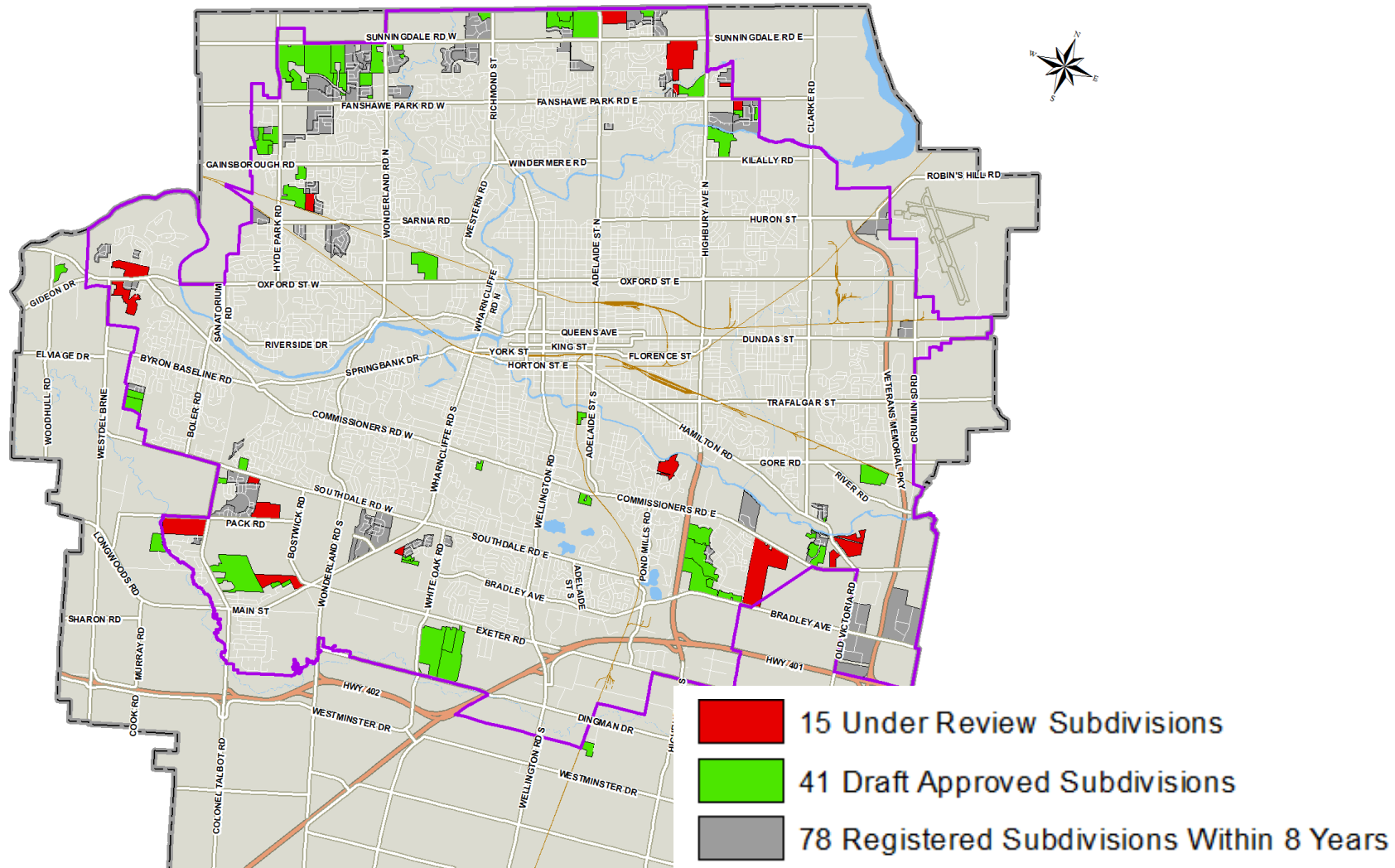


DEVELOPMENT SERVICES
DEVELOPMENT & COMPLIANCE SERVICES

**SUBDIVISION
APPROVALS**

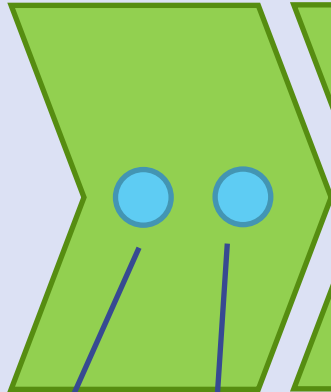
PEC Orientation
January 5, 2015

SUBDIVISION ACTIVITY



SUBDIVISION APPROVALS

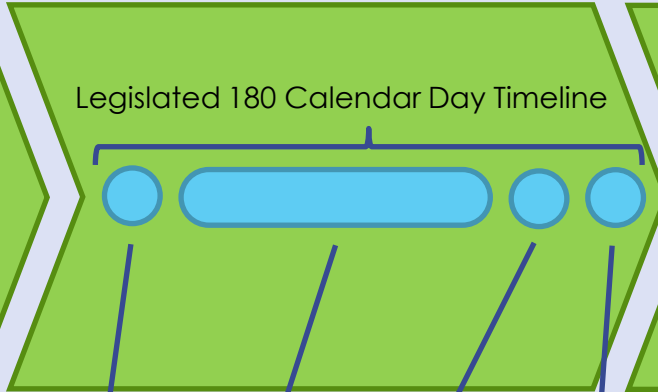
Consultation



Receive Proposal for Consultation

Record of Consultation with Requirements for Complete Application

Draft Plan Approval



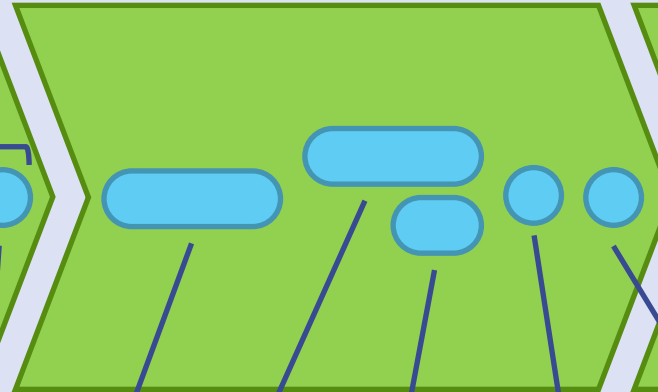
Receive Complete Application for Plan of Subdivision

Application Review & Crafting Conditions

PEC REPORT: Recommend Draft Plan Conditions for Approval

DP Approval Issued by Approval Authority

Satisfying Draft Plan Conditions



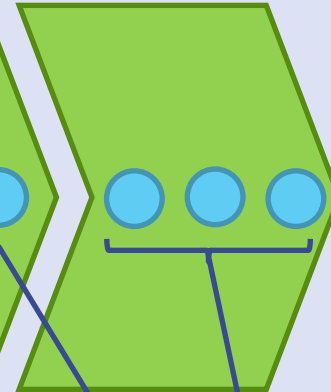
Design Studies Clearance: High-level Functional Design

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PEC REPORT: Recommend Approval of Agreement Special Provisions

