

Supplementary Budget – Briefing Note

2021 Budget

Planning Technician

Briefing Note required for:

- items +/- \$50,000 or more
- changes in FTE
- Council Priority requests

| Dept | Division | Business Unit | Item | Base Supp | Amount | FTE Impact |
|------|----------|---------------------------------|--|-----------|------------|-------------|
| CD | Planning | Planning Services General Admin | Planning Technician | S | \$163,093 | 2.00 |
| CD | Planning | Planning Services General Admin | Planning Technician – funded 50% from Planning Community Improvement Reserve (17161) | S | (\$81,547) | |
| CD | Planning | Applications | Planning Technician – funded 50% from fees | S | (\$81,546) | |
| | | | Total | | \$0 | 2.00 |

Background:

The Planning Technician position supports other members of the planning team, assisting in the implementation of the development approval process, heritage planning and various incentive based programs. The position is responsible for components of the civic addressing, developing and maintaining data management and planning information systems, and fulfilling the mapping needs of the department.

Comment:

Planning Technician - 1 FTE (Grade 6.6) for two year pilot project. To be funded 50% from Planning Application fees and 50% funding from Planning Community Improvement Reserve.

This two-year pilot project is deemed necessary to provide support to the Council approved Growth Strategy. With the approval of the CK Community Improvement Plan, there is a need to resource the processing and review of CIP applications and to also provide much needed support to the development review function, which has increased steadily over the past couple of years.

