

2023

Planning & Development Annual Report



1. “The Team” – We are here for You

The Planning & Development Department Team consists of four professionals who support you in any way we can: to get you from the start of an idea for your property to the finish line. We engage, we collaborate, we listen, and we include. We help Torbay residents, businesses, developers and newcomers answer any planning questions and assist Council and the whole community with pursuing a vision for building and maintaining a healthy and beautiful Torbay. Our combined background and memberships are with the Canadian Institute of Planners (CIP), the Canadian Society of Landscape Architects (CSLA), the Canadian Association for Certified Planning Technicians (CACPT), the Association of Engineering Technicians and Technologists of Newfoundland and Labrador (AETTNL), Records and Information Management, and Office Administration.

2. Long Term Planning Initiatives, Studies & New Regulations

Great Pond Water Study

In 2019/2020, the Town of Torbay engaged Wood Environment & Infrastructure Solutions to determine the feasibility of adding Great Pond as a municipal water supply to the Town, as it had become apparent that the Town’s existing supply (North Pond) was facing significant capacity constraints. In October 2019, the Town of Torbay had put a freeze on adding any new developments to the system. The urgency of the situation became even more apparent with the submission of an engineering update from Wood Group in 2020, advising that, upon having reviewed the supply since 2019, with exception of incrementally adding a max. of 60 additional dwelling units, the North Pond water supply had reached capacity. Further study on North Pond’s demand and yield was required to determine if there was any further capacity in that existing system at all, or none at all. This study is ongoing.

Between 2020 and early 2024, the Town completed the following four studies.

- 1) Great Pond Feasibility Study
- 2) Great Pond Aquatic and Fish Habitat Study
- 3) Great Pond Water System Servicing Study
- 4) Great Pond Water Treatment Options Study

3. Municipal Plan Review: Your Plan is Our Plan

Help Us Shape the Future of Torbay! What is Your Plan? Your Vision?



In July 2023, the Town of Torbay commenced with a Municipal Plan and Development Regulations Review. These documents guide the development and growth of our community. Stantec Consulting Ltd. is undertaking the review on behalf of the Town. They are taking a wide-ranging and complete approach to the plan review to navigate several largely uncharted areas for the Town including residential lands, coastal zones, forestry and agricultural land, commercial and institutional areas, municipal services, highway interchanges, transportation links, water features/flood prone areas. The Plan Review also includes developing specific plans for a number of areas, which are called Development Schemes (Town Centre, Whitty’s Ridge/Camp Carey Road, South Pond Schemes).

Public Engagement is front and centre in this process. Council appointed a Community Planning Table to review draft concepts and provide feedback on process and content. The first full week of public engagement commenced during the last week in November of 2023 with multiple workshops, pop up events and open houses. The sessions were well attended and the feedback received was invaluable. The Municipal Plan Review process and public engagement will continue in 2024.



4. Amendments to Torbay Municipal Plan & Development Regulations 2015-2025

On occasion, the Town is required to amend the mapping or text of its existing Municipal Plan or Development Regulations 2015-2025 to change policy or to be able to accommodate certain land uses in certain areas. Since the current Municipal Plan and Development Regulations came into effect February 2017, the Department processed and Council adopted 12 Development Regulation Amendments, approved 6 Municipal Plan Amendments and 2 Regional Plan Amendments. 4 additional amendments are in the cue.

5. Appeals

Under the Urban and Rural Planning Act, 2000, anyone has the authority to appeal a development decision issued by Council to the Eastern Newfoundland Regional Appeal Board, this would include approvals, refusals, and orders. In 2023, the Town was dealing with 3 different appeals.

6. Applications requiring Public Notification

In 2023, the Town processed 1 variance application and 16 new business applications, requiring public notification prior to a decision from Council.

7. Referrals from External Agencies

The Planning & Development Department received 29 referrals from Newfoundland Power this year, requesting a review of their planned infrastructure installations.

Crown Lands forwards any proposed Crown Land Acquisition to the Town of Torbay prior to making a recommendation on the proposed acquisition to the Minister. The Town received 4 Crown Land referrals in 2023.

All municipalities in the Northeast Avalon Region that are, for any matters land use planning, governed by the St. John's Urban Region Regional Plan, are required by legislation to refer any proposed amendments to the Regional Plan to area municipalities for the review of their respective Councils. The Town received 3 referrals of this nature in 2023.