Compliance

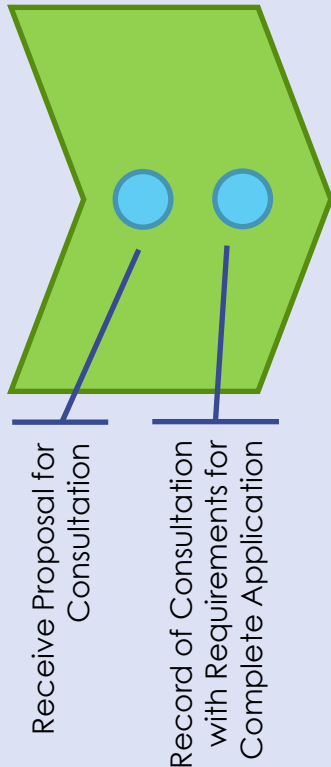


Final Approval & Registration

Inspection points for Agreement Compliance

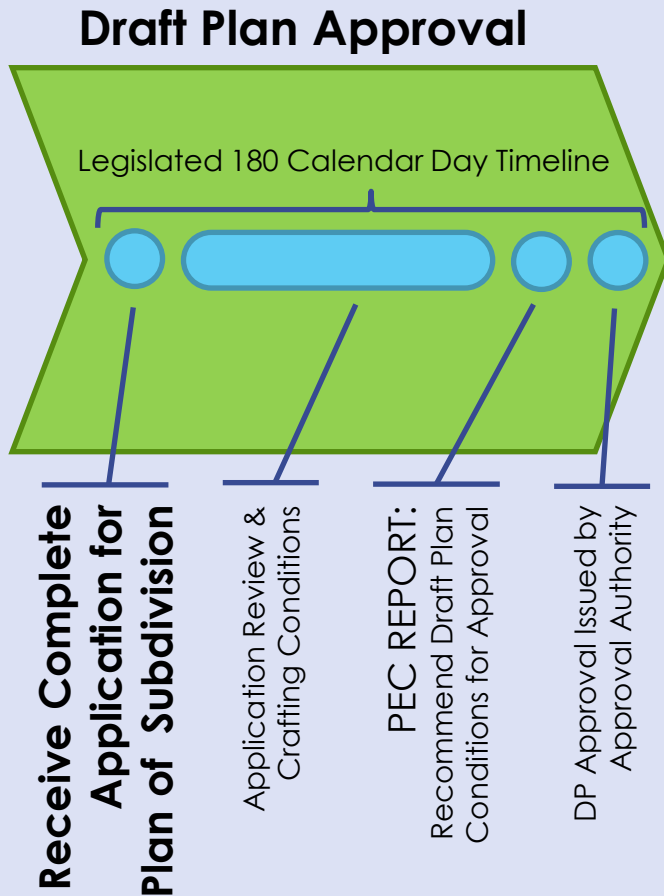
CONSULTATION

Consultation



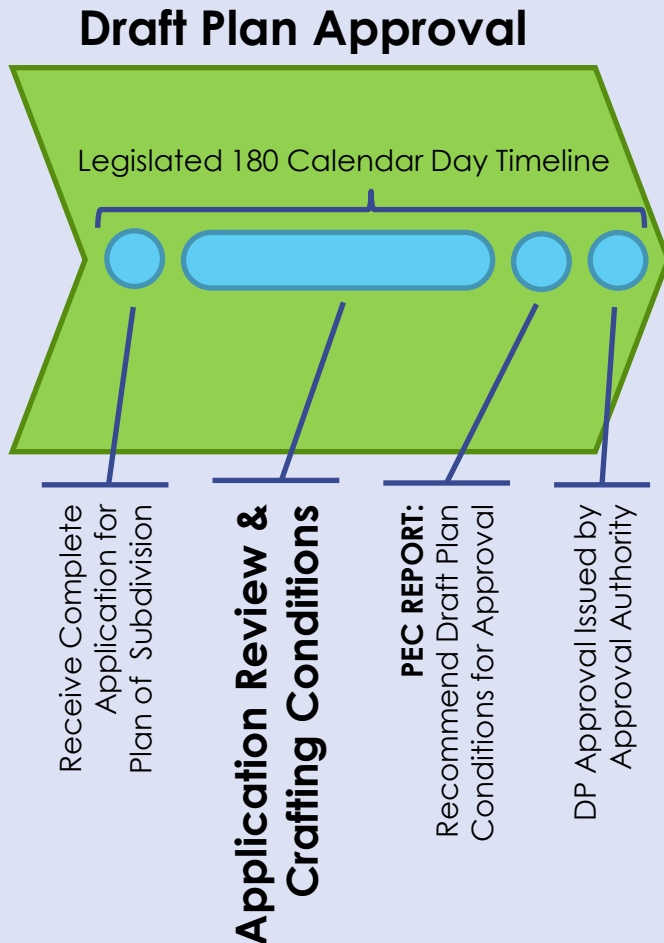
- Consultation is mandatory
- Applicant Submits **Initial Proposal Report**
 - High level overview of development proposal, relevant planning and servicing parameters
- IPR circulated to City liaison divisions and public review agencies
- D.S. Convenes Proposal Review Meetings
 - INTERNAL – with divisions and agencies
 - EXTERNAL – with Applicant
- Applicant Receives Record of Consultation
 - Commentary of submitted proposal
 - Itemized list of Requirements for complete application

