



Meeting Date: July 19, 2023

Submitted by: Arnie Marsman, Director of Building Services / Chief Building Official

Report No: BLD-04-2023

Subject: Update - Planning Applications through Cloudpermit

Recommendation:

THAT Middlesex Centre Council Report BLD-04-2023, re: Update - Planning Applications through Cloudpermit be received as information.

Purpose:

To advise council of the current implementation status of Cloudpermit's online planning module for planning in Middlesex Centre and across Middlesex County.

Background:

In 2022, as part of the modernization of planning processes coordinated by Middlesex County Planning, Cloudpermit was chosen as the preferred platform to manage application submissions online. Over the several months that followed, County planners met with select staff throughout the County and Cloudpermit staff to determine appropriate processes and procedures required to 'go live' with the new system. Municipalities participating include: Middlesex Centre, Lucan Biddulph, North Middlesex, Strathroy Caradoc, Adelaide Metcalfe and Southwest Middlesex.

The Cloudpermit platform for planning includes;

- a platform where the public can submit applications electronically,
- electronic circulations to agencies and departments,
- log-ins for agencies and departments to provide comments,
- document filing for circulations, decisions and comments

Analysis:

Recently, planning departments across the County have decided to go live to the public with Cloudpermit and begin accepting applications through their individual municipal websites. Throughout this summer, Cloudpermit will progressively be open for the submission of applications for minor variance, site plan control, consents and zoning by-law amendments.

Later this year, Middlesex County Planning intends to broaden the type of applications to include official plan amendments and applications for plans of subdivisions and condominiums.

Links and instructions for applying via cloudpermit are available on Middlesex Centre's website at <https://www.middlesexcentre.on.ca/services/residents/planning-services>

For those of the public who do not wish to use Cloudpermit, paper applications will continue to be accepted; however, the availability of online applications represents another avenue for the public to access planning services and in future will allow municipalities to review and track efficiency with respect to application processing.

Financial Implications:

There is no direct cost to the municipality to utilize Cloudpermit services as this is included in the County Levy paid for planning services.

Strategic Plan:

This matter aligns with following strategic priorities:

- Responsive Municipal Government

This process is an example of service-sharing initiatives and commitment to customer service.

Attachments:

N/A