



**TOWN OF WHITCHURCH-STOUFFVILLE
COUNCIL PUBLIC HEARING AGENDA
TUESDAY, AUGUST 19, 2003**

**COUNCIL CHAMBERS
37 SANDIFORD DRIVE, 4TH FLOOR**

7:00 P.M.

1. CONFIRMATION OF AGENDA
2. DECLARATIONS
3. ADOPTION OF MINUTES
- JUNE 3, 2003
4. CONSIDERATION OF REPORTS
5. CONFIRMATORY BY-LAW
6. MOTION TO ADJOURN

COUNCIL PUBLIC HEARING AGENDA

TUESDAY, AUGUST 19, 2003

NOTES	ITEM	DESCRIPTION	PAGE	RECOMMENDATION
SP MC SS WE PD HB CD _____ _____ _____	1.	ZONING BY-LAW AMENDMENT APPLICATION (Temporary Use By-law) ANDREW ALLEN & EVA PESCHKE Part of Lot 21, Concession 6 4326 Aurora Road File No. ZBA03.007	1	THAT all comments from government agencies and members of the public be referred back to staff for a further report regarding the disposition of this matter.
SP MC SS WE PD HB CD _____ _____ _____	2.	ZONING BY-LAW AMENDMENT BLOOMINGTON LAND COMPANY LTD. Part of Lots 9 & 10, Concession 7 4971 Bloomington Road File No. ZBA03.002	5	THAT all comments from government agencies and members of the public be referred back to Staff for a further report regarding the disposition of this matter.

NOTES	ITEM	DESCRIPTION	PAGE	RECOMMENDATION
SP MC SS WE PD HB CD <hr/> <hr/> <hr/>	3.	OFFICIAL PLAN AMENDMENT VANDORF-PRESTON LAKE SECONDARY PLAN (JULY 28, 2003 DRAFT)	10	<p>THAT all public and agency comments received through the public meeting process be received;</p> <p>AND THAT all public and agency comments be referred to Town Staff and the Vandorf-Preston Lake Secondary Plan Advisory Committee for further review and consideration;</p> <p>AND THAT a second Public Meeting for the Vandorf-Preston Lake Secondary Plan be convened at an unspecified future date once public and agency comments have been assessed by Town Staff and the Advisory Committee.</p>

REPORT #1

ZONING BY-LAW AMENDMENT APPLICATION (Temporary Use By-law) ANDREW ALLEN & EVA PESCHKE Part of Lot 21, Concession 6 4326 Aurora Road File No. ZBA03.007

Report Prepared By: Manager of Planning Services

RECOMMENDATION

The Director of Development Services concurs with the recommendation.

The Manager of Planning Services recommends:

THAT all comments from government agencies and members of the public be referred back to staff for a further report regarding the disposition of this matter.

1.0 PURPOSE OF THE DEVELOPMENT APPLICATION

The purpose of the proposed Amendment to General Zoning By-law 87-34 is to permit as a “temporary use” for a period of up to ten (10) years, a ‘garden suite’ as an additional land use activity. The property is presently zoned Rural (RU) and the zone classification on the property will not be altered.

A ‘garden suite’ is defined as a separate, self-contained residential structure that is ancillary to an existing principle residence and is designed to provide accommodation appropriate for a senior member of the family who is capable of a high degree of independent living, but who may require some support and care from the occupants of the principle dwelling.

It is our understanding that the proposed resident of the ‘garden suite’ is the father of Andrew Allen, one of the Owners of the property.

The proposed ‘garden suite’ is proposed to be a single storey structure with an approximate size of 55 sq.metres (600 sq.ft.). The ‘garden suite’ is proposed to be sited to the immediate north of the existing principle residence and separated by a distance of approximately 3 metres (10 ft.). Connecting the two structures will be a shared deck. The general location of the existing residence, septic tile bed, and, the proposed location of the ‘garden suite’ is illustrated on Attachment No. 2 to this Report.

