

# DEVELOPMENT AND COMPLIANCE SERVICES

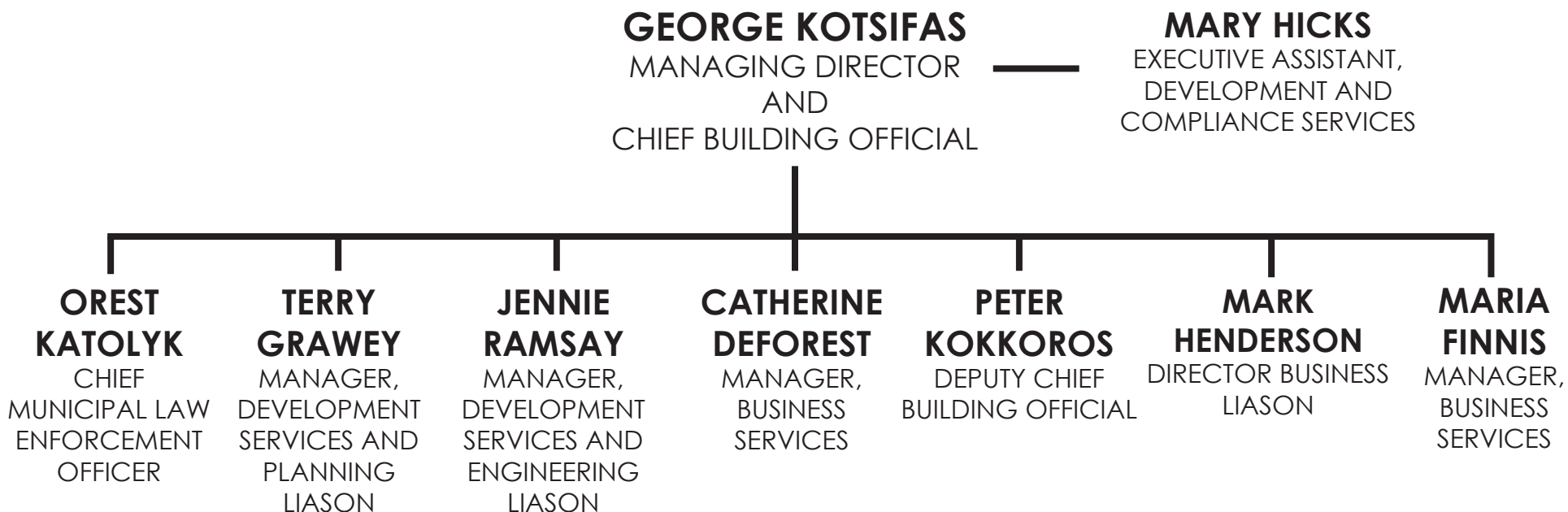


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# WHO'S WHO?



