

TO:	CHAIR AND MEMBERS PLANNING AND ENVIRONMENT COMMITTEE
FROM:	P. MCNALLY EXECUTIVE DIRECTOR PLANNING, ENVIRONMENTAL AND ENGINEERING SERVICES
SUBJECT:	DEVELOPMENT ACTIVITY UPDATE JANUARY 16, 2012

RECOMMENDATION

That, on the recommendation of the Executive Director, Planning, Environmental and Engineering Services, the following report **BE RECEIVED** for information.

BACKGROUND

Purpose

This report is an update in regard to development activity in 2011. The report covers a broad spectrum of activity in the approval of various types of applications, in the delivery of growth infrastructure and in the improvement of processes and standards to ensure a practical approach to the City's role in growth.

Background

The following is a list of the major precedent steps:

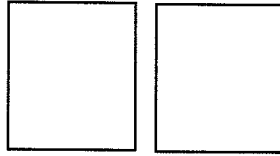
- File Manager process implemented for subdivisions in 2008
- Development approvals being centralized began in 2008
- 2009 brought an uncertain market, centralization continued for core applications
- 2009 brought sweeping changes to Development Charges in light of a looming gap between revenues and the balance of the UWRF
- 2009 DABU formed to bring file management to bear
- 2010 ongoing practice changes to Approvals to improve practice in approvals, focus to normalize application times
- 2010 design activity to bring on major new servicing as per the GMIS
- 2010 Subdivision activity renews with market interest being sustained driven by low interest rates

Discussion

The land development and building industry has stated repetitively they want a business friendly environment at City Hall to meet their needs. The administration has made many changes to assist in minimal and efficient process, organization, practice for the processing of files, financial obligations and the delivery of servicing. The changes have brought results in reduced processing times for critical parts of the process, more clear decisions and more pointed access for clients on file matters.

2011 has been notable in the number of improvements the administration has made in accommodating growth. This report provides insight into the scale of approvals and the various endeavours that improve the development product and integrate new development into London efficiently.

This report provides an insight into activity over 2011 and carrying into 2012 in various endeavours from the approval of applications to efforts to improve process and organization,



practice in being responsible to the greater community and the private sector, companies that are so important in meeting the City's growth needs.

Development Approvals

2010 permit issuance met the City's growth target for residential growth and saw considerable development activity, mostly in the residential and commercial sectors. Residential lot inventories declined and developers made applications for new subdivision developments as they sold off existing inventories. As a result, 2011 has been active on the subdivision front with 14 phases of subdivision approved by Council and a further 4 phases anticipated over the next several months. Although benchmark single family home permits have been slower in 2011, there is some additional capacity in inventory with site plan activity has been vibrant with 51 applications and 54 more currently in process. For site plans, staff in DABU are also absorbing more public process in site plan approvals with the community and formal public site plan meetings and reviews being done for Urban Design through a Review Panel and through recent Council direction for site plan public engagement.

The overall approvals process involves a number of different types of agreements of permits depending on the desired actions of the applicant. Although subdivisions, site plans and zoning applications are often the topic of discussion, there is activity in condominium applications, zoning changes, consents and minor variances, and in amendments to existing agreements. To reflect activity levels from applications a summary is shown in Table 1 below for various approvals provided for growth applications in 2011 for single family lots. Several hundred units were also created through site plan. Further breakdown for subdivisions is provided in Appendix 'A'.

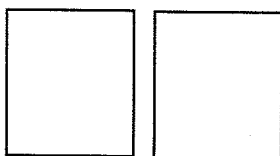
Table 1: DEVELOPMENT APPROVALS FOR 2011

Activity	# of Applications	# of Single Family Lots	# of Units
Zoning and Official Plan Amendments	59		
Site Plans	102		
Subdivisions			
New Draft Plans	8	660	
Draft Plan Extensions	9	609	
Subdivision Agreements	18	950	
Condominiums	22		
Consents	67		
Minor Variances	141		
SF Building Permits			707

* 3 Files (144 lots) near completion but held by the developer

** in addition to single family lots many blocks will provide hundreds more units as townhouses, condominium singles.

Another way to illustrate the development approvals in London in 2011 is the construction value of works expended through growth activity. A difficult figure to compile comprehensively, the major components include the expenditures of Development Charges works, the subdivision costs borne directly by developers and the estimated value of building construction as determined at issuance of building permits. Capital works from development to end of construction last more than a year and there is a year to year rollover that makes the true calculation onerous but the total is a very good indication of the level of expenditure in the community on an annual basis. Table 2 below is a compilation of the estimated value of the three expenditures that are compiled. The very high institutional value is indicative of the



substantial health care facility work underway in London and the total establishes a new high for building value in a single year in the City.

Table 2: ESTIMATED 2011 DEVELOPMENT EXPENDITURES

ACTIVITY	Expenditure	Value in Millions
Building Permit Expenditure	Industrial	\$75
	Institutional	\$478
	Commercial	\$102
	Residential	\$349
Development Charges Works		\$50 (to be confirmed)
Local Servicing Works		\$49
TOTAL		\$1103

Industrial Growth Strategy

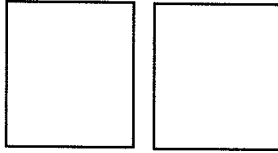
Industrial development activity for 2011 was strong, with the construction of three new industrial plants underway and other industrial developments consuming a considerable portion of the City's serviced industrial lands. Although some 'shovel ready' industrial sites are available, the parcel size of industrial blocks is insufficient to accommodate the needs of all industrial users. The rapid take up of industrial land and the limitations of existing industrial parcels sizes has necessitated that the City update its industrial strategy. In September of 2011, an Industrial Lands Strategy was submitted to council. Subsequently, Council has directed staff to proceed with the acquisition of industrial lands so that the City is adequately positioned to accommodate new industrial users. Both industrial lands acquisition and an analysis of industrial land needs based on projected employment figures will be high priorities for 2012.

Capital Delivery

In 2009 Development Charges rules changed significantly with the City taking responsibility for delivery of much of the large growth infrastructure, particularly trunk sewers, stormwater management ponds, trunk water distribution and arterial roads upgrades. This practice put the City at the forefront of meeting delivery obligations and has presented its share of challenges. However, there have been successes in a number of areas with sanitary, stormwater and roads infrastructure being delivered in a timely way to meet development objectives. Approximately \$100 million in Development Charges projects were tendered in 2011 (and late 2010) and construction is completed or underway on most projects. This work is generally in alignment with subdivision or industrial growth activity and the uptake of work in 2011 using 2009-2011 authority reflects the increase in activity by the private sector. The delivery of projects in coordination with subdivision development has been effective with the completion of major servicing works by the City advancing before developments in many cases.

DC Monitoring

Staff delivered their first DC Monitoring report in December 2010. This report addressed the status of Development Charges capital delivery by the City and the costs incurred. It was prepared with staff acknowledging there is room for improvement. In July 2011 a second DC Monitoring report was provided that specifically addressed capital delivery progress by the City



and a comparison of forecast development charges costing against updated estimates after the tender process. This practical approach provides a direct comparison of development charges against real costs. The London Development Institute has asked for further scope and analysis through some means to be able to know where financial pressures or capital delivery challenges exist. Staff have agreed that this is a worthwhile effort and the DC Monitoring report to year end 2011 currently being prepared includes this information.

Organizational Alignment

Staff serve the greater community and the development community in addressing the integration of growth projects into the existing built City. From initial planning to final assumption of public infrastructure this interaction with private interest varies widely in the ease or difficulty of processing applications. In 2011, consolidation of the Planning and Engineering Services into one department offered alignments and opportunities for aligned practice and improved interaction with developers. In development approvals the joining of current DABU staff with Engineering Review staff reflected this intent. The organizational change brought core approvals activities closer and day to day activity has been streamlined particularly when detailed design and agreements are prepared concurrently. Further synergies between staff are ongoing in day to day functions.