It is proposed that the 'garden suite' will connect into the well and septic systems which were installed with the construction of the principle residence in Year 2000. The Owner has confirmed that no additional grading, site alteration, etc. are required to accommodate the siting of the 'garden suite'.

2.0 SITE DESCRIPTION

2.1 Location

The Owners' land is located in Part of Lot 21, Concession 6 and is identified with the civic address of 4326 Aurora Road. The approximate location of the subject land is identified on Attachment No. 1 to this Report.

2.2 Site Description

The subject lands total approximately 2.14 hectares (5.289 acres) with a corresponding frontage on the north side of Aurora Road of 10 metres (33 ft.). The property is of irregular shape.

The property can be generally described as relatively flat to gently rolling. The property and the adjacent lands are heavily treed and form part of a larger woodlands area. An area equivalent to approximately 0.20 hectares (0.5 acres) has been previously cleared in the woodlot to accommodate the existing residence, driveway, septic tile field and landscaped / amenity area.

The driveway through to Aurora Road, which has been previously referenced, is subject to a right-of-way which provides access to a residential dwelling situated to the immediate east of the Allen / Peschke property.

2.3 Surrounding Land Uses

Land use activity in the immediate area of the subject lands is dominated by the presence of a substantial woodlot that crosses over numerous property ownerships. Intermixed within the woodland area are rural residences and limited agricultural operations (ie: horse farm).

3.0 OAK RIDGES MORAINÉ CONSERVATION ACT, 2001

The subject lands are located within the Oak Ridges Moraine physiographic region as defined by the *Oak Ridges Moraine Conservation Act, 2001*. Within the Oak Ridges Moraine Conservation Plan (ORMCP), the subject lands are situated within the 'Natural

Core Area' land use designation. 'Natural Core Areas' represent districts across the Moraine where there is a high concentration of key natural heritage features, hydrologically sensitive features or landform conservation areas.

Section 6(2) of the ORMCP states that "Nothing in this Plan applies to prevent the expansion of an existing building or structure on the same lot, if the applicant demonstrates that, (a) there will be no change in use; and, (b) the expansion will not adversely affect the ecological integrity of the Plan Area."

As previously referenced in this Report, there is an existing residence on the subject lands which is served by a well and septic system. The proposed 'garden suite' represents an expansion of the existing building as it will be connected to the principle dwelling by a shared deck. There is no change in use on the property as it is presently used for residential purposes and will continue to be.

With respect to ecological integrity, the Owner has been directed by Staff to seek a professional opinion from a sewage system designer to ensure that the existing septic system can accommodate the additional effluent generated by the construction of the 'garden suite'. We expect that this information will be provided to the Town shortly. Continuing on the theme of ecological integrity, with the proposed location of the 'garden suite', there will not be any further intrusion into the adjacent woodland area as the site was previously cleared with the construction of the principle residence in Year 2000. No further regrading on-site will be required to accommodate the proposed 'garden suite'.

4.0 OFFICIAL PLAN

The subject lands are presently designated 'Rural' in the Official Plan. This designation recognizes agriculture and conservation uses as the principle activities. Limited residential development is permitted within this designation.

A 'garden suite' is a permitted activity subject to the establishment of a Zoning By-law Amendment.

5.0 ZONING BY-LAW 87-34

5.1 Existing Zone Classification

The subject lands are currently designated Rural (RU) in General Zoning By-law 87-34. The (RU) Zone permits agriculture and related uses, conservation activities, etc. as land use activities.

5.2 Proposed Zoning By-law Amendment

The proposed Amendment contemplates as a 'Temporary Use' for a period of up to ten years, a 'garden suite' as an additional land use activity.