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# WHO'S WHO



**GEORGEKOTSIFAS**  
Managing Director,  
Chief Building  
Official



**MARYHICKS**  
Executive Assistant  
Development  
and Compliance  
Services



**TERRYGRAWEY**  
Manager,  
Development  
Services and  
Planning Liason



**CATHERINEDEFORREST**  
Manager,  
Business Services



**MARKHENDERSON**  
Director Business  
Liason



**ORESTKATOLYK**  
Chief Municipal Law  
Enforcement Officer



**JENNIERRAMSAY**  
Manager,  
Business Services

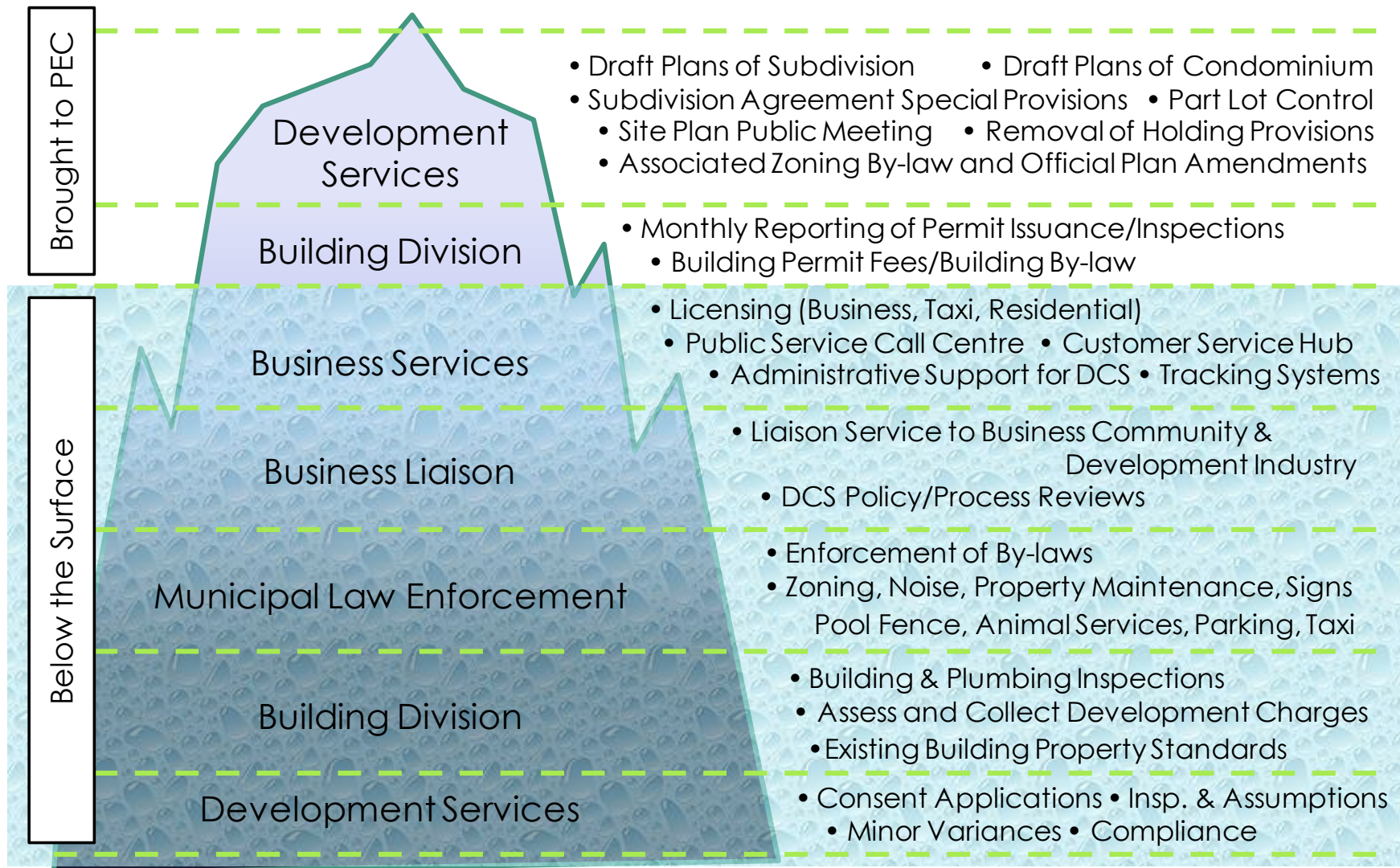


**PETERKOKKOROS**  
Deputy Chief  
Building Official



**MARIAFINNIS**  
Manager,  
Business Services

# WHAT WE DO?



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# WE ARE HERE TO HELP WHEN...

...you want to develop your land.

...you want to build something.

...you own and maintain property in London

**Development Applications**

**Building Permits**

**Licensing and Municipal Law Enforcement**

***Planning Act***

***Building Code Act***

***Municipal Act***

Development Services

Building Division

Municipal Law Enforcement

Business Liason

Business Services

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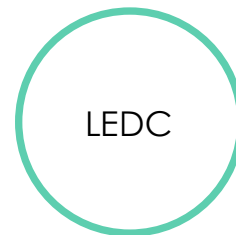
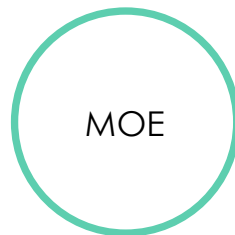
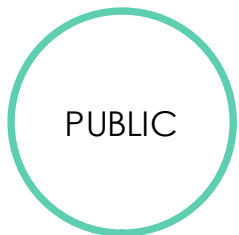
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# DEVELOPMENT SERVICES

- Project Managers for development applications
- A multi-disciplinary team of planners and engineers
- Provide a single-point administration (“One Window”)
- Integrate subject area expert input into a balanced professional corporate position

