

2016 FACT SHEET

PLANNING DEPARTMENT



WHAT IS PLANNING?

The Planning Department is comprised of five Divisions: Community Planning; Current Planning; Environmental Services; Sustainability & Climate Change; and Building Inspections & Bylaw Enforcement. These Divisions manage all activities and applications related to community and current planning, subdivision review, building construction, bylaw enforcement; environmental protection and education; sustainability initiatives; and climate change mitigation & adaptation.

The Planning Department net 2016 budget is \$2,492,000

DID YOU KNOW WE PROVIDE?

Administration:

Planning Administration supports the work of the entire Department in regard to file and document management, information dissemination, front line customer service, document preparation, graphics and publishing, and management of administrative Division/ Department wide initiatives.

Net cost \$607,400

Environmental Services:

Promotion of conservation and enhancement of Saanich's natural environment is achieved through the involvement in the development application process, the introduction of new policies and bylaws, environmental education and outreach programs that create greater awareness, understanding and involvement within the community.

Net cost \$370,600

Streamside and Environmental Development Permit applications are managed and are an integral part of the review process for a broad range of development applications.

2016 FACT SHEET

PLANNING DEPARTMENT



An essential role is played in the development of programs and policies such as; the Pesticide Bylaw and education program, integrated watershed projects such as Bowker Creek and improved identification and mapping of environmentally significant areas.

Natural State Covenants registered in conjunction with new single family subdivisions and more substantial developments are also managed. Support and expertise are provided to other Departments such as Engineering and Parks on both construction and development projects and long range initiatives such as improvements to our stormwater management program, the Invasive Species Management Strategy and the Urban Forest Strategy.

Current Planning:

A full range of applications and permit services are provided including rezoning applications, development permits, development variance permits, Official Community Plan amendments, Agricultural Land Reserve applications, sign permits, telecommunication applications and liquor license amendment applications. All Building Permit, Board of Variance and Business Licence applications are reviewed for conformance with the Zoning Bylaw and other relevant policy documents. A significant volume of Zoning enquires from the real estate, legal, and building communities and the public are responded to on a daily basis.

Revenues	\$169,100
Expenditures	\$778,700
Net cost	\$609,600

2016 FACT SHEET

PLANNING DEPARTMENT



Community Planning:

A broad range of Land Use Plans and Guidelines are developed and regularly updated such as: the Official Community Plan; Local Area Plans for 12 neighbourhoods; Urban Village and Corridor Plans; Urban Design Guidelines, Mobility & Building Accessibility Guidelines and heritage alteration and restoration permits. Specific planning initiatives are undertaken in areas such as: Affordable Housing; Agriculture; Urban Farming; Food Security; Mobility; Alternate Transportation Incentives; Public Art and Culture; and Heritage protection & education.

Net cost \$615,000

Sustainability and Climate Change:

The Sustainability & Climate Change initiatives are part of the standard consideration on all projects and initiatives. Development and now implementation of Climate Change Mitigation and Adaptation Plans are the key work of this section. Corporate and Community based work is typically managed by one full time staff member. Currently the Division is benefitting from the added support of two temporary contract staff members. The Division also works in conjunction with staff from other Divisions and Departments, stakeholders, other municipalities, senior government, and organizations, and the public depending on the project. Additional funding for programmes has been achieved from the gas tax rebate fund, the Carbon Fund and external funding for specific projects from organizations such as the Federation of Canadian Municipalities, the Pacific Institute for Climate Solutions at the University of Victoria, Fortis and BC Hydro.

Net cost \$94,900

2016 FACT SHEET

PLANNING DEPARTMENT



Inspections and Bylaw Enforcement:

This section is responsible for the review of all building permit applications for new construction and renovations, in relation to their compliance with the B.C. Building Code and the Plumbing Code. The projects range in scale from; simple deck additions, single family house construction and renovation, to major multiple family, commercial and institutional developments. Bylaw Enforcement staff handle the enforcement of a broad range of Municipal bylaws on a complaint basis. In 2015 1,441 complaints were received resulting in 1,925 field inspections.

Revenues	\$1,943,600
Expenditures	\$2,138,100
Net cost	\$194,500