

APPENDIX B - 24 by the end of 2024

Description	Staff taking the lead	Area of Responsibility	Type of Action (Policy, Process, Communication, Governance/Organizational)	Action - Unimplementable, Completed, Underway, Proposed, No Action	Service Level Change? (With estimated Budget, if applicable)	Action Item Status	Timing	Staff Comments/Recommendations
Round-Down: Whenever a requirement is calculated, the result is rounded down	Director of Planning Services	Planning	Policy	Proposed	No Service Level Change	Staff will review this option in the context of the Housing Supply Strategy and the upcoming review of the Industrial and Commercial Zoning By-law provisions.	Q4-2025	Need to review this recommendation to fully understand effects prior to implementation.
Increase Consistency in the Zoning Bylaw: Provide a standard and easily understandable/searchable approach.	Director of Planning Services	Planning	Policy	Underway	No Service Level Change	Staff are currently undertaking a comprehensive review of the Industrial and Commercial use definitions and regulations. This review will be undertaken in consultation with the development community. Terms of reference are currently being developed to retain a consultant to assist with the review.	Q4 - 2025	Process is currently underway with funding from the Greater Sudbury Development Corporation as well as existing sources.
Respond to demand for industrial space. (examples: Allow Warehouse in the C2 and C5 zones, Allow Light Industrial uses in the C2 and C5 zones, Allow Industrial Use in the M2 zone, Allow Industrial Use in the Valley East Industrial Park)	Director of Planning Services	Planning	Policy	Completed/No Action	No Service Level Change	Changes to the "Industrial Use, Light" definition and outdoor storage provisions were made in 2023 to allow more flexibility for industrial uses in the M2, M1 and M1-1 zones. Office uses were also introduced to the M1 zone at that time. Introducing industrial and warehousing uses as of right to the General Commercial and Downtown zones does not constitute good planning and would run counter to the City's current initiatives through the Nodes and Corridors Strategy to introduce more flexibility for residential and mixed use buildings in these areas.	Complete	It is not recommended that changes to allow more industrial and warehousing uses in the C2 and C5 zones be pursued.
Increase Flexibility: Allow for flexibility in interpreting boundaries and permit minor adjustments <u>within the OP</u> and permit minor adjustments in the <u>rural zones</u> .	Director of Planning Services	Planning	Policy	Unimplementable	No Service Level Change	Unimplementable by legislation. Provincial Policy Statement and Planning Act currently outline the process for adjustments to the Settlement Boundary. For changes to Zoning By-law provisions, a minor variance is the only route and that process is outlined in the Planning Act (desirable, meets general intent of OP and ZBL, and is minor).	Complete	No further action recommended.
Create Terms of Reference for Studies and Reports.	Director of Planning Services	Planning	Communication	Underway	No Service Level Change	Work is currently underway to develop user guides and terms of reference for required background studies.	Q2-2025	Continue to develop terms of reference in accordance with industry best practices.