Under the authority of Sections 34 and 39 of the *Planning Act*, Council may pass a By-law for any period of time up to ten (10) years in duration which would permit a 'garden suite' on a temporary basis on an eligible residential lot. The temporary nature of the 'garden suite' has been designed to recognize a short term use where it has been demonstrated that there is a need for a family member to live in close proximity to their family. At the expiration of the By-law, the Owners may apply for a further extension of the temporary use. The request for the extension would follow the same process and protocols presently underway in terms of public notification, assessment of the application, public meeting, Council decision and an appeal period.

To assist Council and to ensure that the use of the 'garden suite' is consistent with the Town's expectations, an Agreement can be entered into with the Owners of the land under the authority of the *Municipal Act*. This Agreement, amongst other matters, can be registered on the Title of the property and can establish provisions associated with the installation, maintenance, removal and occupancy of the 'garden suite'. Further, the Town can secure a bond or security to ensure that the obligations of the Owners are fulfilled over the longer term.

At the Council meeting of March 5th, 2002, Council adopted a Staff Report on 'garden suites'. This earlier report outlined the premise of garden suites and the regulatory environment that is available to local municipalities. A copy of the March 5th, 2002 report is included as Attachment No. 3 to this Report for the purposes of background information.

6.0 CORRESPONDENCE

As of the date of filing this Report for inclusion in the August 19th, 2003 Public Meeting Agenda, the only correspondence received was from the Development Services Dept. Town Staff have requested that before any By-law is formally considered, the Owners demonstrate that the existing septic system is adequate to accommodate additional effluent flows generated by the use of the 'garden suite'.

REPORT #2

ZONING BY-LAW AMENDMENT BLOOMINGTON LAND COMPANY LTD. Part of Lots 9 & 10, Concession 7 4971 Bloomington Road File No. ZBA03.002

Report Prepared By: Manager of Planning Services

RECOMMENDATION

The Director of Development Services concurs with the recommendation.

The Manager of Planning Services recommends:

THAT all comments from government agencies and members of the public be referred back to Staff for a further report regarding the disposition of this matter.

1.0 PURPOSE OF THE DEVELOPMENT APPLICATION

A Zoning By-law Amendment application has been submitted by the Owner, Bloomington Land Co. Ltd, through their authorized agent, RDJ Planning Consultants Inc.

The purpose of the proposed Amendment to General Zoning By-law 87-34 is to rezone approximately 15.75 hectares (38.9 acres) of the 38.3378 hectare (94.73 acre) property from Rural Extractive (RE) to Rural (RU). The area affected by the Amendment is located in the southern portion of the property (within Lot 9, Concession 7) and is identified with the reference to "Change Area" on Attachment No. 1 to this Report. The northern portion of the Bloomington Land Co. Ltd. property is presently zoned Rural (RU) and is not affected by this Amendment.

The Amendment, if approved, would recognize that the former extractive aggregate business on the site has ceased operation, and, the (RU) classification would alter the permitted uses in this area to that of agriculture and related uses. From the period of 1972 to 1998, a License had been issued by the Ministry of Natural Resources allowing the Owner to extract sand and aggregate material for commercial purposes. In 1998, the Owner surrendered the License to the Ministry and the aggregate business has ceased to operate.

The property is also the subject of a Fill Permit Application which has been appealed

by the Owner to the Ontario Municipal Board. The rezoning of the former aggregate site to the (RU) zone would allow the property to be *eligible* for consideration of a fill permit in accordance with the terms and conditions of the Town's Fill Control By-law.

2.0 SITE DESCRIPTION

2.1 Location

The subject lands are located to the immediate east of the intersection of Bloomington Road and Highway No. 48, and straddles Part of Lots 9 and 10, Concession 7. The property is located on the south side of Bloomington Road and is identified with the civic address of 4971 Bloomington Road. The location of the property and the area subject to Amendment are noted on Attachment No. 1 to this Report.

2.2 Site Description

The Bloomington Land Company Ltd. property totals approximately 38.3378 hectares (94.73 acres) with an approximate frontage of 542.5 metres (1779 ft.) on Bloomington Road and 121.76 metres (399 ft) on Highway No. 48. The portion of the property that is subject to the Amendment totals approximately 15.75 hectares (38.9 acres) and is located in the southern half of the landholding.

