

## **Bridgeburg North Secondary Plan**

### Community Focus Group Terms of Reference

#### **The Bridgeburg North Secondary Plan**

The Bridgeburg North Secondary Plan will be a land-use policy document with mapping schedules that will guide future development and become part of the Town's Official Plan through the Planning Act amendment process. As an addition to the Town's urban area boundary, this new Greenfield area represents a unique prospect to undertake a secondary planning exercise that embodies complete community principles, considers opportunities, constraints and potential for integration with the surrounding communities to the best extent possible.

In addition to being required under the Official Plan policies, a secondary plan process allows the Town to take a more detailed, contextual level review in determining how best to accommodate a mix of land uses and manage expectations of both Town and Regional priorities for infrastructure investment, housing and economic growth while ensuring land use compatibility, long-term sustainability and vibrant, healthy neighbourhoods.

#### **The Community Focus Group**

The Community Focus Group will participate in a strategic planning exercise for the Bridgeburg North Secondary Plan area that will help generate:

- A Vision Statement,
- Goals,
- Objectives and Priorities

Members of the Community Focus Group will require an open-minded approach that will help the Town develop a long-term vision to benefit the neighbourhood and the community at large. Growth management, including planning for growth on the Town's available Greenfields, represents a positive and proactive approach to shaping our Town for future generations.

#### **Participation**

In addition to Community Focus Group participation in the exercise, an extensive consultation process is anticipated over the course of this project, which will include consultation with the general public (public open houses, surveys, and commenting requests), scheduled and structured meetings with stakeholders, outside agencies and municipal partners, all of which will be reported to Council.

The Community Focus Group is expected to participate in an initial facilitated strategic exercise that will follow a SWOC process (strengths, weakness, opportunities, and constraints) to help in identifying future development potential. The CFG will set out a vision statement, goals and objectives, as well as identify priorities for the for the Town to pursue through study or policy. The initial facilitated meeting will be scheduled for half a day to allow for extensive dialogue on subject matter areas of focus. The results of the strategic session will be reported to Council for their information and awareness on how the CFG sees this area of the Town developing in future.

Subsequent meetings will be scheduled after hours to afford attending members more flexibility with personal schedules. Members will be polled with optional dates to gain optimal attendance. As many as two or three additional meetings may be warranted as the results of background study work may precipitate a need to revisit direction taken on the Plan's potential. At least one of the CFG meetings will be dedicated to a hands-on approach, emulating a design charette with several options for

consideration being generated. Staff will consider the options, produce or synthesize a single draft land use concept from which measure of the vision statement, goals and objectives will be tested. An ideal outcome will have the endorsement of the CFG and be presented to Council as part of a Draft Official Plan Amendment.

The process of a secondary plan is estimated to take between a year to a year and a half depending on background studies being completed and a fulsome consultation schedule having successfully completed. The CFG meetings would be scheduled at appropriate intervals aligning with the work program.

### **CFG Composition**

The Community Focus Group will consist of a balanced volunteer profile of 8-10 members with varying interests that represent a cross section of the community, ideally in the following categories:

- Residents/Landowners (2-3 members)
- Business/Industry Owners (2 members)
- Community Organization Representatives (2-3 members)
- Developer representative (1 members)

Submissions for participation on the Community Focus Group is not limited to those residing or owning lands within the Study Area. The Participating Landowner Group may appoint a Developer Representative to represent the Landowners who are funding the Secondary Plan, on the Community Focus Group will be considered as well. Community Organizations or other associations shall be limited to one representative per group or association.

### **Representative Selection Process**

Interested participants will be assessed against representation of the categories listed on the Request for Expression of Interest for the Community Focus Group and chosen based on group representation, background and identified specific interests. Should the number of interested participants within a representative group (as noted above) exceed the intended balance of the Group, participants that share similar interests and profile, as assessed by the Town, will be selected based on the date of submission.

Participants should provide a brief description of their background, specific interests, experience and/or any other involvement within the Town of Fort Erie community as well as if they are a member of a community group or other association active in the Town of Fort Erie.

The names of those submitting their expression of interest and those selected to participate will become part of public record and may be published in relation to this planning exercise.