

January 11, 2022

Chair Ana Bailao &
Member of the Planning and Housing Committee
City of Toronto
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Chair Bailao and Members of Committee:

RE: PH30.7 – Implementing the One-Stream Preliminary Review Program for Building Permit Applicants (Ward All)

At its meeting of January 12th, the City of Toronto's Planning and Housing Committee will receive a staff report with recommendations to Implement a **One-Stream Preliminary Review Program for Building Permit Applicants**. This correspondence provides comments on both the One-Stream Preliminary Review Program and a recommendation before Committee related to the Committee of Adjustment.

One-Stream Preliminary Review Program for Building Permit Applicants:

As you may be aware, a small group of BILD renovator member representatives meet on a regular basis with Toronto Building as part of as CBO Renovator Roundtable. This has proven to be an excellent forum for dialogue, information exchange and review of significant policy and process items that affect the industry, but most importantly, our mutual customer, the residents of the City of Toronto.

At this forum, we regularly discuss ways to improve service delivery, and the vision to bring together the two existing programs that provide preliminary zoning review of proposed plans in advance of a building permit application (the Preliminary Project Review Program and the Certificate Program) *is a step in the right direction and a welcomed initiative*.

We hope that the One-Stream Preliminary Review Program results in a process that eliminates duplication and increases levels of efficiency, and we look forward to working with staff on its implementation to help deliver on its success.

Committee of Adjustment – Preliminary Zoning Review

In addition, the staff report also recommends that City Council request the Chief Planner and Executive Director, City Planning, in consultation with the Chief Building Official and Executive Director, Toronto Building 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.

Considering this recommendation's implications on BILD renovator members, we would like the opportunity to be consulted on this item, especially since it may not always be appropriate to remove the option for a zoning waiver.

Since the CBO Renovator Roundtable is a recognized forum for dialogue with the industry, BILD recommends that it be used for City Planning and Toronto Building to engage BILD renovator members on this item prior to any final decisions being made. This will allow for BILD renovator members to provide input on this proposed new direction.

Having the appropriate Committee of Adjustment and City Planning staff attend a future item of the CBO Renovator Roundtable to discuss this item will also allow us to revisit items previously before the Planning and Housing Committee related to the renovators and the C of A. Although we recognize the constraints that resulted, and continue, with COVID and that there have been staffing changes at the C of A, there are items that Committee had directed of staff which continue to be outstanding.

For example, on April 4, 2019, the Planning and Housing Committee unanimously approved the following motion:

*"That the Chief Planner and Executive Director, City Planning report to the Planning and Housing Committee by the end of 2019 on additional options to improve service standards for the Committee of Adjustment, such as creating a **separate stream** for less complex applications and any small **zoning by-law amendments** necessary; and as part of that report, to provide a **breakdown of applications** according to building type, size, complexity and nature of variance."*

In addition, on December 10, 2019, the following motion was passed by the Planning and Housing Committee:

That:

- 1. City Council direct the Chief Planner and Executive Director, City Planning to: a. Continue to be in regular communication and consultation with interested stakeholders to evaluate the degree of success of the potential improvements outlined in the report (November 21, 2019) from the Chief Planner and Executive Director, City Planning;*
- b. Consult with and inform stakeholders with respect to the continuing review of the options to better balance application volumes across the City's districts in order to provide more consistent processing timelines for applications;*
- c. Consult with and inform stakeholders as staff continue a review with respect to the consideration of establishing different application streams that would allow less complex applications to be processed more efficiently; and*
- d. Report back to the Planning and Housing Committee on December 8, 2020 with detailed progress and performance updates related to the improvement initiatives and streaming options as noted in the (November 21, 2019) from the Chief Planner and Executive Director, City Planning."*

These were two very progressive and welcomed motions that served to recognize ways to increase levels of efficiency related to processing Committee of Adjustment

applications. These are significant conversations that took place at previous Planning and Housing Committee meetings, and it is imperative that these items return to Committee with the necessary update.

Our renovator members, in the interest of their consumers, would like to be a part of continued discussions related to process improvements for the C of A.

We therefore request that the appropriate Committee of Adjustment and City Planning Staff attend a meeting of the CBO Renovator Roundtable in the near future to provide an update on action items related to the above directives, and to continue service improvement discussions related to the CofA.

BILD's Renovator GR Committee has long been advocating for increased efficiencies related to the application and permitting process. We very much thank Toronto Building and related staff for the collaboration and very progressive conversations that we have as part of the CBO Renovator Roundtable. Today's recommendations before you related to the **One-Stream Preliminary Review Program for Building Permit Applicants** is an example of how collective discussions related to improving service levels can come to fruition in a very positive way, and we look forward to our continued dialogue to ensure this program's successful implementation. We trust that you will see its' benefit to discuss other matters related to the Committee of Adjustment, and that you will also welcome an update of the directions from the above noted approved motions in short order.

Thank you for the opportunity to provide comments, and we look forward to our continued collaboration.

Sincerely,



Paula J. Tenuta, MCIP RPP
SVP, Policy & Advocacy

cc.

Will Johnston, Chief Building Official and Executive Director Toronto Building

Gregg Lintern, Chief Planner and Executive Director

Kyle Knoeck, (Acting) Director, Zoning and Secretary-Treasurer, Committee of Adjustment, City Planning

Dylan Aster, Project Director, Business Transformation Toronto Building

Jon-Carlos Tsilfidis, Chair, BILD Renovator Government Relations Committee