

COMMUNITY PLANNING & DEVELOPMENT MONTHLY REPORT

DECEMBER 2019, JANUARY, FEBRUARY, MARCH, 2020

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, seven (7) Zoning By-Law Amendments, nine (9) applications for Site Plan Approvals, seven (7) consent applications, twenty (20) minor variance applications and two (2) Niagara Escarpment Development Permit applications.

There were three LPAT appeals relating to the Saffron Meadows Official Plan, Zoning By-law Amendment and Draft Plan of Subdivision approval. Each has been withdrawn. There are 2 LPAT appeals relating to 1440 Pelham Street Zoning By-law Amendment and Site Plan Control applications; one LPAT appeal relating to Development Charges By-law Amendment; and one LPAT appeal relating to the extension of the Interim Control By-law that are pending. The court application by Woodstock Biomed with regards to the initial Interim Control By-law is also pending.

Two public meetings were held in February relating 1409 Station Street and 695 Quaker Road Zoning By-law Amendment applications and one in March regarding the Zoning By-law Amendment for 1084 Quaker Road.

Yearly Planning Summary:

	2018	2019
Subdivision	2	2
Condominium	3	0
Official Plan Amendment	3	2
Zoning By-Law Amendment	13	10
Site Plan Approval	4	9
Part Lot Control	0	1
Consent	6	12
Minor Variance	25	29
Community Improvement Plan	0	0
Development Agreement	3	0
NE Development Permit	6	8
Cell Tower Agreement	0	0
Heritage Designation	2	0
Heritage Permit	1	0
Total/Year:	68	73



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Building:

The Building Department continues to receive incoming permit applications consistent with seasonal trends and remains occupied with inspections, conducting a total of 381 inspections since the November 2019 report.

Building Activity Statistics from December 31, 2019 – March 31, 2020:

Months	All Building Permits	Inspections	Demolition Permits	Commercial Building Permits Sq.Ft.		Estimated Total Value of Construction	New Dwelling Units
December 2019:	5	87	2	0	-	\$ 1,065,000	2
January 2020:	10	119	1	1	732	\$ 815,500	2
February 2020:	17	80	0	1	7,480	\$ 4,639,100	4
March 2020:	<u>15</u>	<u>134</u>	<u>1</u>	<u>1</u>	<u>1,604</u>	<u>\$ 3,746,850</u>	<u>6</u>
TOTAL:	47	420	4	3	9,816	\$10,266,450	14

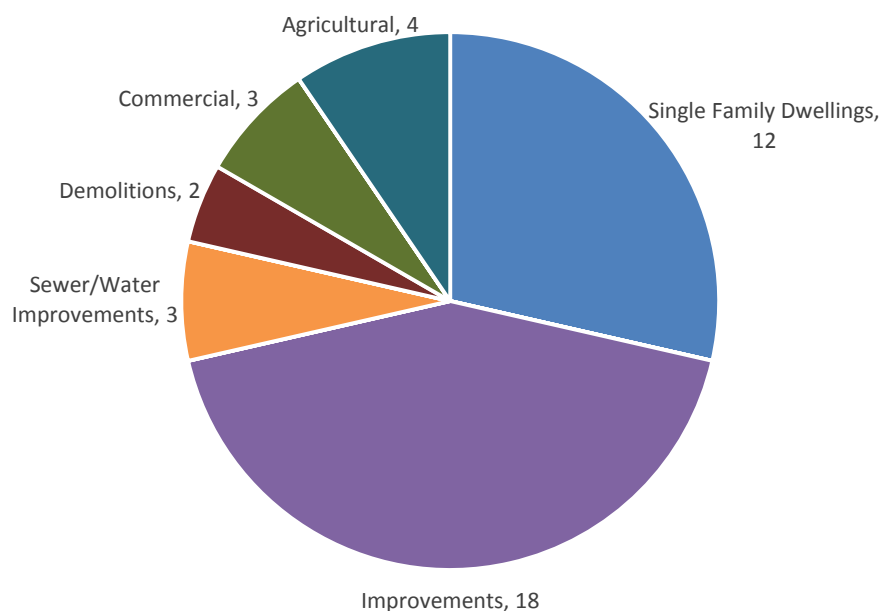
Building Permit Time Frames from December 31, 2019 – March 31, 2020:

