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Site Plan Review Committee Staff Report to Council

Report Number: 2022-44

Department(s): Legislative Services, & Planning and Building Services

Author(s): Jaclyn Grossi, Acting Deputy Clerk & Phoebe Chow, Senior Planner - Policy

Meeting Date: June 20, 2022

Recommendations

1. That the report entitled Site Plan Review Committee dated June 20, 2022 be received; and,
2. That Council dissolve the Site Plan Review Committee; and,
3. That the Site Plan Review Committee Meeting Minutes be approved (Attachments A to H); and,
4. That Staff be authorized and directed to do all things necessary to give effect to this resolution.

Purpose

The purpose of this report is to provide Council with an update on the Site Plan Review Committee based on changes to the Planning Act from the More Homes for Everyone Act, 2022 (Bill 109), and to seek Council approval on past Site Plan Review Committee meeting minutes.

Background

Council received a report entitled [More Homes for Everyone Act, 2022](#) at their April 19, 2022 Council – Electronic meeting, which outlined the major changes to the Planning Act proposed under Bill 109. This report advised that the proposed changes did not appear to have any major impact to the overall Site Plan approval process, but that there may be implications on the role of the Site Plan Review Committee. On April 14, 2022 [Bill 109](#), More Homes for Everyone Act, 2022 received Royal Assent. One of the

major changes in the Planning Act is the refunding of fees if decisions or approvals are not made within the statutory timelines. This change will come into effect on January 1, 2023.

Discussion

Following the April 19, 2022 Council – Electronic meeting, staff conducted further consultation with the Ministry of Municipal Affairs and Housing regarding Bill 109 and the statutory timeline to approve Site Plan applications, and concluded that the 60-day approval period is inadequate to allow sufficient time for proper review of applications by the Site Plan Review Committee. In addition, Bill 109 also requires that Site Plan approval be delegated to staff as of July 1, 2022, and as such, the Site Plan Review Committee will no longer have approval authority on site plan applications.

Staff recommend dissolving the Site Plan Review Committee and replacing it with dedicated meetings with the Mayor, Deputy Mayor & Regional Councillor, and the Ward Councillor for any new Site Plan applications where they are able to provide comments as part of the 60-day statutory approval period.

All outstanding Site Plan Review Committee minutes have been attached for Council's approval (Attachments A through H).

Conclusion

As of January 1, 2023, municipalities will have to refund fees to the applicant if Site Plan applications are not approved within the 60-day approval timeline. Staff recommend ending the Site Plan Review Committee and replacing it with application specific meetings internally to shorten processing time.

Business Plan and Strategic Plan Linkages

This report supports Council's strategic priority pillar of Extraordinary Places and Spaces - creating the environment for an engaged, accessible, inclusive community.

Consultation

Ministry of Municipal Affairs and Housing

Human Resource Considerations

None.

Budget Impact

None.

Attachments

Attachments A to H – Site Plan Review Committee Meeting Minutes

Approval

Lisa Lyons, Director of Legislative Services/Town Clerk

Jason Unger, Director of Planning & Building Services

Esther Armchuk, Commissioner of Corporate Services

Peter Noehammer, Commissioner of Development and Infrastructure Services

Contact

For more information, contact the Legislative Services Department at clerks@newmarket.ca or the Planning Department at planning@newmarket.ca.