

DATE: June 29th, 2020

REPORT NO: PD-084-20

SUBJECT: **Information Report**
East Smithville Secondary Plan

CONTACT: Madyson Ettl, Planner II
Brian Treble, Director of Planning and Building

OVERVIEW:

- **The purpose of this report is to update Committee and Council on the revised Timeline for the East Smithville Secondary Plan.**
- **Secondary Plan project that planning staff are working jointly on with the Region as well as MHBC Planning.**
- **Township Planning Staff, MHBC Plan, Crozier Engineering, along with the Niagara Region had an initial kick off meeting on January 4th 2020, where timelines and next steps were discussed for this project.**
- **Due to the COVID19 pandemic the timelines for this project have unfortunately been extended. Planning staff, and MHBC Planning staff have worked to develop a new timeline for this project. (attachment 1)**
- **Planning staff, the Region, and MHBC Planning are discussing different options and dates for a public meeting for the East Smithville Secondary Plan project.**
- **Planning staff will keep the Committee and Council updated on the next steps for this project.**

RECOMMENDATION:

1. That, Report PD-084-20 regarding "Updated Timeline for East Smithville Secondary Plan" dated June 29th, 2020, be RECEIVED for information purposes.

BACKGROUND:

Planning staff, Niagara Region staff, MHBC Planning and Crozier Engineering had met previously on January 4th 2020, to discuss the terms of reference next steps and the appropriate timelines.

CURRENT SITUATION:

Due to COVID19 the East Smithville Secondary Plan timeline has had to be reviewed and extended. (Attachment 1) There will soon be a scheduled time for a zoom public consultation meeting that will take place for all interested members of the public to hold an initial public meeting in the next few months.

FINANCIAL IMPLICATIONS

There are no financial implications relating to this report.

INTER-DEPARTMENTAL COMMENTS

Inter-departmental comments are not applicable to this report.

CONCLUSION

The updated timeline has been reviewed by Planning Staff and the Region and is provided to council to keep everyone updated on the new timeline that the project is now following.

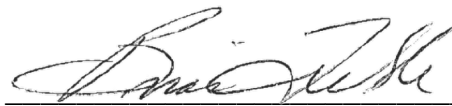
ATTACHMENTS:

1. Updated Timeline

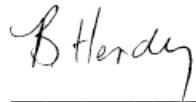
Prepared by:



**Madyson Etzl,
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**Brian Treble, RPP, MCIP
Director of Planning and Building**



**Beverly Hendry
CAO**

APPENDIX A | Township of West Lincoln - East Smithville Secondary Plan



Proposed Project Schedule	2020												
	June	July	August	September	October	November	December						
Phase 1 – Background Research and Constraints Analysis													
Kick-Off Meeting with Steering Committee to discuss goals and objectives and to finalize work plan and schedule													
Collect and review background documents regarding land use/servicing/transportation/urban design/other relevant policy and regulatory documents													
Collect and review existing regulatory framework and current natural heritage policies that apply to lands													
Complete 2019 significant species data search													
Prepare consultation strategy, work plan and schedule for stakeholder/public engagement													
Prepare Employment Land Conversion Analysis													
Conduct a site visit to examine and confirm the existing site conditions													
Review of Canadian Pacific Railway setback requirements and compatibility constraints													
Prepare Transportation and Functional Servicing Analysis													
Collect and review all applicable documents relating to the natural heritage features on the lands													
Identification of environmental constraints													
Prepare draft 'Background Research and Analysis' Report and provide to Township for review													
Prepare Final Background Report													
Phase 2 – Technical Review and Preparation of Secondary Plan Policies													
Prepare draft Secondary Plan goals, objectives and principles													
Determine high level servicing options to address existing and future infrastructure requirements													
Prepare up to three draft concept land use plans													
Review the existing water and wastewater servicing firm capacity from previously prepared servicing studies. Provide recommendations to the Project Team to help guide land-use designations based on allowable densities and the constraints of the existing servicing (if required).													
Analyze and evaluate existing transportation infrastructure and capacity to determine potential to accommodate growth													
Address potential impacts from development in order to identify appropriate mitigation and design measures related to preservation of the natural heritage features and functions													
Identify any opportunities and constraints related to the nearby road network based on the Draft Land Use Schedule (provided by others)													
Meeting with Steering Committee													
Revise draft concept land use plans													
Determine high level servicing options to address existing and future infrastructure requirements													
Host stakeholder consultation meeting to review background analysis, goals and vision, and concept land use plans													
PIC Meeting No. 1 - to include a design charrette													
Prepare preferred concept plan, draft policy framework and draft urban design policies													
Propose multi-modal types of transportation linkages within Smithville and to Smithville's Downtown Area;													
Assist with the development of policy for a complete street that is attractive and pedestrian-oriented													
Conduct capacity analysis to determine necessity for a phasing program for new development													
Perform high-level calculations on the estimated loading and demand for water and waste water servicing based on the provided population and land use data to identify any constraints or upgrades that would be required to support the preferred secondary plan option.													
Provide recommendations to the Project Team for location of SWM facilities and LID alternatives based on the existing drainage patterns and location of natural features, and proposed land use.													
Prepare high-level drawings showing the recommended servicing strategies.													
Provide a high-level SWM servicing plan which address all aspects of drainage and stormwater management for the site.													
Prepare Final Transportation and Servicing Brief													
Meeting with Steering Committee													
Conduct Stakeholder meeting to review preferred concept plan and draft policy framework													
Prepare a scoped Natural Heritage Constraints Analysis													
Prepare draft Secondary Plan													
PIC Meeting No. 2 - Review of draft Secondary Plan and land use concept plan													
Phase 3 - Secondary Plan/Review, Refinement and Final Implementation													
Refine Secondary Plan and land use schedules													
Meeting with Steering Committee													
Present Secondary Plan at Formal Statutory Public Meeting													
Revise Secondary Plan and land use schedules based on feedback from Public Meeting													
Submit final East Smithville Secondary Plan													

M - Meeting
 PC - Public Consultation
 FD - Final Deliverable