

The following provides an update on recent work completed by the Planning Department:

- Projects
 - Cloudpermit Planning Module
 - Resumption of training began with sessions on February 7, 23 and March 22, 2024.
 - The pre-consultation module is now live but not public facing. Staff are using this feature internally to ensure the pre-consultation process will work efficiently for the public prior to adding it to the Township website.
 - The training session on March 22 included the Interim Treasurer and Building and Planning Administrator and examined on-line payment functionality.
 - There is an issue with the software not allowing a Workspace to be created for a property that does not have a civic address. The workspace can only be created if both the roll number and civic address are available in the GIS. Cloudpermit has noted that there are plans for a periodic inspection feature that allows for inspections without a permit, but this feature has not made it on the roadmap yet.
 - Staff continue to receive severance applications from the County during their “soft launch phase”. Previous error reports when submitting Municipal Appraisal Forms seem to have been corrected.
 - Registered for Training Workshop: Search/Filter/Sort Functionality and Configuring Email Notifications on April 25, 2024.
 - County-wide Cloudpermit User Group
 - An in-person meeting occurred February 8 at the County office with representatives from Cloudpermit, County and Township Planning Staff to:
 1. Review and demonstrate the previous year’s released features.
 2. Discuss some of the challenges the Peterborough community has had with Cloudpermit.
 - A regular meeting took place on February 15, 2024. The approach to moving forward with the Planning module as a group was discussed with the hope of having standardized applications forms between all lower tiers.
 - County of Peterborough Official Plan
 - The Technical Advisory Committee (TAC) for the County Official Plan (OP) met on February 15, 2024 and March 21, 2024.

- Meeting minutes were/will be included on February 20 and the March 5 Township Council Meeting Agendas.
 - The County's new Official Plan remains in queue with the Minister.
 - TAC continued review of adopted OP recommending changes based on draft Provincial Planning Statement (PPS) policy.
 - The next meeting is scheduled for April 18, 2024.
- Source Protection Municipal Working Group
 - The next meeting is at the call of the Co-Chairs.
- Otonabee Region Water Response Team Meeting
 - The next meeting is anticipated for early 2024.
- Pre-Consultations, PSR's and Inquiries
 - Pre-Consultations
 - 4 Pre-consultations have been completed to date. All have been initiated through the County as County Planning Approval would be required for each proposal (i.e. OPA, Plan of Subdivision, Severance etc).
 - Preliminary Severance Reviews (PSR's)
 - 6 PSRs have been completed to date.
 - Inquiries
 - Responded to various inquires, correspondence and applications under the Planning Act including reviewing proposals in light of the existing and new Official Plan and proposed PPS.
 - ~ 34 property inquires completed to date.
- Applications
 - Severances (County Approval)
 - 6 applications received to date.
 - Minor Variances
 - 1 application deferred December 8, 2023 and January 19, 2024 to allow the Applicant time to provide additional information. Next anticipated Committee of Adjustment meeting is April 12, 2024.
 - No new applications received to date.
 - Zoning By-law Amendments (ZBA)
 - 8 ZBA applications received to date.

- Public Meeting held February 20, 2024 for R-01-24 (Leahy), R-02-24 (Kelly). No appeals received.
 - Public Meeting held March 19, 2024 for R-03-24 (Smith) and R-04-24 (Murphy). Notice of Passing to be provided within 15 days (April 3, 2024).
 - Public Meeting scheduled for April 2, 2024 for R-06-24 (Girard).
 - Public Meeting for R-05-24 (LCS), R-07-24 (Irwin Inn) and R-08-24 (McMahon) to be scheduled for April 16, 2024.
-
- Official Plan Amendments (County Approval)
 - No new applications to report.
 - Site Plans
 - No new applications to report.
 - Subdivisions (County Approval)
 - 15T-21006 (Clancy) draft plan approved November 24, 2023. Planning Staff and the Township's Engineering firm have been working with the Developer and their Consultant towards satisfying draft plan conditions (cash-in-lieu of parkland, street lighting plan, and road naming policy). Discussions occurred regarding preliminary earthworks/site grading (possible pre-servicing agreement). Draft Plan Approval lapses November 3, 2026.
 - 15T-90011 (Hall's Glen) peer review completed of 2nd Detailed Engineering Submission on December 5, 2023, some outstanding items still to be addressed. Notice was received from the developer that some tree clearing would be occurring. No permits required from ORCA. Township staff conveyed flexibility and consideration to accommodate revision of Draft Plan Condition 10 to assume ownership of Blocks 53, 54, and 55. The development team is getting ready to provide the third engineering submission. However, given the required peer review and potential comments to address, the team will be seeking another extension to draft plan as an assurance that they will be able to satisfy conditions. Draft Plan Approval lapses September 14, 2024.
 - 15T-23001 (Riel) Notice of complete application provided April 13, 2023. No public meeting required. Peer review on-going. Staff continue to respond to comments from the public. Management Team comments have been sent to the County. Anticipate meeting as Management Team once second submission package is received from the Developer in order to review and provide comment.

- Other
 - On-going review of proposed changes to planning legislation i.e. Bill 150 Legislation to Reverse Certain Provincial Planning Decisions (Royal Assent December 6, 2023); Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023 (Royal Assent June 8, 2023), Ontario Regulation 254/23: Prescribed Areas – Section 41 of the Planning Act (Site Plan Control Area) (Filed and in effect August 9, 2023), Proposed Provincial Planning Statement (comment period closed August 4, 2023).
 - Began providing information requested for the Development Charges Study (March 21, 2024).
 - Participated in the MTO - Highway Corridor Management System: Land Development Review Module on February 13, 2024. The Ministry of Transportation (MTO) is modernizing the way that it reviews and comments on land development applications by moving to an on-line process using a new Land Development Review (LDR) module in the Highway Corridor Management System (HCMS).
 - Participated in 2023 Year-End Budget to Actuals Review with Interim Treasurer (March 21, 2024).

Report Approval Details

Document Title:	Committee of the Whole - Planning Department Update - February - March 2024.docx
Attachments:	
Final Approval Date:	Mar 21, 2024

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

Martina Chait-Hartwig

Elana Arthurs