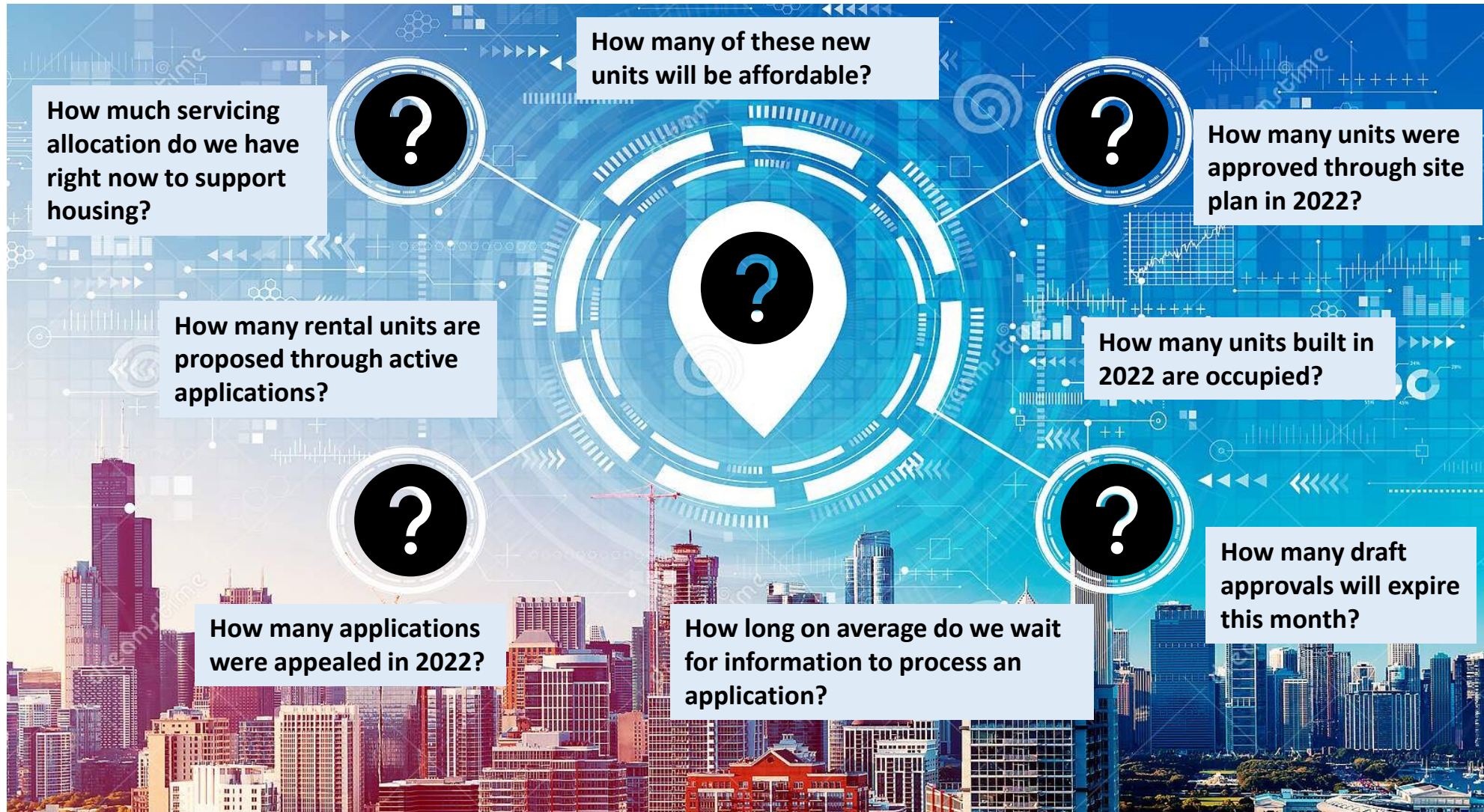


Streamlining the Planning Process

Standardized, Streamlined, Shared

Teema Kanji, Manager Programs and Process Improvement
Julie Millson, Program Manager, Partnerships

CAN YOUR MUNICIPALITY ANSWER THESE CRITICAL HOUSING QUESTIONS?



