

Development Services

2024 Proposed Budget Department Overview

October 31, 2023

Development Services

Organizational Chart



Development Services

Department Overview

- Responsible to provide leadership and direction to ensure efficient and effective administration, delivery and operations of programs and services related to sustainable growth and development
- Department is comprised of the following three Divisions: Planning, Building and Septic, and Economic Development
- Responsible for a number of City Committees and Boards
- Staffing consists of 51 full-time staff

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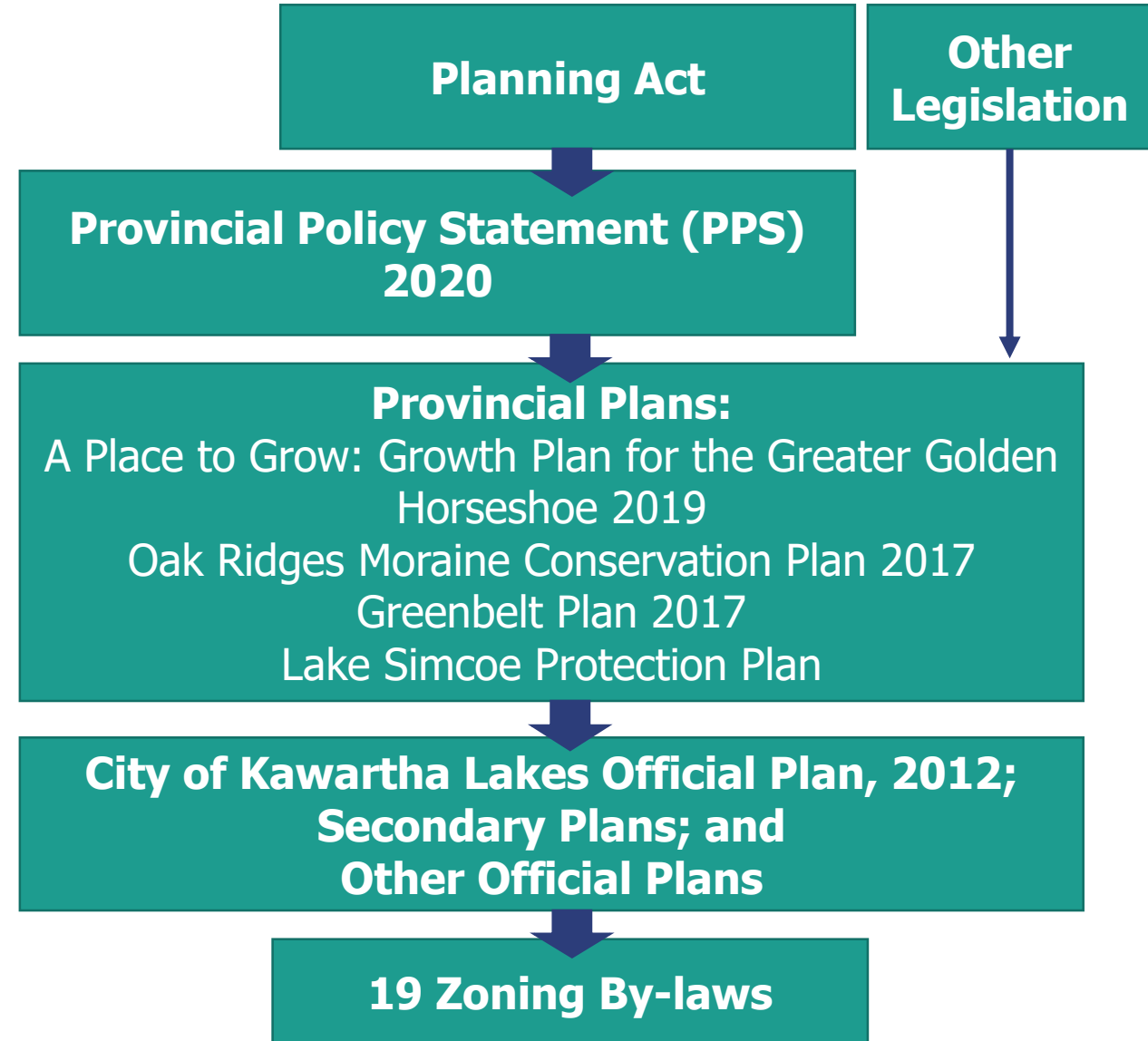
Planning Division Overview

- General Inquiries
 - Zoning Information
 - Compliance Requests
 - Information and Advice
- Projects and Policy Development
 - Comprehensive ZBL Review
 - Active Transportation Master Plan
 - Growth Management Strategy
 - Official Plan Review & Secondary Plans
- Provincial Legislation and EROs
- Planning Act Applications
 - Official Plan Amendments
 - Zoning By-law Amendments
 - Subdivisions, Condominiums
 - Site Plans
 - Minor Variances, Consents
 - Deeming By-laws, Part Lot Control exemptions
 - Preconsultations

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Planning Framework

- Planning Act establishes provincial interests and rules for land use planning in Ontario
- Official Plan must be consistent with the PPS and conform with Provincial Plans
- Official Plan must be updated every 10 years
- Council powers for land use decisions established through the Planning Act



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Building & Septic Division Overview

- Building & Demolition Permit Applications
- Sewage System Permit Applications
- Accessory Residential Unit Registration Applications
- Pool and Sign By-law Applications
- Building & Septic Compliance Letter Requests
- Search of Records Requests



Economic Development Division Overview

- **Business Development, Retention, Expansion & Attraction:** promoting and supporting local and new business investment, Kawartha Lakes Small Business Centre (KLSBC)
- **Economic Strategy:** strategies, project, partnership and programs that support the resiliency of the economy, sectors, and communities
- **Tourism:** product development and Destination marketing Organization
- **Culture and Heritage:** heritage preservation, public art, curatorial services

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Highlights & Accomplishments

- Full office moves coordinated between all three Divisions
- Planning services contracts for external planning application review
- Resolved secondary plan appeals for Lindsay and Fenelon Falls
- Implemented Call Queue phone system for Planning and Building & Septic Divisions
- Building & Septic Division team at full staff compliment
- Building Permit now being issued within specified timelines
- Enhanced reporting mechanism for building without a permit
- Kawartha Lakes Tourism developed and launched new tourism products
- Business Count project completed reaching over 750 employment properties
- Million Dollar Makeover, Digital Main Street, Kawartha Choice FarmFresh and Development Concierge Program all on target

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2024 Priorities

- Resolve remaining secondary plan appeals for Bobcaygeon and Omemee
- Implementing City's Housing Pledge targets to 2031
- Finalize Rural Zoning By-law, Active Transportation Master Plan, and Growth Management Strategy
- Implement electronic application processes in Planning and Building & Septic Divisions
- Establish North (Coboconk) and South (Lindsay) Building & Septic Division Hubs for all Division services
- Certification training for new Building & Septic Division staff
- Economic Development Strategy refresh
- Development of the Cultural Centre Phase 2 Feasibility Study
- 2024 International Plowing Match support (October 1-5)
- Staff recruitment

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2024 Budget Pressures

- Review of planning application fees to implement cost recovery
- Technology – work with IT to ensure available technology allowing new employees to work effectively