COMPLETE APPLICATION



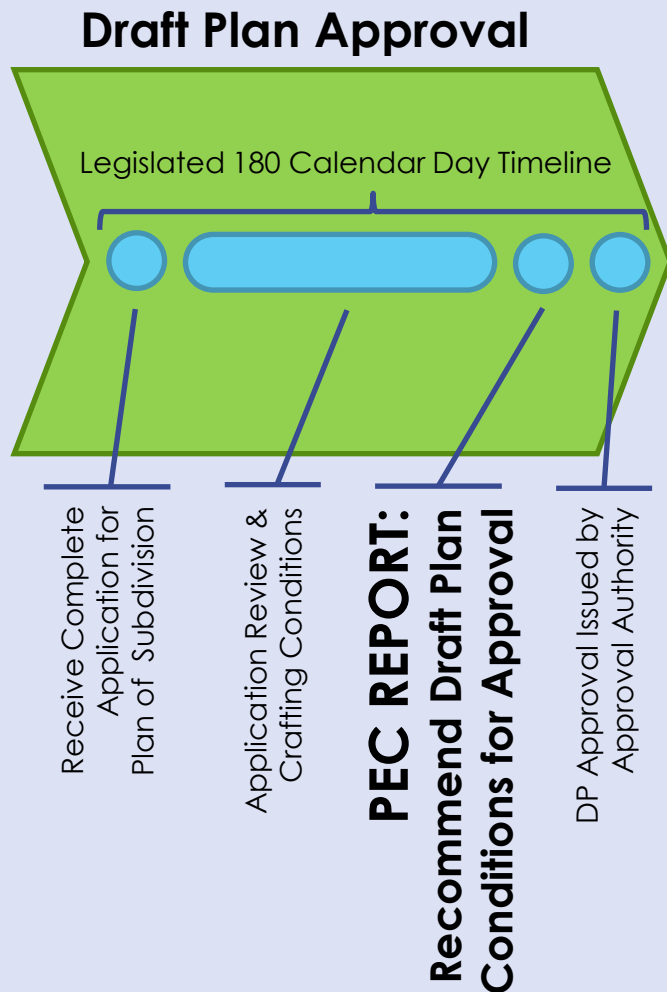
- Only complete applications shall be received for review
- Completeness to be determined within 30 days
- Deeming Compete starts the 180-day clock
- Deemed Complete does not imply deemed acceptable
- Possible OMB appeal point
 - Appeal requirements for Completeness
 - Appeal failure to decide on Completeness within 30 days

APPLICATION REVIEW



- Notice of Application
 - circulated to Divisions & Agencies
 - Advertised in “Londoner” & website
 - 120m Radius Mailing
- Receive comments
- Evaluate proposed Draft Plan
 - OP Policies
 - Provincial Policy Statement
 - Municipal Servicing/Design Guidelines
 - GMIS
- Craft Conditions of DP Approval

