

2025 BUDGET

Planning Department



Our role

Net budget \$4,501,200

The responsibility of the Planning Department is to ensure that municipal goals are reflected in planning policy documents and ultimately in new development that occurs within the municipality. The Department has an important role in providing Council with professional and technical advice on current and future land uses, urban design and a wide range of issues including housing, heritage, agriculture and food security, transportation, and social policy.

Services we provide

PLANNING ADMINISTRATION

Net cost \$967,100

Planning Administration provides all administrative and graphical support to the Planning department. Key functions of Planning Administration include facilitating all general, application and department project inquiries; providing front line customer service; intake and file management support of development and land-use change applications; and supporting department initiatives with graphical, technical and communications presentations for community engagement and long-range Action Plans.

COMMUNITY PLANNING

Net cost \$1,236,900

Community Planning works with Council, residents, and a range of stakeholders on plans and policies that guide growth and change in the community. The Division's work includes comprehensive plans such as the Official Community Plan, Centre, Corridor and Village plans, and more focused projects such as Small Scale Multi Unit Housing regulations, and agriculture and food security initiatives. Implementation of the Housing Strategy is a central component of the Division's work and is integrated with long-term land use and transportation planning initiatives. The Division also works with the regional community on cross border issues such as mobility, land use, economic matters, health issues and

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housing. The Division provides professional advice to Council, the public, staff, and a broad range of stakeholders on community planning matters and regulatory documents.

HOUSING

Net cost \$462,600

The Housing Section is embedded within the Community Planning Division and undertakes housing planning, policy and regulatory work to address housing need in the District, and to support Council decision-making on Community Planning and Current Planning initiatives. Central to the Section's work is the implementation of the ten-year Housing Strategy (2021) and monitoring progress of its 73 actions. The Section initiated the rapid-deployment of non-market housing and directly supports non-market housing providers from initial concept through to occupancy of new non-market buildings. They also monitor Provincial legislative requirements related to housing including small-scale multi-unit housing zoning, and annual Housing Target reporting, among others. The Housing Section maintains data related to housing policy and is responsible for maintaining the District's Housing Needs Report. The team maintains up-to-date housing statistics, information on best-practices and trends, and provides insights and resources to staff, other District departments, housing providers, and Council.

CURRENT PLANNING

Revenues \$1,354,200

Expenses \$3,188,800

Net cost \$1,834,600

Current Planning oversees a broad range of development related applications such as Rezoning, Development Permits, Variances, Subdivision, building stratification, Agricultural Land Reserve, Liquor and Antennas. Current Planning is actively engaged in policy development and implementation initiatives with external organizations and other internal divisions and departments including Community Planning, Corporate Services, Engineering, and Parks, Recreation and Community Services. The Division provides professional advice to Council, the public, staff, property owners, the development community, and other stakeholders on a range of land use and development matters and regulatory documents.