STREAMLINE DEVELOPMENT APPROVAL FUND

Building on recommendations of Audit and Accountability Fund (2021)

York Specific Deliverables

DEVELOP Common Planning Data Standards

ESTABLISH Common Process and Toolbox

ENHANCE Internal Processes

BOOST Cross-Organization Data Exchange

INCREASE Transparency and Data Quality

IMPROVE Customer Experience



PROJECT COMPLETION JUNE 2023



CONSISTENT PROVINCIAL INTEREST

2022

- Included in Initial Planning Data Standards Kick-Off
- Noted in Minister's AMO Conference Speech
- Provided One-On-One Project update to (MPBSD, MMAH)

2023

- Formal Participation in Working Group

**ILLUSTRATING LEADERSHIP AND INFLUENCING
PROVINCIAL STANDARDS**

CONTINUOUS CHANGE CATALYSTS

2022

- Q2: Bill 109
- Q3: Bill 23, Bill 3
- Q4: Bill 39

2023

- Q1: Report Regs
- Q2: ???
- Q3: ???
- Q4: ???



How Do We Continually Mitigate Our Collective Risk in the Face of Ongoing Changes?



CREATIVE COLLABORATION

- Encouraged new thinking and aimed for “MVP”
- 19+ Consultant led Workshops since April 2022
- Representatives from planning, engineering, external legal counsel and conservation authorities
- Facilitated sessions were led by consultants with extensive experience and subject matter expertise
- BILD engaged through workshops and surveys

Key to Success: Experienced Consultants and Active Participation



STANDARDS — A FOUNDATION FOR STREAMLINED SHARING

DATA AND FORMS

Development Application Form

YOUR LOGO HERE

Application(s) for: (Please check all applicable boxes)

<input type="checkbox"/> Official Plan Amendment	<input type="checkbox"/> Part Lot Control	<input type="checkbox"/> Zoning By-Law Amendment:	<input type="checkbox"/> Temporary Use	<input type="checkbox"/> Minor Variance	<input type="checkbox"/> Deeming By-Law
<input type="checkbox"/> Draft Plan of Subdivision:	<input type="checkbox"/> Consent:	<input type="checkbox"/> Condominium:	<input type="checkbox"/> Site Plan:	<input type="checkbox"/> Hold Removal	<input type="checkbox"/> Extension
<input type="checkbox"/> Amendment	<input type="checkbox"/> Lot Creation	<input type="checkbox"/> Exemption	<input type="checkbox"/> Major	<input type="checkbox"/> Other	<input type="checkbox"/> Extension
<input type="checkbox"/> Extension of Conditions	<input type="checkbox"/> Amendment	<input type="checkbox"/> Minor	<input type="checkbox"/> Exemption	<input type="checkbox"/> Heritage	<input type="checkbox"/> Telecommunication
<input type="checkbox"/> Other	<input type="checkbox"/> Model Home				

Registered Owner/Applicant Information

Full Name: _____

Company Name/Signing Officer of Company: _____

Address: _____
Street Address _____
Municipality _____

Phone: _____

Are there other Registered Owners?
If YES, please provide supporting documentation

Mortgages/Encumbrances and of Interest to be transferred?
If YES, please provide supporting documentation

Agent Information

Full Name: _____

Company Name/Signing Officer of Company: _____

Address: _____
Street Address _____
Municipality _____

Phone: _____

Proposed Development Description

Project Description: _____

Municipal Address: _____
Street Address _____
Municipality _____

Office Use Only

Date Received: _____

YOUR LOGO HERE

Application Type

Location

Owner

Applicant

Authorized Agent

Proposal

Authorization/Declaration

TERMS OF REFERENCE



PROCESSES



STREAMLINED APPLICATION FORM COLLABORATIVELY CREATED

Stouffville PLANNING APPLICATION

SECTION A TO BE COMPLETED BY TOWN STAFF

1. Application(s) for: (Please check all applicable boxes)

2. Owner and Applicant / Agent information

Registered Property Owner (as it appears on CAD/Transfer)	APPLICANT / AGENT (Other than Registered Property Owner)
Name	Name
Company	Company
Address	Address
Municipality	Municipality
Phone	Phone
Fax	Fax
Mobile	Mobile
Telephone	Telephone

Richmond Hill

Application(s) for:

Official Plan Amendment, Zoning By-Law Amendment, Draft Plan of Subdivision, etc.

APPLICANT INFORMATION

PROPERTY INFORMATION

EXISTING DEVELOPMENT/CONDITIONS

The Corporation of The Town of Georgina

APPLICANT INFORMATION

PROPERTY INFORMATION

Development Application Form

YOUR LOGO HERE

Application(s) for: (Please check all applicable boxes)

Official Plan Amendment, Part Lot Control, Zoning By-Law Amendment, etc.

