



Town Of Tillsonburg 2021 Business Plan

Building, Planning & By-law

January 1, 2021



2021 Business Objectives

Item	Owner	Project Value	Target Date
Review Amanda Building Permitting Software Solution Mobility Options	CBO/Oxford County IT	\$0/Oxford Cty.	Q2
Implement Permit Web Portal & Digital Service Delivery	CBO	\$14,000	Q1
Building Code Amendments – Notify trades and general public on proposed amendments through handouts, verbal and website	DCBO	\$0	Ongoing
By-Law Reviews – Building By-Law, Traffic By-law, Garbage/Dumping By-Law	CBO/By-Law	\$0	Q4
Animal Control Contractor RFP	CBO/By-Law	\$0	Q2
Central Area Design Study – Façade Improvement Program	CBO/Development Tech.	\$0	Q4

2021 Business Objectives

Item	Owner	Project Value	Target Date
Central Area Design Study – Public Objectives – Alley Connecting Walkways	CBO	\$0 (Proposal/Request for 2022 Budget)	Q3
Review of Planning Process & Procedures	Development Tech./Planner	\$0	Q1
Review Planning Submission Web Portal Options & Digital Service Delivery	CBO/Development Tech.	\$0	Q4
Review Innovative Options related to MMAH More Homes, More Choice: Ontario's Housing Supply Action Plan - secondary dwelling units, tiny homes, etc.	CBO/Planner	\$0	Q4

Risks

- Complex development/construction projects along with expected increased volumes require significant amount of staff time resulting in longer turn around times which can discourage development
- Potential COVID-19 service level interruptions related to inspectors that cannot perform duties if required to work from home
- Ontario Building Code Changes cause frustration for contractors, developers and owners which require additional staff time/resources to educate
- Increase in inquiries/complaint volumes result in longer response times reducing customer service

Opportunities

- Improvement of departmental communications to community and development industry creates positive outcomes and transparency
- Ongoing Ontario Building Code training reduces liability and provides efficiencies
- Implementation of a permitting web portal and digital review process will provide multiple efficiencies for the development community/inspectors and provide business continuity.
- Ongoing review of Central Area Design Study will provide a framework for future opportunity and development of the downtown BIA area
- By-Law review provides updates and clarification that are relevant to current public needs

Future Departmental Directions: 3 year outlook

2022

- Ontario Building Code – evaluate service review mandated by legislation
- Implement Planning Submission Web Portal & Digital Service Delivery
- Central Area Design Study
- By-Law Review

Future Departmental Directions: 3 year outlook

2023

- Site Plan Approval By-law & Guidelines Review
- Central Area Design Study
- By-Law Review

Future Departmental Directions: 3 year outlook

2024

- Central Area Design Study
- By-Law Review