

# Department Business Plan Update

## Planning and Development Services

# Department overview

- Planning and Development Services is a diverse group of professionals with a wide range of knowledge and experience working collaboratively to ensure Strathcona County remains a safe and healthy community.
- We strive to reflect the community values through the implementation of plans, programs, and standards that align with the corporate values and strategic direction.
- We aim to deliver exceptional service to our residents and businesses. We are empowered to be innovative in the delivery of our services and seek ways to streamline approval processes.

# Core business functions

- 1 Land Development Planning
- 2 Land Development Engineering
- 3 Permitting, Inspections & Customer Service
- 4 Environmental Planning
- 5 Land Management Services

# Core function highlights

## 1 Land Development Planning

Responsible for administration of the County's land use planning documents that guide community growth and development.

Land use planning application review (Developer and County initiated) ensuring plans are in accordance with the *Municipal Government Act*, the EMRB Growth Plan, the MDP, the LUB and various County policies.

### Administration & Application Review

Edmonton Metropolitan Regional Board (EMRB)

- Facilitating Land Use Planning applications and representation on EMRB projects

Municipal Development Plan (MDP) and Land Use Bylaw (LUB)

- Maintaining and updating these plans as necessary

Statutory Plan and LUB Amendment Review

- 19 Applications

Subdivision Application Review

- 14 Subdivision applications
- 11 Subdivision endorsements

Long Range Planning

- Growth area planning
- Area Redevelopment Plans

# Core function highlights

## 2 Land Development Engineering

Works with the development industry to coordinate and facilitate logical and balanced development and servicing of land.

LDE administers municipal infrastructure servicing requirements from start to finish; beginning with review of engineering studies and designs to final acceptance of constructed infrastructure.

### Engineering Review

Municipal and Private Land Development Engineering Review

- LDE provided review for 123 engineering proposals in 2020

#### Developer Agreements

- Managing of obligations, securities and defaults for all developer built municipal infrastructure in the County

#### Construction Review and Acceptance

- LDE conducted a total of 311 inspections and issued 34 Acceptance Certificates for municipal infrastructure in 2020

#### Off-site Levies

- Assists in managing funding of over \$800M worth of leviable infrastructure

#### Surface Drainage and Site Grading Bylaw

- 442 grading certificate inspections in 2020 resulting in the issuance of 375 grading certificates
- 49 site meetings related to complaints and bylaw compliance

# Core function highlights

## 3 Permitting, Inspections & Customer Service

Responsible for 'one stop' service for applicants including technologies that support efficient application and decision making.

Review and decision on development, building, and safety code applications including compliance with the Land Use Bylaw and Safety Codes Act.

### Customer & Application Services

#### Customer Facilitation

- 3437 in-person counter (typical yearly average is 12,640)
- 15,205 email counter (typical yearly average is 6,121)

#### Development Permits and Compliance Certificates

- 1,499
- 15-day average issuance (from deemed complete to decision)

#### Building and Safety Codes Permits

- 5,857
- 11,241 next-day inspections

#### Technology

- ePermits - external application
- Winchester (POSSE) - internal application
- GIS (map services, civic addressing, and corporate data sets)

2020 Data (plus 5 year averages)

# Core function highlights

## 4 Environmental Planning

Coordinates and provides environmental planning, management, monitoring and assessment for internal and external clients to ensure compliance with applicable legislation, policy and regulations.

### Programs and Services

Environmental Framework

- Update and implementation

Environmental Planning & Review

- Astotin Creek Resiliency Study

Environmental Policy Development & Implementation

- Wetland Replacement Program

Environmental Monitoring & Assessment

- Coordinate sites management

Beaver Hills Biosphere

- Science and municipal administration committees

# Core function highlights

## 5 Land Management Services

Responsible for the delivery of all real estate programs including the use and management of all municipal lands.

Including negotiation of strategic land acquisition, appropriate disposition of surplus lands and maintaining the property asset and land interest inventory.

### Managing Municipal Land and Land Interests

#### Corporate Property Acquisition and Disposition

- Approximately 80 negotiations in progress

#### Encroachments and Unauthorized Use of County Land

- Issue approximately 350 encroachment agreements annually

#### Licenses and Leases

- 300 active short and long-term agreements

#### Easements and Utility Right-of-Way Agreements

#### Crossing Agreements

- Committed to working with industry and timely approvals

2020 Data



# Successes and challenges

## Successes

- Cross training efforts
  - Allowing for seasonal mobilization of resources and improved efficiencies
  - Added flexibility with positions ensures no service interruptions
- Technology
  - Our technology has allowed us to continue to serve our citizens
  - Accessible services to our customers (ePermits, access to information)

## Challenges

- Added economic pressures on citizens/businesses led to more challenging compliance/enforcement

# COVID Impacts

- Staff impacts
  - Increased innovation and cooperation to accomplish tasks and serve our citizens remotely and in-person by leveraging technology and working together.
- Service impacts
  - We have been able to continue to deliver our services safely to our citizens
  - Supports for businesses with Council's support including: temporary signage allowances, restaurant patio expansions, food trucks, etc.
- Financial impacts
  - Revenues dipped in 2020 however, the volumes held with higher than average number of residential renovations.

