



CURRICULUM VITAE

Andrea L. Sinclair, MUDS, BES, MCIP, RPP

EDUCATION

2005

Master of Urban Design Studies
University of Toronto

2004

Bachelor of Environmental Studies
Honours Planning
University of Waterloo

Andrea Sinclair joined MHBC as a Planner in February 2006 after graduating from the University of Toronto with a Masters of Urban Design Studies and the University of Waterloo with a Bachelors Degree (Honours) in Planning.

Ms. Sinclair provides urban and regional planning, analysis and research support for all aspects of the firm's activities. She has experience in providing planning consulting services to municipalities and private sector clients. She also has experience related to the approval and registration of plans of subdivision and plans of vacant condominium, as well as experience in developing design guidelines for residential, commercial, and mixed use developments.

Ms. Sinclair is a Full Member of the Canadian Institute of Planners and Ontario Professional Planners Institute.

PROFESSIONAL ASSOCIATIONS

Full Member, Canadian Institute of Planners (CIP)
Full Member, Ontario Professional Planners Institute (OPPI)
Full Member, Registered Professional Planner (RPP)
Member, Guelph and District Home Builders Association

PROFESSIONAL HISTORY

2011 - Present Associate,
MacNaughton Hermsen Britton Clarkson Planning Limited
2006 - 2010 Planner,
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CONTACT

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SELECTED PROJECT EXPERIENCE

Experience in all facets of development applications including applications for minor variance, severance, Plan of Subdivision, Plan of Condominium, Site Plan approval, demolition approval, zone change and Official Plan Amendment.

Preparation of planning assessments to identify development potential of properties for a range of clients.

Presentation and representation at public meetings, committees and municipal Council on behalf of clients.

Preparation of design guidelines for private and public sector clients, including design briefs for Mattamy Homes, Activa Group, and Hallman Construction Limited.

Research related to employment lands, and employment land conversions.

Research and preparation of reports / evidence for hearing before the Ontario Municipal Board.

Preparation of a Justification Analysis for Employment Land Needs in the City of Woodstock.

Project Planner for the City of Woodstock Zoning By-law Update.

Completion of design guidelines for heritage sites in Kitchener.

Planning analysis and approvals for mixed use developments.

Review of Provincial documents and policy for various clients.

PROFESSIONAL DEVELOPMENT COURSES

2008	The Planner at the Ontario Municipal Board
2009	Planner as a Facilitator

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