

Public Consultation and Communication Summary

In order to present the draft Commercial and Mixed Use (CMU) Zones to members of the public, various methods of communication and consultation were utilized. In addition to including notices within the Hamilton Spectator, postcards were mailed out to all property owners of lands located within the proposed CMU Zones notifying them of the Statutory Open Houses which took place in late May and early June 2016 for Wards 1-4 and in October and the beginning of November for Wards 5-13 and 15.

1.0 Communication Tools

The different methods utilized by staff to present and gain input on the draft CMU zones included:

- Statutory Open Houses – panels, presentations, large thematic zoning maps, individual zoning maps, handouts, comment sheets, staff on hand to answer questions;
- Stakeholder Workshop – panels, presentation, facilitator, discussion, workbooks, staff on hand to answer questions;
- Stakeholder Group meetings (i.e. Chambers of Commerce);
- Advisory Committee Meetings (i.e. Open for Business Subcommittee);
- Individual Meetings with property or business owners, when requested;
- Individual Meetings with Councillors; and,
- CMU Zones Website – posting draft zones, mapping, presentations and on-line comment forms and any revised information.

2.0 Additional Meetings and Presentations to Advisory Committees and Stakeholder Groups

Through the CMU Zoning project staff have met with various advisory committees and stakeholder groups to discuss the proposed CMU zones and regulations. The following chart highlights those various additional meetings attended as well as presentations made by staff.

Date	Event
May 31, 2016	McMaster Institute for Transportation & Logistics (MILT)
June 16, 2016	Stakeholder Workshop
June 24, 2016	Presentation to Open for Business Subcommittee
June 28, 2016	Meeting with Hamilton Chamber of Commerce
June 28, 2016	Meeting with Development Industry Liaison Group
July 12, 2016	Presentation to Business Improvement Area Advisory Committee (BIAAC)
July 15, 2016	Presentation to Metrolinx, Planning and Policy Staff
November 9, 2016	Presentation to Kirkendall Neighbourhood Association

3.0 Statutory Open Houses

The following information discusses the public engagement process for the Draft CMU Zones.

3.1 Phase One Statutory Public Open Houses

In May of 2016 a mail out was prepared and sent out to all property owners with lands within the Draft CMU Zones and the Draft TOC Zones within Wards 1-4. This series of Statutory Public Open House represented Phase One of the public engagement strategy for the Draft CMU Zones, as residents, business owners, landowners, and other stakeholders were provided the opportunity to provide feedback and comments of the Draft Zones prior to its refinement.

The two projects coordinated the Statutory Public Open Houses to minimize duplicate information going out to the public. This mail out, sent out to over 2,000 properties, consisted of a postcard with details of the dates and locations of the Statutory Public Open Houses as well as contact information for staff working on the Draft CMU Zones. All relevant information was made available on the Draft CMU Zoning webpage: www.hamilton.ca/CMUzoning, including the Draft CMU Zones, Draft mapping, definitions, general provisions and parking regulations.

An afternoon and evening session was held for each of the four Statutory Open Houses (as required under the Planning Act). The Statutory Public Open Houses were held on:

Monday May 30, 2016 St. Columba Presbyterian Church (Ward 4) 1540 Main Street East	Thursday June 2, 2016 McMaster Innovation Park (Ward 1) 175 Longwood Road South
Wednesday June 1, 2016 Tim Horton’s Field (Ward 3) 64 Melrose Avenue North	Monday June 6, 2016 Sheraton Hotel (Ward 2) 116 King Street West

In addition to the individual property owner mail out, a notice for the Statutory Public Open Houses was published in the Hamilton Spectator on May 5, 2016 and in the Hamilton Community News on May 13, 2016. In addition, a supplementary email notice was also sent to all parties who had requested to be a part of the Draft CMU Zones mailing list. Approximately 135 people attended over the four meeting dates. The format of the Statutory Open House allowed for attendees to review mapping and information prior to a 30 minute staff presentation. The presentation was followed by a question/answer period. Attendees were interested in the flexibility of uses, impacts of a maximum building height of 22.0 m in some zones, and site specific zone regulations. A summary of all written comments received throughout the consultation process and staff’s response can be found attached as Appendix “D” to Report PED16100(b).

3.0 Phase Two Statutory Public Open Houses

The second phase of the Statutory Public House was held in the Fall 2016, after the Draft Zones were refined based on comments and feedback received from Phase One of the public engagement process. Similar to the Spring 2016 public engagement process, a mail out was sent out in September 2016 to 2,500 properties located within the Draft CMU Zones in Wards 5-13, and 15. The postcard contained details of the dates and locations of the Statutory Public Open Houses as well as contact information. The layout of the postcard was similar to the postcard mailed out for Phase One Statutory Public Open House. All relevant information was

made available on the Draft CMU Zoning webpage including the Draft CMU Zones, Draft mapping, definitions, general provisions, and parking regulations.

An afternoon and evening session was held for each of the four Statutory Open Houses (as required under the Planning Act). The Statutory Public Open Houses were held on:

Monday, October 17, 2016
6:00 pm to 8:00 pm
Waterdown Legion
79 Hamilton Street North

Wednesday, October 19, 2016
6:00 pm to 8:00 pm
Dundas Town Hall
60 Main Street

Tuesday, October 25, 2016
1:00 pm to 3:00 pm
St. Gregory the Great Church,
125 Centennial Parkway North

Tuesday, October 25, 2016
6:00 pm to 8:00 pm
Family Church of Heritage Green,
360 Isaac Brock Drive

Thursday, October 27, 2016
1:00 pm to 3:00 pm
Sherwood Library,
467 Upper Ottawa Street

Thursday, October 27, 2016
6:00 pm to 8:00 pm
Barton Stone United Church,
21 Stone Church Road West

Thursday, November 3, 2016
1:00 pm to 3:00 pm
Ancaster Old Town Hall,
310 Wilson Street East

Thursday, November 3, 2016
6:00 pm to 8:00 pm
Binbrook Fairgrounds,
2600 Regional Road 56

In addition, a notice for the Statutory Public Open Houses was published in the Hamilton Spectator on September 23, 2016 and in the Hamilton Community News on September 22, 2016. A supplementary email notice was also sent to all parties who had requested to be a part of the Draft CMU Zones mailing list. Approximately 97 people attended over the five meeting dates.

Similar to the Phase One Statutory Open House, attendees were primarily interested in the flexibility of uses, impacts of a maximum building height of 22.0 m in some zones, and site specific zone regulations. A summary of all written comments received throughout the consultation process and staff's response can be found attached as Appendix "D" to Report PED16100(b).

In conclusion, a total of 12 open houses were held in two phases in June 2016 and October/November 2016 to present Draft CMU Zones to the general public and to obtain feedback for consideration. A total of 232 attendees attended the open houses.