



## GEORGINA

**Subject:** Keswick Secondary Plan Review – Work Program Update

**To:** Mayor and Council

**From:** Harold Lenters, Director of Development Services

**Date:** October 20, 2021

**Briefing:**

The purpose of this briefing note is to provide Council with an update on the Keswick Secondary Plan Review (KSPR).

The project is in the final Phase (Phase 3 of 3)- Final Secondary Plan.

Council was last updated on this matter on June 9, 2021, at which time a briefing note provided the status of the work program that targetted the presentation of the final new KSP for Council's adoption in the 4<sup>th</sup> quarter of 2021. However, based on the status of the on-going work, it will not be possible to meet this target. The timing of the project has been delayed primarily due to:

- Staff's internal on-going detailed discussion and review with the Town's Consultant with respect to complex policy related matters, the approach to addressing key stakeholder and agency comments, the structural formatting and layout of the document, streamlining of the document to remove policy redundancy, and adjustments to draft mapping / schedules, etc..
- The need to ensure consistency with the on-going York Region Municipal Comprehensive Review (MCR) which in itself has a variety of complex issues that have to be taken into consideration at the local level in terms of their planning documents.
- As Council is aware, the Development Planning Division is currently seeking to fill a vacant Planner II position and in the interim, the Manager of Policy Planning has taken over file management of the Panattoni Keswick Business Park subdivision file, as well as a number of other projects which has required a considerable amount of time which otherwise would have been spent on the KSPR. Through recent discussions with the Acting CAO and the two Planning Division Managers, adjustments to the Manager of Planning Policy's workload have been made to allow for more focused time on the KSP Update and the Zoning By-law Phase I conformity exercise . It should be noted however, the Manager of Planning Policy will maintain his lead on the Panattoni files given their importance and complexity.

Staff and the consultant will continue to work toward the preparation of a Draft 2 KSP document including the Urban Design and Architectural Control Guidelines. Once this is completed, the project team will be meeting with the Steering Committee and Technical Advisory Committee to present Draft 2 KSP document and receive feedback. Key milestones going forward are set out in the table below:

Milestone	Target
Steering Committee and Technical Advisory Committee Meetings	November 2021
Statutory Public Meeting / Public Open House	February 2022
Second Statutory Public Meeting / Recommended Adoption	April 2022

A revised work plan reflecting the remaining tasks in the project is provided as Attachment 1. The timing proposed for Phase 3 tasks are reflective of the remaining work program and may be subject to change as the project progresses and new issues arise.

Should you have any comments, questions related to this briefing note, contact Alan Drozd, Manager of Planning Policy at via telephone at 905-476-4301 ext. 2221 or via email at [adrozd@georgina.ca](mailto:adrozd@georgina.ca).

Attachment 1- Revised Project Work Plan for Phase 3

### KESWICK SECONDARY PLAN REVIEW WORK PLAN

	2021	September	October	November	December	2022	January	February	March	April
<b>Phase 3 - Final Secondary Plan</b>										
3.1 Document Preparation										
Secondary Plan Draft #2						Christmas Break Closure				
Design Guidelines										
3.2 Meeting with Steering Committee and TAC										
3.3 Revise Documents per Committee Comments										
3.4 Circulate Documents for review and comment										
3.5 Prepare Report and Presentation for Stat. PM										
3.6 Prepare Consultation Material for Open House										
3.7 Statutory Public Open House (Sec. 17(16))										
3.8 Statutory Public Meeting (Sec. 17(15))										
3.9 Finalize Documents										
3.10 Prepare Report and Presentation										
3.11 Second Public Meeting/Recommend Adoption										

**The timing of the tasks listed above are for general information purposes and are subject to change as the project develops. To confirm the timing of a specific task, please contact Tolek Makarewicz, Senior Policy Planner, by telephone at 905-476-4301 ext. 2297 or by email at [tmakarewicz@georgina.ca](mailto:tmakarewicz@georgina.ca).**

Sept 24, 2021