Efforts were also made to improve coordination through the use of agendas, core technical meetings and actioned minutes to establish and track work priorities. This took place across various divisions in PEESD and benefits in file processing consistency have improved. Staff are more organized in their day to day work and in communicating status and approvals for applications.

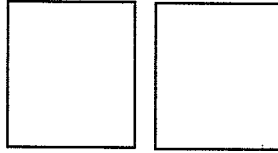
Decision Making

Occasionally files have been delayed in processing where multi-disciplinary issues have conflicting direction in the application. Through the CAO's office establishment of a decision making environment included a weekly meeting to identify conflicting issues and bring them to resolution quickly. The Corporate Approvals Team (CAT), brings together managers from across the department with other municipal staff and external agencies through the use of agendas, minutes and actioned communications to developers. Dozens of issues have been dealt with by the Team in 2011 helping to break logjams on complex issues and to bring enhanced decision making to growth planning and development applications in the conceptual design part of applications where the biggest potential delays exist.

Application Approval Tracking and Approvals Times

Improvements to the tracking process for subdivisions were made through the development and implementation of a simple but effective reporting tool that allows managers to distinguish between various major steps in subdivision processing and time spent with City and outside staff. The update provided in Appendix 'A' for subdivisions is a result of this tool and its upkeep by File Handlers and illustrates that for recent files, the detailed design agreement and preparation stages are meeting objectives consistently. The contentious areas where times vary most for subdivisions are in the preparation of design studies where conceptual development is translated into real layouts and servicing. Where environmental assessments, area planning or other front-end large area studies are not complete the times expand. This is a key area for focused management by all parties.

Analyses of the numbers illustrates that the core processes are being performed by the administration in a consistent manner. There remains from time to time conflicts on applications where works submitted by the applicant are not sufficient to approve or from the City requesting provisions that the developer feels are unreasonable or cannot be satisfied. With the management and resolution structures put into place, an effective management system has been established for these situations.



File Manager

Staff undertook to engage the development industry in bringing efficiencies to the site plan approvals process. This comprehensive review resulted in a streamlined process to the industry with complete training to those involved in the process recognizing site plans vary widely in nature and simple applications could be given approval without extensive process. By-laws were amended accordingly and the new process was established October 1, 2011.

File Manager for subdivisions was initiated by the City in 2008. Three years have passed and practice with files that have been through File Manager end to end have shown that a number of improvements need to be made including:

- Introduction of new templates for environmental requirements, transportation impact studies (update), placemaking features, updated securities practices etc.
- Clarity of roles for staff and Development Managers. Initially only the File Manager was identified while the Senior Planner and Development Manager roles require clarity
- Updates to reflect changes in City and Provincial policy

This initiative needs to be undertaken as a priority in 2012. In addition to the File Manager process, the complexity of the technical and planning challenges in progressing subdivisions efficiently requires management of a number of issues simultaneously. Two files were progressed in 2011 with a project management approach similar to common practices in the construction industry for major projects. Improvements in communication, common understanding of the causes of delays and the adjustment of the schedule with all parties present, and the identification of outstanding issues have made for a more timely approval with a less frustrating experience for all and a better ability to bring issues to conclusion quickly. The “development team” meets every two weeks and works together to understand issues and to facilitate the registration of agreements and consequent issuance of building permits. This practice will be extended in 2012 to all new applications.

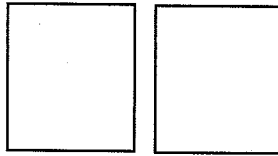
Urban Design Guidelines

The Urban Design Program has been progressing since 2007 in the City of London. In the absence of detailed Council-approved guidelines, development applications have been reviewed relative to urban design policies on a case-by-case basis. There is a need for urban design guidelines that:

- establish greater certainty for the development industry in how urban design policy is to be applied in practice;
- recognise the role that context plays in the application of policy;
- incorporate flexibility in advancing the urban design policies;
- all in a clear easy-to-follow document.

To this end, a DRAFT Urban Design Guidelines document was prepared by the Planning Division and tabled on December 12, 2011 at the Planning and Environment Committee for circulation and feedback from the London Development Institute, the Urban League, the London Homebuilders Association, London area planning consultants, London-area landscape architects and urban designers, London Transit Commission, LACH, EEPAC, the City’s Utility Coordinating Committee and Urban Design Peer Review Panel. Further input from city departments and agencies is also expected. The target date to return to the Committee with a final document is February 6, 2012, depending on the volume and specificity in feedback received.

It is also the objective of the Planning Division, in the first quarter of 2012, to review and suggest improvements to the terms of reference adopted for the City’s Urban Design Peer Review Panel. Among the matters of particular interest are establishing which planning applications should merit the attention of the panel and which areas of professional urban design practice should be represented on the panel.



Annual Growth Management Implementation Strategy Update

Staff expected that the 2012 Growth Management Implementation Strategy Update (GMIS) would be a difficult recommendation to Council in the light of ongoing economic uncertainty, however, the consistency was the uncertainty and a robust 2010 development climate saw take-up of residential lands close to forecast levels. The 2012 GMIS required limited new authority and calculated estimates in debt were not far off anticipated revenues. 2013 already offers some challenges and staff will be engaging the development community over the winter in regard to property owners' intentions and 2013 will also include expanded phasing of the southwest lands into the GMIS schedules.

Municipal Servicing Finance Agreement

A Council resolution from the 2009 Development Charges Study to develop a form of agreement to be utilized in advancing growth, the MFSA was developed in 2011. Council provided direction in the implementation as an exceptional tool in recognition of development interests, the GMIS delivery scope, the City's finances and the overall growth plans of Council.

Technical Standards and Practices

On a technical front, some wins to both the City and the Industry on singular issues were achieved. After a comprehensive view of local and collector road performance, all parties agreed to increase pavement depth for secondary collectors to lessen maintenance before assumption and to provide a better lifecycle to taxpayers, especially on bus routes. The review comprehensively aligned with a decision to approach local road construction and reconstruction to use a standard driven by engineering of strict standards. In addition, the assumptions process was mildly adjusted to accommodate pre-assumption landscaping undertaken by homeowners benefitting the homeowner, the developer and without consequence to the City. Other Assumptions practices remain a high priority with staff and developers.

City/ Development Industry Relations

Considerable interaction took place in 2011 between the City and the development community through public meetings, the Mayor's Economic Summit, correspondence, ongoing meetings with the London Development Institute (LDI) and the London Homebuilders' Association (LHBA).

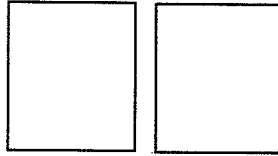
Home Building and Development Liaison Forum

The City is meeting with LDI and LHBA on occasion to exchange information on various activities and direction in the development and residential construction markets met in November. This is not a decision making group but recognizes the need for improved communication between the industry and the City.

Working Group with LDI

The City challenged LDI that some technical issues could be resolved more easily if efforts were spent on establishing respective needs, potential solutions and practices with both the City and LDI providing expertise. It is believed that there are improvements to technical standards, design practices and assumptions procedures that require both municipal and industry perspectives and that if all involved parties bring resource these improvements will become solutions and not ongoing criticisms. Even when differences remain, the communication value of this group alone is worthwhile.

Each year many issues arise in approvals, in practice, construction, development charges, urban design, environmental assessments to name a few. To be more effective in



communicating mutual interests, recognizing similarities and differences, City staff have recently met with LDI members and their Executive Director to set some priorities to improve the City, our practices and development in London. Attached in Appendix 'B' is a first cut at some of the issues to be addressed in the near-term.

