

COMMUNITY PLANNING & DEVELOPMENT QUARTERLY REPORT

Wednesday, June 30, 2021

Reporting Period: Community Planning and Development Department Quarterly Report for the period: April 1 – June 30, 2021

Recommendation:

BE IT RESOLVED THAT Council receive the Q2/2021 Community Planning and Development Department Report, for information.

Department Overview and Statistics:

The Planning Department continues to work on the following development applications: 6 Subdivision Applications, 5 condominium applications, 2 Official Plan Amendment applications, 11 Zoning By-Law Amendments, 6 applications for Site Plan Approvals, 9 consent applications, 10 minor variance applications (note: 8 minor variance applications were withdrawn by the applicant) and 3 Niagara Escarpment Development Permit applications.

Planning staff approved 5 site plan agreement applications being two for greenhouse expansions, one for a farm help house, one for an 87-unit townhouse development known as Lavender Fields in the Saffron Meadows Phase 3 subdivision on Port Robinson Road and one for 16-unit townhouse development known as Fonthill Abby in the River Estates Phase 2 subdivision also on Port Robinson Road. In addition, staff approved an amendment to the existing site plan agreement for 105 Highway 20 E to permit one block of two storey townhouse units instead of 3 storey townhouse units.

There is one appeal relating to the Development Charges By-law Amendment; one appeal relating to the extension of the Interim Control By-law that are pending; 3 appeals on the Cannabis Official Plan Amendment and 3 appeals relating to the Cannabis Zoning By-law Amendment. A Case Management Conference was held with regards to the 3 appeals on the Cannabis Official Plan and Zoning By-law amendments on June 29th, 2021 at which time the Tribunal scheduled a 4-day

hearing to hear these appeals commencing on January 24th, 2022.

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. Awaiting a court date.

An appeal has been received with regards to Council's refusal to pass a zoning by-law amendment for 1307 Haist Street. A Case Management Conference was held on April 13th, 2021 regarding this matter and 2-day hearing date has been set starting September 14th, 2021.

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. The original hearing date was scheduled for March 25th, 2021 and was cancelled by the courts with a new date scheduled for June 28th, 2021. The June date was also cancelled and a new date to hear this matter has been scheduled for September 27th, 2021.

Public Meetings were held with regards to the proposed Second Dwelling Unit Official Plan and Zoning By-law Amendments.

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 998 inspections since the 2021 first quarterly report.

Building Activity Statistics from April 1 – June 30, 2021:

Months	Building Permits	Inspections	Demolitions	Commercial Sq. Ft.		New Dwellings	Value of Construction
April	37	338	1	3	13,347	22	\$11,743,915
May	49	278	1	0		23	\$11,849,819
June	21	382	1	2	21,176	4	\$4,902,333
Total:	107	998	3	5	34,523	49	\$28,496,067

Building Permit Time Frames from April 1 – June 30, 2021:

