



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Vanessa Culbert, Planning Coordinator**
Date: April 19 2022
Report: PL #04-2022
Subject: 2022 1st Quarter Planning Report for Information Purposes

Recommendations:

That South Huron Council receives the report re: 1st Quarter Planning Summary Report for information purposes.

Purpose:

This report provides Council with information regarding the number, types and status of planning applications deemed complete January 1st, 2022 and March 31st, 2022.

Background and Analysis:

The planning applications listed in this report relate to applications received and deemed complete between January 1st, 2022 and March 31st, 2022. This report does not include existing applications with conditions that may take years to complete such as Site Plan and Plans of Subdivision agreements.

Subdivisions

Staff were involved in development planning for various subdivisions which included legal services such as those involved in preparing and administering the development agreement, design review and other technical services. No subdivision agreements were executed this quarter. One Plan of Subdivision application was received this quarter. A public meeting will be held May 2nd, 2022

Site Plan

No Site Plan Agreements were executed this quarter. Five Site Plan Agreements were received this quarter. Three have been deemed not complete and will be reflected in another quarter, when complete.

Zoning Compliance

The Municipal zoning compliance certificate provides information with respect to the zoning designation of the property, permitted uses of a property, and if a survey is provided, it will confirm compliance with certain development regulations. Planning is lead in coordination of zoning compliance certificates.

2022 – Q1	2021 – Q1
30 Completed	34 Completed

Staff are in the process of updating our requests and our response letters for Zoning Compliance.

Development Review Team:

The South Huron development review team has ongoing dialogue with prospective applicants and attend pre-consultations that allow the team to meet with applicants and commenting agencies.

Key Performance Indicators

Key Performance Indicator (KPI's) for Planning Services were set in the fourth quarter and relate to the standard level of service KPI's being tracked:

1. Site Plan Applications processed within six weeks of a complete application – KPI has been met.
2. Pre-Con Requests scheduled within two weeks if correct supporting documents are received – KPI has been met.
3. Response to general zoning inquiries within two business days – KPI has been met.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015-2020 Strategic Plan identifies transparent, accountable and collaborative governance as a strategic objective.

Financial Impact:

There are no financial implications as a result of this report.

Legal Impact:

There are no legal implications as a result of this report.

Staffing Impact:

There are no staffing implications as a result of this report

Communication Actions:

Development information is available online on the municipal website and for larger applications, mapping, reports and studies are available on the website.

Policies/Legislation:

Planning Act, R.S.O. 1990 c. P. 13

Committee of Adjustment Terms of Reference Delegation By-Law 52-2019

Consultation:

South Huron Development Team

Related Documents:

1st Quarter Fee Report

Respectfully submitted,

Vanessa Culbert, Planning Coordinator

Report Approval Details

Document Title:	PL04-2022 Q1 Planning Report.docx
Attachments:	- 1st Quarter Fee Report.pdf
Final Approval Date:	Apr 14, 2022

This report and all of its attachments were approved and signed as outlined below:

Rebekah Msuya-Collison - Apr 13, 2022 - 11:27 AM

Sandy Becker - Apr 13, 2022 - 12:04 PM

No Signature - Task assigned to Dan Best was completed by assistant Rebekah Msuya-Collison

Dan Best - Apr 14, 2022 - 3:08 PM