Assumptions and Securities

Securities management through the life of a subdivision are a complex arrangement with many, many parts and reductions as the subdivision develops. At the same time, linear infrastructure in the subdivision is assumed by the City in section as the subdivision builds out. The File Manager process did not formally advance past registration of the subdivision and needs to be completed. At the same time, the City has assumed only a small number of stormwater management facilities that have been built by developers. The industry has repetitively requested an improved process on a number of fronts that include:

- Assumption responsibility limited to the items identified in the developer's agreement
- No identification of new deficiencies in recently assumed infrastructure
- Better alignment of securities reductions in the assumption process
- Faster assumption of stormwater management facilities
- Clarity of practice of homeowners' driveways in the assumption process
- Process clarity for residential assumptions

Much of this discussion has been had over the years in bits and pieces. After record construction in the mid-millennium decade, there are more assumption requests when subdivisions reach build-out. Staff recognize this is a timely issue and they are working on the distinct pieces and this is a first priority with the LDI Working Group. Process will be dealt with through the File Manager update in 2012 and other initiatives are separate undertakings that can be addressed through the City/Developer Liaison Committee.

The securities management follows similar issues on a shorter schedule in trying to ensure adequate infrastructure is in place as securities reductions occur. Staff are in the midst of completing a peer review for subdivisions and site plans to assist in identifying in improvements in security practices and in setting security amounts.

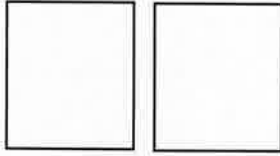
Site Alteration for Subdivisions

Site alterations in subdivisions are commonly used to allow the developer to begin mass grading of their lands before final servicing plans are complete and in advance of the location specific servicing works are undertaken. As soon as site alteration is complete and detailed work and building activity begins in a subdivision, the site grading begins to change. The purpose of a site alteration agreement with the City is to ensure that from the onset of grading work appropriate sediment and erosion control, protection of environmentally sensitive areas and minimal impact on adjacent development is the norm. Securities are held by the City in the event that remedial works are required.

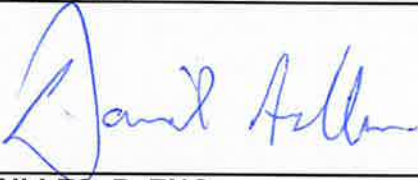

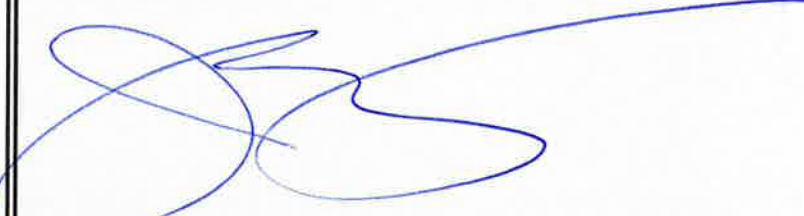
In 2011 staff revamped the site alteration process to simplify the production of erosion sediment control drawings for site alterations and to raise the level of effective controls within subdivision developments.

Conclusion

The City of London has continued to engage the development industry in 2011 through the approval of 375 applications of various types, the delivery over \$1 billion of construction activity and the ongoing implementation of a number of initiatives to ensure efficient approval of applications delivery of major growth servicing and to improve the quality of built infrastructure.



While some significant targets have been reached, staff are aware of the need to continue to strive to ensure London's place in the provision of growth as a part of being successful in a evermore competitive global environment.

PREPARED BY:	RECOMMENDED BY:
	
D. AILLES, P. ENG. MANAGING DIRECTOR – DEVELOPMENT APPROVALS BUSINESS UNIT	P. MCNALLY, P. ENG. EXECUTIVE DIRECTOR PLANNING, ENVIRONMENTAL & ENGINEERING SERVICES
CONCURRED IN BY:	
	
J.A. FIELDING CITY MANAGER	

January 6, 2012
DA/lf

Attach. Appendix 'A' – Subdivision Agreement Activity from January 1 – December 31, 2011
Appendix 'B' – City of London / London Development Institute Issues Management

Subdivision Agreement Activity From January 1, 2011 to December 31, 2011

Residential Lots Considered by Committee	# of Lots	Draft Plan Extensions	# of Lots	Draft Approved Plans Agreements Pending (offline with Developer)	# of Lots	Council Approved Special Provisions	# of Lots	Subdivision Agreements Registered	# of Lots
39T-11501 Tridon	59	39T-07506-0 1480 Hamilton Road (Futurestreets)	10	39T-08501-1 Highland Green (Soufan)	27	39T-05506-3 Andover III (Sifton)	39	39T-05506-3 Andover III (Sifton)	39
39T-10502 Sunningdale Meadows (Corlon)	172	39T-06510-0 1812 Wonderland Road (Drewlo)	74	39T-92020D / 39T-92020E Summerside (Z Group)	96	39T-06503 Ballymote 1 (Sifton) (pre tracking system)	111	Ballymote 1 (Sifton)	111
39T-10501 Forest Hill (Sifton)	123	39T-08501-1 Highland Green (Soufan)	27	39T-07503-1 Highland Ridge (Norquay)	21	39T-06503 Ballymote 2 (Sifton) (pre tracking system)	67	Ballymote 2 (Sifton)	67
39T-08501-1 Highland Green (Soufan)	25	39T-04507-1 Hopedale Subdivision (Sifton)	20			39T-08508-1 Bierens (Bostwick)	51	39T-08508-1 Bierens (Bostwick)	51
39T-07507-0 Foxwood (Soufan)	52	39T-00510-3 North Lambeth Subdivision (Oliver)	23			39T-04503-2 Claybar I (Auburn)	24	39T-04503-2 Claybar I (Auburn)	24
Total New Residential Lots Draft Approved	431	39T-05505-0 Edgevalley (Drewlo)	128			39T-02505-3A Foxhollow III (Auburn)	59	39T-02505-3A Foxhollow III (Auburn)	59
39T-09502-0 Old Victoria (Sifton)	133	39T-02502-0 North Longwoods (Legendary)	93			39T-02505-4A Foxhollow IV (Auburn)	54	39T-02505-4A Foxhollow IV (Auburn)	54
39T-10503-0 1647 Fanshawe Park Rd E. (Aarts)	96	39T-04513-1 Richmond North (Auburn) (pre tracking system)	138			39T-04507-1 Hopedale/Warbler II (Sifton)	30	39T-04507-1 Hopedale/Warbler II (Sifton)	30
Residential Lots Considered by Committee Awaiting Draft Approval	229	39T-92020D / 39T-92020E Summerside (Z Group)	96			39T-04513-1 Richmond North (Auburn) (pre tracking system)	86	39T-04513-1 Richmond North (Auburn)	86
Industrial Blocks						39T-05512-1 Vista Woods (Southside)	93	39T-05512-1 Vista Woods (Southside)	93
39T-06508-0 55 Chalkstone Dr (Rahim/Kazazian)	20					39T-03518-2 Cedar Hollow Phase 2	122		
39T-06504-0 3812 Dingman Dr (Tradewind Properties)	19					39T-05509-1 1131 Wharcliffe Rd. S. Decade	71		
39T-05513-0 3854 Dingman Dr (Old Oak Properties)	18					39T-02505-5A Foxhollow V (Auburn)	51		
Industrial Blocks	38					39T-05510-1 Powell (Z Group)	92		
						Other Special Provisions (SWM)		Other Agreements Registered (SWM)	
						Sunningdale Meadows		Sunningdale Meadows	
						Bluestone		Bluestone	
						Stanton Lands		Stanton Lands	
						Powell (Z Group)		Powell (Z Group)	
New Residential Lots Considered by Committee	660		609		144		950		614

TOTAL RESIDENTIAL LOTS IN DRAFT PLANS CONSIDERED BY COMMITTEE

LOTS HELD UP FOR VARIOUS REASONS

TOTAL LOTS IN SPECIAL PROVISIONS

TOTAL LOTS REGISTERED

614



City of London Subdivision Application File

File #	39T-92020-E	Applicant:	Z Group
Property	Commissioners Road	Owner:	Z Group
File Mgr.	Jeff Leunissen	Phase #:	0
Sr. Planner	Larry Mottram	Sub. Name	Summerside

Notes:			
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	Date Issued	6 months prior	Expiry Date
Draft Approval	2006-07-11	2009-01-11	2009-07-10
Ext 1	2009-07-09		2010-01-11
Ext 2	2009-12-16	2012-07-15	2013-01-11

Prior to Consultation Process clock starts at Application Received.