The northern half of the property, which has frontages on Highway No. 48 and Bloomington Road, is used for agricultural practices. No buildings or structures are present on this portion of the property. The lands are gently rolling, with drainage patterns generally oriented to the south. A driveway in the form of a gravel lane exists on the northern portion of the property which in the past provided access from Bloomington Road through to the former aggregate operation.

The southern half of the property, where the former aggregate operation existed, is dominated by remnants of the historic excavation of aggregate and sand material. A large excavation area or "bowl" exists in this area. The site has been partially rehabilitated with fill material in accordance with the terms of the former License that had been issued by the Ministry of Natural Resources for the operation of the aggregate operation. A garage and office building are located within the pit area and were historically used when the aggregate business operated from the site.

2.3 Surrounding Land Uses

Land use activities surrounding the subject lands can be summarized as follows:

- ▶ to the north, across Bloomington Road, agricultural uses;
- ▶ to the east, a cluster of rural residential units that frame the west side of Highway No. 48 within Lot 9, Concession 7, and, to the immediate east of the lands subject to the Amendment, an idle aggregate operation;
- ▶ to the south, agricultural and conservation uses;
- ▶ to the west, agricultural uses.

3.0 OAK RIDGES MORAINÉ CONSERVATION ACT, 2001

The subject lands are located within the Oak Ridges Moraine physiographic region as defined by the *Oak Ridges Moraine Conservation Act, 2001* and the implementing Ontario Regulation.

Within the Oak Ridges Moraine Conservation Plan (ORMCP), the subject lands are situated within the 'Natural Linkage Area' land use designation. This designation represent areas forming part of a central corridor that support or have the potential to support the movement of animals among Natural Core Areas, Natural Linkage Areas, etc.

The ORMCP encourages the rehabilitation of pits and quarries with the objectives as set out in Section 35 of the Plan. The rehabilitation of properties and the conversion of land use activities from aggregate operations to alternate activities shall be completed in such a fashion so as to ensure that as much of the site is rehabilitated, and in the case of prime agricultural lands, restoring the lands so that they can be used for agricultural purposes. Where agricultural activities will not be pursued, the conversion of lands shall support the restoration of natural self-sustaining vegetation.

It is Staff's opinion that the proposed Amendment would not be in conflict with the provisions of the ORMCP.

4.0 OFFICIAL PLAN

4.1 Region of York Official Plan

The subject lands are designated "Agricultural Policy Area" in the Region's Official Plan. Agriculture and related uses are the dominant land use activity contemplated within this designation.

Section 5.8 of the Regional Plan directs that exhausted pits and quarries be rehabilitated to uses compatible with agriculture, rural or green space areas.

The Amendment, which proposes to rezone the former aggregate site to the (RU) Zone classification, facilitates the direction charted by the Agricultural Policy Area designation and the policies Section 5.8.

4.2 Town of Whitchurch-Stouffville Official Plan

The existing Official Plan (1982) for the Town designates the lands subject to the Amendment as "Extractive Industrial". This designation recognizes areas that were, at the time of the approval of the Plan, licensed for the extraction of aggregate materials. As noted previously, the License as issued by the Ministry of Natural Resources for this property was surrendered in 1998.

In the Official Plan adopted by the Town in 2000 and approved with modifications by the Region of York in 2001, the subject lands are designated 'Agricultural Area'. This document is not yet in force and effect as there has been an appeal of the Plan to the Ontario Municipal Board.

The 'Agricultural Area' designation as it affects this property recognizes that the License for the aggregate operation had been surrendered and that aggregate business practices could no longer occur on the subject lands. By classifying the lands as 'Agricultural Area', the Town is establishing the future direction of the property from a policy perspective, one that is more oriented to an agricultural setting which is consistent with the dominant land use pattern which is present in the immediate area. The establishment of the Rural (RU) zone classification on the former aggregate site implements the policy framework as contemplated in 2000 Official Plan.