<p>Reduce Off-Site Infrastructure Deposits and Requirements by minimizing off-site requirements, reduce deposit requirements and the partial release of deposits</p>	<p>Director of Planning Services</p>	<p>Planning</p>	<p>Policy</p>	<p>No Action</p>	<p>No Service Level Change</p>	<p>Deposits for off site servicing, subdivision and site plan agreements are required to ensure that work is completed in accordance with the agreement and to City standards. In the case of offsite infrastructure (i.e. work in the road allowance) the deposits are required to ensure that the work is completed and if not the deposits are used by the City to complete the work. There is a risk to the municipality in reducing the deposits in general or prior to the completion of the work, in those cases any necessary repairs that were not covered by the deposits would have to come from the general levy.</p>	<p>N/A</p>	<p>No further action recommended.</p>
<p>Improve Communication between the departments within CGS - benchmark and track responses for inquiries - Give staff at the OSS power to act as development ambassadors - implement a buddy system for correspondence</p>	<p>Director of Planning Services, Director of Building Services</p>	<p>Planning/Building</p>	<p>Process/Communication</p>	<p>Complete/Underway</p>	<p>No Service Level Change at this time. Potential Service Level Change if additional staff required for One Stop Shop Ambassador role(s).</p>	<p>Planning Application benchmarks are currently tracked and published on the City's website. Implementation of Pronto in Building Services in and future implementation in Planning Services will track inquiries and enable customers to view application process in real time. Current City standard of 48hrs to respond to inquiries is already in place.</p>	<p>Pronto implemented in Building Services and underway for Planning Services. Anticipated completion in Q2-2025.</p>	<p>It is anticipated that once Pronto is fully implemented and customers are familiar with the platform that this recommendation will be addressed. Staff will continue to monitor with the development community to determine if further action is required.</p>
<p>Reduce the number of residential zones from 14 to 4 and make them as permissive as possible.</p>	<p>Director of Planning Services,</p>	<p>Planning</p>	<p>Policy</p>	<p>Underway</p>	<p>No Service Level Change</p>	<p>The City's upcoming Housing Supply Strategy identifies a number of policy initiatives to introduce flexibility into the residential zones. It is recommended that these changes take place prior to reducing the number of zones as this has implications for existing development rights. For new residential developments, applicants are encouraged at SPART to consider R3 zoning, which permits a wide variety of built forms. Multi-residential parking standards to be reviewed through Housing Supply Strategy.</p>	<p>Q4-2024 to finalize Housing Supply Strategy with implementation currently underway and continuing in 2025.</p>	<p>Staff will continue to monitor housing related policies through the Housing Supply Strategy. No further action recommended at this time.</p>
<p>Support the creation of Laneway Houses, Carriage Houses, and Tiny Homes</p>	<p>Director of Planning Services</p>	<p>Planning</p>	<p>Policy</p>	<p>Complete</p>	<p>No Service Level Change</p>	<p>Staff brought forward changes to the accessory dwelling unit regulations in September which permitted three units in an existing dwelling along with additional height and lot coverage for accessory buildings with dwelling units. It is anticipated that this by-law amendment will come into effect in November. Additionally the Province is in the process of introducing additional regulations with respect to accessory units that align with this call to action. Through the Housing Supply Strategy, staff will continue to monitor to determine if further policy changes are required.</p>	<p>Q3/Q4 - 2024</p>	<p>None</p>

Streamline Zoning Bylaw Definitions	Director of Planning Services	Planning	Policy	See above action item related to zoning consistency.	No Service Level Change	See above action item related to zoning consistency.	Q4 - 2025	See above action item related to zoning consistency.
SPART: results should be reliable and realistic, differentiate between what is recommended and what is required	Director of Planning Services	Planning	Communication	Underway	No Service Level Change	Staff are in the process of implementing changes to SPART's memo of understanding are underway to clearly identify requirements versus recommendations.	Q1-2025	None
Site Plan Control: Only one opportunity to provide comments, minor adjustments to the agreement shouldn't trigger a resubmission and recommendations should be excluded from official City comments.	Director of Planning Services	Planning	Process	Underway/No Action	No Service Level Change	The City is currently focused on process improvements to track and reduce the number of site plan submissions. However it is not realistic to only provide one opportunity to comment when changes to the proposal may be introduced by the developer after the initial submission.	Ongoing	Staff are in the process of conducting a LEAN review of development approval processes including site plan. One of the identified causes for multiple site plan submissions is lack of responses to original comments as well as the introduction of new items. Other action items identified above should help address this action item.
Reduce Pre-Emptive Regulation by leaving development requirements to the latest possible stage - such as reports and consultant expenses.	Director of Planning Services	Planning	Policy/Process	No Action	No Service Level Change	The City's Official Plan outlines requirements for a complete submission, which are further refined through the SPART process. These studies are required to determine if there are adverse or negative impacts from a development proposal that need to be mitigated so that staff can present Council with an informed report or recommendation. It is not good planning to leave these studies to the end of the process where impacts may be uncovered after a decision has been made. That being said, where practical, staff will recommend the use of a holding symbol to move the timing of studies to the end of the Planning process if it has been determined that the results would not fundamentally alter the recommendation.	Not recommended	Staff do not recommend a blanket approach to leaving required studies to the end of the process as this would not provide Council with the necessary information to make an informed decision. Where feasible staff will use tools, such as holding symbols, to defer studies to later in the process. These decisions would be made on a case by case basis.
Requirements only with specific and relevant justification such as test manholes, lot grading, surveys and planning justification reports	Director of Planning Services	Planning	Policy/Process	Complete/Underway/No Action	No Service Level Change	Changes have been made to the sewer use by-law to only require test maintenance holes in residential developments with greater than 10 units. A review of the City's lot grading policies will be undertaken as part of the Streamline Development Approvals process. An internal process change to only require survey for rezoning applications where one would already be required for a proposed severance is one of the proposed outcomes. Planning justification reports are an essential component to an application no changes are recommended. See above action item.	Test maintenance hole - complete Surveys - complete Lot grading policy review - Q4 2025 Planning Justification - no change recommended	See above action item.
Eliminate the M1-1 Zone	Director of Planning Services	Planning	Policy	Completed/Underway	No Service Level Change	The City has recently made amendments to the Zoning By-law related to the "Light Industrial" use and to permit outside storage in the M1-1 Zone. Further work on the Zoning By-law regulations for industrial and commercial uses has been outlined above.	Q4-2025	A review is currently underway with funding from the Greater Sudbury Development Corporation as well as existing sources.

