

Development Services

2015 Core Budget Overview



Development Services

Mission:

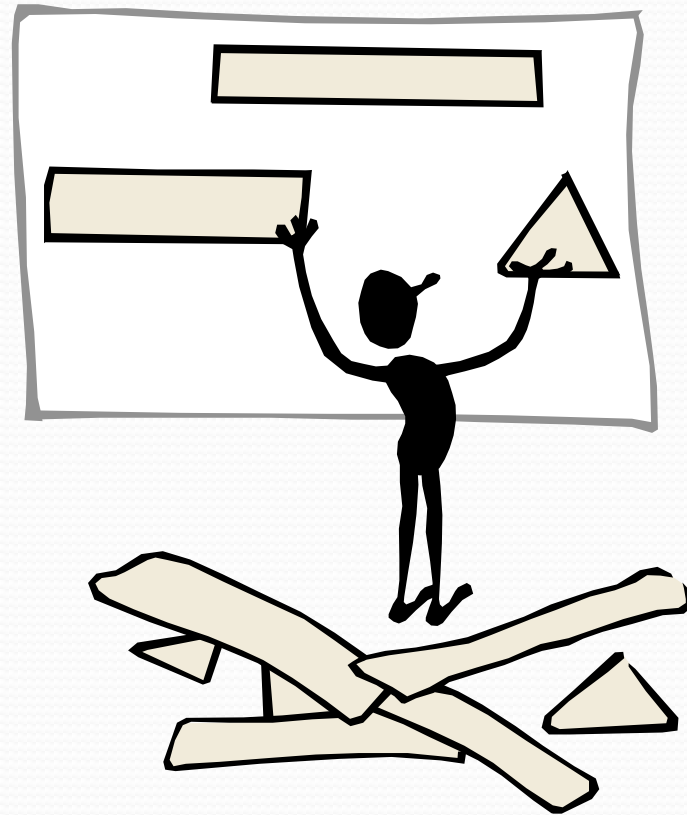
To work with residents, council, businesses, and developers to develop and implement long-range planning policies and regulations to ensure a vibrant, livable, and resilient community.

Primary services/Areas of Responsibility

- ❖ Serving the residents of Esquimalt in the following areas:
 - ❖ Long range planning (Official Community Plan)
 - ❖ Current planning (e.g. development permits, development variance permits)
 - ❖ Community development
 - ❖ Economic development
 - ❖ Tourism
- ❖ Environmental planning and reporting
 - ❖ Greenhouse gas and energy consumption reporting
- ❖ Information services
- ❖ Subdivision application processing
- ❖ Assistance to committees and commissions
- ❖ Assistance to external agencies



Change Continues



Paradigm Shift

Old

- Government
- Public participation
- Linear connections
- Planners are experts

New

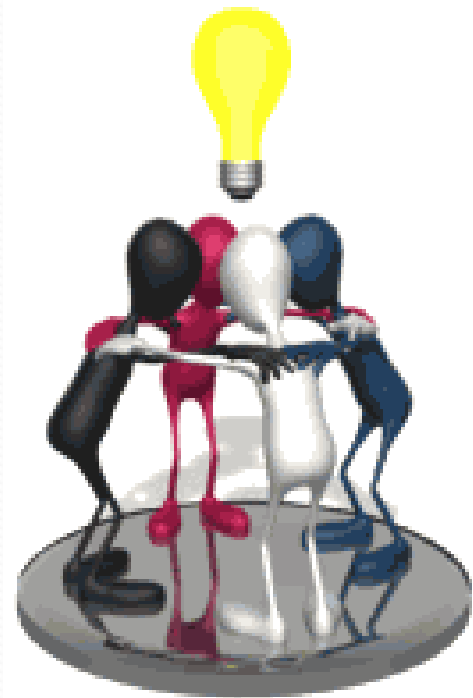
- Governance
- Citizen engagement
- Network connections
- Community members are experts

The Development Services Team

Community
Development
Coordinator

Planner

Administrative
Assistant



Senior Planner

Planning Technician
(1 year contract)

Director



Who Makes Use of Our Services

- Citizens (property owners and tenants)
- Non-resident property owners
- Business owners (commercial, industrial, home based)
- Development industry
- Visitors and tourists
- Council and committees
- Other government agencies (CRD, Vic PD)
- Non-profit organizations (ERA)
- Staff



Core Service Levels

- Much of the department's workload is generated by land use applications (OCP and Zoning bylaw amendments, development permits, variances), subdivision applications, and information requests.
- Policy development and review of bylaws takes place as needed to ensure they remain relevant and enforceable and that new issues are addressed.
- Other projects are undertaken to address specific issues, e.g. EVP and West Bay Neighbourhood Design Guidelines.



