start current planning branch

CURRENT PLANNING BRANCH

QUARTERLY PROGRESS REPORT

SECOND QUARTER 2014

Building Edmonton Together Symposium 2
Expedited House Combo Permits 3
How We're Improving 4
Second Quarter Activity Overview..... 7

BRANCH PURPOSE

The Current Planning Branch meets the challenge of translating the City's growth vision into plans and development approvals. The Branch shapes a livable, safe, and sustainable City by guiding how land is developed, buildings are constructed, and businesses operate.

GREAT PEOPLE - GREAT SERVICE - GREAT OUTCOMES

THE CITY OF Edmonton

BUILDING EDMONTON TOGETHER SYMPOSIUM

On May 22, Sustainable Development and Urban Development Institute - Edmonton Region co-hosted the second annual Building Edmonton Together Symposium. The day-long event, themed "Building Edmonton Together: Up, In, and Out" was attended by more than 270 individuals. Among the attendees were members from the building and development industries, City administration, school boards, Edmonton Federation of Community Leagues, post-secondary institutions, City Council, and the Chamber of Commerce.

"There is a level of respect here that allows us to work collaboratively toward the same common goal."

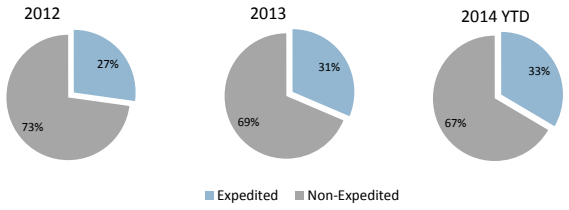
The symposium provided city builders an opportunity to reflect on shared accomplishments and discuss the broader forces and innovative ideas that will shape the City's ability to compete and thrive into the future. The day's events included a keynote address from Mayor Iveson, panel presentations, a keynote presentation from artist Erin Ross, an engagement session, and Pecha Kucha presentations. Graphic recording artist Sam Hester visually recorded the day's topics of discussion.

Graphic Recording By San Hester

EXPEDITED HOUSE COMBO PERMITS

On February 1, 2012, the City of Edmonton introduced a pilot program to expedite the approval of Development Permits for single detached houses in RSL (Residential Small Lot) and RPL (Planned Lot Residential) zones. This year, the Current Planning branch is proud to present results of the program.

To date, more than 3,000 single detached house permit applications have been processed through the program. 27 builders from around the city have had staff take the required certification course. More than 30% of single detached house permits are issued through the expedited program.



The purpose of the program is to reduce wait times for applicants. Historically the process to obtain a House Combo Permit, including development and building approval, has taken an average of 22 business days. Today, by submitting a detailed worksheet and application form, expedited development review can be approved in one business day and move directly to building permit review. If all required information is provided by the applicant, 97% of applications are passing development review within 24 hours. Together, development and building permits take approximatelly 10 business days. The Branch has established a performance target for this type of permit: 75% of permits to be issued within 10 business days. In Q2, 67% of all issued Expedited House Combo Permits were issued within the targeted time.

This program is a joint effort between the City and homebuilders. The program has been separated into Audited and Non-Audited applications. Audited means a full review of all applications will be completed. To achieve the Non-Audit status applicants must complete 10 correct, consecutive applications within four months. Once Non-Audit status has been achieved applications receive an "at a glance" review, prior to approval. Participation is open to builders who have received 20 or more House Combo Permits within the last year. To date, 19 out of the 65 qualified expedited users have been entered into non-audit status. The training associated with this program has shown improvments in application completeness and quality.

The Branch is looking forward to continuing to work with industry partners and expand this successful program.

HOW WE'RE IMPROVING

1 SAFETY CODES REVISED QUALITY MANAGEMENT PLAN

The purpose of revising the Quality Management Plan (QMP) was to bring all four safety code disciplines under one plan and to align the document with the uniform model used throughout the province. The revisions also established clearer application, inspection, and completion requirements for safety code permits. The revised QMP was approved in May 2012. Through the use of a new Permit Services Report, City staff can provide better communication with customers and close permits quicker and more efficiently.