PEC REPORT: Conditions of DPA

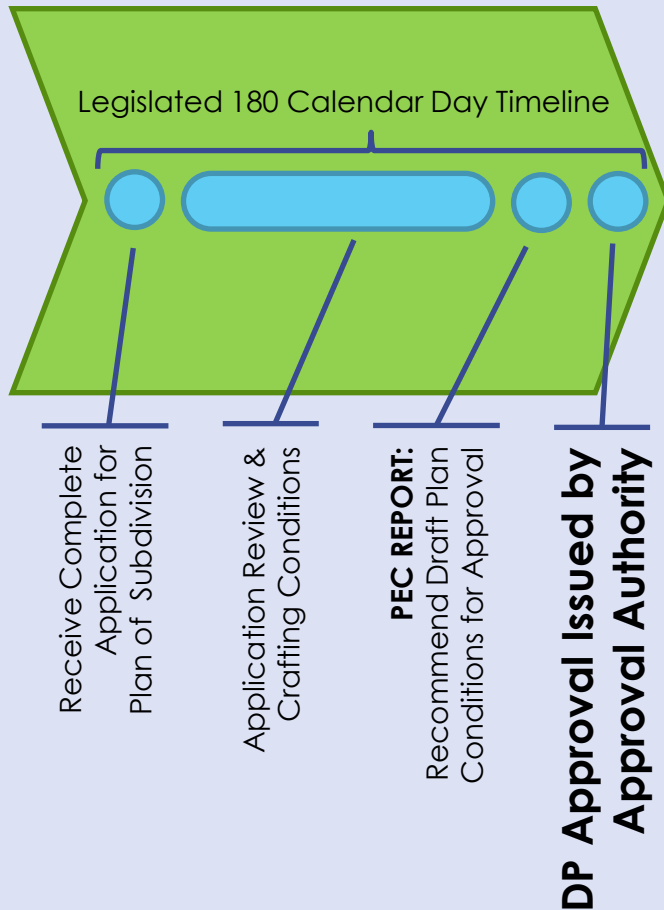


- Legislated Public Participation Meeting
- Staff present recommended Decision for DP of Subdivision
- Council direction forwarded to Approval Authority for consideration
- Associated Zoning By-law & OP amendments considered as well