Registered Owner/Applicant Information

Full Name: _____

Company Name/Signing Officer of Company: _____

Address: _____

Street Address: _____

Municipality: _____

Phone: _____

Are there other Registered Owners? _____

Agent Information

Full Name: _____

Company Name/Signing Officer of Company: _____

Address: _____

Street Address: _____

Municipality: _____

Proposed Development Description

Project Description: _____

Municipal Address: _____

Office Use Only

Date Received: _____

East Gwillimbury

SITE PLAN APPLICATION

1. I hereby submit this Application for a Site Plan Agreement in respect of the property herein described.

2. Assessed Owner(s) of the subject property:

3. Applicant Name:

4. Solution Agent:

5. Legal Description of property which is the subject of this application:

KING

APPLICATION FOR SITE PLAN APPROVAL

SHADED AREAS FOR OFFICE USE ONLY

APPLICATION FOR:

CONTACT INFORMATION

Name & Company	Mailing Address & Postal Code	Contact Information
Registered Owner:		Phone 1: Phone 2: Fax: Email:
Applicant:		Phone 1: Phone 2: Fax: Email:
Agent (Consultant/Collocator):		Phone 1: Phone 2: Fax: Email:

VAUGHAN

Development Approval Planning Application

APPLICATION TYPE (Check one)

Official Plan Amendment, Zoning By-Law Amendment, etc.

1.1 Applicant Name:

1.2 Contact Name:

1.3 Address:

1.4 Phone:

1.5 Other Address:

1.6 Date Subject Lands were acquired (optional):

Newmarket

Planning Application Form

Application is submitted for: (Mark all appropriate boxes)

Official Plan Amendment, Zoning By-Law Amendment, etc.

Registered Owner:

Beneficial Owner (if Applicable):

Agent (if other than either of the above):

Send Invoices To: (Mark Appropriate Boxes)

Send Correspondence To: (Mark Appropriate Boxes)

AURORA

TOWN OF AURORA Planning and Development Services

SITE PLAN APPLICATION FORM

FOR OFFICE USE ONLY

Application Received By:

Assigned Application File Name:

Other Related Application Numbers on the Property:

The undersigned hereby applies to the Town of Aurora in respect to the lands hereinafter described for a:

FULL SITE PLAN APPLICATION

AMENDING SITE PLAN APPLICATION

MINOR SITE PLAN APPLICATION

1. OWNER/APPLICANT/AGENT INFORMATION

Registered Land Owner:

Registered Owner(s):

Agent (if other than either of the above):

MARKHAM

SITE PLAN CONTROL APPLICATION

Applicants are required to consult with the planning and urban design department prior to Application File Number.

Have you considered development charges?

APPLICATION TYPE (Check one)

Minor Application (including but not limited to changes to parking lots, retaining in situ, outdoor site, etc.)

PROPERTY INFORMATION

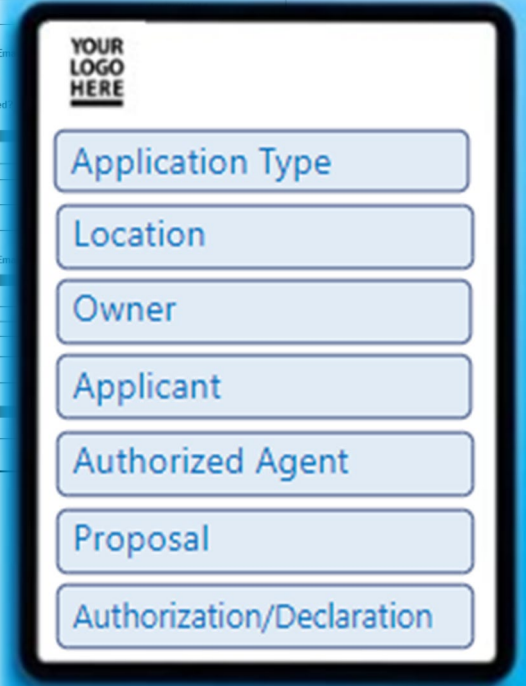
Municipal Address:

Registered Plan Number:

Registered Land Owner:

Registered Owner(s):

