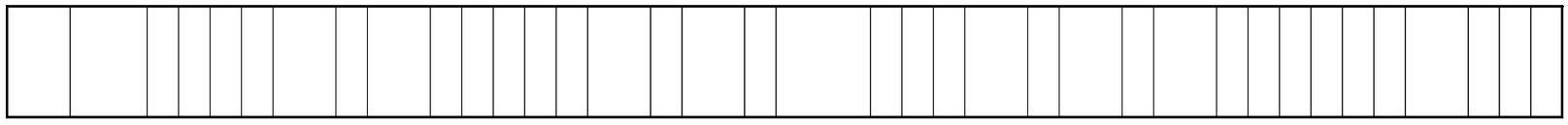
Town of Okotoks Economic Vitality Plan	Action	Other Internal Stakeholders								External Stakeholders				Deadline
	Planning	Engineering	Permits	Economic Development	Other Dept	Legal	Comms	CAO	Council	Applicant	Business	Public	Various Stakeholders	
Policy														
Review major DP requirements (letter 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
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 Subcontactors													x	Q4/19
Town should support local when purchasing				x			x		x					ongoing
Communication														

Learning Opportunities for Roundtable participants (including online graphic for development process, checklist for new businesses, Online Org Chart with responsibilities/contact, inclusion of resource list and business organizations for new business)	x	x	x	x			x							Q4/19
LUB published online in layman's terms	x		x				x							Q4/20
Central source where all events are advertised							x							Q2/20
Procurement process is public/transparent	x				x									Q1/20
Motivate youth and millenial activity in the business community				x									x	Q2/20
Provision of information to the business community as to Appeal Board Process	x						x							Q4-19
Education and awareness of Water Situation							x							Q4-19
Home Occupation Education and Networking needs provided to outside stakeholders				x									x	Q4-19
Health Businesses are available to teach classes - information will be distributed to business organizations				x										Q4-19