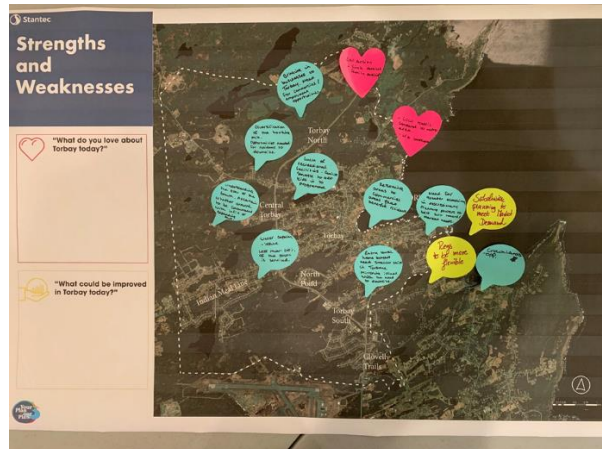
8. Development Control & Mapping

The Department is tasked by Council with enforcing all matters relating to property maintenance complaints or where work occurs without permit. Non-compliance results in the issuance of Notices or Orders through Council, which are legally binding before the Courts. The Department reviews all submitted development applications for their compliance with the Municipal Plan, and Development Regulations. To be able to provide developers and builders with up to date information and mapping, the Town regularly updates its base map and aerial photography (e.g. for asset management, taxation, assessments, zoning, current land coverage and use). Aerial photography taken in May 2021 is now accessible through the Town's mapping system.

9. Community Initiatives

Builder's Luncheon

On November 28, 2023, as part of the ongoing Municipal Plan Review Process “Your Plan is Our Plan”, we invited Torbay builders, contractors and developers to participate in a community planning luncheon and to inform our vision for the community, shaping the way we do business and develop our Town.



Housing Accelerator Funding Application

The Planning & Development Department spent a significant amount of time during the summer of 2023 preparing a Housing Action Plan and associated funding application under the federal government's Housing Accelerator Funding (HAF) program. The program is administered by the Canada Mortgage and Housing Corporation (CMHC). While the Town was unsuccessful in its

initial application in 2023, we are happy to report that the Town has been invited to resubmit in 2024.

World Town Planning Day Celebration

On November 8, 2023, the Town of Torbay hosted the Newfoundland & Labrador Association of Professional Planners (NLAPP) to celebrate World Town Planning Day and their annual NLAPP Awards Ceremony. Richard Shearmur of McGill's School of Urban Planning spoke on equity, diversity and inclusion. First Light Friendship Centre won the 2023 NLAPP Community Builder Award, and Gregory French of Mills Pittman Twyne Law won the 2023 NLAPP Jack Allston Memorial Award.

10. Go Green Torbay

Torbay is making great strides on a number of green initiatives. This includes advocating for building climate resilience and having adopted a plan committing to green-house gas reduction targets. In addition, we are working on improving food security for the whole community and solidifying conservation efforts for Torbay's wetlands and rivers.

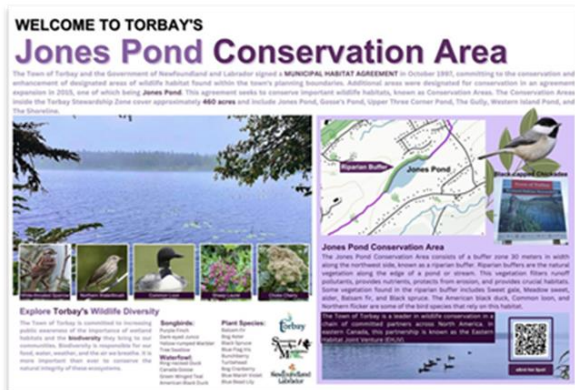
Wetlands Assessment Study

Ducks Unlimited Canada (DUC) with funding from Environment and Climate Change Canada's Community Based Climate Action Program, partnered with the Town of Torbay to conduct assessments on 40 wetlands within the municipality using the Wetland Ecosystem Services Protocol for Atlantic Canada (WESP-AC). The goal of this project is to provide valuable information regarding the functions, benefits, and overall health of wetlands within Torbay's municipal planning area to help guide development strategies, management policies, and/or potential opportunities for future conservation. Field assessments were completed in 2023. The final report has since been submitted.



