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## MEMORANDUM

**PDS-C 23-2020**

**Subject:** COVID-19 Response and Business Continuity in Planning and Development Services

**Date:** November 9, 2020

**To:** Planning and Economic Development Committee

**From:** Rino Mostacci, Commissioner

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### Community and Long Range Planning

#### Current Status of Operations

With the announcement of the retirement of Commissioner Rino Mostacci effective October 30, 2020 the following changes will be made to Community and long Range Planning as of November 2, 2020:

- Doug Giles – Acting Commissioner Planning and Development Services
- Isaiah Banach – Acting Director Community and Long Range Planning
- Kirsten McCauley – Acting Manager Long Range Planning

Work is continuing on updating background reports with the 2051 population and employment numbers. This work will also feed into the lands needs methodology and growth management. It is anticipated that updates will be complete by January 2021.

The recent round of online Public Information Centres (Picks) for the Regional Official Plan have been completed. The first session was held on September 23, 2020 and the final session was held on October 21, 2020. Over this period six sessions were held and total attendance was 332. A report summarising this consultation will be provided in December.

## **Development Planning & Approval Services**

### **Current Status of Operations**

Development Planning & Approval Services continues to adapt to ensure the delivery of core development review functions including: review and comment on all development applications from a Provincial and Regional perspective, coordinating and analyzing internal review/comments from Urban Design, Environmental Planning and Development Engineering for a “one-window” Regional response.

The following development volumes were received by the department during September:

- Planning Applications (includes zoning, subdivision, site plan etc.) - **38**
- Engineering Applications (includes servicing reviews, site plan, etc.) - **22**
- Private Septic Applications - **41**
- Pre-consultations – **51**

The total volume of formal applications (101, excluding pre-consultations) represents an increase of approximately 38% from September 2019 (73 applications), which is consistent with the increase experienced in August (30% increase). September 2020 volumes remained stable at approximately the same level as August. In addition, a 17% increase in application volumes was experienced for 2020 Q3 (276) compared to 2019 Q3 volumes (235).

## **Infrastructure Planning & Development Engineering**

### **Current Status of Operations**

#### **Development Engineering**

We are continuing to respond to development applications with engineering comments, legal agreements for road works, and processing ECA's under the Transfer of Review program for new sanitary and storm sewers. Additionally, we are continuing with Stormwater Management (SWM) review, Transportation review/meetings, and W&WW review/meetings as it relates to development applications and inquiries. We are working on the SWM Guidelines Project with WOOD Consulting Engineers and assessing schedule/deliverables to adapt to current situation.

### **Infrastructure Planning**

We are developing the RFP for the 2021 Water & Wastewater (W&WW) Master Servicing Plan (MSP) Update project in consultation with W&WW team. The target release is imminent to ensure work can be completed by end of 2021 as essential input for the Development Charges Background Study and By-law update.

Collectively, there are ongoing corporate wide-efforts to coordinate long range planning/growth with infrastructure planning projects (2021 W&WW MSP update) and the upcoming Development Charges Background Study & By-law update.

### **Development Industry Liaison**

We are continuing with the review of the potential build out scenarios for the urban areas in collaboration with planning group. This is necessary for the 2021 W&WW MSP update to evaluate servicing implications and supporting infrastructure. We are leading the development application process for the Linhaven and Gilmore LTC Redevelopment Projects and coordinating with St. Catharines, MTO, and other review agencies to ensure that site plan application can be approved and the timelines associated with this project remain on track (Government funding is tied to this as well). Participating with Development Industry meetings (NHBA) to understand impacts and restrictions from COVID to residential development industry and housing stock.

### **Private Sewage/Septic Systems Program**

The Private Sewage System group (responsible for Part 8 of the Ontario Building Code) is continuing to receive and respond to septic permit applications, inspections, development applications, special requests and complaints.

Respectfully submitted and signed by

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Rino Mostacci, MCIP, RPP  
Commissioner