



**Development
Services
Department**

**2023
BUDGET**

PLANNING OVERVIEW

Mandate

- ▶ Work with the public and building industry to deliver the highest quality service while ensuring compliance with regulations and bylaws to create a healthy and sustainable community

PLANNING

Roles and Responsibilities

- ▶ Process planning applications (Official Plan, Zoning, Site Plan and Minor Variance applications) from pre-consultation to construction
- ▶ Provide comment to the Region of Durham on Consent and Plans of Subdivision / Condominium applications
- ▶ Maintain communication with Council, other levels of government, agencies and the public on matters that affect planning in the Township of Brock
- ▶ Undertake projects to establish required policy documentation for a growing township (e.g. OP Review, Waterfront Plan)

PLANNING

2022 Achievements

- ▶ Official Plan Review continued
- ▶ Re-organization of Department - moving from CBO managed to Director of Development Services
- ▶ 16 planning applications received
- ▶ Processed 17 pre-consultation requests
- ▶ 16 minor variance applications processed through Committee of Adjustment
- ▶ Hosted 7 public meetings/open houses
- ▶ Established a Municipal Asset Naming Policy
- ▶ Initiated the Waterfront Area & Open Space Plan

PLANNING

2023 Work Plan

- ▶ Official Plan Review process - “Building Our Best Brock”
- ▶ Waterfront Area and Open Space Plan
- ▶ Update the Downtown Community Improvement Plan (CIP)
- ▶ Update and review the Township’s Zoning By-law with respect to on-farm diversified uses
- ▶ Review and process planning applications
 - ▶ Work with Region to transition applications to the Township in response to Bill 23

PLANNING

2023 Budget - Departmental Overview

	2023 Budget	2022 Budget	Change
Revenues	\$ (231,650)	\$ (294,500)	\$ 62,850
Expenditures			
Administration	233,100	153,900	79,200
Projects	-	80,000	(80,000)
Tourism & Economic Development	73,500	73,500	-
Committee of Adjustment	6,650	6,650	-
Total Expenditures	313,250	314,050	(800)
Net Budget	\$ 81,600	\$ 19,550	\$ 62,050

2023

PLANNING

2023 Budget - Departmental Highlights

- ▶ Conservative approach to anticipated planning applications
- ▶ Aim to review Planning Fees By-law to increase revenue and in response to Bill 23

	2022 Budget	2022 Actual	2023 Budget
Planning Revenue (including CoA)	\$266,250	\$175,111	\$203,400

PLANNING

New Initiatives and New Staffing

- ▶ New Staffing Request
 - ▶ Contract Planning Technician, July 1 start
 - ▶ \$39,400 Tax Rate Stabilization funded

PLANNING 2024 Outlook

- ▶ Comprehensive Zoning By-law Review

BUILDING Mandate

- ▶ Work with the public and building industry to deliver the highest quality service while ensuring compliance with regulations and bylaws to create a safe, healthy, and accessible built environment

BUILDING

Roles and Responsibilities

- ▶ Review all required documentation and issue building permits.
- ▶ Conduct the required inspections to ensure compliance with the building code and permit documents.
- ▶ Calculate fees for permits and development charges.
- ▶ Administer the Township's Site Alteration By-Law.
- ▶ Review and assign municipal addresses and maintain GIS mapping.

BUILDING

2022 Achievements

- ▶ Launch of CloudPermit for building permit applications
- ▶ Retirement of Building Administrative Assistant and hiring of Development Services Assistant
- ▶ 220 building permits received
- ▶ Beaverton Supportive Housing and Brock Community Health Centre building permit and site plans were major projects

BUILDING

2023 Work Plan

- ▶ Review and Update the Building By-law
- ▶ Hire new CBO to replace retiring CBO
- ▶ Review and process building permit and site alteration applications
 - ▶ Major projects - CHC, supportive housing, Beaverton school

BUILDING

2023 Budget - Departmental Overview

- ▶ Forecast revenue based on anticipated subdivision construction

	2023 Budget	2022 Budget	Change
Revenues	\$ (482,000)	\$ (376,000)	\$ (106,000)
Personnel	335,700	327,000	8,700
Non-Personnel	146,300	49,000	97,300
Total Expenditures	482,000	376,000	106,000
Net Budget	\$ -	\$ -	\$ -

BUILDING

New Initiatives and New Staffing

- ▶ Current CBO will be retiring and will need to be replaced

BUILDING

2024 Outlook

- ▶ Ongoing subdivision construction anticipated



2023 BUDGET