DRAFT APPROVAL

Council has Delegated Approval Authority

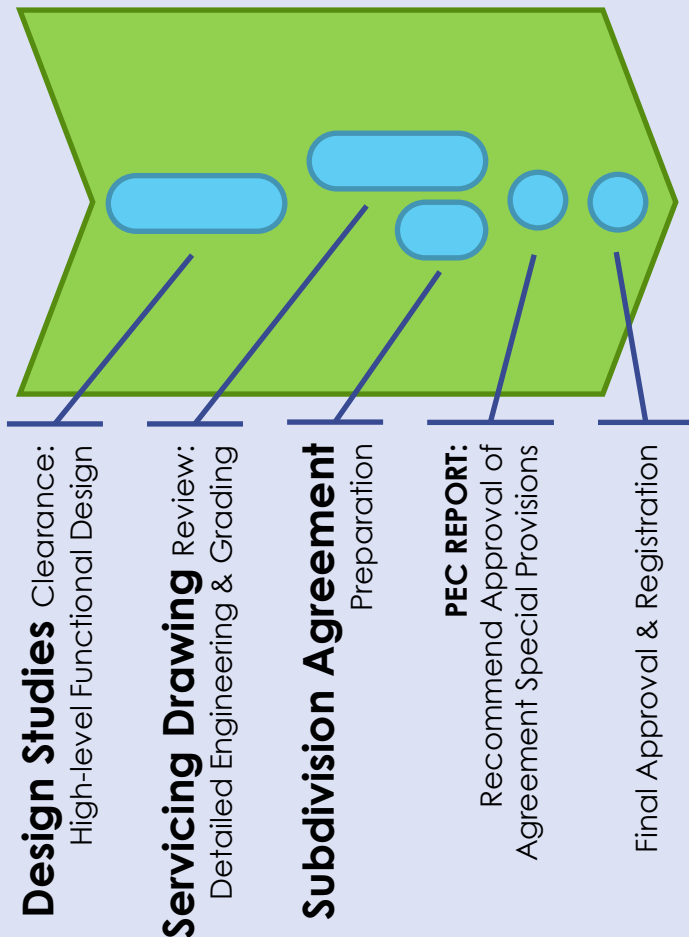
Draft Plan Approval



- Decision of Draft Approval:
 - Typically issued for 3 year period
 - Notice of Decision circulated to requesting parties
 - Decision may be appealed within 20 days of notice
- DP Extensions may be requested
 - Conditions updated for currency
 - Extension & updated conditions presented to PEC
 - Only public participation meeting when changes substantive
- Possible OMB appeal point
 - Appeal failure to reach DP decision within 180 days

SATISFYING CONDITIONS OF DPA

Satisfying Draft Plan Conditions

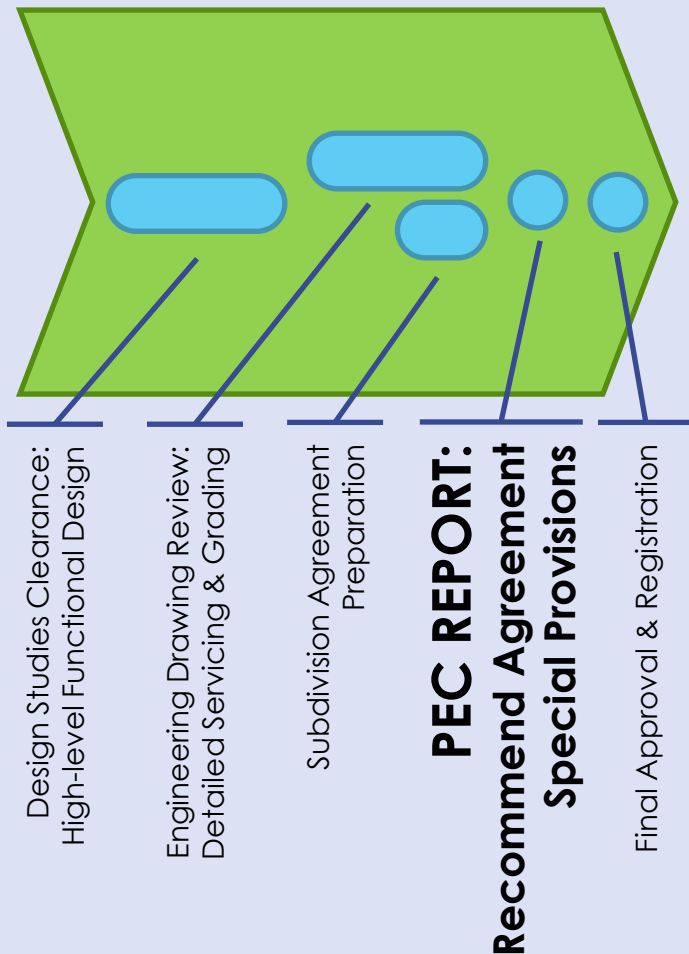


Owner responsible to satisfy DP Conditions prior to registration of Subdivision Agreement & Plan

- DESIGN STUDIES: establish servicing & design functionality for the development
- SERVICING DRAWINGS: detailed engineering and grading design for construction
- SUBDIVISION AGREEMENT: compile Special Provisions (site specific agreement clauses to add to general provisions)