Core Service Levels

- Economic development has gone from an ongoing activity to a main focus.
- Answering information requests (are dealt with according to priority).
- Requests for permits are processed as quickly as workloads, municipal bylaws, council policies, and relevant provincial statutes, including the Local Government Act allow.



Core Service Levels

- Major studies, bylaw reviews, and special projects are done according to their priority in the Strategic Plan and as resources allow (e. g. Esquimalt Village Project, Revitalization Tax Exemption, West Bay Neighbourhood Design Guidelines)



Core Services

- Development approvals: Many redevelopment proposals require a zoning bylaw amendment and/or an amendment to the Official Community Plan. Zoning Bylaw amendments may require the creation of a new zone and/or a text amendment.
- When a proposed development conforms to zoning and the OCP usually only a development permit is required.
- When variances occur a development variance permit is required.



Core Services

- Information Requests: Enquiries by mail, phone, email, and in person occupy a large portion of staff's time. Some inquiries such as the age of a building can be answered immediately, other questions or long lists of questions may require research and consultation with other departments (e.g. Engineering).



Core Services

- Economic Development:
 - Economic Development Strategy completed.
 - Work with Steering Committee on priority identification and implementation.



Core Services

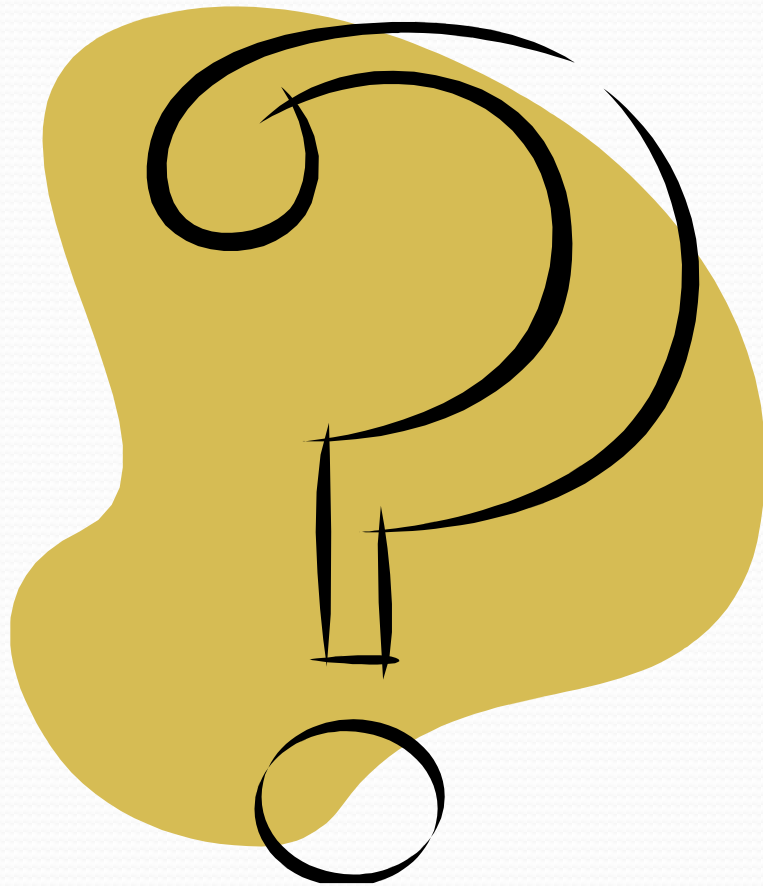
- Assisting Committees and Commissions
 - Advisory Planning Commission
 - Design Review Committee
 - Heritage Advisory Commission
 - Environmental Advisory Committee
- Staff provide support to the committees and their activities. Most decisions of committees are based on information contained in staff reports.



Subdivision approvals

- Subdivision approvals are handled by the Subdivision Approving Officer who is the Director of Development Services or the Deputy Subdivision Approving Officer who is the Director of Engineering and Public Works.
- Subdivision application review requires very detailed work and very close coordination with the Engineering Department.





Department Name