Combine Planning Services, Building Services, and Economic Development under one director	CAO	CAO's Office	Governance/Organizational	No Action	No Service Level Change	These three divisions regularly coordinate and collaborate not only with each other, but with other work groups both inside and outside the organization.	N/A	The organizational form associated with these services is less important than the substance of their coordination and collective output. Focus needs to be on ensuring effective processes and communication, not structure.
Create a Use of Public Property Bylaw	Director of Corporate Security and By-law Services	By-law	Policy	Under Review	Managing the enforcement of a Public Space By-law would represent an increased service level	Staff are reviewing Public Space By-law from comparable municipalities.	Q4-2025	Staff will review by-laws from comparable municipalities and report back with findings and recommendations.
Create a "Big Dig" Program	Director of Engineering Services	Engineering	Communication	Underway	No Service Level Change	Staff have been working collaboratively with internal and external stakeholders and property owners to enhance communication for large capital projects.	Ongoing	On a smaller scale the City has created "Big Dig" Programs. The best example is the Lasalle Elisabetha Project that is multiple years of construction with multiple contracts. Staff have enhanced communication, have been meeting with business owners so they have a clear understanding of the timing and the future availability of services. This type of communication will continue as the City undertakes large scale projects. (most of our projects are small and effect individual streets).
Update the Strategic Core Areas CIP	Director of Planning Services	Planning	Policy	Underway	Potential Service Level Change	Research has been completed and staff are preparing a report for Council's consideration in Q4 2024.	Q4-2024	None
Combine Parking Operations and Transit Services	CAO	CAO's Office	Governance/Organizational	No Action	No Service Level Change	These divisions regularly coordinate and collaborate not only with each other, but with other work groups both inside and outside the organization.	N/A	Changing the organization structure does not address the issues raised. Policy adjustments and ensuring sufficient, appropriate service coordination are the ways to address the issues noted to support this suggestion.
Zone Specials in a more inclusive manner	Director of Planning Services	Planning	Policy	Underway	No Service Level Change	Many of the special zones are historical and were carried forward when the Zoning By-law was updated in 2010. Through comprehensive reviews, such as the Lasalle Corridor Study, staff revisited some of the special zones to see if they could be upzoned to a more general zone. Moving forward staff will seek opportunities to add special uses, where appropriate, while leaving the parent zoning in place.	Ongoing	None
Create a Nodes and Corridors Parking Overlay (within 250m of corridors) that reduces parking ratios by 50%	Director of Planning Services	Planning	Policy	Proposed	No Service Level Change	The impacts of this proposed change would need to be reviewed to ensure that adverse impacts are mitigated. This research could be included as part of future nodes and corridors work.	2025 and beyond	None

Expand the City's "Corridors" to include all Main Arterial and Secondary Collector roads	Director of Planning Services	Planning	Policy	Proposed	No Service Level Change	The impacts of this proposed change would need to be reviewed to ensure that adverse impacts are mitigated. This research could be included as part of future nodes and corridors work.	2025 and beyond	None
Empower Staff	Director of Planning Services/Director of Building Services	Planning/ Building	Governance/Organizational	See Call to Action #27	No Service Level Change	See call to Action #27.	N/A	None