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	42	3
Small Building: 15 days	1	3
Large Building: 20 days	4	6
Complex Building: 30 days	-	-
Total:	47	

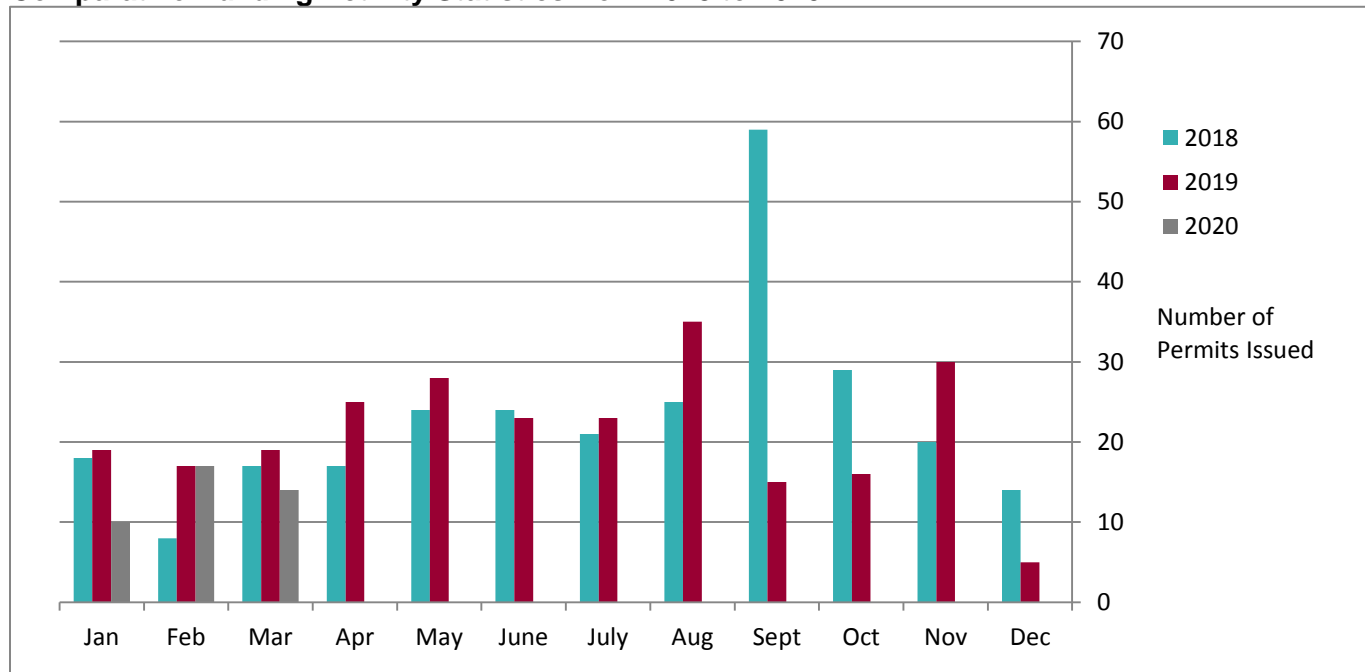
Major Building Projects Over \$250,000 (excluding single family dwelling units):

- \$700,000 greenhouse addition on Maple St
- \$700,000 greenhouse addition on Canboro Rd
- \$900,000 greenhouse addition on Tice Rd

Building Permit Breakdown (Year to Date):



Comparative Building Activity Statistics from 2018 to 2020:



Cannabis

Staff presented draft Official Plan and Zoning By-law amendment to the Cannabis Control Committee on December 11, 2019. At that meeting Committee members expressed initial support for the staff approach, and seemed generally pleased. Unfortunately the CCC declined to provide feedback and comments back to staff at the next meeting or anytime since. In the alternative the Committee requested Council retain an external planning consultant to work with them and also requested additional funding for external legal counsel services. Council endorsed the Committee's request. The Committee retained Meridian Planning Consultants Inc. to prepare Official Plan and Zoning By-law amendments for them which will be provided to Council on or about May 4, 2020.

Staff prepared the Cannabis Land Use Report and presented it Committee of the Whole on February 18, 2020. Council received the Report and directed staff to circulate the Report to the Cannabis Control Committee for Committee's feedback. The Report was provided to the Cannabis Control Committee on February 26, 2020. The Committee has not provided feedback to staff on the final Report. By withholding feedback the CCC has ensured that only its own work product will be presented to Council for consideration in May. Staff have no meaningful involvement in the report that will accompany the CCC's proposed Official Plan and Zoning By-Law Amendments.