5.0 Zoning By-law 87-34

5.1 Present Zone Classification

The lands subject to the Amendment are presently zoned Rural Extractive (RE) in General Zoning By-law 87-34. The (RE) Zone permits the extraction of aggregate materials in accordance with a License issued by the Ministry of Natural Resources, and, ancillary uses which are a necessary part of the aggregate operation (ie: washing, screening, crushing of material; weigh scales, etc.). Additionally, agricultural and related uses as set out in the Rural (RU) Zone are also permitted activities within the (RE) Zone classification.

The balance of the property is presently zoned Rural (RU) and is not subject to the Amendment.

5.2 Proposed Zone Classification

The proposed Amendment would change the zoning on the southerly portion of the Owner's land from (RE) to (RU). The (RU) zone permits agriculture and related uses. This zone classification is consistent with the balance of the property and the dominant land use category in the immediate area.

With the passage of the proposed Amendment, the Owner would be *eligible* for consideration to place fill material in accordance with the Town's Fill By-law. It is important to note that the passage of the Zoning By-law Amendment does not allow as a right the importation of fill material onto the property. The merits of the site for the placement of fill is a separate and distinct process which requires a separate analysis and decision. The review of the site for the placement of fill material shall be completed in accordance with all the relevant tests and criterion as set out in the Town's Fill By-law, the Oak Ridges Moraine Conservation Plan, etc.

6.0 CORRESPONDENCE

As of the date of filing this Report for inclusion in the August 19th, 2003 Public Meeting Agenda, no correspondence has been received.

REPORT #3

OFFICIAL PLAN AMENDMENT VANDORF-PRESTON LAKE SECONDARY PLAN (JULY 28, 2003 DRAFT)

Report Prepared By: Manager of Planning Services and Secondary Plan
 Planning Consultant, Macaulay Shiomi Howson Ltd.

RECOMMENDATION

The Director of Development Services concurs with the recommendation.

The Manager of Planning Services and the Town's Planning Consultant recommend:

THAT all public and agency comments received through the public meeting process be received;

AND THAT all public and agency comments be referred to Town Staff and the Vandorf-Preston Lake Secondary Plan Advisory Committee for further review and consideration;

AND THAT a second Public Meeting for the Vandorf-Preston Lake Secondary Plan be convened at an unspecified future date once public and agency comments have been assessed by Town Staff and the Advisory Committee.

1.0 REPORT PURPOSE

The purpose of this report is:

- ▶ to outline the objectives which the proposed Secondary Plan for the communities of Vandorf and Preston Lake is intended to achieve;
- ▶ to update Council on the status of the Secondary Plan program and further action required with respect to this Study; and,
- ▶ to solicit comments on the July 28/03 draft of the Secondary Plan from interested members of the public and government agencies.

The Secondary Plan is not attached to this Report. Copies of the Secondary Plan have been circulated separately at an earlier date to members of Council and have been made available to members of the public for their review at various Town buildings

since July 30th. The availability of the Secondary Plan document has been advertised in the Notice posted on the Town's WEB site; the Town's Page in three separate issues of the Stouffville Tribune; and, on Notices posted at various Town buildings.

2.0 BACKGROUND

Macaulay Shiomi Howson Ltd. was commissioned by the Town in 2000 to prepare a Secondary Plan for the communities of Vandorf and Preston Lake. This Study was established so that on a comprehensive basis, the appropriate and responsive land use designations and applicable policies could be established which would guide land use decisions for this area over a twenty year time horizon. The broad framework that was utilized to assist in the establishment of the 'draft' land use designations and the applicable policies included:

- ▶ the evaluation of existing land use patterns and the opportunities / constraints that have arisen;
- ▶ environmental issues, including the identification and analysis of area natural heritage features, and, the implications arising from the governing policies of the Oak Ridges Moraine Conservation Plan, the Provincial Policy Statement, and, the Region of York Official Plan;
- ▶ analysis of agricultural practices and any potential impacts;
- ▶ transportation networks and systems, existing and proposed;
- ▶ community building and design practices; and,
- ▶ the assessment of the current constraints of development on the basis of individual well and septic systems, and, the analysis of municipal servicing infrastructure (water, sanitary sewage treatment and stormwater) opportunities.

