



January 11, 2022

10th floor, West Tower, City Hall  
100 Queen Street West  
Toronto, ON M5H 2N2  
Attention: Nancy Martins

**RE: PH30.7 Implementing the One-Stream Preliminary Review Program for Building Permit Applicants**

Dear Deputy Mayor Ana Bailao, Chair and Members, Planning and Housing Committee

FoNTRA supports the recommendations of this report to improve the Preliminary Review Program, and specifically Recommendation 4 that:

- City Council request the Chief Planner and Executive Director, City Planning, in consultation with the Chief Building Official and Executive Director, Toronto Building, to review application requirements for the Committee of Adjustment to consider requiring a preliminary zoning review to verify the minor variances and remove the option of a zoning waiver.

On a number of occasions, we have raised with the Chief Building Official the various issues residents face with Committee of Adjustment applications:

- Submitted with unreliable or inaccurate waiver requests in lieu of having undertaken a Preliminary Zoning Review (PZR) and/or
- Submitted with a Preliminary Zoning Review (PZR) but with a waiver request introduced at the Hearing following negotiations between the City and the applicant.

The waiver process results in too many errors by applicants or the waiver information is provided only at the hearing. Both of these situations deprive the Committee and especially residents of transparent and fair process. Time is wasted for all, not only for the applicant, but for staff and residents and other members of the public attending to try to comment on applications in their neighbourhoods.

For a fair and transparent hearing, the meeting notice must include a complete and accurate list of variances prepared by Toronto Buildings. All clients should be required to have a Preliminary Zoning Review with a detailed review of a project proposal confirming compliance with the City's Zoning By-law(s) and applicable law prior to the Hearing.

**Yours truly,**

Geoff Kettel  
Co-Chair, FoNTRA

Cathie Macdonald  
Co-Chair, FoNTRA

c.c. Will Johnston, CBO and Executive Director, Toronto Buildings  
Kyle Knoeck, Acting Director, Zoning and Committee of Adjustment, City Planning

**The Federation of North Toronto Residents' Associations (FoNTRA)** is a non-profit, volunteer organization comprised of over 30 member organizations. Its members, all residents' associations, include at least 170,000 Toronto residents within their boundaries. The residents' associations that make up FoNTRA believe that Ontario and Toronto can and should achieve better development. Its central issue is not *whether* Toronto will grow, but *how*. FoNTRA believes that sustainable urban regions are characterized by environmental balance, fiscal viability, infrastructure investment and social renewal.