

Township of South Stormont
KEY INFORMATION REPORT
Planning and Building Department



To: Council
From: Karl Doyle, Director of Planning and Building
Date of Meeting: December 15, 2021
Subject: Update - Development Charges Background Study

Background:

Council approved a Development Charges Study in the 2020 budget. Subsequently at the August 12th, 2020 Council meeting, Council accepted the proposal submission by Watson and Associates Economists Ltd. to undertake a Development Charges Background Study at a total amount of \$38,970 plus HST and further to authorize the Director of Planning/Building to sign the necessary documents to complete the transaction.

Discussion:

Township Staff and Watson and Associates Ltd. commenced the study in late 2020 early 2021. Staff has gathered and produced a substantial amount of information that is required for the DC background study preparation process, a breakdown of key elements are provided in attachment (Table 2-1). This includes historical data to support a calculation of the previous 10-year average level of service for each service category included in the study, and information regarding Council approved future capital requirements.

The Background Study Work Plan (Table 2-1) has been attached to this report, it illustrates the study steps, initial start-up to completion. Phase 1 consists of 6 steps (1-6) and Phase 2 consists of 5 steps (7-11). We are currently at step 6 Phase 1 - Draft DC Background Study.

Last week, Watson and Associates met with Township staff from Planning, Public Works, Fire, Finance and Parks and Recreation to review historical levels of service and anticipated capital needs. Following the discussions, the consultant has requested additional supplementary information to finalize the Draft DC Background Study. It is anticipated that we will receive the Draft Background study in the coming weeks, the draft document and findings will be reviewed, and feedback will be provided to the consultant prior to presenting to Council.

Watson and Associates are currently preparing a Growth Management Strategy for the County which is anticipated for late spring/early summer 2022. The Township will have to consider whether an update to the Development Charges background study and by-law is necessary at the implementation stage as both Township servicing studies and growth projects have yet to be completed.

Next Steps:

Below are the remaining steps and anticipated timelines;

- Meet with senior staff to review draft report/findings and DC by-law implementation policies and obtain feedback. (early-January 2022)
- Review the draft DC background study with Township Council to receive feedback on the draft DC findings and policies, and direction on proceeding with Phase 2 of the study process. (late -January 2022)
- Prepare and release DC background study on Township's website and review the draft DC background study with development industry stakeholders to receive feedback. (early-mid February 2022)
- Advertise and hold the statutory public meeting of Council. (at least 2 weeks after release of DC background study)
- Receive and consider public submissions.
- Finalize DC background study and by-laws.
- By-law passage (early-mid April) (at least 60 days after release of DC background study)
- Implementation