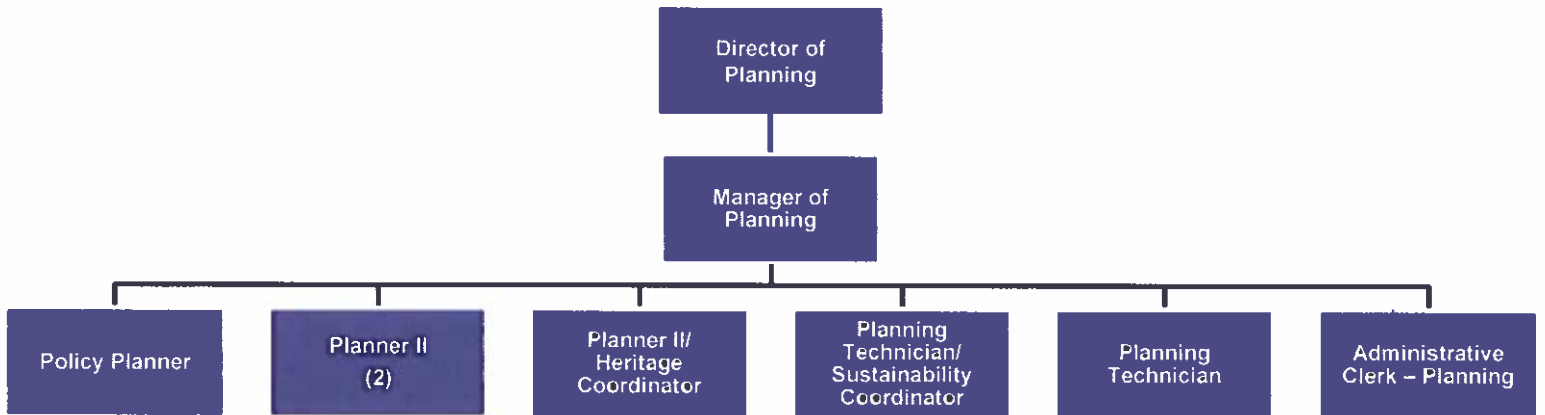


# Planning Department





## Planning Department 2019-2022 Business Plan

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### **Department Role and Responsibilities:**

The Planning Department has a general mandate to assist and advise the public, stakeholders, governmental agencies and Council on matters relating to land use planning. Land use planning affects almost every aspect of life in the Township. It seeks to protect the natural environment and agricultural context of the Municipality, directing where in our community's homes, shopping facilities and industrial development should be located; where parks and schools should be located; and where other essential services should be provided. To help guide these and other matters the Planning Department is responsible for the preparation and updating of the Official Plan and numerous other policy documents, and the Township Zoning By-laws. Good planning encourages public participation and leads to orderly growth and the efficient provision of services and resources. Often in planning there is a need to assess and possibly balance competing interests. In carrying out the above noted functions the Planning Department manages the growth and physical form of development within the Township, and provides professional planning advice to Council, other Departments, the public, and Council endorsed committees on a variety of planning policy and development matters.

The Planning Department also processes, reviews and provide professional recommendations on all Planning Act Applications, from both community planning and urban design perspectives. Such Applications include but are not limited to Official Plan and Zoning By-law Amendments, proposed Plans of Subdivision and Condominium, Minor Variance and Consents and Site Plan Approval. In addition the Planning Department manages and prepares agreements for development applications, monitors servicing allocation and distribution, implements Urban Design Guidelines and architectural controls, and provides professional and administrative services to support the Committee of Adjustment, Heritage Committee and the Township of King's Sustainability Committee.

### **Departmental Objectives:**

- To assist in the implementation of the Township of King Integrated Community Sustainability Plan and coordinate with the Sustainability Committee, public and other Departments in their roles to implement the Plan.
- To provide independent professional planning advice to Council and Council endorsed committees on a variety of policy, development and procedural matters.
- To develop and put in place appropriate growth management policies, tools and monitoring mechanisms to direct the location, and control the rate and form, of growth and expansion of the Township of King.
- To foster a climate of consultation that encourages citizens to be actively involved in providing advice and input into the Township's decision-making process.
- To ensure the protection of the Township's agricultural lands and environmental resources including the Oak Ridges Moraine and Greenbelt.

- To develop environmentally responsible policy documents to protect, maintain and enhance the Township's key natural heritage features.

Pillar and Theme	Goal	Initiative * denotes action item identified in ICSP
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- To support the agricultural community and the rural heritage of the Township.
- To develop a comprehensive system to identify and administer heritage and potential heritage properties.
- To support, assist and advise other municipal departments on planning matters in carrying out various Township initiatives.
- To provide for properly planned residential and employment growth within the three villages.
- To prioritize the processing of commercial and industrial development applications.
- To assist in improving the Township's tax base.
- To bring the Township's planning documents into conformity with Provincial and Regional initiatives.
- To broaden the Township's housing base to provide residents with a range of housing options within the three villages.
- To develop and maintain a three to seven year inventory of draft approved and registered vacant lots.
- To promote land use development that encourages public transportation services for residents and commuters.

**Major Initiatives/Issues:**

The Township has adopted the King Township Integrated Community Sustainability Plan (ICSP). The Sustainability Plan is the Township's overarching guiding document and is based on common values, priorities, aspirations of the community.

To continue the momentum for the ICSP and to ensure the Township achieves tangible results in the short term, the ICSP defined 14 priorities requiring action in the initial years of implementation. While all of the priorities are relevant to the Planning Department, four of the priorities which are particularly relevant to the Planning Department include:

- Strengthen the Township of King's planning legislation and by-laws to reinforce environmental protection and public health and safety.
- Develop a strategy for intensification and infill.
- Create a natural heritage inventory
- Update and implement village plans

The following table illustrates a number of the Planning Department initiatives for the 2019 calendar year and how they relate to the various pillars, themes and goals of the ICSP.

