and Research – Planning Services
- Manager, Urban Regeneration – Planning Services
- Manager, Development Services (Site Plan) – Development & Compliance Services
- Manager, Zoning and Public Property Compliance – Development & Compliance Services
- Solicitor II, Legal and Corporate Services

#### **4.1.3 Technical Resource Group**

Most internal Service Areas and divisions will contribute at some point during this project. They will not be required to play a major role for all phases of the project but will provide input as needed. Individuals from the divisions/Service Areas listed below will contribute, and other groups may be added depending on the nature of input required.

The Technical Group will comprise staff from Planning Services, Development and Compliance Services, Environmental and Engineering Services, the City Clerk's Office, Corporate Communications, and Neighbourhood, Children and Fire Services.

#### **4.2 Hiring Consultants**

Given the scope and complexity of this project, consultants will be retained to support staff in completing the work plan and providing specialized expertise throughout the process. A request for proposals for the Phase One consultant will be prepared and issued following the approval of these terms of reference. Contracts for this project will be divided into the project phases, recognizing that the best zoning approach is identified at the end of Phase One and may require specific knowledge and experience that is beyond the Phase One consulting team.

The selected consultant(s) will have a strong background in planning implementation, and should include experience with various approaches to zoning. The consultant team will need to be able to understand the approach taken through The London Plan and identify ways to achieve its objectives through development regulation. The consultant team will demonstrate the values that guide all planning decisions in London – these are

to be accountable, be collaborative, demonstrate leadership, be inclusive, be innovative, and think sustainably.

It is anticipated that there will be a team of consultants retained as multiple areas of expertise will be required. Some of the specialized areas include:

- Land use planning – ReThink Zoning is a planning review first and foremost. It is required that the lead consultant will include professional planners.
- Urban design – The London Plan integrates urban design into the planning process and approaches to regulation that consider how to ensure an engaging and attractive public realm will be important.
- Mapping/GIS – new and innovative approaches to the mapping components of the zoning by-law are encouraged, and it is expected that the consulting team will bring expertise on this issue.
- Community engagement – public input is important to the success of this project. Effective engagement with the community must be integrated into all parts of the project.
- Application review processes – implementation of the new by-law must work for those who are applying and interpreting the by-law, therefore consideration of this and other administrative matters must be included. The consulting team should have experience and insight into how the new by-law would be “operationalized”.

#### **4.2.1 Expectations and responsibilities**

The consulting team will work closely with the Project Manager and Project Team to complete the work plan for this project. Deliverables will be submitted to the Project Team who will coordinate with the Steering Committee and make recommendations, based on the information provided by the consultants, to City Council. The Work Program section of this report identifies what tasks will be led by the consultant team.

## **5.0 Community Engagement and Information Sharing**

This project requires input from a variety of stakeholders, agencies, and the public if it is to be successful. This project will give direction to the way we grow as a city and will shape our neighbourhoods, urban centres, and other places within London. While the intent is not to engage in a discussion about first principles – issues like the city structure and the vision for each place type have been established through The London Plan – there is plenty of opportunity for stakeholders and the public to help shape our approach to how we implement the Plan.

Equally important during this project is the availability of information. People will want to know where this project stands, what opportunities they will have for participation, and how changes to the zoning by-law could affect their properties and communities. Through the various tools available, including the city website, social media, open houses, traditional advertising, and other approaches, we will strive to provide up-to-date and useful information to the public regarding the project.

All members of the public are invited to participate throughout the ReThink Zoning process. Some key stakeholders have been identified and will be invited to meet with staff and discuss the options to replace our zoning by-law. These stakeholders include:

- All City Service Areas
- Advisory Committees to Council
- Public agencies – eg: London Economic Development Corporation, Upper Thames River Conservation Authority, London Hydro, London Housing Development Corporation, Ministry of Municipal Affairs.
- Community organizations – eg: business improvement areas, the Urban league of London, neighbourhood associations, ratepayer groups.
- The Development Industry – eg: London Development Institute, London Home Builders Association, London Association of Planning Consultants, and other members of the Building and Development Liaison Forum.