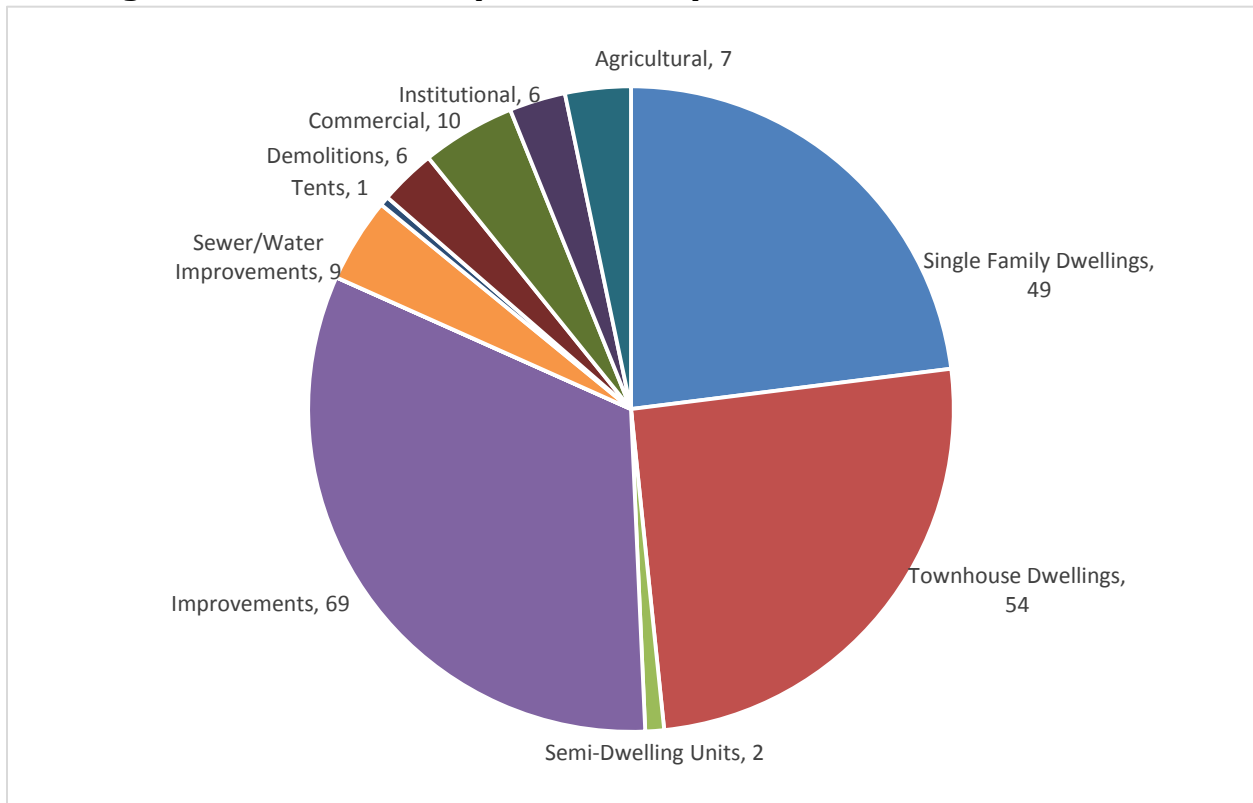
Building Type and Number of required days to issue	Number of Permits Issued	Average Number of Days to Issue Permit
House: 10 days	78	8
Small Building: 15 days	17	11
Large Building: 20 days	12	9
Complex Building: 30 days	0	
Total:	107	

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

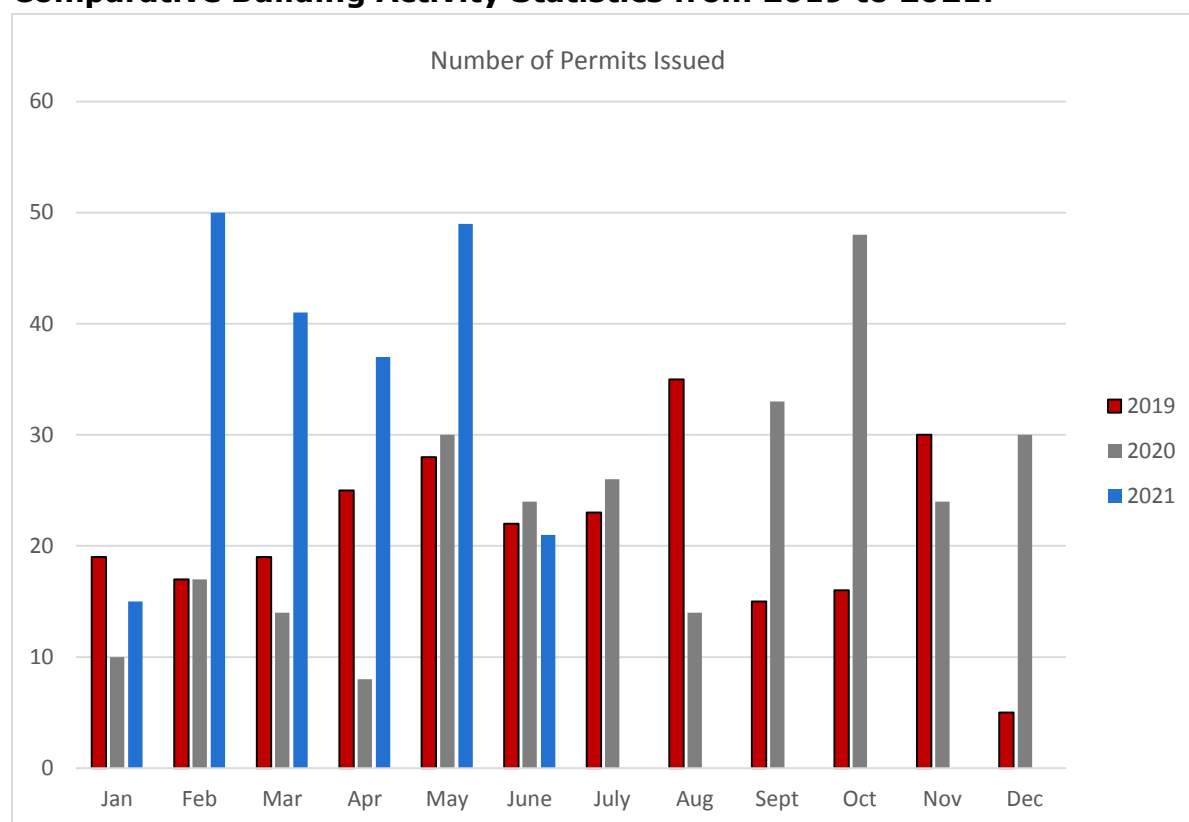
- 1) \$2,000,000 for a mixed use 3 storey Group E commercial building including 7 residential units
- 2) \$350,000 for a tenant fit-out
- 3) \$750,000 for a greenhouse addition
- 4) \$350,000 for school HVAC alterations