AGENT, SOLICITOR, OR PLANNING CONSULTANT



Standard Shared with Province

AGRICULTURAL ASSESSMENT
ARCHAEOLOGICAL ASSESSMENT
ARCHITECTURAL DESIGN CONTROL
BLOCK PLAN
COMMUNITY SERVICES AND FACILITIES
CULTURAL HERITAGE IMPACT ASSESSMENT
CONSERVATION PLAN HERITAGE
ENVIRONMENTAL IMPACT STUDY
ENVIRONMENTAL SITE ASSESSMENT
EROSION AND SEDIMENT CONTROL PLAN
FUNCTIONAL SERVICING REPORT
GEOTECHNICAL STUDY
HYDROGEOLOGICAL STUDY
HYDROLOGICAL STUDY
MASTER ENVIRONMENTAL SERVICING
NOISE AND VIBRATION STUDY
PARKING STUDY
PLANNING JUSTIFICATION STUDY
RETAIL AND SERVICE NEEDS
STORMWATER MANAGEMENT REPORT
SUN SHADOW ANALYSIS
TRANSPORTATION DEMAND MANAGEMENT PLAN

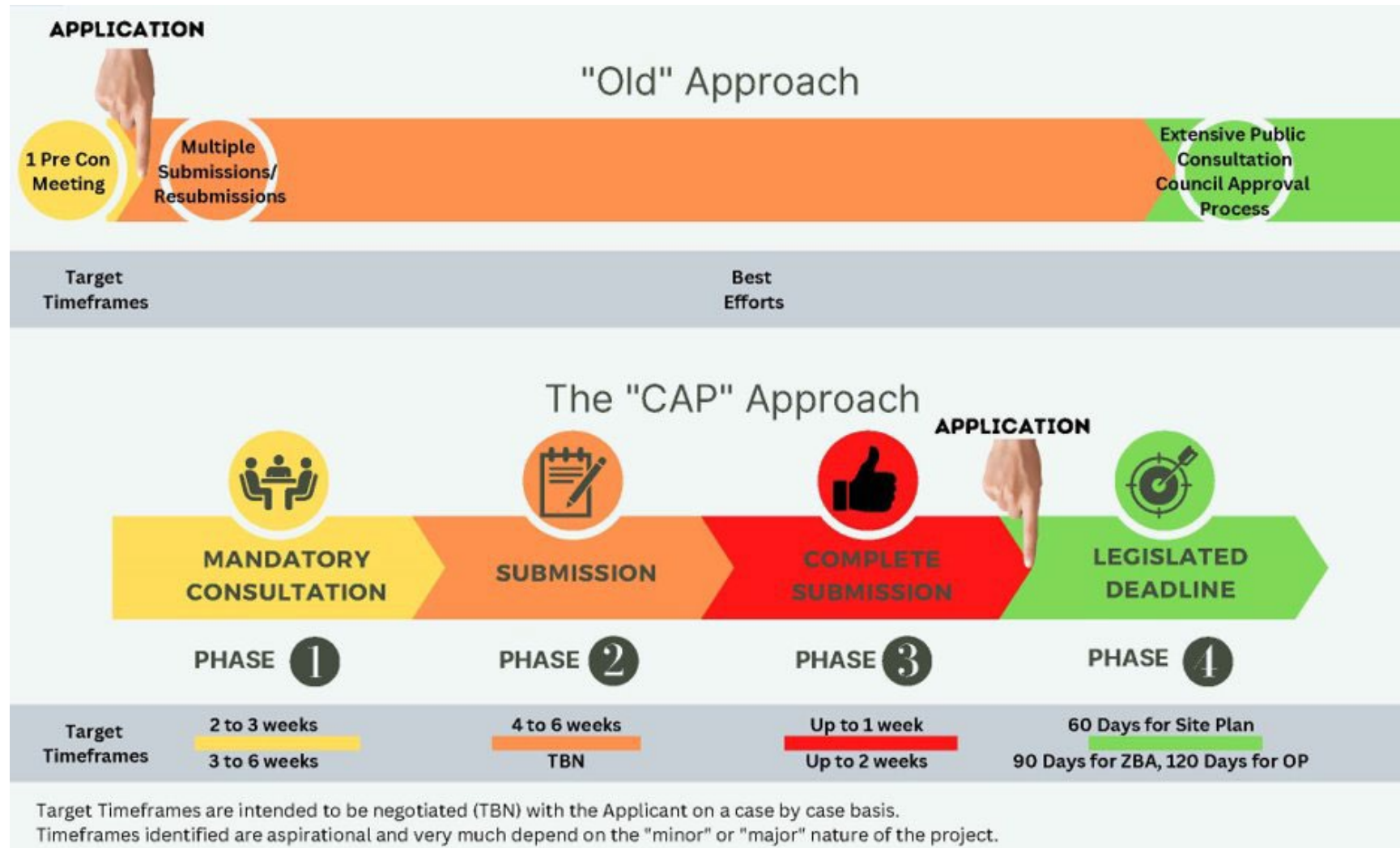


CONSENSUS ON COMMON TERMS OF REFERENCE

- Focus on "must-haves"
- Developed 25 Common Terms of Reference
- Providing clarity on municipal requirements
- Available for use by all municipalities

REDUCING COMPLEXITY AND CONFUSION

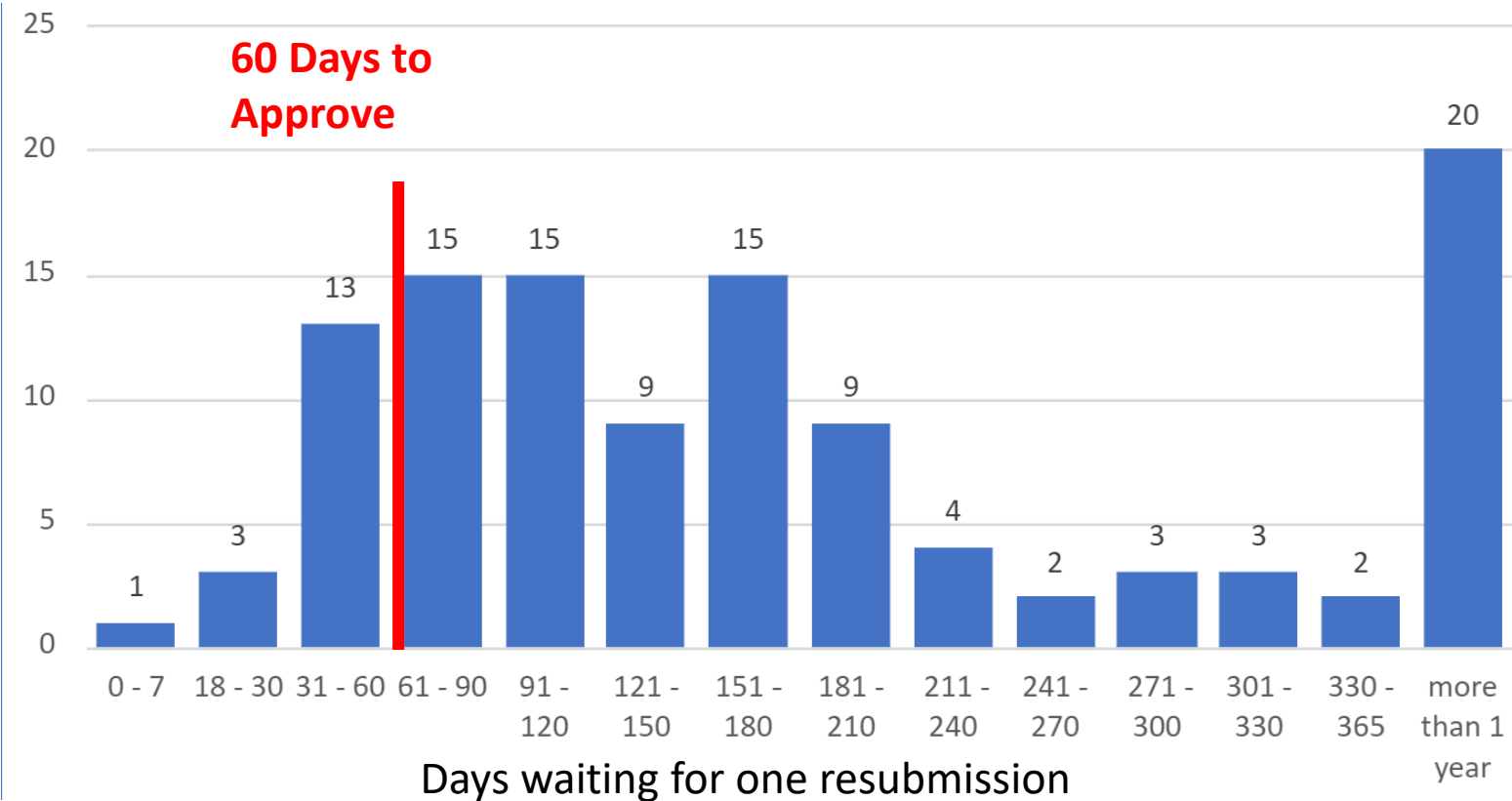
COLLABORATIVE APPLICATION PREPARATION (CAP) PROCESS



Township of King and Town of Newmarket have started piloting our collective CAP process