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# WHERE WE FIT



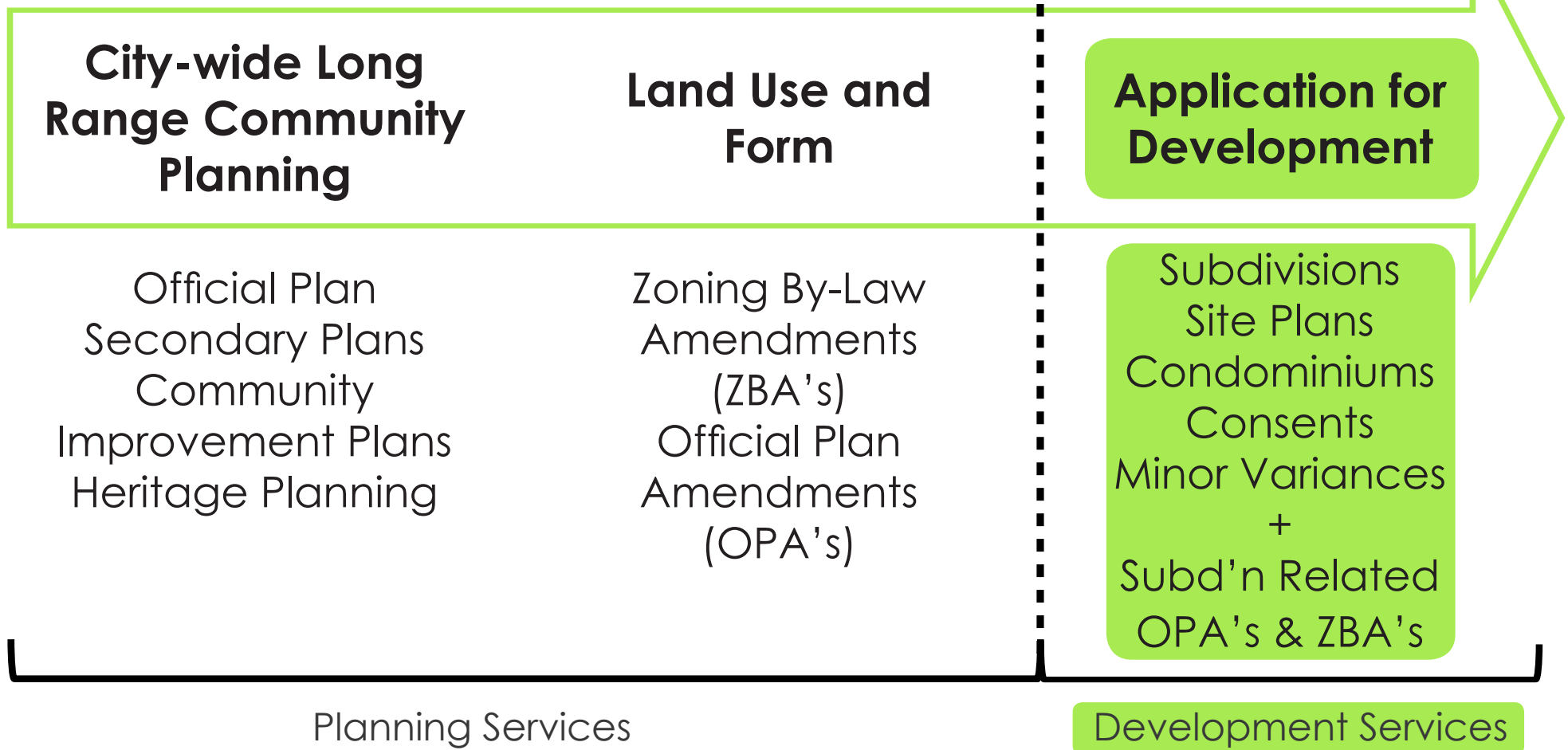
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# CONTINUUM OF APPLICATIONS

Planning Act sets out Application Types



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# ABOUT DEVELOPMENT

- All development proposals require a Building Permit
- Most development proposals (but not all) require site plan
- Some development proposals require a zoning amendment
- Few development proposals require an OP amendment

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# ABOUT DEVELOPMENT

So.....

- If zoning is in place, applicants only need to go through the site plan process or straight to building permit
- There is no public process around most site plan processes and no public process around building permit

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# SUBDIVISION APPROVALS

## CONSULTATION

- Applicant submits Proposal outlining their assumptions for development
- Staff Review Proposal & provide feedback via Mandatory Consultation
- Applicant receives a Record of Consultation:
  - Lists Requirements for Complete Subdivision Application

## DRAFT APPROVAL

- Only take in Complete Applications as per policy in Planning Act
- Within 180 days - Review Application, Resolve Issues, Redline Plan & Craft Conditions of Draft Plan Approval & reach a decision.
- **PEC REPORT** – Public Meeting to Consider Conditions of Draft Approval

## DESIGN STUDIES

- Applicants submit functional studies to confirm how servicing & design elements of the subdivision will work
- Must clear all design studies to progress to Detailed Servicing Drawings

## DETAILED ENGINEERING

- Servicing drawings reviewed in accordance with City Standards
- Ensure sustainable infrastructure / Protect public & private property
- Prepare Draft Subdivision Agreement with input from Liaison Partners

## FINAL APPROVAL

- **PEC REPORT** – Present Special Provisions for Approval (consent item)
- Confirm all Draft Plan Conditions Satisfied either by Agreement or Servicing Drawings
- Execute and Register Subdivision Agreement

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# SITE PLAN APPROVALS

## CONSULTATION

- Applicant submits Request for Consultation outlining their assumptions for development
- Staff Review Proposal & provide feedback via Mandatory Consultation
- Applicant receives a Record of Consultation:
  - Lists Requirements for Complete Site Plan Application

