

File: insert

insert date

NOTICE OF PUBLIC HEARING

IN THE MATTER OF AN application under Section 34 of The Planning Act, R.S.O. 1990, Chapter P.13:

Applicant:

Location:

Application:

Proposal:

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Public Hearing: Prior to a recommendation to Council, the Planning Committee will hold a public hearing to receive the views of the public on **insert hearing date** beginning at 1:00 p.m. in Committee Room C-11 and via electronic participation, Tom Davies Square, 200 Brady Street, Sudbury. **** Please note that TDS is temporarily closed to the public****

This meeting will be held through remote electronic participation in accordance with the *Municipal Act, 2001*, as amended by Bill 187, the *Municipal Emergency Act, 2020*, and an Order in Council of March 28, 2020, which amended the *Emergency Management and Civil Protection Act* and prohibits organized public events of more than five people.

The Media and the general public can view the Planning Committee webcast via the City of Greater Sudbury livestream: <https://livestream.com/greatersudbury>

If you wish to be notified of the decision of the City of Greater Sudbury on the proposed zoning by-law amendment, you must make a written request to the Clerk, City of Greater Sudbury, P. O. Box 5000, 200 Brady Street, Sudbury, ON P3A 5P3.

If a person or public body would otherwise have an ability to appeal the decision of the Council for the City of Greater Sudbury to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the City of Greater Sudbury before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the City of Greater Sudbury before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

PLEASE NOTE:

Comments submitted on these matters including the originator's name and address become part of the public record, may be viewed by the general public and may be published in a planning report, included in a Planning Committee Agenda and posted on the City's website.

By submitting information, including print or electronic information, for presentation to City Council or Committee you are indicating that you have obtained the consent of persons whose personal information is included in the information to be disclosed to the public.

The owner of any land that receives this notice, where the land contains seven or more residential units, is requested to post a copy of this notice in a location that is visible to all of the residents.

For more information please call **insert name**, Senior Planner in Planning Services at 705-674-4455, Extension **xxxx**. The Staff Report and recommendations will also be available on the City's website at www.greatersudbury.ca/agendas on **insert date**.

Representations by the Public for Public Hearings

Tom Davies Square is temporarily closed to the public to help stop the spread of COVID-19. While the public is not able to attend Council and Committee meetings in-person, there are several ways in which the general public can provide submissions to the Members of the Planning Committee and Council for the **insert date** meeting, as follows:

- **Submit comments in writing:** Submit comments in writing to the City of Greater Sudbury, City Clerk, Box 5000, Station A, Sudbury, Ontario, P3A 5P3, prior to this meeting or by email to clerks@greatersudbury.ca. Comments received **by 4:00 p.m. on insert date** will be provided to Members of the Planning Committee and Council prior to the meeting.
- **Register to speak at the Committee Meeting via electronic participation:** should you wish to speak at the Planning Committee meeting, please email Clerk's Services at clerks@greatersudbury.ca. Please include:
 - your name (first and last)
 - email address in order to send you an invite to participate in the meeting via *WebEx* which allows for participation by computer, mobile device or telephone
 - which item on the agenda you wish to address
 - any visual materials such as pictures or a PowerPoint presentation.

Notwithstanding the deadlines noted above, members of the public are requested to register as soon as possible in order to facilitate an orderly registration process and meeting.

Verbal or written submissions will not be accepted by members of Council following completion of the public hearing. If you are aware of any person interested or affected by this application who has not received a copy of this notice, it would be appreciated if you would so inform them. **Members of the public are encouraged to provide written comments prior to the date above even if they choose to register to speak at the meeting via electronic participation in order for the Committee Members to have their comments in the event they are not successful in joining the electronic meeting.**

Electronic participation for persons wishing to make representations

Upon receipt of your request to speak at the meeting, you will be provided the *WebEx* meeting details and password prior to the meeting, including a link to educational resources for those who may be new to using *WebEx*.

Please note that neither a computer, nor a video sharing device, is required to participate in the meeting via *WebEx*. You may also opt to call in from a cell or landline. A call-in number will be provided in the email invite for this purpose.

Persons who intend to participate during the meeting may wish to register/sign up in *WebEx* if they have not already done so. The following information is provided for your consideration and guidance during remote participation in the meeting:

- **As screen-sharing will not be enabled for participants during this meeting, those persons who wish to provide a visual presentation (PowerPoint or other) must email it to clerks@greatersudbury.ca**. The City Clerk who is moderating the meeting will share your presentation from his/her screen as you speak. Therefore, in order to allow sufficient time for set-up and testing in advance of the meeting start time, **those who wish to provide visual presentations are required to register to speak and provide those materials to Clerk's Services prior to 4:00 p.m. on insert date.**
- When you join the meeting, either by phone or online, you will be admitted in as an attendee. You will not be greeted upon joining the call. You will be able to hear the meeting and see the active speaker (if you have video capability), but your mic will be muted until it is your turn to speak.
- You may also follow along on livestream until you are called upon to speak (a separate device is best if you are calling on a cell), but you must mute that feed when you are called on to speak in order to prevent feedback. Please note there may be a 5 to 30 second delay between the live meeting and what you see on livestream.
- If you join the *WebEx* meeting through your phone, please **do not put the phone on hold at any time**, as this will result in broadcasting "hold music" online once your mic function is unmuted.
- To optimize call quality when using a laptop, a headset with microphone is best if available to you; otherwise, whether using your laptop microphone or cell phone, please speak directly into the receiver and do not use speaker phone.

- If you are having technical difficulties on June 8th with respect to gaining access to WebEx, you may contact the Clerk's Office at clerks@greatersudbury.ca or [705-674-4455 ext. 2471](tel:705-674-4455). Please be advised that the City has limited resources available and is not able to diagnose or address technical issues with your hardware or internet connection.
- **Please be reminded that the meeting will be live streamed and archived to the livestream. If you enable your camera, you will appear to meeting participants and on the livestream.**
- **Please do not share the WebEx meeting details with anyone or post through social media.** These details are restricted to Members of Committee and Council, specifically designated staff, applicants or their representatives and persons that have made a request to speak. All others will be able to watch and listen to the meeting on the City of Greater Sudbury's livestream.
- **Public delegations will be provided five (5) minutes in which to make their comments once called upon to speak by the Committee Chair.** Questioning of / debate with the members (or staff) is not permitted. If you have questions, you may state them during your five minutes. Your comments must be directly related to the content of the report(s) to which you are speaking. The committee members may choose to ask you follow-up questions following your remarks, comment, or ask staff to respond to what you have said.
- You are encouraged to send written comments for the Committee's consideration in addition to your oral presentation. Please refer to the information provided above on how to submit written comments/presentations.

¹ Notwithstanding all of the above, the Rules of Procedure as set out in the [Procedure By-law](#) will be followed: <https://www.greatersudbury.ca/city-hall/by-laws/>

XX/xx
Attach.

Alex Singbush, MCIP, RPP
Manager of Development Approvals