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Project Charter

Project	Parkland Acquisition Strategy		
Created By	Warren Harris	Date	Updated February 2019
Updated By	Kevin Okimi		

Goal	To create a parkland acquisition strategy that will address the Town's parkland needs till 2031.
Objectives	<ul style="list-style-type: none"> • Determine appropriateness of current Official Plan parkland/population ratios based on municipal best practices and recent OMB decisions for inclusion in the Vision Georgetown Secondary Plan • Update current Needs Assessment based on Town's parkland inventory and future needs based on projected growth to 2031 (build out of Vision Georgetown study area) • Develop land acquisition criteria and identify potential land holdings for future parkland development outside of the Vision Georgetown study area • Identify implementation plan outlining funding sources, scope of approvals, conceptual plan, capital budgeting and securement approach.
Direction	Project 8500-22-1501 – 2015 Capital Budget
Benefit	Parkland Acquisition Strategy will inform a policy and financing framework for the Official Plan and future Capital Budgets
Deliverables	<p>Parkland Policy Discussion Paper on parkland policies as framework for update to Official Plan, Vision Georgetown Secondary Plan and Parkland Dedication By-law</p> <p>Implementation Strategy for Town wide parkland acquisition(budget, approvals, funding)</p> <p>Terms of reference for Securement Approach</p> <p>Confidential Council Report(s) on potential land acquisition(s) strategy</p>

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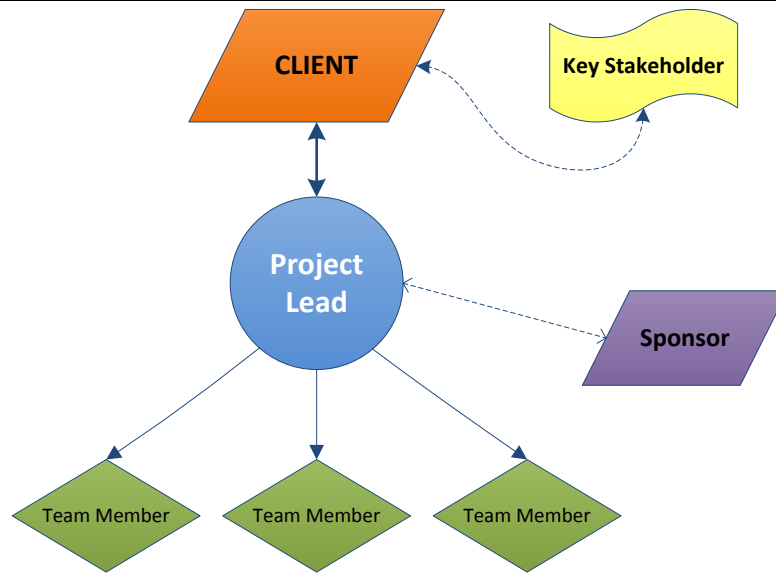
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Budget Forecast	Project Budget \$85,000
Roles and Responsibilities	<p>Client – Warren Harris <i>Approves the charter, project plan, alternative models and Corporate Report; maintain communications throughout the project with key stakeholders; responsible for key stakeholders review, revisions and approvals</i></p> <p>Project Lead – Kevin Okimi <i>Develops and monitors the charter and project plan, chairs team meetings, delegates, gives direction and provides support to team. Responsible for success or failure of the project.</i></p> <p>Project Admin – Cindy Bodrug <i>Assist the Lead with project administration including agendas, minutes, files, meeting planning, verification of physical requirements at each location</i></p> <p>Key Stakeholders – Council, Members of the Public, Department Leadership Team, <i>Support the Client and the team in approvals and decision making</i></p> <p>Implementation Team; Technical Steering Committee – Staff from: Parks and Open Space (MT/JGa) Planning, Development and Sustainability (JL) Finance- Purchasing (SG) Budget/CIL/DCs (WO/AP)</p>

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Project Structure



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Tasks/ Assignments	<p>Phase One – What We Have, Where We’re Going</p> <ul style="list-style-type: none"> • Confirm parkland ratios and designations based on other municipal best practices, OMB decisions, and a fair, equitable approach to achieving Provincial, Regional and Town policy objectives. • Identify need for Town Wide Park(s) based on existing parkland inventory, projected Vision Georgetown requirements, and range of uses outlined in Town’s current Official Plan. <p>Phase Two – Striving for the “Emerald Necklace”</p> <ul style="list-style-type: none"> • Develop criteria and related ranking for Town Wide parkland needs considering such factors as parcel size, location, connections to Town lands and natural areas, cultural significance and key planning constraints (land use compatibility, current OP and OZ designations, feasibility of servicing). The criteria may inform/amend existing Official Plan <p>Phase Three – Who Owns What</p> <ul style="list-style-type: none"> • Identify ownership of key land holdings within the context of major development initiatives: GTA West Corridor, Trafalgar Road North Widening, Vision Georgetown Secondary Plan, Greenbelt Plan Review (10yr review 2017), Growth Plan (2031-41) <p>Phase Four – Implementation Strategy: How to Get There</p> <ul style="list-style-type: none"> • Determine major steps required to acquire and develop future Town Wide Park <ul style="list-style-type: none"> ○ Land acquisition budget ○ Scope of studies ○ Timing of approvals ○ Conceptual design and capital construction framework ○ Funding options <p>Phase Five</p> <ul style="list-style-type: none"> • Develop terms of reference for securement approach including landowner approaches, negotiations and terms of purchase(s)
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Assumptions	<ul style="list-style-type: none"> • Vision Georgetown final approvals in 2019) • Parkland Acquisition Strategy may inform Town's Official Plan review, not be dependent on specific amendments to the Plan • GTA West Highway Corridor Study preferred alternative (2016) Trafalgar Road EA (2016), Ninth Line EA (2016) • Public consultation on parkland policies (not acquisition strategy) would be addressed as part of Recreation and Parks Strategic Plan Review exercise (2019)
Communications	Refer to project plan for key meeting dates and Council Report targets
Risks	<ul style="list-style-type: none"> • Vision Georgetown appeals/approvals could impact potential acquisitions from landowners group • Limited scope of land availability • Scope of acquisition and build out could exceed available resources and provision of Town Wide Park in timely manner and/or require an annual allocation to a reserve
Documentation	P:/Parks and Open Space/Special Projects/2015_Parkland Acquisition Strategy
Boundaries	<ul style="list-style-type: none"> • Does not address specific strategy for parkland deficiencies in all existing neighbourhoods, but focuses on Town Wide parkland needs
Decision Making Process	<ul style="list-style-type: none"> • Review/direction from Technical Steering Committee • Input from key stakeholders • Approval by WH • Council Reports for specific direction to staff
Signatures	