## APPLICATION REVIEW

- Only take in Complete Applications
- Review Application and identify Issues
- Within 30 Days – Release Conditions of Site Plan Approval Package
- Applicant begins working to satisfy the conditions

## SITE PLAN PUBLIC MEETING

- **PEC REPORT** – Present proposed site plan at Public Meeting of PEC
- Collect comments from the Public
- Council advises the Approval Authority on any additional SP conditions

## SITE PLAN APPROVAL

- Distribute and Execute site plan approval documents
- Development Registered on Title
- Applicant is eligible to obtain full permits

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# CONDOMINIUM APPROVALS

- Standard Condominium
- Phased
- Common Elements
- Leasehold
- Conversions/Amalgamations
- Vacant Land (require Public Meeting)

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# OTHER APPROVALS

- **Removal of Holding Provisions (h's)**
  - 'h's applied to properties through Zoning By-law to ensure orderly development
  - Building Permits cannot be issued while an 'h' remains on the property
  - Once satisfied, the 'h' can be removed with a report to PEC (consent item)

# OTHER APPROVALS

- **Lifting of Part Lot Control**
  - Exemption from part-lot control is used for re-lotting in a plan of subdivision to either;
  - a) re-size lots or b) create lots for semi-detached/townhouse developments
  - Suspending Part Lot Control allows an owner to legally divide lots in a registered plan of subdivision
  - Report to PEC to pass a By-law to temporarily “lift” Part Lot Control

# OTHER APPROVALS

- **Other Report Types We Bring to PEC**
  - Boulevard Parking Agreements, Municipal Addressing and Street Naming
  - Amendments to Council Policies and By-laws to support improved service delivery
  - Reports seeking direction for Applications appealed to the OMB



# BUILDING DIVISION

- The Building Code (OBC) is a regulation under the *Building Code Act, 1992* (BCA)
- The OBC is a set of minimum standards respecting the safety of buildings with reference to public health, fire protection, accessibility and structural sufficiency for construction (including renovation), demolition, change of use, and on-site sewage
- Council is responsible under the BCA to appoint a Chief Building Official (CBO) and such inspectors as necessary for the enforcement of the BCA
- CBO assigned the statutory responsibility of enforcing the BCA

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# PERMITPROCESS

- Receive and process all building permit applications within provincial timelines.
- Examine all plans and specifications accompanying permit applications for compliance to the Ontario Building Code, Building By-law, and all Applicable Law (approx. 40; Zoning, etc.)
- Calculate and collect development charge fees
- Conduct provincially mandated inspections of building construction within the provincially mandated time lines
- All fees collected must reflect cost of administration and enforcement of the *Building Code Act*

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# MORE BUILDING SERVICES

- **Property Standards (existing buildings):**
  - Complaint driven enforcement of standards for maintenance & occupancy of existing buildings
  - Ensure properties are safe and compliant with OBC & Property Standards By-law
- **Additional Services:**
  - Sign Permit Issuance
  - Swimming Pool Fence Permits
  - Public Property Compliance
  - Zoning Interpretation

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# BUSINESS SERVICES

- Provide Operational Support for DCS Areas:
  - **Building:** permit intake/issuance, records management, etc.
  - **Licensing:** business, taxi and residential rental units
  - **By-law Compliance:** by-law enforcement, property standards
  - **Development Services:** customer service support, minor variances

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# BUSINESS SERVICES

- Provide Call Centre Support
  - Public Service call centre (Environmental & Engineering Services, By-law Compliance, etc.)
- Manage all Systems and Workflows
  - AMANDA, IVR, Class, Livelink, Oracle
  - Developing CRM (Customer Relationship Management) Software: a service request tracking system

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# BUSINESS LIAISON

- Work with the Business Community
  - 'How do we get to yes'
- Liaise with the Development Industry:
  - London Home Builders Association, LDI, London Economic Development Corporation, Professional Associations, Small Business Centre, etc.
- Development and Compliance Resource
  - Policy Review and Development
  - Facilitates Industrial Development

Ask us – we can help!

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# MUNICIPAL LAW ENFORCEMENT

Enforcement of Municipal By-laws provides for:

- Health & Safety
- Quality of Life
- Nuisance Control
- Consumer Protection
- Business Retention

By-laws Enforced:

- Zoning By-law
- Licensing
- Signs
- Yard Lot Maintenance
- Pool Fence Safety
- Animal Welfare Services
- Parking
- Taxi / Limo

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# UPCOMING PRESENTATIONS

**January 5th** - Subdivision

**January 19th** - General Zoning/Holding Provisions

**February 2nd** - Site Plan Process

**February 17th** - Consents/Minor Variances/Boulevard  
Parking

**March 2nd** - Condominiums

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# QUESTIONS FOR US?



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