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total Process Days													
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	City	City	App	City	MOE	City	App	City														
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (ISDR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Review Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Preliminary Redline/Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application in with City for action	Total Days Applicant's responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between RC - Application rec'd	10 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Continuous issues that will impede 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks			0	Time between Request and Decision		within 1 week of receipt of full submission	30 days or returned to the City							
Actuals						2005-06-01	2005-06-28	2005-07-08	2005-04-18		2006-05-17	2006-05-09	2006-05-29	2006-07-11																												
Metrics		1	35	7	42		1	27	37	321		115	130	150	165	180		0	21	28	35		21	28		0	3	28	31		14			0		7	30	405	0	405		

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-02505-3A	Applicant:	Auburn Developments
Property	895 Fanshawe Park Rd W	Owner:	Auburn Developments
File Mgr.	Bruce Henry	Phase #:	
Sr. Planner	Allister MacLean	Sub. Name	Foxhollow

Notes: 2nd Phase under Master Subdivision Agreement. Pre File Manager no Design Studies stage.

	Date Issued	6 months prior	Expiry Date
Draft Approval	2004-06-29		2007-06-29
Ext 1			
Ext 2			

Prior to Consultation Process clock starts at Application Received.

Process	No Clock		Clock Starts		Clock Stops					Clock Starts					No Clock		Clock Starts		Clock Stops					Clock Starts		Clock Starts		Clock Starts		Clock Starts		Total Process Days										
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App													
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revises Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MCE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step.	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	1 week after IPR to Record of Consultation	Applicant time between RC - Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Cooling-off period (30 days) and 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summary/req and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks				0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City							
Actuals					2002-03-05	2002-03-05	2002-06-27			2003-08-16		2003-08-25	2004-06-29																													
Metrics		1	35	7	42	1	0	114		529		539	847						0	21	28	35		21	28	0	3	28	31		14			2555	97			944	2555	3499		

Maximum band is used for all metrics e.g. 21 - 35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-04507-1	Applicant:	Sifton Properties
Property	1826 Oxford St W	Owner:	Sifton Properties
File Mgr.	Jeff Leunissen	Phase #:	1
Sr. Planner	Larry Mottram	Sub. Name	Hopedale Subdivision

Notes: To be combined with Sifton's Warbler Woods West Phase 3 (39T-08506) in one registered plan.			
Date Issued	6 months prior	Expiry Date	
Draft Approval	2006-06-09	2010-12-10	2011-06-08
Ext 1	2011-06-02		2011-12-09
Ext 2			

Prior to Consultation Process clock starts at Application Received.

Process	Clock Starts				Clock Stops				Clock Starts				Clock Stops				No Clock				Clock Starts				Clock Stops				Clock Starts				Clock Stops				Clock Starts				Clock Stops				Clock Starts				Clock Stops			
	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City								
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (DSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Review Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MCE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager Prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish										
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between RC - Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Consultation issued that will require 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter submissions and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks				0	Time between Request and Decision		within 1 week of receipt of full submission	30 days or returned to the City																
Actuals	N/A	2003-10-30	2003-11-19	2003-11-20		2004-08-19	2004-09-22	2004-10-08	2005-07-07		2006-03-21	2006-03-22	2006-04-03	2006-06-09													2006-01-11	2006-02-06					2006-02-04	2010-12-20	2011-06-08																	
Metrics		1	35	7	42	273	1	34	50	322		579	130	150	165	180		0	21	26	35		0				39458	392							171	7	30															

Maximum band is used for all metrics e.g. 21 - 35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-05505-0	Applicant:	Drewlo Holdings	Notes: DRAFT APPROVAL REVISION ongoing - replaced old application dates		Date Issued	6 months prior	Expiry Date	
Property	1522 Killaly Road	Owner:	Drewlo Holdings			Draft Approval		1902-07-03	1902-12-30
File Mgr:	Jeff Leunissen	Phase #:	0			Ext 1			
Sr. Planner	Nancy Pasato	Sub. Name:				Ext 2			

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total Process Days													
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App	City	App															
Milestone	Internal Pre-Consultation Meeting	Initial Proposal Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Review Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance issued	Package Received	Drawing Assessment Meeting	Preliminary Redline/Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	1PR to Record of Consultation	Applicant time between RC - Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Continuous issues that will require 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package Rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter, zoning and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks			0	Time between Request and Decision		within 1 week of receipt of full submission	30 days or returned to the City			30	319			
Actuals		2010-07-22	2010-08-14	2010-08-21		2011-07-06	2011-07-06	2011-07-21	2011-10-05																																	
Metrics	1	35	7	42	319	1	0	15	91			115	130	150	165	180		0	21	28	35	0	21	28	0	3	28	31		14			0		7	30						

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric

City of London Subdivision Application File

File #	39T-05506-3	Applicant	Sifton Properties
Property	1451, Wharfedale Road	Owner	Sifton Properties
File Mgr	Bruce Henry	Phase #	3
Site planner	Terry Grawey	Sub Name	Andover Trails - Phase 3

Date Issued	6 months prior	Expiry Date
2005-11-16	2006-05-19	2006-11-15
Exk 1		
Exk 2		

Process	Task	Start	End	Days	Notes
Process	Initial Proposal Report Received	2004-09-15	2004-09-15	0	
	Proposal Review Meeting	2004-09-15	2004-09-15	0	
	Release Record of Consultation	2004-09-15	2004-09-15	0	
Consultation Stage	Total # of Days for Consultation Stage	2004-09-15	2004-09-15	0	
	Applicant Prepares Application	2004-09-15	2004-09-15	0	
	Application Received	2004-09-15	2004-09-15	0	
Draft Approval Stage	Application Accepted/Declined (Letter)	2004-09-15	2004-09-15	0	
	Circulate Application	2004-09-15	2004-09-15	0	
	All Comments Received in DABU by other Divisions	2004-09-15	2004-09-15	0	
	City advises Applicant Application on Hold	2004-09-15	2004-09-15	0	
	Applicant On Hold in Writing Option	2004-09-15	2004-09-15	0	
	Complete BNEC report	2004-09-15	2004-09-15	0	
	Review Draft Report	2004-09-15	2004-09-15	0	
	Public Notice of BNEC meeting	2004-09-15	2004-09-15	0	
	BNEC Public Meeting	2004-09-15	2004-09-15	0	
	Approval Authority Decision	2004-09-15	2004-09-15	0	
Design Studies	Applicant preparing submission	2004-09-15	2004-09-15	0	
	Design Studies Consultation Meeting (Optional)	2004-09-15	2004-09-15	0	
	Design Studies Package Received & Circulated	2004-09-15	2004-09-15	0	
	Internal (IDSR) meeting held (comments from Divisions)	2004-09-15	2004-09-15	0	
	Design Studies Response prepared by FM	2004-09-15	2004-09-15	0	
	Design Studies Pick-up (DSP) Meeting	2004-09-15	2004-09-15	0	
	Applicant Revises Design Studies and Resubmit	2004-09-15	2004-09-15	0	
	Internal Revised Design Studies Review Meeting	2004-09-15	2004-09-15	0	
	Design Studies Clearance Issued	2004-09-15	2004-09-15	0	
	Package Received	2004-09-15	2004-09-15	0	
Servicing Drawings	Drawing Assessment Meeting	2004-09-15	2004-09-15	0	
	Redline Review Meeting	2004-09-15	2004-09-15	0	
	Final Redline Comments Released	2004-09-15	2004-09-15	0	
	2nd Set of Revised Servicing Drawings Submitted	2004-09-15	2004-09-15	0	
	Review of 2nd Submission	2004-09-15	2004-09-15	0	
	MOE Application Submitted	2004-09-15	2004-09-15	0	
	Drawing Acceptance Letter Issued	2004-09-15	2004-09-15	0	
	Request for Subdivision Agreement by Owner	2004-09-15	2004-09-15	0	
	Council Meeting	2004-09-15	2004-09-15	0	
	Final Approval Package Received	2004-09-15	2004-09-15	0	
Final Approval Stage	File Manager prepare documentation to the Approval Authority and the plans forwarded to	2004-09-15	2004-09-15	0	
	Plan of Subdivision Registered	2004-09-15	2004-09-15	0	
	Total Days application is with City for action	2004-09-15	2004-09-15	0	
Total Days Applicant is responding to next step					
Total Calendar Days from start to finish					

