

COMMUNITY PLANNING & DEVELOPMENT MONTHLY REPORT

SEPTEMBER, OCTOBER, NOVEMBER, 2019

DEPARTMENT OVERVIEW & STATISTICS

Planning:

The Planning Department continues to work on the following development applications: five (5) Subdivision Applications, two (2) Official Plan Amendment applications, nine (9) Zoning By-Law Amendments, eight (8) applications for Site Plan Approvals, one (1) Encroachment Agreement, five (5) consent applications, and eight (8) minor variance applications. In addition, planning staff are also working with the consultants on the East Fenwick secondary plan and the new comprehensive zoning by-law. In addition, 6 LPAT appeals have been filed; 3 relating to Saffron Meadows Official Plan, Zoning By-law Amendment and Draft Plan of Subdivision approval; 2 relating to 1440 Pelham Street Zoning By-law Amendment and Site Plan Control applications; and one relating to Development Charges By-law Amendment.

Two public meetings were held relating to two different topics that are considered to be significant issues in the Town; cannabis (September 10, 2019) and short term rentals (October 22, 2019).

Building:

The Building Department continues to receive incoming permit applications consistent with seasonal trends and remains occupied with inspections, conducting a total of 450 inspections since the August report.

Building Activity Statistics from September 1 – November 30, 2019 & Comparison to 2018/2019 results:

Month	All Building Permits	Inspections	Demolition Permits	Commercial Building Permits		Estimated Total Value of Construction	New Dwelling Units
					Sq.Ft.		
<i>2019</i>							
Sep 1 – 30	15	164	1	1	520	\$ 6,310,150	6
Oct 1 – 31	15	169	2	2	2,780	\$ 2,213,560	3
Nov 1 – 30	<u>30</u>	<u>117</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>\$ 8,596,512</u>	<u>20</u>
Total	60	450	3	3	3,300	\$17,120,222	29
<i>2018 Comparison</i>							
Sep 1 – 30	59	167	1	1	2,928	\$28,126,711	40
Oct 1 – 31	29	160	5	1	2,153	\$ 2,792,646	3
Nov 1 – 30	<u>20</u>	<u>154</u>	<u>1</u>	<u>1</u>	<u>571</u>	<u>\$ 4,553,000</u>	<u>9</u>
Total	108	481	7	3	5,652	\$35,472,357	52



Community Planning
& Development

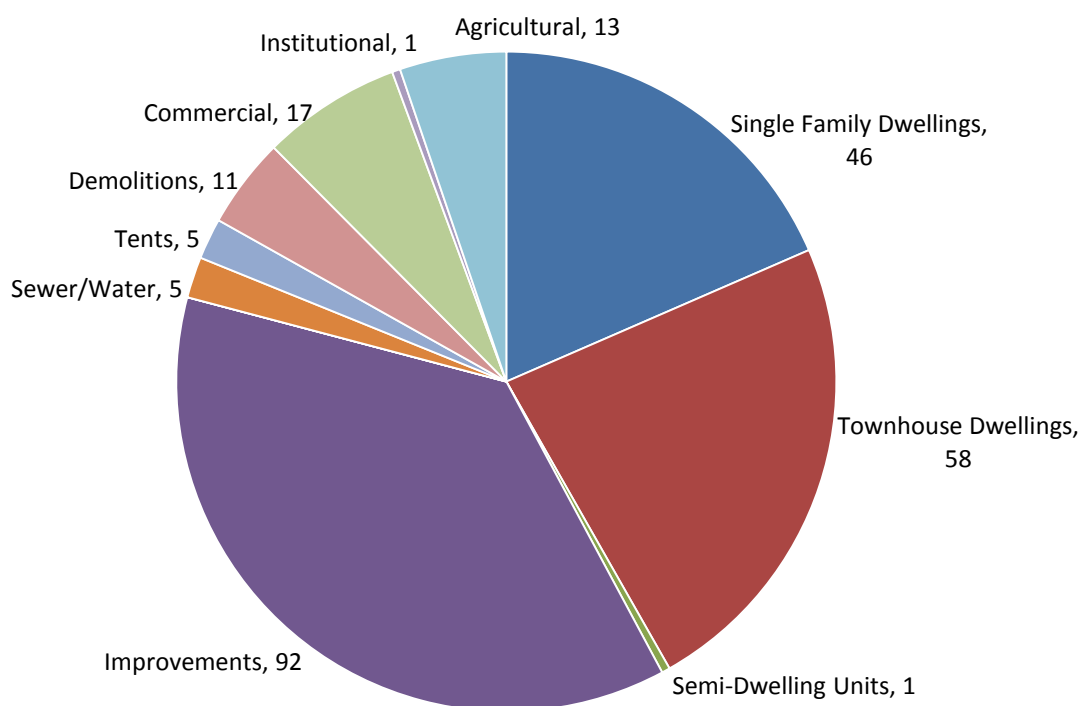
Building Permit Time Frames from September 1 – November 30, 2019:

Category of Building Type & Required No. of Days to issue or stop process	No. of Permits Issued	Average No. of Days to Issue Permit
House: 10 days	58	7
Small Building: 15 days	1	4
Large Building: 20 days	-	-
Complex Building: 30 days	1	9
Total:	60	

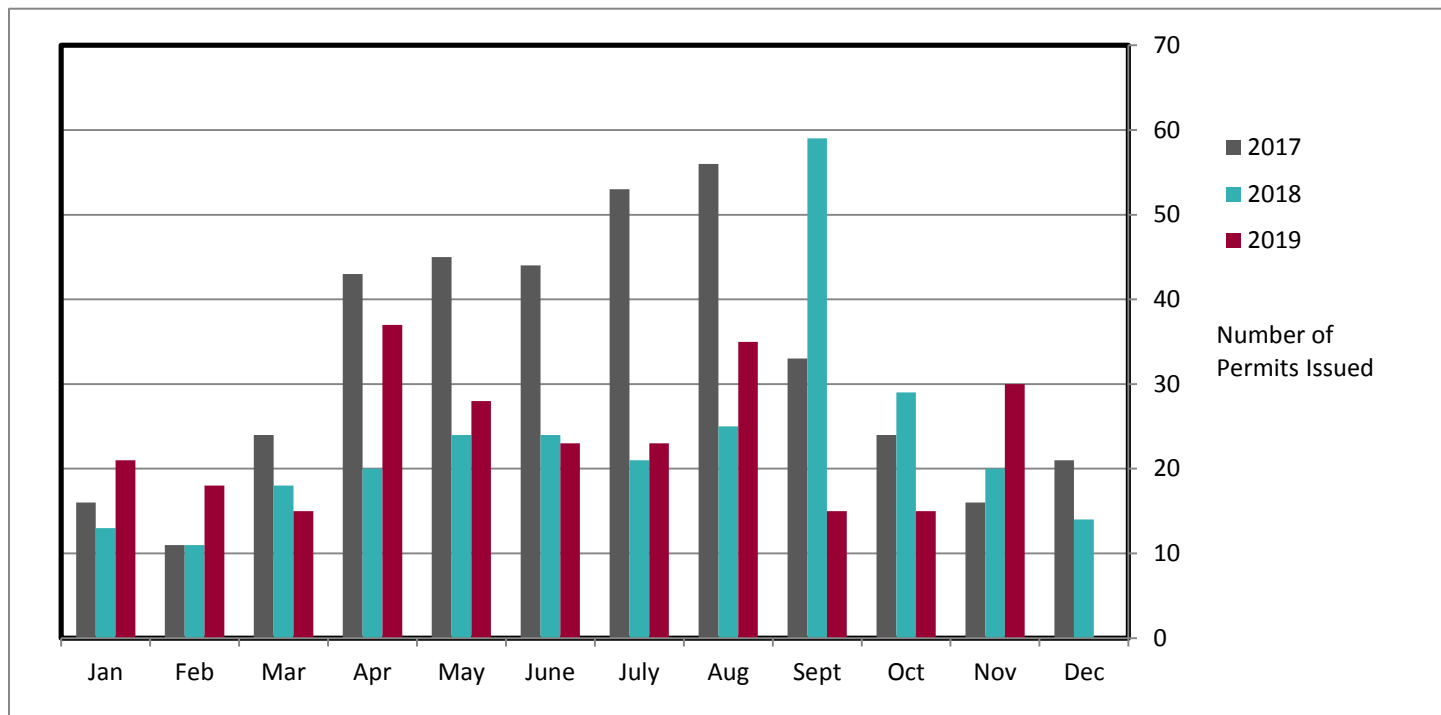
Major Building Projects Over \$250,000 (excluding single family dwelling units):