<b>Socio-Cultural</b>		
Sense of Community	“Front porch” community – residents participate in cultural and civic issues	The Township is undertaking a new Official Plan. Through the review of the Official Plan, members of the public are encouraged to be involved upfront in the planning process. As a result, the public can directly influence the goals, objectives and policies that are contained in the Official Plan (*)
Connection to the land	Resident appreciation for nature, agriculture and sense of community	
Heritage	Community respects cultural and built heritage; conservation and reuse of heritage buildings, sites and landscapes is a priority	Continue to review of the Township Heritage Inventory to identify properties suitable to be placed on the Municipal Register or for designation under the Heritage Act (*)
The Arts	Home of a thriving arts and cultural and built heritage; conservation and reuse of heritage buildings, sites and landscapes is a priority	To promote and implement the Council approved financial incentives program to encourage the maintenance and repair of designated heritage properties (*)
<b>Environment</b>		
Land Use Planning	Protect natural & agricultural areas, village revitalization and smart growth supported by planning policies, bylaws, strategies, documents and enforcement practices that respect public input and require best practices for green building	The Township is continuing to develop a new Official Plan. The Plan must be consistent with and/or conform with a myriad of Provincial Polices and Plans (i.e. Oak Ridges Moraine, Greenbelt, Lake Simcoe Protection Plan, Places to Grow, Provincial Policy Statement, etc.), the Region of York Official Plan, and a number of Township initiatives including the Integrated Community Sustainability Plan, Parks Recreation and Culture Master Plan and Economic Development Strategy. The new Official Plan will incorporate and assist in implementing all of these to the extent possible. (*)
Natural Areas & Stewardship	Recognized environmental conservation leader and steward, protect and restore environmental landscape and natural assets to greater health	As part of the new Official Plan it will be necessary to identify the various key natural heritage features in order to restore, maintain and enhance these features (*)
Transportation	Increase transit services and active transportation options	Continue to review and provide input into the Region of York Public Transit Plans. Participate and provide input into the Region of York Master Transportation Plan. Work with other agencies and levels of government to incorporate appropriate trails and pedestrian linkages.

<b>Economy</b>		
Village Vitality & Prosperity	Strong local economy that meets commercial and retail needs of residents	Prioritize the processing of commercial and industrial development applications to assist in improving the Township's tax base
Agriculture & Equine	Established as sustainable, viable and prosperous industries; promote & celebrate local food	As part of the Official Plan review and consider new policies to facilitate value added agricultural uses and agri-tourism potential in the rural area (*)

The Planning Department has identified the following major initiatives for the 2019 calendar year:

- Finalize and adopt a new King Township Official Plan to recognize and implement the applicable Provincial Policies and Plans, including the Oak Ridges Moraine Plan, Greenbelt Plan and Places to Grow, by providing updated policies to protect the natural environment and agricultural resources of the Township, protecting employment lands for the municipality's long term economic benefit, providing for the growth and evolution of complete communities, and providing public consultation opportunities in all aspects of the Planning Department's responsibilities.
- To complete a "re-fresh" of the Integrated Community Sustainability Plan.
- To initiate "housekeeping" updates to the in-force Zoning By-laws of the Township.
- To initiate public consultation and review, and recommend update to, the Township's Design Guidelines
- To commence the preparation of a new Zoning By-law for the Hamlets and Rural Area for completion in late 2019/early 2020.
- To continue to monitor, review and comment on all Provincial initiatives related to the conduction of land use planning within the Province of Ontario, including proposed Amendment No. 1 to Places to Grow.
- To continue to monitor, review and comment on the Region of York 2041 Official Plan Update.
- Prioritize the processing of major employment applications within the Township.
- To prioritize Township Recreation Complex Plans.
- To complete the review and analysis and submit to Council for consideration the FSDAS for the North East Quadrant of King City (north of the railway tracks), and to provide Reports to Council for the related Zoning By-law Amendment and Draft Plans of Subdivision.
- To continue to review updates to the Township's Heritage Register.
- To implement the heritage grant program to assist owners maintain designated properties.
- To consider Heritage District Conservation Plans for selected areas of the Township as determined appropriate by the Heritage Committee.

- To assist in the implementation of the Township's Pioneer Cemeteries Plan in consultation with the Parks, Recreation and Culture Department.
- Provide orientation for the Sustainability and Heritage Committees, and the Committee of Adjustment,
- To continue to explore and develop new data/metrics to incorporate into the monitoring of the implementation of the Sustainability Program.
- Update Departmental Job Descriptions to ensure effective and efficient delivery of services and Departmental responsibilities.
- To explore opportunities to prepare new, and/or enhance existing, policies and procedures of Planning Department processes related to customer service and efficient delivery of services to Council, the public, landowners and other stakeholders.





## Planning Department

### 2018 Accomplishments

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- Cannabis By-laws enacted and implemented
- Zoning By-laws for King City, Schomberg and Nobleton finalized and came into full force and effect (LPAT appeals completed)
- Participated in the APWA Accreditation Process
- Committee of Adjustment procedural improvements and efficiencies implemented to better serve the public and Committee members/process (Planning Department Reports and Staff attendance at meetings)
- Commenced Integrated Community Sustainability Plan “Re-Fresh”
- Worked with York Region to initiate the Environmental Assessment for improvements to the Nobleton Sanitary System.
- Continued to work with King East Landowners toward the completion of the FS-DAS which is intended to guide the future development of the King East lands.
- Represented Township planning decisions before LPAT on a number of occasions.
- Successfully Transitioned Zoning position from Building Department to Planning and Development Department