DATA INFORMED — INTERNAL PROCESS INSIGHTS

No. of Site Plan Applications





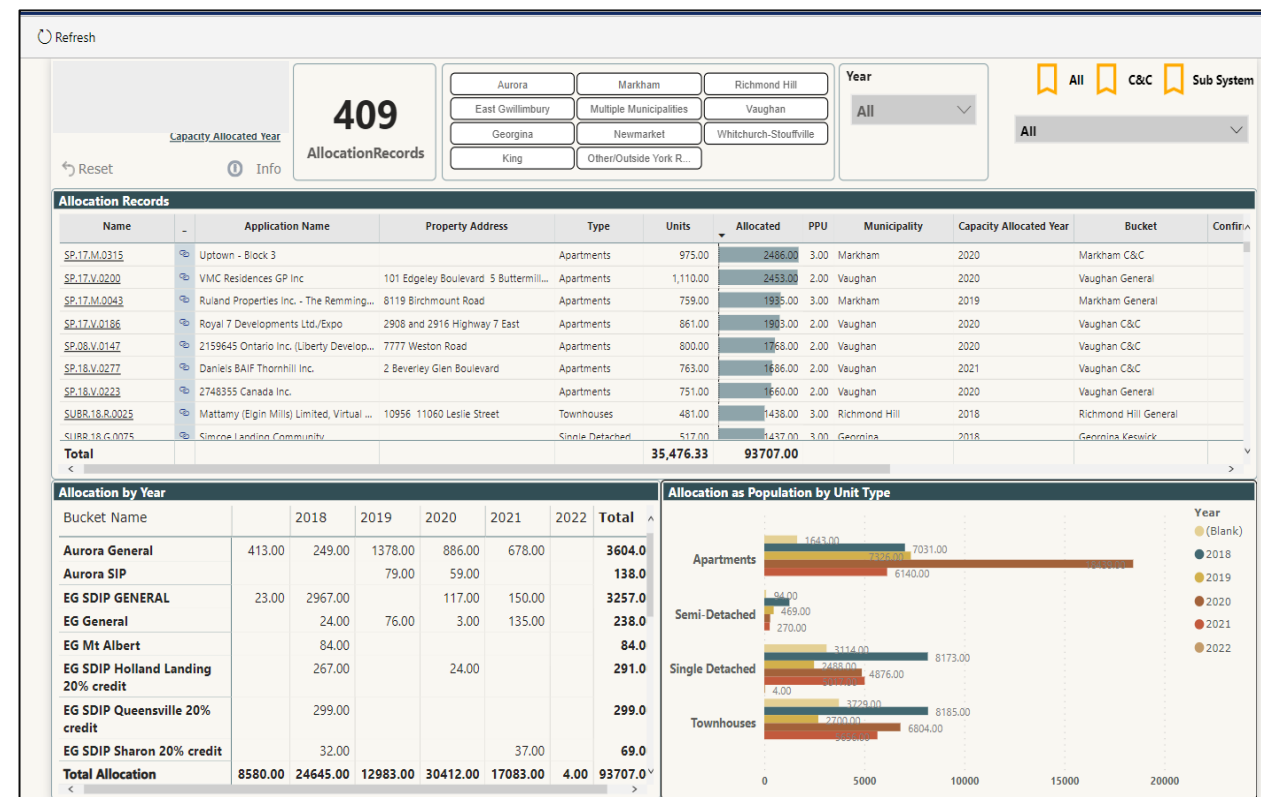
