



Report No.
CMO-37-25

File No.
3-05-25

Directed to: Mayor Joe Preston and Members of City Council

Meeting Date:
August 11, 2025

Department City Manager's Office

Authored By: Brandon Sloan, HAF Coordinator

Attachment
Appendix A – Draft Official Plan Amendment

Subject: Proposed Amendment to the St. Thomas Official Plan for Community Planning Permit System

Recommendation:

THAT: Report CMO-37-25 relating to Proposed Amendment to the St. Thomas Official Plan for Community Planning Permit System be received for information; and further,

THAT: Council authorizes staff to prepare an amendment to the St. Thomas Official Plan for Community Planning Permit System; and further

THAT: A public meeting be scheduled for **September 8, 2025**, in accordance with Ontario Regulations 543/06 and 545/06, as amended.

Background:

Part of the commitment for the City receiving Housing Accelerator Funds (HAF) through a federal program aimed at accelerating and permitting new housing development is to implement a new Community Planning Permit System (CPPS).

Community Planning Permit System

The CPPS is a land use planning tool available to municipalities in Ontario that combines Zoning By-law Amendments, Minor Variances and Site Plan Applications into one single application and alternative development approval process. This type of system is being implemented in a growing number of Ontario municipalities and it can streamline the application process (45-day review period), provides a more flexible system, can support local objectives such as increased housing diversity, affordable housing, environmental and design standards and more. A CPPS is administered through a new, detailed by-law created through a public consultation process that is in place of all or a portion of the City's Zoning By-law and can be applied to the entire City or specific areas. Once a CPPS by-law is in effect, the city can issue permits to allow development to occur if the application meets the specified objectives and standards.

The first step is to establish a framework for a Community Planning Permit System with policies in the Official Plan (OP). The draft Official Plan Amendment (OPA) attached to this report as Appendix A includes policies for the objectives, potential locations, criteria for implementing a CPPS bylaw, information required, ability to apply conditions, agreements, amendments and authority. A CPPS could be applied City-wide or it could be used for specific areas of the city, such as with a Secondary Plan, downtown, brownfield or new intensification area. This provides a tool to help increase housing supply, options, and affordability, along with shaping development to provide fit and benefit to the community.

Strategic Priority:

Strategic Pillar: Excellence in All We Do - Priority #5: Housing for Everyone

Financial Impact:

There are no direct financial impacts associated with the Official Plan Amendment.

Report Approval:

This report has been reviewed by: Manager of Planning Services and the Director of Planning and Building Services

All reports are reviewed and approved by the City Manager.