A Background Report (dated June 2002) has been prepared which catalogues and identifies the constraints / opportunities to development by the Consulting Team. This document represents the technical issues and assessments associated with development opportunities for the Study Area. Key conclusions contained in the Background Report include:

- ▶ groundwater quantity limitations exist which represent a major constraint on the use of private wells to service any significant future development;

- ▶ the land use designations and associated policy requirements as set out in the Oak Ridges Moraine Conservation Plan dramatically influence development potential of landholdings in the southerly two-thirds of the Study Area which are within the Moraine physiographic region;
- ▶ there are significant environmental constraints to development in the Study Area, and particularly within the Moraine, including valleylands, high groundwater table, recharge areas, provincially significant wetlands, major woodlands and tableland woodlands, streams, kettle lakes, and, areas of natural and scientific interest;
- ▶ the historic development pattern is disjointed; and,
- ▶ the enhancement of the existing community facilities and the facilitation of community initiatives, such as trails development, may reinforce and elevate the community's identity.

To assist the Consultant in the preparation of the Secondary Plan, Town Council appointed an Advisory Committee comprised of eight (8) local residents and the Councillors from Wards 1 and 3. The Vandorf - Preston Lake Advisory Committee was chartered with the mandate to bring local knowledge and experiences of the area into the planning process, and, to act as a "sounding board" to test any conclusions or development approaches. To date, the Advisory Committee has met on five occasions to review and assess work undertaken by the Consulting Team.

In June 2002, the Town hosted a 'Visioning Workshop' at the community hall in Vandorf. Approximately twenty (20) individuals participated in the Workshop and provided input to the Consulting Team on matters associated with: community identify; community priorities; and, ideas on the possible shape of future growth opportunities.

The collection and assessment of background technical data, and, the interaction with the Advisory Committee and the participants of the Visioning Workshop have lead to the first draft (dated July 28/03) of the Secondary Plan for the Communities of Vandorf and Preston Lake.

3.0 SECONDARY PLAN OBJECTIVES

The Secondary Plan is designed to provide direction to Council, area residents, and, public and private sector interests in how the Town believes future development opportunities or land use proposals will unfold over the next twenty years. In this

respect, the Secondary Plan is a blueprint upon which future decisions on individual properties can be properly assessed. The Secondary Plan, however, does go beyond shaping future land use decisions. This document identifies a vision for the respective communities, and to some extent, it represents an instrument to assist in community building.

The Secondary Plan for the Communities of Vandorf and Preston Lake applies only to the lands within the Study Boundary. Attachment No. 1 to this Report identifies the boundaries of the Study Area. Generally, the Study Area boundaries can be defined as:

North	Weslie Creek and Aurora Road
East	Warden Avenue
South	Bloomington Road
West	Highway No. 404

The Secondary Plan has been designed to:

- ▶ provide a vision statement and community planning principles;
- ▶ ensure that environmental sustainability is considered as a major factor in the future planning of the Study Area, including policies that implement the requirements of the Oak Ridges Moraine Conservation Plan as it relates to landholdings in the southern two-thirds of the planning area;
- ▶ recognize the constraints to development and the ability to sustain further growth on the basis of individual well and septic systems;
- ▶ provide for limited additional development in Vandorf which recognizes the area's servicing constraints. The nature and form of this growth would be on the basis of the provision of sanitary sewer and water services, and, it would represent a 'rounding out' of the existing community at a density that reinforces the village's character;
- ▶ restrict development activities in the Preston Lake area in recognition of the myriad of natural heritage features and the inherent restrictions imposed by the Oak Ridges Moraine Conservation Plan; and;
- ▶ provide direction with respect to services, social and cultural considerations, and, the review of development applications.

