

**Date:** 2022-04-13

**Subject:** **Information Report – City Initiated Official Plan Amendment and Administrative Authority By-law Amendment (Bill 13, Supporting People and Businesses Act, 2021 – Expanded Delegated Authority).**

**Contact:** Carolyn Crozier, Strategic Leader, City Planning & Design  
Planning, Building and Economic Development Department  
[Carolyn.Crozier@brampton.ca](mailto:Carolyn.Crozier@brampton.ca)

**Report Number:** Planning, Bld & Ec Dev-2022-459

**Recommendations:**

1. That the staff report re: **City-Initiated Official Plan Amendment and Administrative Authority By-law Amendment (Bill 13, Supporting People and Businesses Act, 2021 - Expanded Delegated Authority)** to the Planning and Development Committee meeting of May 16, 2022, be received;
2. That staff be directed to report back to Planning and Development Committee with the results of the Public Meeting and final recommendation; and,
3. That staff be directed to amend the City's Administrative Authority By-law should the proposed Official Plan Amendment be approved.

**Overview:**

- **Bill 13, the *Supporting People and Businesses Act, 2021*, received royal assent on December 2, 2021, which introduced amendments to the *Planning Act* to expand the matters that Council may delegate to help streamline planning decisions.**
- **The *Planning Act* amendments allow Council to delegate planning decisions related to minor amendments to zoning-bylaws, subject to the establishment of Official Plan policies that specify the types of by-laws to be delegated.**

- **The purpose of this report and the statutory public meeting is to present the draft City-Initiated Official Plan Amendment to delegate authority to the Commissioner of Planning, Building and Economic Development, or their delegate, to pass by-laws for:**
  - **Removing a holding “H” symbol; and,**
  - **Housekeeping by-laws for the purpose of making clerical or other changes to assist in the interpretation of a zoning by-law.**
- **This report also includes the draft by-law to amend the City’s Administrative Authority By-law (216-2017), as required to put into effect the proposed enabling Official Plan Amendment.**
- **Delegated authority does not alter any notice or public meeting requirements.**
- **Delegated authority to the Commissioner of Planning, Building and Economic Development, or their delegate, will result in reducing application processing time and create capacity for staff and Council to focus on more substantive issues. Applicants will benefit from quicker approvals and reduced application fees.**

### **Background:**

Bill 13, the *Supporting People and Businesses Act, 2021*, received royal assent on December 9, 2021. Schedule 19 of the Bill made changes to the *Planning Act*, *Municipal Act*, and the *City of Toronto Act*, that enables municipal councils to, by by-law, delegate the authority to pass by-laws under section 34 of the Planning Act (Zoning By-laws) that are of a minor nature, to a committee of Council, or an individual who is an officer, employee or agent of the municipality.

The delegation of authority to pass by-laws under section 34 of the Planning Act includes removing of a holding “H” provision, authorizing the temporary use of land, buildings, or structures (Temporary Use By-laws), and other minor zoning by-law amendments as determined by the municipality.

In order to delegate authority, the amendments to the Planning Act require that the Official Plan provide policies to specify the types of by-laws that may be delegated. The Planning Act also notes that Council may withdraw this authority at any time through a by-law.

The delegation of these planning matters does not alter any notice or public meeting requirements, limit appeal rights, or change the requirement for planning decisions to be consistent with the Provincial Policy Statement and to conform or not conflict with provincial plans.

These changes to the Planning Act were made to assist municipalities streamline their planning processes for more routine and technical applications, and lessen the administrative burden of making decisions under the Planning Act from elected officials to municipal staff or committees. These changes also support applicants in avoiding delays in approvals due to Council meeting and reporting cycles.

### **Current Situation:**

The responsibility for all decisions related to the approval of a Zoning By-law currently resides with Brampton City Council, irrespective of the nature of the by-law.

Many zoning by-law applications relate to how land can be used, such the location and use of buildings and structures, and specific requirements for parking, setbacks and other design aspects.

Zoning By-law amendments of this nature require a review to allow staff, the public, and Council, to comment and determine if the proposal is appropriate and conforms to City and Provincial planning guidance. Zoning By-law applications of this nature requires public notice, a mandatory public consultation, and are appealable to the Ontario Land Tribunal (OLT).

Zoning By-law amendments for the lifting of Holding ('H) provisions and for the purpose of housekeeping amendments have already been subject to a full Zoning By-law amendment review process, including public consultation, and are generally not appealable to the OLT, with the exception being that applicants retain their appeal rights. Public notice of intent to remove a holding is required to be published.

