

**PUBLIC CONSULTATION STRATEGY GUIDELINES**

Applicant: UrbanSolutions Planning & Land Development Consultants Inc.  
 Date: December 10, 2018  
 Location: 804-816 King Street West, Hamilton, Ontario  
 Owner: Gateway Development Group Inc.

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, adjacent land owners within 120m of the subject land and the Ainslie-Wood/Westdale Community 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. Collectively all documentation submitted in support of this complete application confirm the proposal 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 Zoning By-law and Official Plan.</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 provided to the Planner on file and the Ward Councillor. The microsite will provide a portal for members of the public to access the submitted reports, studies and supporting information that has 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.</p>

	In the event the Ward Councillor requests a neighbourhood information meeting, UrbanSolutions would be happy to attend a meeting, present the development proposal and answer questions of the public.
Timing of consultation	<p>Consultation with the public 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	Contact information for UrbanSolutions will be available on the posted notification sign, as well as on the Microsite. Comments received will be reviewed and provided to the City.
Proposed participants in consultation and their role	Unknown at this time.
Requested City resources	None.
Expected/Potential Issues	None.