4.0 SECONDARY PLAN SUBMISSIONS

4.1 Public Correspondence

No written correspondence has been received from members of the public as of the date of submitting this Report for inclusion in the August 19th, 2003 Public Meeting Agenda on the 'draft' Secondary Plan.

Approximately forty (40) persons who had previously registered with the Town for inclusion in our mailing list were notified of the Public Meeting. In addition, formal advertisement of the Public Meeting in the form of the posting of Notices at various Town buildings; the Town's WEB site; and, on the Town Page of the Stouffville Tribune commenced on July 24th.

Copies of the Background Report and the 'draft' Secondary Plan have been advertised as being available for review by the Public at the Library, the Museum, and, the Development Services Department effective July 30th.

4.2 Agency Correspondence

As of the date of filing this Report for inclusion in the August 19th, 2003 Public Meeting Agenda, only one piece of correspondence has been received.

Canadian National Railways (letter dated August 5/03) has requested that the Secondary Plan incorporate specific policies with respect to noise and vibration studies, and, life-safety issues into the Amendment.

5.0 SECONDARY PLAN STATUS

In accordance with the Terms of Reference for the preparation of the Secondary Plan, the following steps were to be completed:

- | | |
|---------|--|
| Phase 1 | Data Collection and Evaluation |
| Phase 2 | Background / Policy Report |
| Phase 3 | Visioning / Public Participation |
| Phase 4 | Land Use Alternatives / Growth Options |
| Phase 5 | Public Participation |
| Phase 6 | Draft Secondary Plan |
| Phase 7 | Public Participation |
| Phase 8 | Final Secondary Plan |
| Phase 9 | Regional Approval |

Currently, the Secondary Plan study is in Phases 4 & 5 of the project milestones. The 'draft' document is presently being reviewed by government agencies and is available for review by interested members of the public. The August 19th Public Meeting represents the formal and statutory requirements of providing the opportunity to receive comments consistent with the provisions of the *Planning Act*. We would expect that between now and early September 2003, additional comments will be received by the Town in response to the notification of the release of the 'draft' Secondary Plan. It is a recommendation as set out in this report that any correspondence / comments received at the Public Meeting, or, arising from the Public Meeting process be referred back to Staff and the Advisory Committee for review and consideration. Where appropriate, revisions to the 'draft' Secondary Plan will be incorporated into the document to respond to stated concerns or comments. These revisions will be summarized for Council in a future Report so that a tracking of the adjustments can be accounted for.

Staff expect that in mid to late September 2003, a meeting of the Advisory Committee will be convened where any comments on the 'draft' Secondary Plan will be assessed and reviewed. During that time period, Town Staff and the Consulting Team will also meet with key government agencies to flush out any comments or concerns to ensure that the document incorporates their respective mandates and policy requirements.

Staff and the Consulting Team are also in the final stages of updating the Town's 1997 Growth Management Strategy. This analysis examines our future requirements for additional lands required to support projected residential and employment growth. A Report on the update to the Growth Management Strategy will be submitted to Council in late September. Any conclusions arising from this analysis will be used to refine the 'draft' Vandorf-Preston Lake Secondary Plan and will be reflected in any future publications.

Upon assessing the technical and public comments related to the draft Secondary Plan, the necessary adjustments to the document will be completed. Upon consolidating the revisions, a revised Secondary Plan will be made available for review to government agencies and the public. At this time, it is recommended that a further Public Meeting be convened to formally invite comments on the revised document. It is expected that this second Public Meeting would be convened in January or early February of 2004.

Once Council is satisfied with the document and it is adopted, the final version of the Secondary Plan will be submitted to the Region of York for approval. Based upon tasks outstanding, we would expect that this milestone could occur in February or March of 2004.