PEC REPORT: Special Provisions

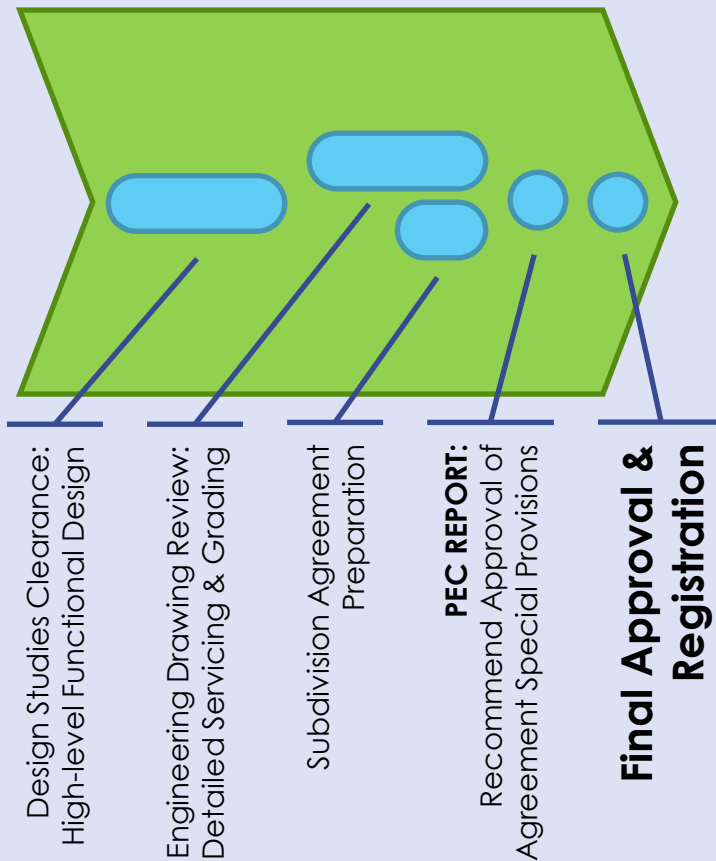
Satisfying Draft Plan Conditions



- Staff present recommended Agreement Special Provisions
 - General Provisions applied to all subdivision agreements
 - Special Provisions are Site Specific to each subdivision (or phase)
- Presented as consent item
- Upon Council Approval:
 - SP's incorporated into agreement
 - Proceed with Final Approval of Subdivision

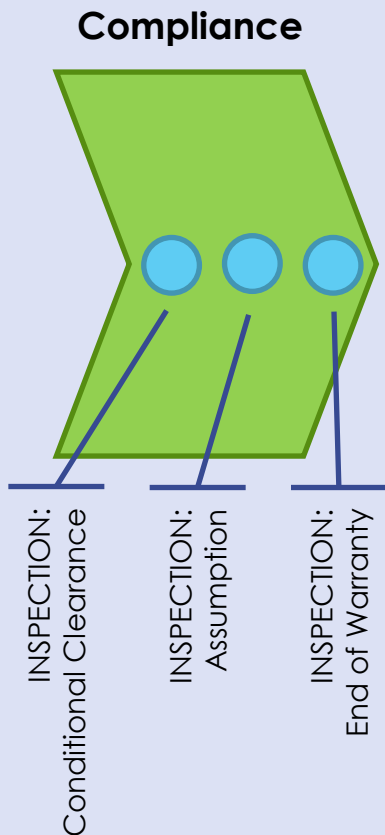
FINAL APPROVAL

Satisfying Draft Plan Conditions



- Owner returns signed agreement with required securities
- Executed by Mayor & City Clerk
- Report to Approval Authority confirming how all DP conditions have been satisfied
- Final Approval granted by Approval Authority
- Subdivision Agreement & Plan registered at Land Registry Office

COMPLIANCE & ASSUMPTION



- DS works with Owners to ensure compliance with subdivision agreement clauses from Registration → Assumption
- Inspection checkpoints in Agreement
 - **Conditional Clearance** – minimum construction elements for issuance of building permits
 - **Assumption** – City “Assumes” maintenance of Public Streets
 - **End of Warranty** – 15% Security holdback for 1 year following assumption
- Prior to assumption, other compliance matters are addressed on a complaint basis
 - Complaints received in your ward relating to unassumed subdivisions can be directed to DS