Torbay Green Team

The Conservation Corps of Newfoundland and Labrador (CCNL) in partnership with the Town of Torbay, the Stewardship Association of Municipalities (SAM) and Ducks Unlimited Canada (DUC) have had the benefit of employing a Green Team in the Town of Torbay. This is due to the ongoing collaboration between these organizations on environmental matters. The two-member Green Team assisted with ground proofing wetlands and species mapping, creating interpretative materials such as an interpretation panel for Jones Pond Park and information brochures on Torbay's conservation areas. It was a great summer!



Torbay Environment Advisory Committee

This four-member volunteer Advisory Committee, appointed by Council, meets quarterly to provide Council and staff with a review on applications that require commentary with an environmental lens in mind. The Committee also offers advice and makes recommendations on specific questions that arise, and in general, promotes the environmental agenda within the Town. The Committee liaises with the Planning & Development Committee and Department. Thank you to these four professionals who offer and volunteer their expertise to the Town!

Solar Panels - Partner for Climate Protection & Resilience

The Town is a partner for Climate Protection (PCP), a free program managed and delivered by the Federation for Canadian Municipalities (FCM) and ICLEI Canada (Local Governments for Sustainability) that helps currently more than 350 municipalities across the country (approx.. 15 in NL) take action against climate change. The program consists of a 5 Milestone

Framework that guides municipalities through the steps required to reduce greenhouse gas (GHG) emissions. As part of this program, the Town installed 36 solar panels on Town Hall which are active and supply approx.. 8% of the facility's energy needs. The Town is in process of connecting a live feed to the Town's website so energy production and usage from the solar panels can be viewed live on the Town's website.

Habitat Conservation - Jones Pond

In 2023, the Town of Torbay in partnership with the Stewardship Association of Municipalities (SAM) and the Grand Concourse Authority installed one new interpretive sign at Jones Pond management unit.

Stewardship Association of Municipalities (SAM) – 2023 Spring and Fall Conferences

The Department attended SAM's fall conference in Bay Roberts, exchanging knowledge and experiences with other SAM members on habitat protection and conservation efforts across the Province.

11. Building, Development, Business & Subdivision Statistics

Year	Subdivision	Development Agreement Date	Phase	Number of Lots
2018	Forest Landing (Extension to Edgewater Lane)	August 10, 2018	7A	10
2021	Forest Landing (Extension to Cedarwood Lane)	In Progress	7B	11
2022	Wildberry Lane Extension	In Progress	1	6
2023	Laurmax	In Progress	1	40
2023	Forest Landing	In Progress	7C	22
2023	Crowe's Lane	In Progress	-	2
2023	Valley Loop	In Progress	2A	14

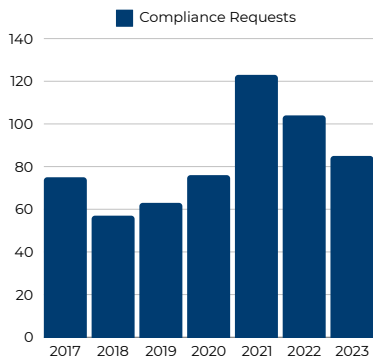
Year	Compliance Letter Requests	Approvals in Principle	Business	
			Business Applications	Permits to Operate
2017	75	107	15	13
2018	57	77	10	11
2019	63	76	26	13
2020	76	70	18	14
2021	123	82	19	13
2022	104	49	10	7
2023	85	47	16	14

Year	Single Detached Dwellings			
	Applications	Footing Permits	Building Permits	Occupancy Permits
2017	50	24	28	30
2018	21	14	16	36
2019	32	18	19	14
2020	40	16	14	17
2021	33	16	13	17
2022	45	26	25	15
2023	47	19	11	22

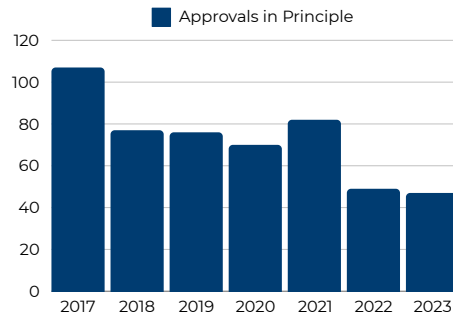
Year	Development Permits					
	Single Detached Dwellings	Accessory Buildings	Residential	Commercial, Industrial	Total Building Permits	Total Estimated Construction Value
2017	28	45	55	6	134	\$ 12,346,591.00
2018	16	50	42	6	114	\$ 13,825,127.00
2019	19	43	28	8	98	\$ 9,606,800.00
2020	14	57	63	6	140	\$ 8,488,628.00
2021	13	34	50	4	102	\$ 8,507,702.00
2022	25	38	40	5	104	\$ 12,762,816.00
2023	11	32	50	4	97	\$ 9,093,177.00

