

PUBLIC CONSULTATION STRATEGY GUIDELINES

Applicant: UrbanSolutions Planning & Land Development Consultants Inc.
 Location: 235 Main Street West, Hamilton, FC-16-153
 Owner: Manhattan West Corporation
 Date: December 11, 2017
 RE: Official Plan and Zoning By-Law Amendment Application Submission

GUIDELINES	URBANSOLUTIONS STRATEGY
Target audience of the consultation	The target audience for this application is the general public and adjacent land owners within 120m of the subject lands, including the Strathcona Neighbourhood Association.
If done, record of consultation efforts made before the application was submitted	N/A
List the stakeholders and how they are impacted	Primary stakeholders are those within the 120m circulation area and the Strathcona Neighbourhood Association. Collectively all documentation submitted in support of this complete application confirm the proposed is compatible without causing adverse impacts. We look forward to reviewing any public stakeholder comments received.
Tools to be used to consult/engage the public	<p>UrbanSolutions will post a notification sign, following guidelines provided by the City of Hamilton. This sign will provide relevant information related to the purpose and intent of the requested changes to the applicable Official Plan and Zoning By-law.</p> <p>In proximity to the public notification sign, UrbanSolutions will post a sign detailing contact information of our firm. This will allow members of the public to call or email and make inquiries on the proposal.</p> <p>UrbanSolutions will prepare a microsite for this project. The link will be available on the above noted signage, as well as</p>

	<p>provided to the Planner on file. The microsite will provide a portal for members of the public to access the submitted reports, studies and supporting information that have been provided to the City. Updates on the project will also be posted on the site, as they occur.</p> <p>Our office will attend and be prepared to provide a presentation at the statutory public meeting, at Planning Committee and a neighbourhood meeting if requested by the local Councillor.</p>
Timing of consultation	<p>Consultation with the public via the microsite will begin once the application has been deemed complete by the City of Hamilton.</p> <p>The timing of the statutory public meeting will ultimately be determined by the City.</p>
Method to receive document comments	<p>Contact information for UrbanSolutions will be available on the posted notification sign and microsite. Comments received will be reviewed and provided to the City.</p>
Proposed participants in consultation and their role	<p>Unknown at this time.</p>
Requested City resources	<p>None.</p>
Expected/Potential Issues	<p>None.</p>