OMB APPEALS

As per the Planning Act, the Applicant has right of appeal for any of the following:

- Within 30 days after a negative notice on a “complete application”
- Failure to make a decision 180 days after acceptance of complete application
- Any Condition(s) of Draft Approval (or amended Condition) within 20 days of issuance of the Notice of Decision
- Any Conditions of Draft Approval can be appealed at any time before Final Approval by the applicant, any public body that made a submission, the Minister or the municipality)
- Associated OPA can be appealed within 30 days of Notice of Adoption
- Associated ZBA can be appealed within 20 days of Notice of Adoption

CUSTOMER SERVICE APPROACH

- File Manager Subdivision Approval Process:
 - Made-in-London approach to processing development applications
- Principles of File Manager:
 - Increased clarity and discipline through clear documentation
 - Identify 'one-window' custodian to manage the file through the process
 - Promote complete, quality submissions in exchange for improved certainty in schedule

OUR ROLE

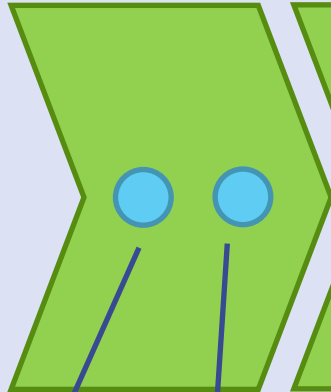
- Project Managers for Development Approvals
- Be responsive, Demonstrate Competency & Protect our customers' interests

OUR CUSTOMERS

- The Applicant
- Internal Liaison Partners
- The Public

QUESTIONS FOR US?

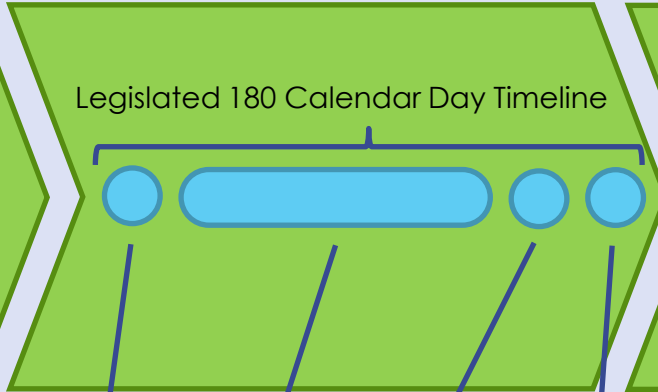
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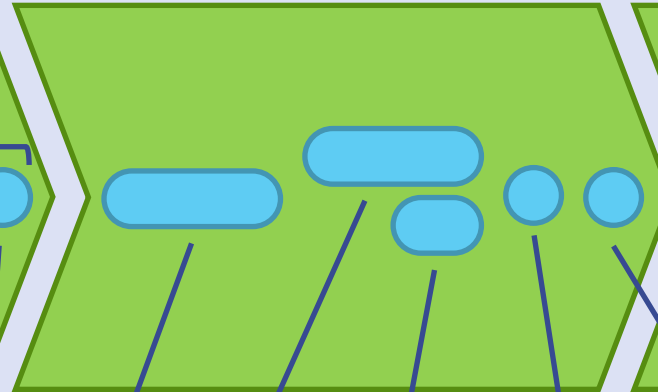
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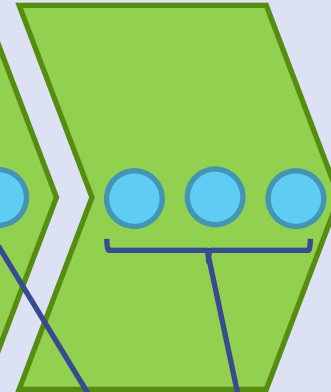
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