- 3337 square foot barn, \$350,000

Building Permit Breakdown (Year to Date):



Comparative Building Activity Statistics from 2017 to 2019



PROJECTS

Proposed Changes to the Provincial Legislation

Certain changes to the *Planning Act* took effect on September 3, 2019 as a result of the *More Homes, More Choice Act*, that was introduced by the Province in June. The changes to the *Planning Act* coincided with the release of new regulations. The changes relate to the reduction in timelines for Councils to make decisions on certain applications once an application is considered to be complete, i.e. the new timelines for decisions on official plan amendments is 120 days, for zoning by-law amendments it is 90 days (except where there is a concurrent official plan amendment) and for plans of subdivisions it is 120 days. Changes were also made that relate to the removal of appeal rights for certain participants on draft plan of subdivision approvals and draft plan conditions and the removal of appeals by key participants for non-decisions on official plans and official plan amendments. Also changes were made to provide for expanded grounds for appeal of official plan and zoning by-law amendments and allowing the Local Planning Appeal Tribunal (LPAT) to make a decision.

Big Creek Drain Culvert Replacement Poth Street

Culvert replacement work on the Big Creek Drain was completed and the Poth Street was officially opened to traffic on October 11, 2019.

East Fenwick Secondary Plan

Work continues on the East Fenwick Secondary Plan. The Developer's group have taken on the initiative to complete the Environmental Impact Study (EIS) on their lands which will help inform the final policy direction and land use plan of the Secondary Plan. The Environmental Impact Study will likely be completed over the winter months with a goal of having the East Fenwick Secondary Plan finalized in 2020.

CONSTITUENT CONCERNS & ISSUES ARISING

Staff continue to deal with public concerns relating to 42 Emmett Street.

PERSONNEL

A new Senior Building Inspector was hired to fill a vacancy and commenced employment with the Town on November 18, 2019.

The following staff has received training to update skills and development in their related fields:

- ♦ The Director attended Niagara Region's Incentive Program Workshop, and MPAC Webinar on How MPAC Assesses and Classifies Cannabis Facilities.
- ♦ The Chief Building Official attended Ontario Builders Association of Ontario Annual Meeting and Training Sessions.
- ♦ The Senior Planner attended Niagara Region's Incentive Program Workshop, Niagara Region's affordable housing seminar 'National Housing Day', MPAC Webinar on How MPAC Assesses and Classifies Cannabis Facilities, and Carolinian Canada's 'In the Zone' Community Planning & Leaders Workshop.
- ♦ The Planner attended Niagara Region's affordable housing seminar 'National Housing Day'.
- ♦ The Building Intake and Plans Review Technician attended the Building Services Transformation Webinar 'Transforming and Modernizing the Delivery of Ontario's Building Code Services'.
- ♦ The Administrative Assistant completed Joint Health and Safety Refresher Training by Public Services Health and Safety Association, attended Scribe Training by Ontario Association of Emergency Managers, completed Emergency Management Ontario IMS 100, and an eScribe review webinar.
- ♦ Department staff also attended a staff learning session 'Defusing Hostile Customers' in addition to a staff excel training.

GRANTS, CONTRACTS, RFPs & AGREEMENTS

Modernization Grant Submission



**Community Planning
& Development**

MEETINGS

On-going meetings:

- Development Coordinating Meeting
- Bi-Weekly Cannabis Control Committee Meetings
- Pre-Consultation Meetings
- SLT Meetings
- Joint Health & Safety Committee Meetings

In addition to the various conversations with property owners and consultants regarding potential development applications, Staff have been involved in meetings regarding the following substantive matters:

- All Staff meeting
- CIP Coordinators Meeting
- Area Planners Meetings
- Wellspring Niagara Grand Opening
- Short Term Rentals Roundtable
- Emergency Training Mock Event
- Regional Niagara New Official Plan Open House
- East Fenwick Steering Committee meeting
- Capital and Operating Budget Meetings
- Chief Building Official of Niagara Meetings
- Mayor's Update Breakfast Meeting
- Regional Archaeological Master Plan Steering Committee
- Inter-municipal Cooperation Opportunities



**Community Planning
& Development**