

**COMMUNITY PLANNING & DEVELOPMENT QUARTERLY REPORT**

Wednesday, March 31, 2021

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**Reporting Period:** Community Planning and Development Department Quarterly Report for the period: January 1 – March 31, 2021

**Recommendation:**

**BE IT RESOLVED THAT the Q1/2021 Community Planning and Development Department Report be received for information.**

**Department Overview and Statistics:****Planning:**

The Planning Department continues to work on the following development applications: 6 Subdivision Applications, 4 condominium applications, 3 Official Plan Amendment applications, 11 Zoning By-Law Amendments, 6 applications for Site Plan Approvals, 12 consent applications, 18 minor variance applications and 3 Niagara Escarpment Development Permit applications.

There is one LPAT appeal relating to Development Charges By-law Amendment; one LPAT appeal relating to the extension of the Interim Control By-law that are pending; 3 LPAT appeals on the Cannabis Official Plan Amendment and 3 LPAT appeals relating to the Cannabis Zoning By-law Amendment. The court application by Woodstock Biomed with regards to the initial Interim Control By-law is also pending and the responding material was filed with the Courts. An appeal has been received with regards to Council's refusal to pass a zoning by-law amendment for 1307 Haist Street. Further there is a court application by C. Montemurro relating to the issuance of a building permit, responding materials have been filed with the courts and staff were deposed and the hearing date scheduled in March 2021 was cancelled by the courts and a new date is pending.

Public Meetings were held with regards to 1522 Pelham Street Zoning By-law Amendment application, Second Dwelling Unit Official Plan and Zoning By-law Amendments and 855 Chantler Road Zoning By-law Amendment application.

## Building:

The Building Department continues to receive incoming permit applications consistent with seasonal trends and remains occupied with inspections. The building department was able to conduct a total of 514 inspections since the 2020 fourth quarterly report.

### Building Activity Statistics from January 1 – March 31, 2021:

Months	Building Permits	Inspections	Demolitions	Commercial Sq. Ft.		New Dwellings	Value of Construction
January	15	184	1	2	3,530	9	\$4,052,801
February	50	112	0	0		24	\$10,634,541
March	41	218	2	3	24,416	23	\$13,971,300
<b>Total:</b>	<b>106</b>	<b>514</b>	<b>3</b>	<b>5</b>	<b>27,946</b>	<b>56</b>	<b>\$28,658,642</b>

### Building Permit Time Frames from January 1 – March 31, 2021:

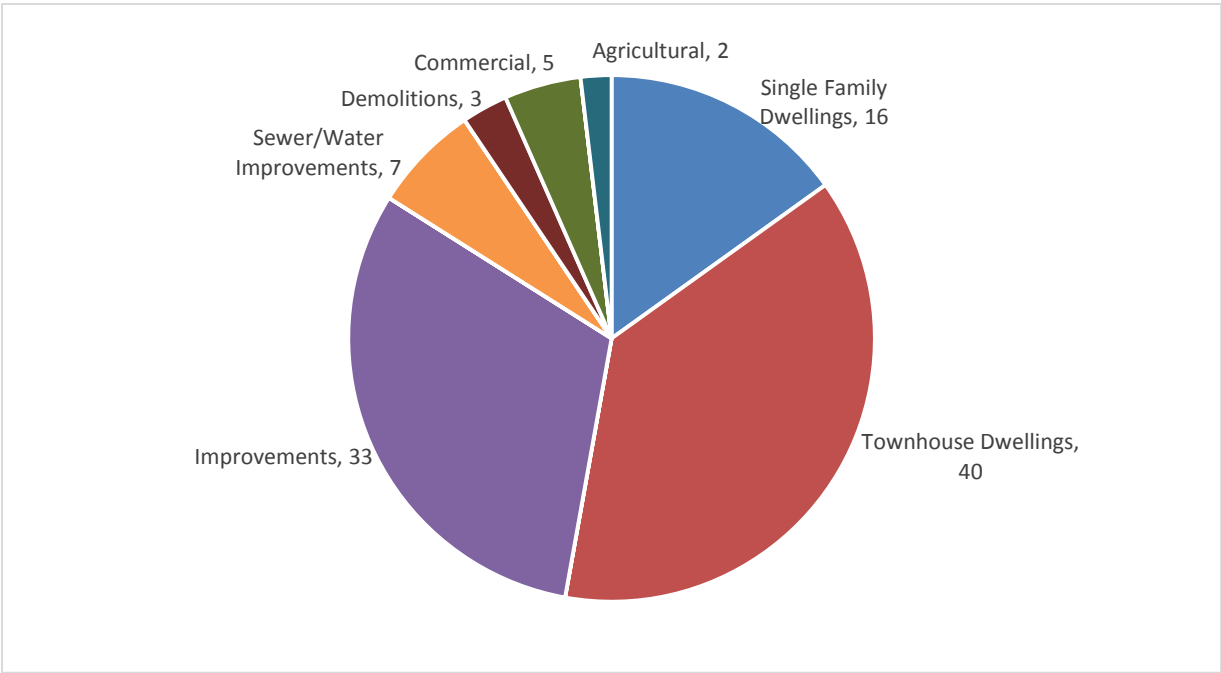
Building Type and Number of required days to issue	Number of Permits Issued	Average Number of Days to Issue Permit
House: 10 days	57	9
Small Building: 15 days	45	9
Large Building: 20 days	4	6
Complex Building: 30 days	0	
<b>Total:</b>	106	