# Employee engagement

Engagement survey theme	Engagement initiative	People Plan focus area
Communication	Improved and consistent sharing of department and corporate information	Team
Career Opportunities	Involves existing practices, exploring opportunities and establishing parameters regarding cross training, job shadowing, secondment and educational opportunities	Trust
Celebrating Staff	Celebrating and acknowledging staff successes and social events	Positivity

# Updates to Cumulative Risk Assessments for the Urban Service Area and Alberta's Industrial Heartland Area - Status

Overall initiative status



Initiative status	Current status	Previous status
Time 2020	G	G
Scope	G	G
Budget \$40,000	G	G

Alignment to strategic goals
<ul style="list-style-type: none"> <li>Goal 9: Continuously improving the way we work, as one organization, in an agile and sustainable manner.</li> <li>Result: Supports insight-driven/evidence-based decision making.</li> <li>Result: Ensures compliance with regulations, laws, procedures and policies.</li> <li>Result: Collaborates with departments.</li> </ul>

Risks	Mitigation
Availability of an appropriate consultant to complete the work within the time frame provided.	

Key deliverables
<ul style="list-style-type: none"> <li>1<sup>st</sup> deliverable – Project kickoff - consultant hired</li> <li>2<sup>nd</sup> deliverable – Final drafts complete</li> <li>Final Outcome - A consultant experienced in risk based analysis will update each risk assessment based on changes that have occurred in the heavy industrial areas since the last update.</li> </ul>

Opportunities/Challenges
<ul style="list-style-type: none"> <li>The Cumulative Risk Assessments provide a calculation of the risk emanating from industrial development and are intended to be the basis for future land use planning decisions.</li> </ul>

# Campbelltown Heights, Wye Road Gardens and Ordze Park Area Redevelopment Plan - Status

<div>Overall initiative status</div> <div></div>			<div>Key deliverables</div> <div> <ul style="list-style-type: none"> <li>1<sup>st</sup> deliverable – Project kickoff – consultant hired.</li> <li>2<sup>nd</sup> deliverable – Project plan and Public Engagement Plan (PEP) created with consultant.</li> <li>3<sup>rd</sup> deliverable – Draft documents.</li> <li>4<sup>th</sup> deliverable - Finalizing draft documents for public hearing and 1<sup>st</sup> reading.</li> <li>5<sup>th</sup> deliverable – Edmonton Metropolitan Region Board (EMRB) referral.</li> <li>6<sup>th</sup> deliverable – EMRB approval.</li> <li>7<sup>th</sup> deliverable - 2<sup>nd</sup> and 3<sup>rd</sup> readings.</li> <li>Final Outcome - Updated ARPs for Campbelltown Heights, Wye Road Gardens and Ordze Park.</li> </ul> </div>	
Initiative status	Current status	Previous status	<div>Opportunities/Challenges</div> <div> <ul style="list-style-type: none"> <li>An Area Redevelopment Plan (ARP) is a statutory plan that provides guidance to landowners who decide to redevelop their properties in the future. It will outline acceptable uses, forms and densities of development in different areas and the infrastructure required to facilitate such development.</li> </ul> </div>	
Time 2020	G	G		
Scope	G	G		
Budget \$550,000	G	G		
<div>Alignment to strategic goals</div> <div> <ul style="list-style-type: none"> <li>Goal 1: Build strong communities to support the diverse needs of residents. Result: Diverse and inclusive communities.</li> <li>Goal 2: Manage, invest and plan for sustainable municipal infrastructure. Result: Efficient and effective multi-modal transportation network.</li> <li>Result: Safe, reliable utility infrastructure.</li> <li>Goal 7: Provide opportunities for public engagement and communications. Result: Community is informed about County decisions.</li> <li>Result: Community – urban and rural – is satisfied with opportunities to provide input.</li> </ul> </div>				
Risks			Mitigation	
Availability of an appropriate consultant to complete the work within the time frame provided.				

# Broadview Park and Bison Meadows Area Structure Plan Updates - Status

## Overall initiative status



Initiative status	Current status	Previous status
Time 2021	G	G
Scope	G	G
Budget \$350,000	G	G

Alignment to strategic goals
<ul style="list-style-type: none"> <li>Goal 2: Manage, invest and plan for sustainable municipal infrastructure.</li> <li>Result: Efficient and effective multi-modal transportation network.</li> <li>Result: Safe, reliable utility infrastructure.</li> <li>Result: Accessible cultural, recreational and social infrastructure.</li> <li>Goals 3: Cultivate economic diversification, within the petrochemical industry and beyond, through a business-friendly environment.</li> <li>Result: Planning supports strategic development.</li> <li>Goal 7: Provide opportunities for public engagement and communication.</li> <li>Result: Community is informed about County Decisions.</li> </ul>

Risks	Mitigation
Availability of an appropriate consultant to complete the work within the time frame provided.	

Key deliverables
<ul style="list-style-type: none"> <li>1<sup>st</sup> deliverable – Project kickoff</li> <li>2<sup>nd</sup> deliverable – Initial drafts complete;</li> <li>3<sup>rd</sup> deliverable – 2<sup>nd</sup> drafts complete;</li> <li>4<sup>th</sup> deliverable – Final drafts complete and the bylaw is approved</li> <li>Final Outcome - Updated ASP for Broadview Park (with supporting engineering information).</li> <li>Final Outcome - Updated ASP for Bison Meadows (with supporting engineering information).</li> </ul>

Opportunities/Challenges
<ul style="list-style-type: none"> <li>As a result of updating the plans for both areas, County owned land would be strategically and efficiently planned in order to provide the best return or opportunity for future development purposes.</li> <li>The update will provide a revised land use concept for County owned lands in the Bison Meadows ASP that will provide for all or some recreational, commercial, residential, public utility and institutional uses.</li> <li>The update will change the County owned recreational lands to commercial in the Broadview Park ASP.</li> <li>Updates to the development concepts of the existing Area Structure Plans (ASP) for Broadview Park and Bison Meadows are necessary to achieve an improved utilization, configuration and marketability of County owned lands.</li> </ul>

# Questions?