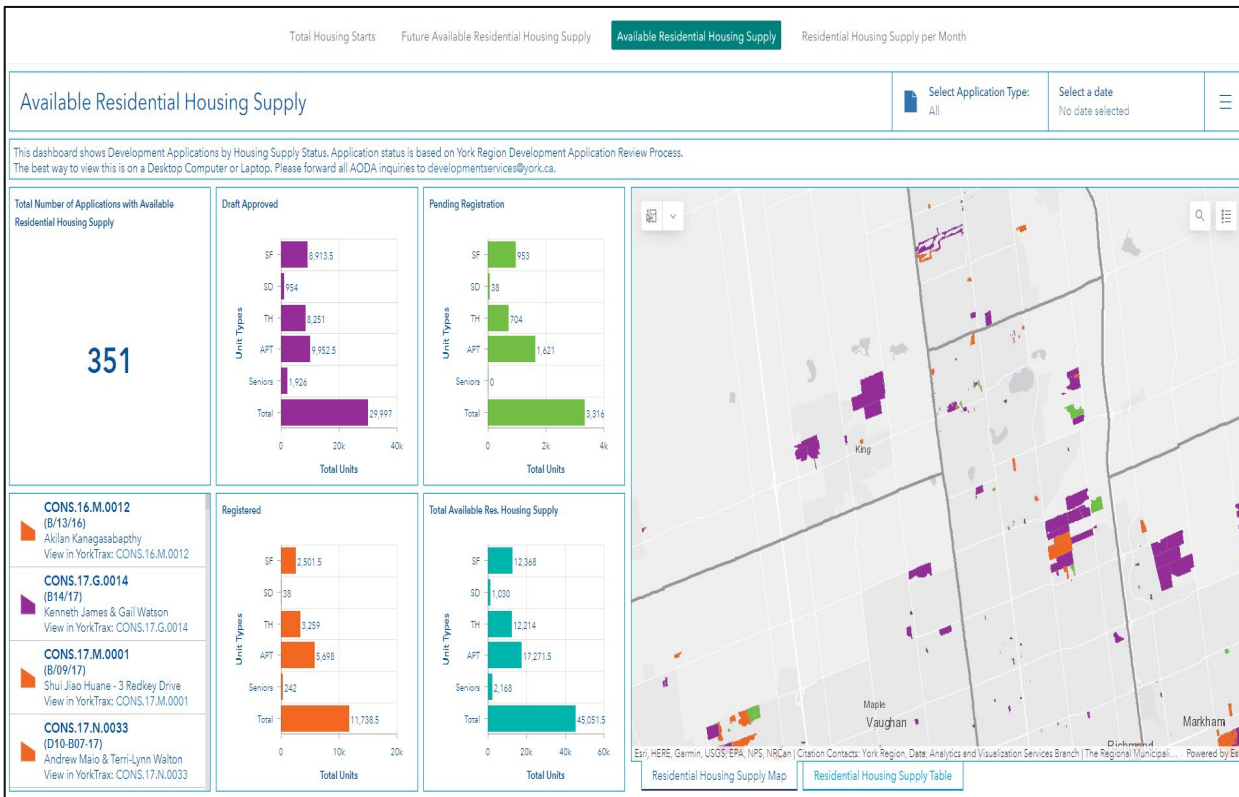
BOOSTING CROSS-ORGANIZATION DATA EXCHANGE