The Cannabis Control Committee presented a draft Odourous Industries By-law to Council on February 18, 2020 and a final draft on March 23, 2020. Council adopted the Odourous Industries By-law on March 23, 2020.

A report regarding a second public meeting related to the proposed Official Plan and Zoning By-law amendments was presented to Council on March 2, 2020. No decision was made on whether or not to host a public meeting (staff supported, the CCC opposed). The point has become moot as public meetings are currently prohibited because of the Coronavirus pandemic, but Council will at some point have to determine that a meeting is/is not necessary.

Meridian Planning Consultants Inc. presented draft Official Plan and Zoning By-law amendments to the Committee on March 11, 2020 and a revised draft of both on March 25, 2020.

Municipal Drainage

The annual Open House to receive feedback and input on Municipal Drains was held on December 18th at Fire Station 2. Approximately a dozen residents attended the Open House and the Drainage Superintendent and Director were available to answer questions and received feedback. As a result of the feedback received the Drainage Superintendent investigated issues. Also, the same evening an Open House was held to receive feedback on proposed municipal drain maintenance work to take place on the Swayze Drain in 2020.

Proposed Changes to the Provincial Policy Statement

On February 28th, 2020 the provincial government released a new Provincial Policy Statement 2020 that takes effect May 1st, 2020. (See attached)

The PPS, 2020 supports implementation of the Provincial More Homes, More Choice: Ontario's Housing Supply Action Plan and includes key changes to:

- Encourage an increase in the mix and supply of housing
- Protect the environment and public safety
- Reduce barriers and costs for development and provide greater certainty

- Support rural, northern and Indigenous communities
- Support the economy and job creation

The PPS, 2020 works together with other recent changes to the land use planning system – including changes to the *Planning Act* through Bill 108, *More Homes, More Choice Act*, 2019 and A Place to Grow: Growth Plan for the Greater Golden Horseshoe. Collectively, these changes support key provincial government priorities of increasing housing supply, supporting job creation and reducing red tape – while continuing to protect Ontarians' health and safety and the environment, including the Greenbelt. In accordance with legislative requirements of the *Planning Act*, decisions made by Council on planning related matters are to be consistent with the Provincial Policy Statement.

PROJECTS

East Fenwick Secondary Plan: The Developers Group continue to work on Environmental Impact Study which will inform East Fenwick Secondary Plan work.

CONSTITUENT CONCERNS & ISSUES ARISING

Resolution of 42 Emmett Street complaint.

PERSONNEL

Policy Planner position filled February 18, 2020.

Effective March 23, 2020 the Building Intake/Zoning Technician staff member was promoted to Building Inspector and the Building Intake/Zoning Technician position was filled.

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

- Department staff attended Customer Service Excellence Training.
- The Director attended a Cannabis Land Use Workshop by Niagara Region.
- The Senior Planner attended a Cannabis Land Use Workshop by Niagara Region.
- The Policy Planner attended Woodland By-law Stakeholder Session at Niagara Region.
- The 2 Building Inspectors attended HRAI's (Heating, Refrigeration and Air Conditioning Institute of Canada) Residential Ventilation, Section 9.32 of the Building Code.
- The Administrative Assistant completed AMCTO's Municipal Administration Program.

GRANTS, CONTRACTS, RFPs & AGREEMENTS

Sharing of Building and Municipal Drainage Services with Port Colborne, West Lincoln and Wainfleet

MEETINGS

On-going meetings:

- | | |
|---|--|
| ▪ Development Coordinating Meeting | ▪ Pre-Consultation Meetings |
| ▪ Bi-Weekly Cannabis Control Committee Meetings | ▪ SLT Meetings |
| ▪ OBOA Niagara Chapter Meetings | ▪ Joint Health & Safety Committee Meetings |

- Daily EOC Meetings
- Cannabis Control 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
- Office Ergonomics Training
- Creating Healthy and Vibrant Communities Panel Discussion
- Interviews for Policy Planner and Building Intake/Zoning Technician positions
- Municipal Drain Open House
- Inter-municipal Shared Services Meetings
- Staff Reviews and Goal Setting
- Webinar on Proposed Changes to Drainage Act
- Meeting with Pelham Greenhouse Growers Group



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