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric.



City of London Subdivision Application File

File #	39T-05509-1	Applicant:	Decade Developments
Property	1311 Wharncliffe Road S	Owner:	Decade Developments
File Mgr.		Phase #:	1
Sr. Planner	Terry Grawey	Sub. Name	Westbury

Notes: Application first submitted 2005-03-21 then resubmitted 2007-12-02, Three submissions of Design Studies, Four submissions of Servicing Drawings.

	Date Issued	6 months prior	Expiry Date
Draft Approval	2009-06-19	2011-12-21	2012-06-18
Ext 1			
Ext 2			

Prior to Consultation Process clock starts at Application Received.

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total Process Days													
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App	City	App															
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold In Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revise Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total City Days	Total Applicant Days	Total Process Days
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between RC Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Consent/hold issues that will require 160 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City										
Actuals					2007-12-02	2007-12-02	2007-12-13			2009-04-25	2009-04-24	2009-05-08	2009-06-19		2009-10-21	2010-02-26	2010-03-24	2010-03-30	2010-03-31	2010-05-18	2010-06-16	2010-11-10	2010-12-16	2011-01-20	2011-03-24	2011-01-28	2011-04-20	2011-05-16			2011-09-02	2011-06-29										
Metrics		1	35	7	42	1	0	11		510	509	521	565	252	0	26	32	33	48	29	176	36	35	98	43	82	26		135													

Maximum band is used for all metrics e.g. 21 - 35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-05510-1	Applicant:	2047790 Ontario Inc	Notes: Servicing Drawings Acceptance pending
Property	530 Sunningdale Road E	Owner:	2047790 Ontario Inc	
File Mgr.	Jeff Leunissen	Phase #:		
Sr. Planner	Nancy Pasato	Sub. Name	Powell	

	Date Issued	6 months prior	Expiry Date
Draft Approval	2006-07-13	2009-01-13	2009-07-13
Ext 1	2010-01-13		2013-01-13
Ext 2			

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total City Days	Total Process Days												
	App	City	City	City	App	City	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App	City															
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revises Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application in with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between IPR to Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Contentious issues that will require 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IHDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City										
Actuals		2004-10-20	2004-10-20	2004-11-22		2005-05-25	2005-05-25	2005-08-01	2005-05-28		2008-05-29	2008-06-02	2008-05-29	2008-06-14	2008-07-13	2010-05-28	2010-07-07	2010-08-04	2010-08-11	2010-08-11	?	2011-02-27	2011-03-01	2011-03-17	2011-03-20	2011-04-20	2011-04-22	2011-06-01	2011-06-01	2011-07-28	2011-06-01											
Metrics		1	35	7	42	164	1	20	27	386	333	389	405	434	1455	0	21	28	35	35	21	28	16	3	34	36	40	91	0	7	30	775	1675									

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-05512-1	Applicant:	Southside	Notes: Conditional Design Studies Clearance provided at pick up meeting. Any outstanding info to be provided with Engineering Drawing Submission.		Date Issued	6 months prior	Expiry Date	
Property	995 Fanshawe Park Rd W	Owner:	Southside			Draft Approval	2009-10-14	2012-04-16	2012-10-13
File Mgr.	Bruce Henry	Phase #:	0			Ext 1			
Sr. Planner	Allister MacLean	Sub. Name:	Landeau Developments Inc.			Ext 2			

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total Process from start to finish							
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App	City	App	City	App	City								
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revises Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File manager prepare documentation to the Approval Authority and the plans forwarded to the City	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant will advise within 0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Consent/issue that will impede 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IDOSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	0	0	7	30	1582	735	2317						
Actuals		0	1	1	120	1	26	42	1104	1242	130	150	165	180	615	0	21	28	35	0	0	0	0	0	0	0	3	28	31	14	0	0	7	30	1582	735	2317					
Metrics	1	35	7	42	120	1	26	42	1104	1242	130	150	165	180	615	0	21	28	35	0	0	0	0	0	0	3	28	31	14	0	0	7	30	1582	735	2317						

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-05513-0	Applicant:	Old Oak Properties	Notes:		Date Issued	6 months prior	Expiry Date
Property	3854 Dingman Dr	Owner:	Old Oak Properties		Draft Approval	2011-05-13	2013-11-13	2014-05-12
File Mgr.	Bruce Henry	Phase #:	0		Ext 1			
Sr. Planner	Terry Grawey	Sub. Name	Industrial Subdivision		Ext 2			

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total Clock	Total Calendar Days	Total Process Days											
	App	City	City	City	App	City	City	City	City	City	App	City	City	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App															
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Resubmitted (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revise Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant line between RC - Application Ready	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Contentious issues that will require 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days - time on hold	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks			0	Time between Request and Decision	0	0	7	30	943	1054	1997			
Actuals		2005-09-21			2005-11-23	2005-11-24	2006-01-12	2010-08-20		2008-06-23	2011-03-19	2011-03-19	2011-02-24	2010-03-28	2011-05-13	2011-06-29							0																			
Metrics		1	35	7	42	1	30	40	90	1054	1942	1942	1919	1586	943			0	21	28	35		21	28	0	3	28	31	14			0	0	7	30	943	1054	1997				

Maximum band is used for all metrics e.g. 21-35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-06504-0	Applicant:	Tradewinds Properties Ltd & Exeter Dingman Investments Inc.	Notes: Council referred back at Owner's Request date?	Date Issued	6 months prior	Expire Date	
Property	3812 Dingman Drive	Owner:	Tradewinds Properties Ltd & Exeter Dingman Investments Inc.		Draft Approval	2011-05-13	2013-11-13	2014-05-12
File Mgr:	Bruce Henry	Phase #:	0		Ext 1			
Sr. Planner	Terry Grawey	Sub. Name			Ext 2			

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops					
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App	City	App	City	App	City	App	City	App	City				
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DAGU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FH	Design Studies Pick-up (DSP) Meeting	Applicant Revise Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	1 week after PRM	IPR to Record of Consultation	Applicant time between RC Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Continuous issues that will impede 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant/submitter cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City	1925	0	1925						
Actuals		2005-11-16 : 2005-11-16	0	7	42	2006-02-03 : 2006-02-16	1	13	28	1659	2006-03-03 : 2010-08-20	1	30	40	90	2011-03-19 : 2011-03-19	1870	1570	1847	1879	1925																					
Metric	1	35	7	42		1	30	40	90			115	130	150	165	180		0	21	28	35	0	21	28	0	3	28	31	14		0	0	7	30								

Maximum band is used for all metrics e.g. 21 - 35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-06508-0	Applicant:	Rahim / Kazazian
Property	55 Chalkstone Drive R	Owner:	Rahim / Kazazian
File Mgr:	Bruce Henry	Phase #:	0
Sr. Planner	Terry Grawey	Sub. Name	Kazazian/Rahim - Industrial Subdivision

Notes: Awaiting Completion of EA for SWM and Dingman Drive Area Plan. Council referred back on applicant's request in 2008.

