



Development Application Process Review Achievements

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Introduction

- This presentation provides an update on the Development Application Process (DAP) Review, which aims to modernize and streamline Newmarket's development application process
- The DAP Review, along with the Collaboration Application Preparation (CAP) Project, addresses legislative changes introduced by the Ontario Government in 2021 and evolving development needs
- **Purpose: Ensure Newmarket's processes are more efficient, customer-focused, and ready to meet growing housing demands**

Background: Why the Review was Necessary

Legislative Changes & Newmarket's Response

- In 2021, the Ontario Government introduced several legislative changes to accelerate housing construction across the province
- In response, the Town of Newmarket began working on internal improvements to the development application process
 - **2022:** Town staff participated in York Region's study on data standardization, which evolved into the CAP Project
 - **2023:** Newmarket initiated the DAP Review with the help of Sajecki Planning, leading to the Development Approval Process and Fees Review Report (June 2023)



These initiatives aim to help Newmarket respond to the increasing complexity of infill and high-density developments.

Overview of DAP & CAP Projects

Collaborative Projects for Efficient Development



CAP Project

- Initiated in 2022 to address impacts of new legislation
- **Key focus:** Streamlining development applications through collaboration between municipalities and developers



DAP Project

- Conducted in 2023, identified 23 recommendations to improve efficiency and transparency in Newmarket's development application process
- By 2024, the DAP/CAP Implementation Plan was developed with the help of consultants to focus on change management



Objective

- Both projects aim to modernize Newmarket's development process by identifying inefficiencies and aligning with the Town's procedures with evolving legislation and community needs

2024 Implementation Project Objectives

**Shorten
Development
Application
Process**

**Expedited
decision-
making with
risk
management**

**Working
collaboratively
for common
goals**

Process Mapping Exercise: Identifying Gaps

Spring 2024 Process Mapping Exercise

Background

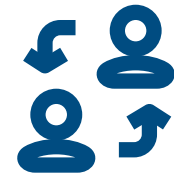
Outcome

01



Conducted to analyze and document every step in the site plan application process

02



Engaged 30 staff from 11 different departments over 8 hours to pinpoint inefficiencies, duplications, and opportunities for streamlining

03



Exercise reflected improvement areas and resulted in a list of 100 potential recommendations across all sources

04



Recommendations were narrowed to 50 key actions focused on priority improvements that have the most immediate impact on efficiency

Achievements to Date

Progress on DAP & CAP Recommendations

19 more recommendations are ready for immediate implementation

Used the new delegated authority for Removal of Holding Provisions and Temporary Use By-laws



15 out of 30 priority recommendations have been implemented, resulting in improved processing times

New Pre-Consultation By-law for the CAP process

Focus on Minimum Viable Product with simplified submission requirements

Key Benefits of the Improvements

Why These Changes Matter



Processing Times

Faster approvals ensure Newmarket can meet housing demands while maintaining quality, particularly as development shifts towards higher-density, complex projects



Development Capacity

By streamlining the process, Newmarket can handle more applications without overwhelming staff or sacrificing attention to detail



Customer Service

These efforts align with creating a community *Well Beyond the Ordinary*, improving satisfaction among residents and developers alike

Aligning with Strategic Priorities

How the DAP & CAP Align with Council's Vision

These process improvements directly support Newmarket's **Strategic Plan**:



Customer-First Way of Life

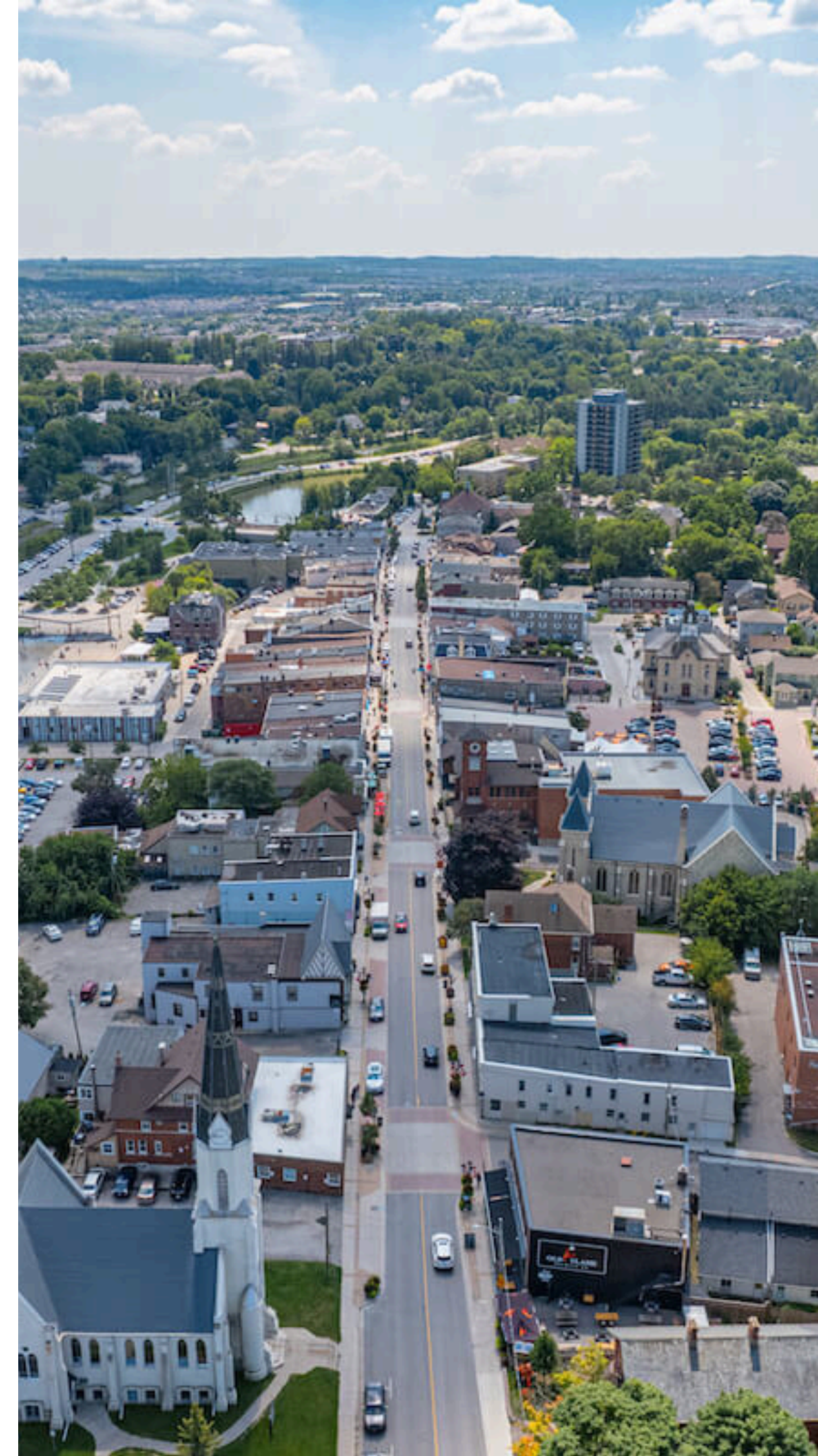
- Ensuring an efficient and responsive process for developers and residents



Extraordinary Places & Spaces

- High-quality developments that meet community design standards

These changes also contribute to Newmarket's **Corporate Vision** of being a well-planned and well-managed town, and reflect the corporate values of **Courage & Creativity** and **Excellence**.



Next Steps for the DAP & CAP Projects

Rolling Out the Remaining Changes



Implementation Teams:
Several teams are being convened. These teams will consist of staff across departments to ensure a cohesive and integrated approach.



2024 - 2026 Rollout:
The full set of process improvements will be rolled out gradually over the next several years, allowing both staff and applicants to adjust; with a focus on immediate actions.



Continuous Improvement:
As development pressures increase, especially with a potential drop in interest rates, the Town remains committed to ongoing refinements of the process.



THANK YOU

