

ATTACHMENT B – Development Inquiry Data

Type	Status	Number of Requests
Building Permit General	Complete	1
Building Permit Inquiry	Complete	3
Consent General Inquiry	Complete	89
Heritage	Complete	3
Minor Variance General Inquiry	Complete	10
Other	Complete	50
Pre-consultation	Complete	11
Site Plan Inquiry	Complete	4
Zoning Certificate	Complete	1
Zoning Compliance Letter	Complete	10
Zoning General Inquiry	Complete	193
Building Permit Inquiry	In Progress	1
Consent General Inquiry	In Progress	10
Minor Variance General Inquiry	In Progress	1
Other	In Progress	11
Zoning Certificate	In Progress	1
Zoning Compliance Letter	In Progress	2
Zoning General Inquiry	In Progress	33
Consent General Inquiry	On Hold	10
Zoning General Inquiry	On Hold	10
Other	On Hold	4
Total		458

Most Common Development Inquiries – Staff Time

Type of Inquiry	Average Staff time per inquiry in hours	Number of Inquiries received (up to Nov. 2022)	Total amount Staff Time (in hours)
Consent	3.0 to 3.5	107	321 to 374.5
Zoning	2.0 to 2.5	231	462 to 577.5
Pre-consultations	2.5 to 3.0	11	27.5 to 33
Minor Variances	2.0 to 2.5	11	22 to 27.5
Total staff time spent on top three types of inquiries in 2022 to date (in hours)			832.5 to 1012
Percentage of staff time extrapolated to end of 2022*			50% to 55.6%

*Assuming a 35-hour work week and 52 weeks of work per year (no vacation)

It is noted that the above data only represents the amount of time spent on the most time-consuming inquiries (and popular types) and does not include the remaining different types of inquiries that are also answered by staff in the data in Attachment B.

Zoning Review of Building Permits – Staff Time

Average staff time per building permit for zoning review	Number of building permits reviewed since March 2022	Total (average) staff time spent on building permit review since 2022
0.75 hours	280	210 hours
Total percentage of staff time for planning review of building permits for 2022		11.5% of one FTE