



## **Planning Division Service Delivery during the COVID-19 Pandemic**

Under the current Declaration of an Emergency, the Georgina Civic Centre is closed to the public and several planning staff are working remotely while some remain working from the Civic Centre. Ontario Regulation 73/20 filed under the EMERGENCY MANAGEMENT AND CIVIL PROTECTION ACT effectively suspends any notice or procedural deadline or appeal period effective March 16, 2020, for the duration of the emergency. Accordingly, it will not be possible to complete Planning Act applications that are subject to statutory notice and appeal periods while Ontario Regulation 73/20 is in place.

All in-person Council meetings have been cancelled for the month of April 2020. All Council public meetings to consider Planning Act applications have been cancelled until further notice.

### Requests for pre-consultation

New pre-consultation applications can be submitted at the front-entrance drop box at the Civic Centre or by e-mail or by regular mail or courier. All submitted applications must be notarized by a Commissioner of Oaths or Solicitor as in-person service is not available at the Civic Centre. Payment of all applicable fees must be made by cheque and submitted with the completed application. Formal in-person pre-consultation meetings have been cancelled at this time until further notice. Submitted applications will be reviewed and scheduled for a pre-consultation meeting upon the resumption of these meetings.

### All new planning applications

New planning applications that have completed the required pre-consultation process (as applicable) can be submitted at the front-entrance drop box at the Civic Centre or by email or by regular mail or courier. All submitted applications must be notarized by a Commissioner of Oaths or Solicitor as in-person service is not available at the Civic Centre. Payment of all applicable fees must be made by cheque and submitted with the completed application.

### Applications requiring a Statutory Public Meeting (e.g. Official Plan Amendment, Zoning By-law Amendment, Plan of Subdivision / Condominium)

The Town will receive all new applications, which will be processed, reviewed and held in abeyance until the resumption of Council Public Meetings.

### Applications not requiring a Council Public meeting (e.g. Part Lot Control, Deeming By-law)

The Town will receive all new applications which will be processed, reviewed and scheduled for Council consideration in the normal manner upon the resumption of Council meetings.

## Committee of Adjustment (COA)

The Town will receive all new applications for Minor Variance, Consent and all other COA matters. Applications will be reviewed and held in abeyance until the resumption of Committee of Adjustment meetings.

## Concerning All Existing Planning Act Applications

Planning Staff will continue to process submitted applications to the fullest extent possible and will respond to all related public enquiries. Existing applications requiring a Council Public Meeting or COA hearing will be held in abeyance pending resumption of Council Meetings, Council Public Meetings or COA hearings as applicable.

Response to general property and development inquiries will continue to be provided.

Service delivery may change depending upon evolving circumstances. Updates will be provided as appropriate.

Please submit any planning inquiries to [planning@georgina.ca](mailto:planning@georgina.ca).