

Town of Okotoks Economic Vitality Plan	Action	Other Internal Stakeholders								Deadline	
		Planning	Engineering	Permits	Economic Development	Other Dept	Legal	Comms	CAO		Council
											Q1= January - March Q2= April - June Q3=July-September Q4= October - December
	Policy										
	Review major DP requirements (letter of credit, Performance Security Agreement)	x	x	x		Finance	x			x	Q4 -20
	Review of Discretionary/Permitted Uses (LUB Rewrite)	x	x	x	x					x	Q4 -20
	Review for Fewer Zones (LUB Rewrite)	x			x					x	Q4 -20
	Parking Strategies (LUB rewrite)	x								x	Q4-20
	Review of parking strategies and road closure in the downtown (LUB rewrite)	x	x		x					x	Q4-20
	Dedicated Bike lanes and traffic circles (LUB rewrite)	x	x	x						x	Q4-20
	More mixed use development (business and living space). Build up - not out (LUB rewrite)	x	x	x	x					x	Q4-20
	Review Signage Regulation (LUB rewrite)	x			x					x	Q4-20
	Review of Retail Blade Signage	x			x			x			Q1-20
	Cowork, Incubation, Satellite Offices (LUB rewrite)	x			x					x	Q4-20
	Consideration for more Charging Stations	x	x	x		Sustainability					in discussion
	Review of snow removal and dumping process for commercial					Operations					in discussion
	Process										
	Improvement of preapplication process	x	x	x	x						Q4/19

Review of large scale development prioritization	x	x	x	x						Q1 -20
Point person for Tenants	x		x	x						Q1 -20
More authority for decisions. Note: Amendments have been undertaken in 2019 to increase Administration's authority for Development Permits. More will be undertaken as part of the LUB rewrite to reduce or remove direct control zoning and consider the role of the MPC in development approvals.	x	x	x			x		x	x	ongoing
Review timeline for return phone calls	x	x	x	x				x	x	Q4/19
Business Change of Use timelines	x	x	x							Q4-19
Broader review of development permit timelines	x	x	x				x			Q4-20
Investigating an Online Permit System	x	x	x	x	I/T					Q1-20
Implementing an Online Permit System	x	x	x	x	I/T					Q4-20
Review of Process in other municipalities	x	x	x	x						ongoing
Checklist for new businesses	x	x	x	x			x			Q4/19
Online org chart with responsibilities/contact							x			Q4/19
Review of Business Directory				x	I/T		x			Q4/19
Better Snow Removal and Dumping Process Review					Operations					Q1/20
Change business directory to opt out rather than opt in				x						Q4-19
Review business license renewal				x						Q4-19
People/Relationships										
Train front line Staff/process for referrals	x		x	x	HR		x			Q4/19
Inventory of Lease Vacancies				x			x			Q4/19
Send potential lease prospects to all who have space				x						ongoing
Create drone footage of communities and commercial districts				x			x			Q3/20
Review of cost sharing opportunities in joint marketing initiatives				x			x			Q4/19
Training for Subcontractors										Q4/19
Town should support local when purchasing				x			x		x	ongoing