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

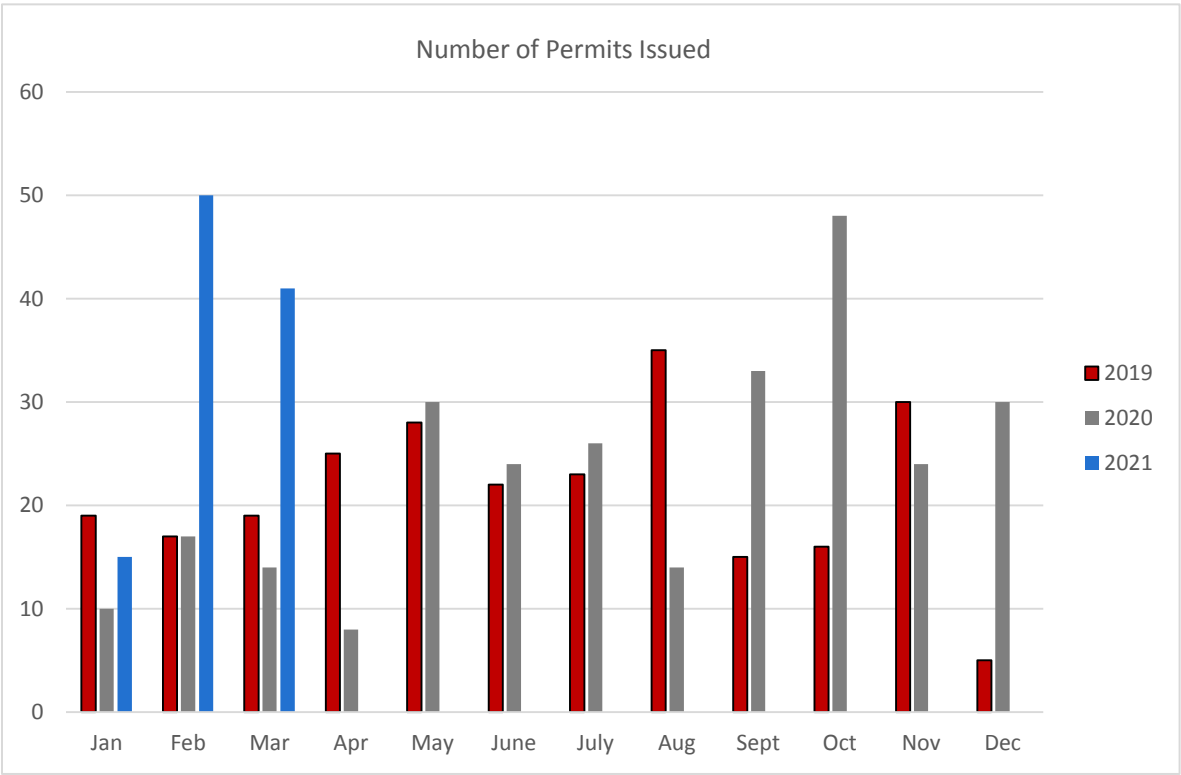
Barn Reconstruction \$400,000, Restaurant Café \$500,000, Restaurant \$1,300,000, Interior Alterations \$500,000, Retail Plaza \$4,475,000

**Town Development Charges collected by the Finance Department** for the period January 1 to March 31, 2021 total \$706,604.15.