An application to remove a holding provision is technical in nature, as the applicant is only required to address the conditions of holding provision removal. Housekeeping zoning by-laws are City-initiated and are typically utilized to make minor modifications or corrections.

In spite of the difference in technical nature and purpose, as well as public consultation requirements, all Zoning By-law amendments are processed identically, requiring a Recommendation Report and review and approval by Council.

Staff are proposing that approval of Zoning By-law amendments for the purpose of lifting of Holding ('H) provisions and housekeeping purposes be delegated to the Commissioner of Planning, Building and Economic Development, or their delegate, in an effort to streamline the process, expedite approvals for applicants and reduce fees, and remove administrative burden from Council.

### Proposed Approval Process

The current process to remove Holding provisions or to make a housekeeping amendment requires a Recommendation Report to be written by staff and presented to Planning and Development Committee before advancing to Council for approval.

The proposed approval process would see the Recommendation Report replaced with an Approval Memo for the lifting of holding provisions would outline the development proposal and how the conditions of the holding provision have been met. For housekeeping amendments, the Approval Memo would outline the specific changes, why they are needed and the effect of these changes.

This memo would be provided to the Commissioner of Planning, Building and Economic Development, or their delegate, for review and approval.

Public notice is a requirement for all Zoning By-law Amendments, and this requirement is not affected by the proposed change. Notice, by way of posting in the newspaper and publishing on the City's website, will remain.

### Implementation

To implement this revised process, amendments to Brampton's Official Plan and the City's Administrative Authority By-law must be made.

The purpose of the proposed Official Plan Amendment (Appendix A) is to amend Section 5.0 (Implementation) to include a new Delegated Authority section that allows the approval of lifting of holding provisions and housekeeping amendments to be delegated to the Commissioner of Planning, Building and Economic Development, or their delegate.

Staff are seeking public input on the proposed Official Plan Amendment (OPA). Staff confirm that the proposed amendment conforms with updated provisions made to the Planning Act through Bill 13.

Should Council approve the proposed Official Plan Amendment following receipt of staff's Recommendation Report, staff will also seek approval for an amendment to Schedule A of the Administrative Authority By-law (216-2017) to put the OPA into effect (Appendix B).

### Outcomes

As noted before, changes to the Planning Act were made to assist municipalities streamline their planning processes and to shift some of the administrative burden from Council to municipal staff. These changes were also made to assist applicants avoid delays in approvals due to Council meeting and reporting cycles.

Other anticipated outcomes of implementation of Delegated Authority will include:

- Accelerated and responsive approvals – reduction of report lead time for eScribe, removal of extended review and sign offs, reduction in staff time for report writing
- Less administration by Council with fewer technical and clerical matters, allowing Council to focus on broader priorities – removal of 10 to 15 holding/housekeeping reports annually
- Cost and time savings for applicants, including reduced fee for applications to life holding provision (85% reduction)

#### Public Meeting Notification Area

Notice of the Public Meeting was given by public notification in the Brampton Guardian and on the City's website.

#### **Corporate Implications:**

##### Financial Implications

There are no financial implications directly associated with this report.

##### Other Implications

No other implications associated with this report have been identified at this time.

#### **Term of Council Priorities:**

##### Term of Council Priorities (2019-2022)

This report directly aligns with the Strategic Direction – Brampton is a Well-Run City. The proposed amendments to the Official Plan and the Administrative Authority By-law will improve day-to-day operations by streamlining service delivery.

##### Living the Mosaic – Brampton 2040 Vision

This Report has been prepared in full consideration of the overall vision that the people of Brampton will 'Live the Mosaic' through enabling greater internal capacity and enhancing our commitment to customer service.

#### **Next Steps:**

The City-Initiated draft Official Plan Amendment is presented by the City for formal public review and comment.

Following the statutory public meeting, staff will report back to Planning and Development Committee with a final recommendation on the proposed Official Plan Amendment and enabling amendment to the Administrative Authority By-law.

Authored by:

Reviewed by:

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Carolyn Crozier, MsC.Pl., MCIP, RPP  
Strategic Leader  
City Planning and Design  
Planning, Building & Economic  
Development Department

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Allan Parsons, RPP, MCIP  
Director,  
Development Services,  
Planning, Building & Economic  
Development Department

Approved by:

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Jason Schmidt-Shoukri, MPA, OAA,  
RPP, MCIP.  
Commissioner,  
Planning, Building & Economic  
Development Department

**Attachments:**

Appendix 1: Draft Official Plan Amendment

Appendix 2: Draft Administrative Authority By-law Amendment