	Date Issued	6 months prior	Expiry Date
Draft Approval	2013-05-13	2013-11-13	2014-05-12
Ext 1			
Ext 2			

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops									
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City								
Milestones	Internal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received In DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold In Writing Option	Complete BNEC report	Review Draft Report	Public Notices of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (DSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Review Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	1PR to Record of Consultation	Applicant time between RC Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Continuous issued that will require 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days - time on hold	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify/ Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City	760	1054	1814							
Actuals		2006-03-15	2006-03-15			2006-05-25	2006-05-25	2006-06-23	2010-08-20	2008-05-23	2011-03-19	2011-03-19	2011-02-24	2011-03-28	2011-05-13																											
Metric	1	35	7	42	1	0	29	1548	1054	1759	1759	1736	1768	760	0	0	21	28	35	0	21	28	0	3	28	31	14	0	0	7	30	760	1054	1814								

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-06510-0	Applicant:	Drewlo	Notes: Conditional Design Study Acceptance (additional info to be provided with engineering drawing submission). Original design studies consultation 2009-08-19, 2nd design studies consultation held to address issues relating to Wonderland Road Reconstruction Project - 2011-04-13. No Internal mtg required during Design Studies - Applicant's Engineer submitted info to specific depts for comment/sign off. Subdivision to be developed in 1 phase.		Date Issued	6 months prior	Expiry Date	
Property	1812 Wonderland Rd N	Owner:	Drewlo			Draft Approval	2008-04-29	2010-10-31	2011-04-29
File Mgr:	Bruce Henry	Phase #:				Ext 1	2011-04-30		2014-04-29
Sr. Planner	Allister MacLean	Sub. Name				Ext 2			

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total Process Days																
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App	City	App																		
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Completes BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revises Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total City Days	Total Days Applicant is responding to next step	Total Calendar Days from start to finish			
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between RC - Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Continuous issues that will impede IPR days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks			0	Time between Request and Decision		within 1 week of receipt of full submission	30 days or returned to the City										
Actuals		0	9	9	79	1	76	96	339					631	653	1107																													
Metrics	1	35	7	42		1	30	40	90			115	130	150	165	180																													

Maximum band is used for all metrics e.g. 21 - 35 days = 35 days was metric

City of London Subdivision Application File

Notes: Two Planning Committee dates at Draft Plan Stage 2007/11/26 and 2008/01/28. Appealed to OMB March 5, 2008.

File #	39T-07503-1	Applicant:	Highland Ridge Land Corporation (Norway)
Property	890 Southdale road West	Owner:	Highland Ridge Land Corporation (Norway)
File Nbr:	Bruce Henry	Phase #:	0
Site Planner:	Terry Grawey	Sub Name:	Highland Ridge (Crestwood) Subdivision
Date Issued	2009-06-04	6 months prior	2011-12-04
Draft Approval			2011-04-05
Ext 1			
Ext 2			

Process	Milestone	Pre-consultation Stage		Consultation Stage		Draft Approval Stage		Design Studies		Servicing Drawings		Final Approval Stage		Total Calendar Days from start to finish
		No. Days	City	No. Days	City	No. Days	City	No. Days	City	No. Days	City	No. Days	City	
Pre-consultation Stage	Informal Pre-Consultation Meeting													
	Initial Proposal Report Received													
	Proposal Review Meeting													
	Release Record of Consultation													
Consultation Stage	Release Record of Consultation													
	Total # of Days for Consultation Stage													
	Applicant Prepares Application													
	Application Received													
Draft Approval Stage	Application Accepted/Declined (Letter)													
	Circulate Application													
	All Comments Received in DABU by other Divisions													
	City advises Applicant Application on Hold													
Design Studies	Applicant On Hold In Writing Option													
	Complete BNEC report													
	Review Draft Report													
	Public Notice of BNEC meeting													
Servicing Drawings	BNEC Public Meeting													
	Approval Authority Decision													
	Applicant preparing submission													
	Design Studies Consultation Meeting (Optional)													
Final Approval Stage	Design Studies Package Received & Circulated													
	Internal (DSR) meeting held (comments from Divisions)													
	Design Studies Response prepared by FM													
	Design Studies Pick-up (DSP) Meeting													
Final Approval Stage	Applicant Revise Design Studies and Resubmit													
	Internal Revised Design Studies Review Meeting													
	Design Studies Clearance Issued													
	Package Received													
Final Approval Stage	Drawing Assessment Meeting													
	Redline Review Meeting													
	Final Redline Comments Released													
	2nd Set of Revised Servicing Drawings Submitted													
Final Approval Stage	Review of 2nd Submission													
	MOE Application Submitted													
	Drawing Acceptance Letter Issued													
	Request for Subdivision Agreement by Owner													
Final Approval Stage	Council Meeting													
	Final Approval Package Received													
	File Manager prepare documentation to the Approval Authority and the plans forwarded to													
	Plan of Subdivision Registered													
Total Days application is with City for action														983
Total Days Applicant is responding to next step														569
Total Calendar Days from start to finish														1552

Maximum band is used for all metrics e.g. 21-35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-07507-0	Applicant:	Soufan
Property	1959 Wharnccliffe Road S	Owner:	Soufan
File Mgr:	Bruce Henry	Phase #:	0
Sr. Planner	Terry Grawey	Sub. Name	Foxwood - Phase 2

Notes: Staff recommended refusal of draft plan at Planning Committee. Council referred back to staff for feasibility study on upgrades to PCP. Back in 2010/2011

	Date Issued	6 months prior	Expire Date
Draft Approval	2013-04-05	2012-10-06	2014-04-04
Ext.1			
Ext.2			

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total Process Days	Total Days	Total Process Days														
	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City				MOE	App	City	App										
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold In Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revise Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	Plus manager prepare documents to the Approval Authority and its plans forwarded to	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between RC - Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Consultation issues that will impact 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter, summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City									
Actuals		2006-07-19	2006-07-19		384	2007-08-07	2007-09-18	2007-11-19			2008-04-16		2008-09-22	2011-04-05		2011-04-06	2011-06-30					2011-10-19																			
Metrics	1	35	7	42		1	42	100			263	130	150	165	180	86	0	21	28	35		21	28			0	3	28	31		14		0	0					1337	470	

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-08508-1	Applicant:	Sifton
Property	149 Southdale Road W	Owner:	Sifton
File Mgr.	Bruce Henry	Phase #:	0
Sr. Planner	Terry Grawey	Sub. Name:	Bierens

Notes: 3 Design Studies Submissions and 4 Servicing Drawing Submissions. Pre File Manager Process.

	Date Issued	6 months prior	Expiry Date
Draft Approval	2009-10-20	2012-04-22	2012-10-19
Ext 1			
Ext 2			

Prior to Consultation Process clock starts at Application Received.