Town Development Charges collected by the Finance Department for the period April 1 to June 30, 2021 total \$789,379.00.

Building Permit Breakdown (Year to Date):



Comparative Building Activity Statistics from 2019 to 2021:



Projects:

Cannabis – The Cannabis Control Committee continues to meet with regards to implementation of OINBL, however given the court actions against the Town on the OINBL, those efforts are on hold pending the outcome of the court applications. A 4-day Ontario Land Tribunal (formerly LAPT, now OLT) has been scheduled for January 24, 2022 to hear the appeals on the Official Plan and Zoning By-law amendments that were adopted by Council to address planning matters related to 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. A status report on progress on the new Zoning By-law will be presented to Council in August.

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 8th and June 12th and a public on-line engagement page was launched on the Town website at the following link <https://engagingpelham.ca/second-dwelling-units>. The recommendation report on this matter will be presented to Council in July.

Comprehensive Parking Strategy Due to the pandemic restrictions and Stay at Home Order with the regards the ability of businesses to be open to the public this project has been delayed. A meeting with the consultants was convened and with the opening of businesses and restaurants, the consultants are working on scheduling parking count surveys as well as on the public engagement component.

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.

Scanning

MCC staff have been redeployed and are making significant progress with scanning planning files and building permit files assisting with maintaining digital records.

Employee Updates:

All Department Staff completed Emergency Response Training hosted by Fire Services.

The Director and two Planners attended MECP Land Use Compatibility Guideline Update Engagement Session.

Director attended Agriculture, Cannabis and Organics: Budding Industries and Environmental Legal Risks Webinar hosted by Willms & Shier Environmental Lawyers LLP.

Chief Building Official attended Niagara Region's Development Charges Study workshop and Drainage Data Asset Management by Ontario Drainage Superintendent's Association.

Two Planners attended OMAFRA MDS Minimum Distance Separation training.

Building Inspector attended Municipal Connect training, WSIB on Emergency Response training, WHMIS Refresher training and Workplace Violence and

Harassment training.

Administrative Assistant completed AMCTO's Introduction to Municipal Law.

Grants, Concerns, RFPs, Agreements:

RFP for Neighbourhood Ambient Odour Monitoring Program was released.

RFQ for Vision and Design of Town Square was released.

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
- Regional Process Improvement Team 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:

- Meeting with Region of Niagara Planning Staff on Regional Official Plan update
- Merritt and Rice Road EA Stakeholder and Agency Meeting