Year	Building Applications					
	Single Detached Dwellings	Accessory Buildings	Residential	Commercial, Industrial	Multi-Unit Residential	Total Building Applications
2017	50	57	54	8	1	170
2018	21	54	47	7	5	134
2019	32	46	32	10	0	120
2020	40	71	75	9	0	195
2021	33	44	46	8	3	134
2022	45	41	39	7	1	133
2023	47	32	48	8	1	136

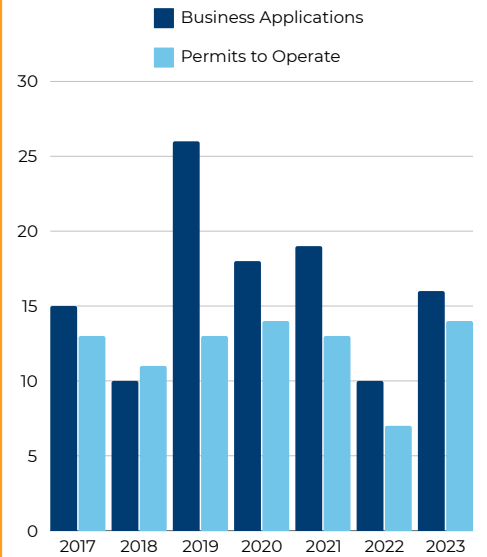
Compliance Requests



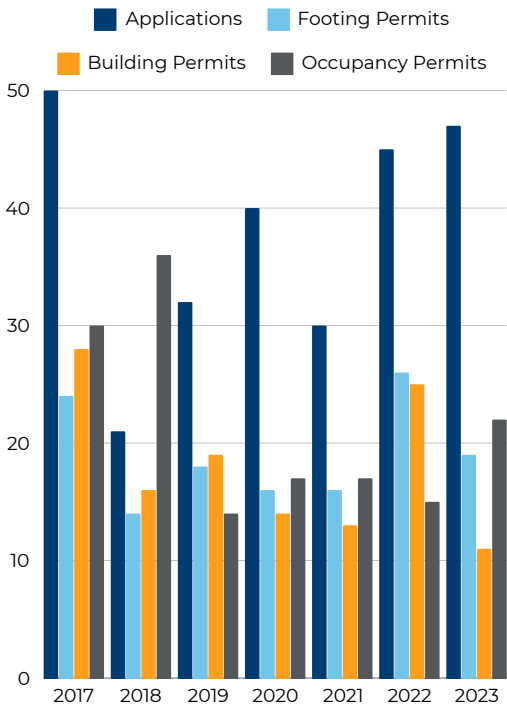
Approvals in Principle



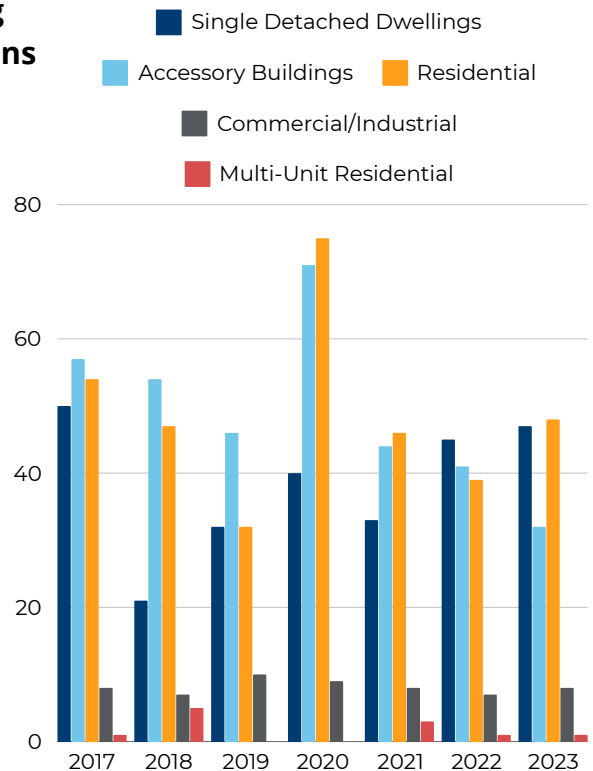
Business Applications/Permits



Single Detached Dwellings



Building Applications



Development Permits