**Building Permit Breakdown (Year to Date):**



**Comparative Building Activity Statistics from 2019 to 2021:**



## **Projects:**

**Cannabis** PG Compliance Management Inc. met with the Cannabis Control Committee a second time and reviewed the proposed terms of reference for the ambient odour neighbourhood monitoring program. The Consultant is finalizing the terms of reference and once finalized the request for proposals will be released. Work related to the ambient odour monitoring program is being managed by By-law Staff as it deals with implementation of the Odorous Industries Nuisance By-law.

Staff are awaiting the scheduling by LPAT of a Case Management Conference which will determine the logistics of a future hearing(s) on the appeals on the Official Plan and Zoning By-law amendments addressing cannabis land use.

**Comprehensive Zoning By-law** The first phase of public consultation has been initiated and the public engagement page regarding the Zoning By-law review and update has been launched on the Town website at the following link <https://engagingpelham.ca/comprehensive-zoning-bylaw-review>. Planning staff has also initiated 'Tuesday's with Tara' where Planning Staff are available to take one-on-one questions via calls and meetings with the public on matters related to the Zoning By-law review. The Zoning By-law review and update is a significant undertaking and involves looking at the By-law in its entirety.

**Second Dwelling Unit Official Plan and Zoning By-law Amendment** Of particular interest by the public is second dwelling unit permissions to comply with *More Homes, More Choice Act*. A public meeting on this topic was held on February 8<sup>th</sup> and a public on-line engagement page was launched on the Town website at the following link <https://engagingpelham.ca/second-dwelling-units>. Planning staff are awaiting comments back from agencies prior to bringing an amended Official Plan and Zoning By-law amendment back to the public and Council for consideration.

**Big Creek Municipal Drain Assessment Schedule Update** K. Smart Associates is completing this work on behalf of the Town. The project has been expanded to include an update to the assessment schedules for the Nunn, Disher, Swayze and Ridgeville drains.

## **Constituent Concerns and Issues Arising:**

Planning, Building, By-law and NPCA staff dealt with complaints regarding the placement of fill in the floodplain of the Welland River at Farr and River Road. As a result, work at this location has stopped until appropriate approvals have been obtained.

**Employee Updates:**

The Director, Chief Building Official and Administrative Assistant completed Adobe Fill and Sign Training.

All Department Staff completed The Crisis Prevention Institute De-escalation Training, and attended MPAC's Municipal Connect Training in addition to the following training to update skills and development in their related fields.

Director of Community Planning and Development attended a webinar on the 2021 Economic Outlook for the Planning Profession in Ontario that explored trends in the housing market, employment, demographics and risks and opportunities for city building that have emerged as a result of the pandemic.

Senior Planner and Policy Planner attended Bang the Table Engagement Strategy and Bang the Table Analysis and Reporting Training and the Ontario Farmland Trust forum on shifting landscapes of farmland protection.

Building Inspector attended Ontario Plumbing Inspectors Association Educational Seminar on Wet Venting and Ontario Building Officials Association Niagara Chapter Meeting.

Building Intake/Zoning Technician completed House and Powers and Duties of the CBO courses and examinations offered by the Ministry of Municipal Affairs and Housing.

Administrative Assistant completed COVID-19 Conflict Prevention, attended MPAC's Modernization Opportunities for Ontario's Building Permit Process Webinar and completed training for WHMIS and Workplace Violence.

**Grants, Concerns, RFPs, Agreements:**

None

**Meetings:**

On-going meetings:

- EOC Meetings
- Cannabis Control Committee Meetings
- OBOA Niagara Chapter Meetings
- Pre-Consultation Meetings
- SLT Meetings

- Joint Health & Safety Meetings
- Area Planners 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:

- Merritt Road Class EA Stakeholder and Agency Meeting
- Meeting with Region of Niagara Planning Staff on Regional Official Plan update
- Workshop with Region of Niagara Staff, Council members and CAO on proposed Region of Niagara Official Plan
- Town Clerk Interviews
- Merritt Road Class EA Public Information Centre (PIC)