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Time Off City	Total Days Applicant is responding to next step	Total Calendar Days from start to finish											
	App	City	City	City	App	City	City	City	City	City	App	App	City	City	City	App	City	City	City	City	App	City	MOE	City	App	City	App															
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revises Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to the City	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between RC - Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Contributor issues that will impact 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IDSRM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City										
Actuals					2008-11-13	2008-12-09	2009-01-08			2009-07-06		2009-09-14	2009-10-20		2010-03-06	2010-04-07		2010-04-14	2010-05-21	2010-06-16	2010-06-16	2010-12-22		2011-01-28	2011-01-28	2011-03-09	2011-03-30		2011-07-21	2011-02-11	2011-05-30	2011-10-17	2011-11-22	2011-11-28								
Metrics		1	35	7	42	1	26	56	90	85	130	150	165	160	137	0	21	28	35	43	63	20	169	37	37	40	21	14	134	106	140	36	6	715	555	1110						

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-09502-0	Applicant:	Sifton Properties
Property	1603 Hamilton Road	Owner:	Sifton Properties
File Mgr.	Jeff Leunissen	Phase #:	0
Sr. Planner	Larry Mottram	Sub. Name:	Old Vic

Notes: Applicant Submitted Revised Draft Plan September 23, 2010, Revised Plans re-circulated new dates etc.

	Date Issued	6 months prior	Expiry Date

	Ext 1		
	Ext 2		

Process	No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		No Clock		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Clock Starts		Clock Stops		Total City Days	Total Process Days												
	App	City	City	City	App	City	City	City	City	City	App	City	City	City	City	App	City	City	City	App	City	MOE	City	App	City	App	City															
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revises Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total City Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	1 week after PRM	IPR to Record of Consultation	Applicant time between RC - Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Consent/On Hold will require 180 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package RC	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks			0	Time between Request and Decision		within 1 week of receipt of full submission	30 days or returned to the City						
Actuals	N/A	2008-08-21	2008-10-08	2008-10-22		2010-08-23		2010-10-18	2011-01-28		2011-05-21		2011-03-15	2011-03-28																												
Metrics		1	35	7	42	701	1	30	40	90	115	130	150	165	180			0	21	28	35		21	28		0	3	28	31		14			0	0	7	30	248	701	949		

Maximum band is used for all metrics e.g. 21 -35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-10501-0	Applicant:	Sifton
Property	100 North Wenige Drive	Owner:	Sifton
File Mgr.	Jeff Leunissen	# of Lots:	123
Sr. Planner	Nancy Pasato	Sub_Name	Forest Hill Phase Five

Notes: Awaiting applicant to submit Design Studies.

	Date Issued	6 months prior	Expiry Date
Draft Approval	2010-12-29	2013-05-25	2013-12-30
Ext 1			
Ext 2			

Process	No Clock				Clock Starts				Clock Stops				No Clock				Clock Starts				Clock Stops				No Clock				Clock Starts				Clock Stops				Total Process Days						
	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	City	City	App	City	MOE	City	App	City	City	City											
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advise Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notices of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Review Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MOE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepare documentation to the Approval Authority and the client forwarded to the client	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish	
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	1 week after IPR to Record of Consultation	Applicant time between RC Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Contentious issues that will impede 100 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	0	within 1 week of receipt of full submission	30 days or returned to the City										
Actuals		2009-03-18	2009-05-08	2009-05-23	234	2010-01-12	2010-01-18	2010-01-27	2010-10-29	2010-10-22	2010-11-08	2010-12-23																															
Metrics		1	35	7	42	1	30	40	90	115	130	150	165	180																													

Maximum band is used for all metrics e.g. 21 - 35 days = 35 days was metric



City of London Subdivision Application File

File #	39T-10502-0	Applicant:	Corlon Properties	Notes:
Property	312 Sunningdale Road W	Owner:	Corlon Properties	
File Mgr:	Bruce Henry	# of Lots:	172	
Sr. Planner	Allister MacLean	Sub. Name:		

Date Issued	6 months prior	Expiry Date
Draft Approval	2011-03-21	2013-09-28
Ext 1		
Ext 2		

Process	No Clock		Clock Starts			Clock Stops					Clock Starts					Clock Stops					Clock Starts					Clock Stops					Total Process Days											
	App	City	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	City	City												
Milestone	Internal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold In Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (IDSR) meeting held (comments from Divisions)	Design Studies Response prepared by FM	Design Studies Pick-up (DSP) Meeting	Applicant Revise Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Redline Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MCE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepares documentation to the Approval Authority and the plans forwarded to	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between RC Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 80 days	Design Studies require further revision	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter summarizing and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City			550	234	784						
Actuals		2009-08-12	2009-09-09	2009-10-05		2010-02-11	2010-02-23	2010-03-10	2010-05-11					2011-03-07	2011-03-21								2011-06-01	2011-06-20	N/A	2011-06-17	2011-10-03	2011-10-25	2011-11-08	2011-11-10												
Metrics	1	35	7	42	129	1	12	27	89					369	403	39							33	19		58	47	2	36	38												

Maximum band is used for all metrics e.g. 21-35 days = 35 days was metric.



City of London Subdivision Application File

File #	39T-10503-0	Applicant:	Aarts	Notes: Zoning has been appealed to OMB. Issue With Access to Arterial Road - Council Recommendation, Review at BNEC target November 14th, 2011. Required revised noise and dust study.		Date Issued	6 months prior	Expire Date
Property	1647 Fanshawe Park Road	Owner:	Aarts			Draft Approval	1902-07-01	1902-12-31
File Mgr:	Jeff Leunissen	Phase #:	0			Ext 1		
Sr. Planner	Nancy Pasato	Sub. Name:	O'Hanlon Property			Ext 2		

Process	No Clock		Clock Starts		Clock Stops					Clock Starts					No Clock		Clock Starts		Clock Stops					Clock Starts		Clock Starts		Clock Starts		Total Process Days												
	App	City	City	City	App	City	City	City	City	App	City	City	City	City	App	City	City	App	City	City	City	App	City	MOE	City	App	City	App														
Milestone	Informal Pre-Consultation Meeting	Initial Proposal Report Received	Proposal Review Meeting	Release Record of Consultation	Total # of Days for Consultation Stage	Applicant Prepares Application	Application Received	Application Accepted/Declined (Letter)	Circulate Application	All Comments Received in DABU by other Divisions	City advises Applicant Application on Hold	Applicant On Hold in Writing Option	Complete BNEC report	Review Draft Report	Public Notice of BNEC meeting	BNEC Public Meeting	Approval Authority Decision	Applicant preparing submission	Design Studies Consultation Meeting (Optional)	Design Studies Package Received & Circulated	Internal (DSR) meeting held (comments from Divisions)	Design Studies Response prepared by FH	Design Studies Pick-up (DSP) Meeting	Applicant Revise Design Studies and Resubmit	Internal Revised Design Studies Review Meeting	Design Studies Clearance Issued	Package Received	Drawing Assessment Meeting	Preliminary Redline/Review Meeting	Final Redline Comments Released	2nd Set of Revised Servicing Drawings Submitted	Review of 2nd Submission	MCE Application Submitted	Drawing Acceptance Letter Issued	Request for Subdivision Agreement by Owner	Council Meeting	Final Approval Package Received	File Manager prepares documentation to the Approval Authority and the plans forwarded to the City	Plan of Subdivision Registered	Total Days application is with City for action	Total Days Applicant is responding to next step	Total Calendar Days from start to finish
Target	0	PRM held within 3 to 5 weeks after IPR received (21 to 35 days)	1 week after PRM	IPR to Record of Consultation	Applicant time between RC Application Rec'd	0 - 30 days to review completeness of application and advise applicant in writing	30 - 40 days	40 - 90 days	Design Studies require further revision	Convenient issues that will impact 100 days	90 - 130 days	130 - 150 days	150 - 165 days	180 days	Applicant time between Draft Plan Approval and Design Studies Package rec.	Clarify / Confirm scope	Submits Design Package	Divisions have 3 weeks to review prior to ISDR	FM Provides Design Studies Response within 1 week	To Be Scheduled ASAP	Applicant submit cover letter, annotations and package	Divisions have 3 weeks to review prior to Revised IRDSM	Timing?	0	3 days	4 weeks to complete	3 days	2 weeks	0	Time between Request and Decision	within 1 week of receipt of full submission	30 days or returned to the City			444	705	1150					
Actuals	1	35	2	37	539	1	0	13	61	167	347	378	360	397	574	0	21	28	35	21	28	0	3	28	31	14	0	0	7	30												
Metrics	1	35	7	42		1	30	40	90		115	130	150	165	180		0	21	28	35	21	28	0	3	28	31	14	0	0	7	30											