Q2 2014 Update:

- The Building Regulations Section has achieved a 45% reduction in open Issued Permit files to date in 2014. This is further recognized as a 65% reduction from the December 2012 start date.

2 PRE-APPLICATION MEETINGS

The Branch is pleased to announce, in cooperation with Drainage Services, Fire Rescue Services, Epcor, Transportation Planning and Waste Management Services, the launch of Pre-Application Meetings for Major Development Permits. The purpose of the Pre-Application Meetings are to provide industry partners and the City with an opportunity to identity issues, share information and outline supplementary information required to support the Development Permit application.

Q2 2014 Update:

- Industry has been taking advantage of the opportunity to proactively meet with City staff through Pre-Application Meetings for Major Development Permits. The uptake and feedback from those involved internally and externally has been positive and constructive.
- The online submission process will be further enhanced with online payment planned for Q3.

For more information please visit our web site.

3 NEIGHBOURHOOD STRUCTURE PLANS

Current Planning has consulted with internal and external stakeholders, including City Departments and the Urban Development Institute, to develop a Terms of Reference document that helps achieve the City's strategic goals and fosters creativity and innovation in the planning of new neighbourhoods. The purpose of the update is to ensure Neighbourhood Structure Plans (NSPs) in our urban growth areas are implementing new City policy, such as the Designing New Neighbourhood Guidelines, the Complete Streets Guidelines and the Winter City Strategy.

Q2 2014 Update:

- Current Planning consulted with internal and external stakeholders to develop the Terms of Reference document that encourages collaboration, communication and innovation from all city builders. The update helps achieve the City's strategic goals and implement the Designing New Neighbourhood Guidelines to create livable, sustainable, integrated neighbourhoods.
- The new Terms of Reference for Neighbourhood Structure Plans in Edmonton's Urban Growth Areas is now available online.

4 RESIDENTIAL COMPLIANCE TEAM

The Residential Compliance Team (RCT) was developed to address housing issues in Edmonton and improve Edmonton's livability. The RCT supports the strategic goal of Transforming Edmonton's Urban Form through provision and regulation of appropriate, adequate, and affordable housing and living environments. The multi-disciplinary team will ensure Lodging Houses, Group Homes, Apartment Houses, Fraternity/Sorority Houses and Secondary Suites comply with housing regulations administered by the City, ultimately resulting in a safe and harmonious environment for the residents and their surrounding neighbours.

Q2 2014 Update:

- Currently, there are 876 outstanding residential complaints; 309 of these complaints are outstanding dating back to January 2014.
- There are 567 active complaints assigned to the Safety Code Officers and the Planning Technicians.
- The RCT receives an average of 30 complaints per week; this is an increase of four per week from last quarter.
- The RCT has issued 72 Development Permits for existing Secondary Suite and Basement Development Permits since April 15, 2014.
- Since the first quarter update, RCT has closed/resolved approximately 237 jobs.

5 PLANNING ACADEMY

The Current Planning Branch of Sustainable Development is offering a series of courses for Edmontonians at the Planning Academy. These courses are designed for residents to better understand and participate in the planning process. It will also give citizens the opportunity to gain a better understanding of the roles, rights, and interests of the parties involved in the planning and development process. The program consists of three core courses and three elective courses. A Certificate of Participation can be earned by completing all three core courses along with any one elective. These courses will be offered by City staff at least once a year. Participants are welcome to take any course whether or not it will lead to the certificate.

Q2 2014 Update:

- Next available courses will be scheduled for September and October 2014.

For a list of available courses please visit www.edmonton.ca/planningacademy.

6 WINTERCITY DESIGN GUIDELINES

A Winter Design Working group, made up of diverse key stakeholders, is leading the development of winter design guidelines. They will help Edmonton to become more functional, safe, comfortable, and aestheic in the winter months. In October 2012, Edmonton City Council endorsed For the Love of Winter: WinterCity Strategy Implementation Plan. The Plan has been recognized by the Canadian Institute of Planners, with a 2014 Award for Planning Excellence in City and Regional Planning.