- Utilize "the single source" of truth
- Established governance and agreements in place
- Adhere to agreed upon data standards
- No impact on existing systems
- Data Co-Op - a proven working model

REAL-TIME SHARED INSIGHTS FOR ALL

Housing Supply

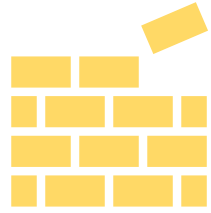
Servicing Allocation



MUNICIPAL DATA SHARING READINESS



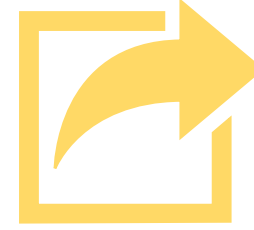
Willingness to Share



Tracking System Implemented



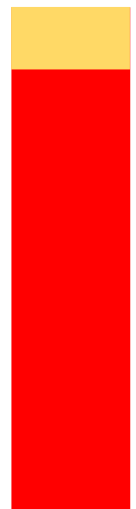
Digital Data Availability



Ability to Export from System



Ability to Integrate into System



ALTERNATIVE DATA EXCHANGE OPPORTUNITIES



**Building Permits
Fit to Occupy Permits**



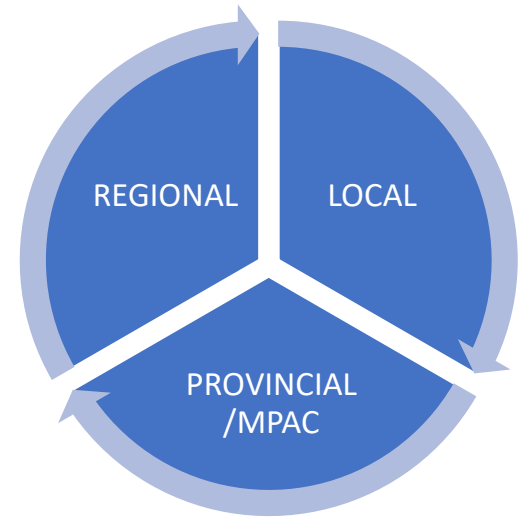
Housing Supply



Servicing Allocation

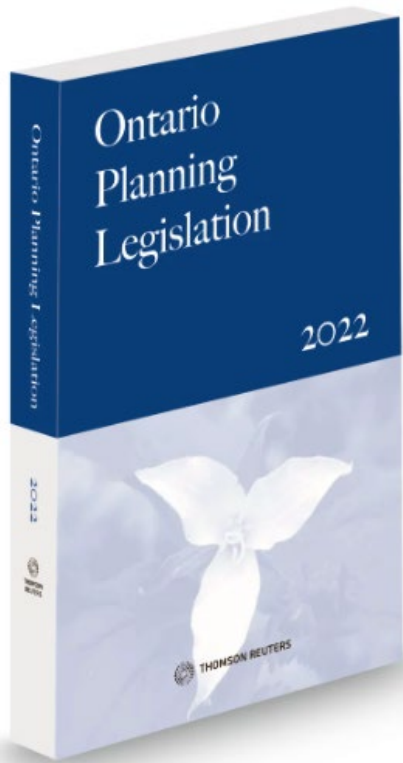


Revenue Generation



- A single consolidated source of the truth
- Aggregation/sharing saves time/money
- Consistent provincial big picture view
- Requires reliable data quality
- Educational partnership underway

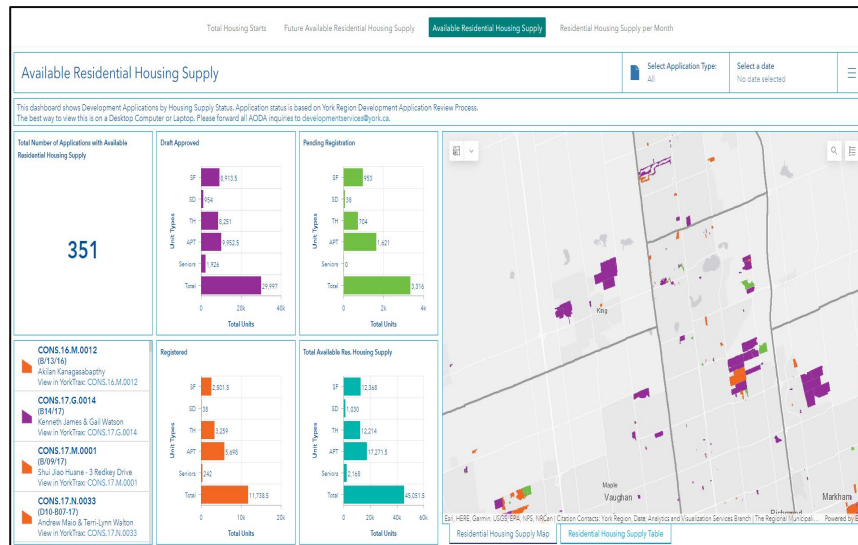
**ESTABLISHING A STRONG
CYCLE OF SHARING**



PROVINCIAL DATA REPORTING REGULATIONS



- Applies only to municipalities with housing pledges (currently)
- Requires quarterly and annual data deliveries (digital, spatial)
- Asks for historic data



FOR MEASURING AND MONITORING HOUSING SUPPLY



BUILDING ON THE MOMENTUM

- Forum to exchange best practices
- Strength in numbers to any challenges
- Annual Workplan for further efficiencies
- Include BILD in process improvement discussions
- Reports to Planning Commissioners/Directors
- Work together to meet legislative timeframes and protect planning revenues

PARTICIPATE IN PLANNING INNOVATION TEAM



THE ASK

1. Continue to work collaboratively
2. Support continued process improvement and data sharing

THANK YOU

Teema Kanji, Manager of Process Improvement
tkanji@york.ca

Julie Millson, Program Manager, Partnerships
jmillson@york.ca

