

General Government Services – Planning Services

Service Description

The Planning Services department provides planning advisory services to County Council on matters related to County-wide land use planning, economic development, and strategic planning matters. This section also prepares responses to provincial policy and program initiatives. The Manager of Planning Services acts as the approval authority in accordance with the Planning Act for plans of subdivision, plans of condominium, part lot control by-laws, and local Official Plan amendments.

Staffing Chart

Staffing	2016	2017	2018	2019	2016 Actual (\$000)	2017 Actual (\$000)	2018 Budget (\$000)	2018 Actual (\$000)	2019 Budget (\$000)
Full-Time	1	1	1	1	98	101	114	119	134

Prior Year Performance

Operations for 2018 resulted in an unfavourable variance of approximately \$4,000. One-time staff expenditures were not funded by reserve as anticipated due to achieved savings in various other program expenses. Unanticipated expenses for legal services due to a major Ontario Municipal Board (OMB) hearing were funded by the Official Plan reserve.

Proposed Budget – Current Year

The proposed budget for 2019 of \$207,540 represents an increase year over year of approximately \$5,400 (2.68%). The budget maintains the provision for legal expenses in the event of appeals to decisions as the approval authority, or to protect the County's interest in appeals of decisions at the local level. Additional advertising fees and internal printing charges have been included for the Agricultural Lot Size Study. The proposed budget anticipates recoveries from subdivision application fees to remain at historic levels. In addition, funding has been included to cover retiree benefits, increased insurance costs, and a salary and benefits overlap during the transition due to a retirement (funding from reserve). The budget also includes an annual \$40,000 contribution to the Official Plan review reserve. The mandatory review is required every five to ten years, and this will provide the County with an adequate reserve for the next review that will likely commence in 2020. The next review will include new population and employment projections, with the anticipated cost to be shared with the City of Windsor. As a result, this will represent a significant increase in the total cost of the project.

In regard to strategic planning matters, there will be continued involvement in regional transportation issues, i.e., International crossing / corridor, Hwy 3 improvements and county-wide active transportation. Other major issues include continued implementation of the recommendations contained in the Windsor/Essex Housing Analysis and Recommended

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Strategies Study, and the implementation of the Windsor Essex Ten Year Housing and Homelessness Plan, through both the Housing Advisory Committee and the Long Term Affordable Housing Strategy Committee. In addition, the Manager serves as the County's representative on the Committee to review applications for Federal and Provincial funding under the Canada/Ontario Affordable Housing Program.

The final disposition of the Agricultural Consent Policy (Lot Size Study) will occur in 2019. The study was presented to County Council and the local Councils were provided an opportunity to review the final document and recommendations and provide comments to the Steering Committee. The Steering Committee has reviewed those comments and will provide a recommendation to Council on a proposed Official Plan amendment.