Q2 2014 Update:

- The first 'Design Den', or workshop, was held in May with approximately 80 participants
- Ideas gathered have been distilled and organized into a structure that will be presented to the Winter Design Working Group in mid-July for review and refinements.
- The broader working group will have an opportunity to review and provide input at Design Den 2 in mid-September.
- The team is on track to have a draft completed by the end of the year.

For more information please visit:
www.wintercitiesconference.com

7 FUTURE STATE

Future State is a project that aims to deliver a series of improvements to every day work processes. The purpose of the project is to make the best use of staff time and resources and make it easier for Industry and citizens to do business with the City. Major components of the project include the introduction of electronic forms, electronic plans submission and review, and a knowledge management portal.

Q2 2014 Update:

- 12,700 total Pet Licences issued to date since portal launched.
- $579,452.44 revenue from transactions via the online portal.
- Business Licence renewals will be available in July 2014.

8 VEHICLE FOR HIRE ADVISORY GROUP

The Vehicle for Hire (VFH) Industry Advisory Group (IAG) is a group of stakeholders from the taxi and limousine industry working together to provide a forum where issues related to the vehicle for hire industry are brought forward, reviewed and discussed. Members bring their knowledge and experience to the IAG to provide advice to the Vehicle for Hire administration on issues that fall within the IAG's responsibilities. There will be seven industry members and three external stakeholders (EPS, Responsible Hospitality Edmoton, and Edmonton International Airport) on the IAG.

Q2 2014 Update:

- The IAG has held regular monthly meetings since March. They are currently reviewing the rate structure and are working on recommendations that will go to the industry and the public for consultation.
- Vehicle for Hire plans on hiring a consultant to review the number of taxi licence plates available.

start current planning branch

SECOND QUARTER ACTIVITY OVERVIEW

View the complete **Quarterly Activity Report** at
www.edmonton.ca/cpperformance

APPLICATIONS SUBMITTED

3,166

Single Family Lots Subdivisions

+196% from Q1 2014
+279% from Q2 2013

81

Development Permit Applications for New Multi-Family Buildings

+45% from Q1 2014
+103% from Q2 2013

424

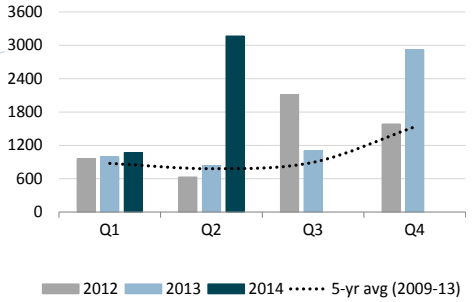
Expedited House Combo Permits Issued

+25% from Q1 2014
+18% from Q2 2013

+16% from Q1 2013 issued within 10 business days

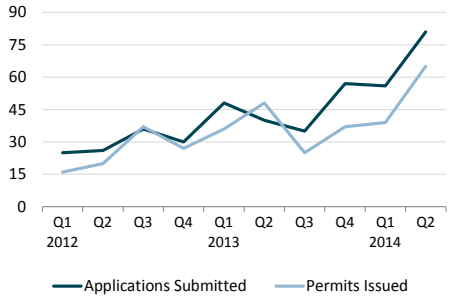
LAND DEVELOPMENT APPLICATIONS

Subdivision - Single Family Lots



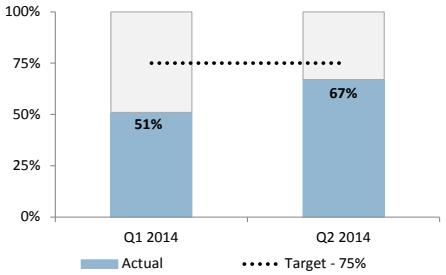
DEVELOPMENT PERMITS

New Multi-Family Buildings - Applications Submitted



EXPEDITED HOUSE COMBO

Issued within Target Time



20,948

Total walk-in customers

+37% from Q1 2014
+43% from Q2 2013

87%

Walk-in customers with wait time under 15 minutes.

Target = 75%

1,656

New Business licences issued

+13% from Q1 2014
+18% from Q2 2013

2,821

Servicing Agreement Submissions - Single Family Lots

-5% from Q1 2014
+67% from Q2 2013