Maximum band is used for all metrics e.g. 21 - 35 days = 35 days was metric

City of London Subdivision Application File

File #	39T-11501-0	Applicant	Tridon Group
Property	1100 Fanshawe Pk Rd E	Owner	Tridon Group
File Mgr	Jeff Leunissen	# of lots	59
Sr Planner	Nancy Pasato	Sub Name	

Notes: Design Studies Now Submitted			
	Date Issued	6 months prior	Expiry
	Draft Approval	2011-08-17	2014-02-17
	Ex-1		2014-08-16
	Ex-2		

Process	Milestone	Description	No. Clock		Clock Starts		Clock Ends		No. Clock		Clock Starts		Clock Ends		Total Days	Total Calendar Days	
			App	City	App	City	App	City	App	City	App	City					
Pre-Consultation Stage	Informal Pre-Consultation Meeting																
	Initial Proposal Report Received																
	Proposal Review Meeting																
	Release Record of Consultation																
	Total # of Days for Consultation Stage																
	Applicant Prepares Application																
	Application Received																
	Application Accepted/Declined (Letter)																
	Circulate Application																
	All Comments Received in DABU by other Divisions																
Draft Approval Stage	City advises Applicant Application on Hold																
	Applicant On Hold In Writing Option																
	Complete BNEC report																
	Review Draft Report																
	Public Notice of BNEC meeting																
	BNEC Public Meeting																
	Approval Authority Decision																
	Applicant preparing submission																
	Design Studies Consultation Meeting (Optional)																
	Design Studies Package Received & Circulated																
Design Studies	Internal (IDSR) meeting held (comments from Divisions)																
	Design Studies Response prepared by FM																
	Design Studies Pick-up (DSP) Meeting																
	Applicant revise Design Studies and Resubmit																
	Internal Revised Design Studies Review Meeting																
	Design Studies Clearance Issued																
	Package Received																
	Drawing Assessment Meeting																
	Redline Review Meeting																
	Final Redline Comments Released																
Servicing Drawings	2nd Set of Revised Servicing Drawings Submitted																
	Review of 2nd Submission																
	MOE Application Submitted																
	Drawing Acceptance Letter Issued																
	Request for Subdivision Agreement by Owner																
	Council Meeting																
	Final Approval Package Received																
	File Manager prepare documentation to the Approval Authority and the plans forwarded to																
	Plan of Subdivision Registered																
	Total Days application is with City for action																
Total Days Applicant is Responding to next step																	
Total Calendar Days from start to finish																	

Maximum based is used for all metrics e.g. 21-35 days - 35 days was metric

City of London / London Development Institute Issues Management									
Item #	Issue	Date Initiated	Level	Description	City Lead	LDI Lead	Mechanism	Date	Status of Completion
1.0	Communication	2011-11-14	A	Overall need to strive to improve communication and build relationships with the Industry. Industry encouraged to engage City staff. Common goal different perspectives shared issues.	P. McNally/ A. Drost				
1.1	Policy Reports	2011-11-14	A	Industry's desire to improve lead time for input where possible. J. Fleming and D. Ailles to prepare criteria on various levels of report	J. Fleming/ D. Ailles		J. Fleming schedule meeting with J. Kennedy.	?	
1.2	City of London Standards	2011-11-14	A	implications and ramifications to the industry can be significant e.g. changes in industry construction practices and increases in costs eg. Sanitary clean outs, street lighting etc.	D. Ailles/J. Ramsie		Engineering Review will work with individual areas to consolidate standards and communicate with LDI.		
1.3	Consultation and Collaboration	2011-11-14	A	specific issues would benefit from greater Industry pre-consultation discussions e.g. CSRF funded SWM works and may reduce need for conflict resolution.	D. Ailles/A. Drost		Building & Development Liaison Forum → Issue based discussions, workshops, meetings etc.	Dec-11	
1.4	Internal (City) Communication	2011-11-14	A	both LDI and City agree while improvements have been made in internal communication there is still opportunities to improve how we structure internal interaction and responses. Recent re-orgs and further changes to come.	P. McNally		PEES organizational report should be finalized within weeks		
1.5	File Communication	2011-11-14	A	File Manager needs updates to reflect current practice and enhance customer service. Project Management being explored e.g. set objectives and goals with industry partners based on GMIS and project timelines - work toward goal.	D. Ailles / A. Drost		D. Ailles / A. Drost meet with Industry reps? To collaborate on enhanced customer service e.g. project management initiatives.	Q1 2012	
1.6	Industry Liaison Group	2011-11-14	A	G. Kotsifas in consultation with LDI and LHBA prepared draft Terms of Reference for new Liaison Group.	P. McNally / G. Kotsifas / A. Drost		Regular Meetings commencing January. Terms of Reference complete 2011/12		

Item #	Issue	Date Initiated	Level	Description	City Lead	LDI Lead	Mechanism	Date	Status of Completion
2.0	Assumptions	2011-11-14	A						
2.1	Subdivisions	2011-11-14	A	define process and definitions. Note: LDI has prepared "perceived" process for discussion.	D. Ailles J. Senemma		1. Internal Discussion 2. Industry provide process mapped. 3. Industry Group Meeting 2. Industry Group Meeting	Jan-12	
2.2	SWM Projects	2011-11-14	A	define process and definitions - internal discussion asap	R. Standish/ B. Krichker/ D. Ailles		Follow up from Dec. 2010 workshop required		
3.0	Security Management	2011-11-14	A	Process needs review. E.g. underground services vs. surface works and large \$\$ held.	D. Ailles		Workshop (City has some peer review data)	Jan-12	
4.0	Master Subdivision Agreements	2011-11-14	B	D. Stanlake working on this project.	D. Ailles / D. Stanlake		Workshop	Q1 2012	
5.0	Urban Design & Placemaking Guidelines	2011-11-14	B	Industry would like to share impact of "price point" with City. Preliminary Review with LDI December 2011.	J. Fleming		Preliminary Review December 2011 with full Industry consultation to follow.	Q1 2012	
6.0	Vacant Lot Inventory	2011-11-14	B	D. Ailles to prepare glossary of terms to start	D. Ailles			ASAP	
7.0	GMIS	2011-11-14	B	Industry proposes City set annual timetable to release schedule and incorporate consultation prior. Internal strategy required.	D. Ailles		City to produce an Annual Timetable	Q1 2012	

Item #	Issue	Date Initiated	Level	Description	City Lead	LDI Lead	Mechanism	Date	Status of Completion
8.0	Design Elements	2011-11-14	B	Gateways, Erosion Control Protection elements etc.	D. Ailles		Two hour workshop		
9.0	Environmental Assessments / Environmental Impact Studies	2011-11-14	B	combined approach - Item requires clarification?					
10.0	Dispute Resolution	2011-11-14	B	Multiple areas for dispute resolution opportunities.	D. Ailles / J. Braam		CAT meetings, Field staff and Design staff coordination re: approved drawings and flag non-standard items etc.	ongoing	
11.0	No-Connect Permits / Model Homes etc.	2011-11-14	B	No-connect permits - conditional clearances etc. and h100 issues for Model Homes etc.	G. Kotsifas / D. Ailles / P. Christiaans		Internal discussion followed by industry consultation	?	