

Community Planning and Development Quarterly Report

Monday, January 24, 2022

Reporting Period: Community Planning and Development
Department Quarterly Report for the period: October 1 –
December 31, 2021

Recommendation:

**BE IT RESOLVED THAT the Q4/2021 Community Planning and
Development Department Report be received for information.**

Department Overview and Statistics:

The Planning Department continues to work on the following development applications: 9 Subdivision Applications, 5 condominium applications, 4 Official Plan Amendment applications, 15 Zoning By-Law Amendments, 6 applications for Site Plan Approvals, 5 consent applications, 8 minor variance applications and 3 Niagara Escarpment Development Permit applications.

Planning staff approved 1 site plan agreement application for a storage building at 895 Tice Road in the rural agricultural area of the Town.

On cannabis related matters, there is one appeal relating to Development Charges By-law Amendment; one appeal relating to the extension of the Interim Control By-law has been withdrawn; 3 appeals on the Cannabis Official Plan Amendment and 3 appeals relating to the Cannabis Zoning By-law Amendment. The OLT has scheduled a 4-day hearing commencing on January 24th, 2022 to hear the appeals related to the Official Plan and Zoning By-law matters.

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.

The court application by C. Montemurro relating to the issuance of a building permit on an interior testamentary devise lot that does not have frontage on a public road is now scheduled to be heard by the courts on February 28th, 2022.

Public meeting was held with regards to zoning by-law amendments related to 588 Chantler Road and the housekeeping by-law amendment for the townhouse units in Saffron Meadows and River Estates Phase 2, for the Official Plan and zoning by-law amendment and draft plan of subdivision applications for Park Place North and for the Emerald Trail draft plan of subdivision on Haist Street.

Yearly Planning Summary:

	2020	2021
Subdivision	3	3
Condominium	3	4
Official Plan Amendment	3	3
Zoning By-Law Amendment	12	12
Site Plan Approval	10	9
Part Lot Control	1	6
Consent	11	33
Minor Variance	28	41
Development Agreement	1	4
NE Development Permit	7	9
Cell Tower Agreement	0	0
Heritage Designation	0	0
Heritage Permit	0	0
<i>Total/Year:</i>	79	124

Building:

The Building Department continues to receive incoming permit applications consistent with seasonal trends and remains busy with inspections. The building department was able to conduct a total of 947 inspections since the 2021 third quarterly report.

Building Activity Statistics from October 1 – December 31, 2021:

Months	Building Permits	Inspections	Demolitions	Commercial Sq. Ft.	New Dwellings	Value of Construction
October	22	390	2	4 3,467	2	\$22,445,250
November	38	349		1 2,508	23	\$35,907,060
December	34	208		3 3,611	15	\$1,514,534
Total:	94	947	2	8 9,586	40	\$59,866,844

Building Permit Time Frames from October 1 – December 31, 2021:

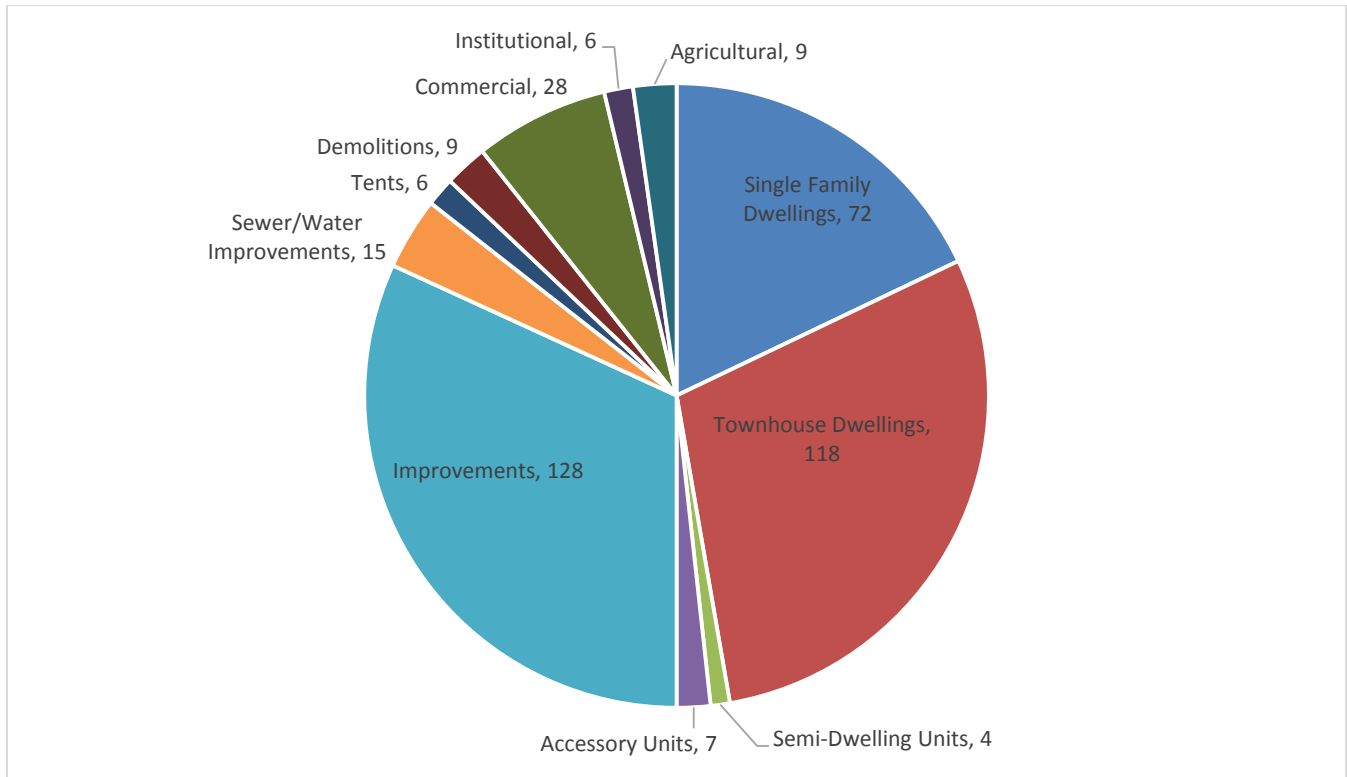
House:	10 days	85	8
Small Building:	15 days	3	6
Large Building:	20 days	5	3
Complex Building:	30 days	1	2
Total:		94	

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

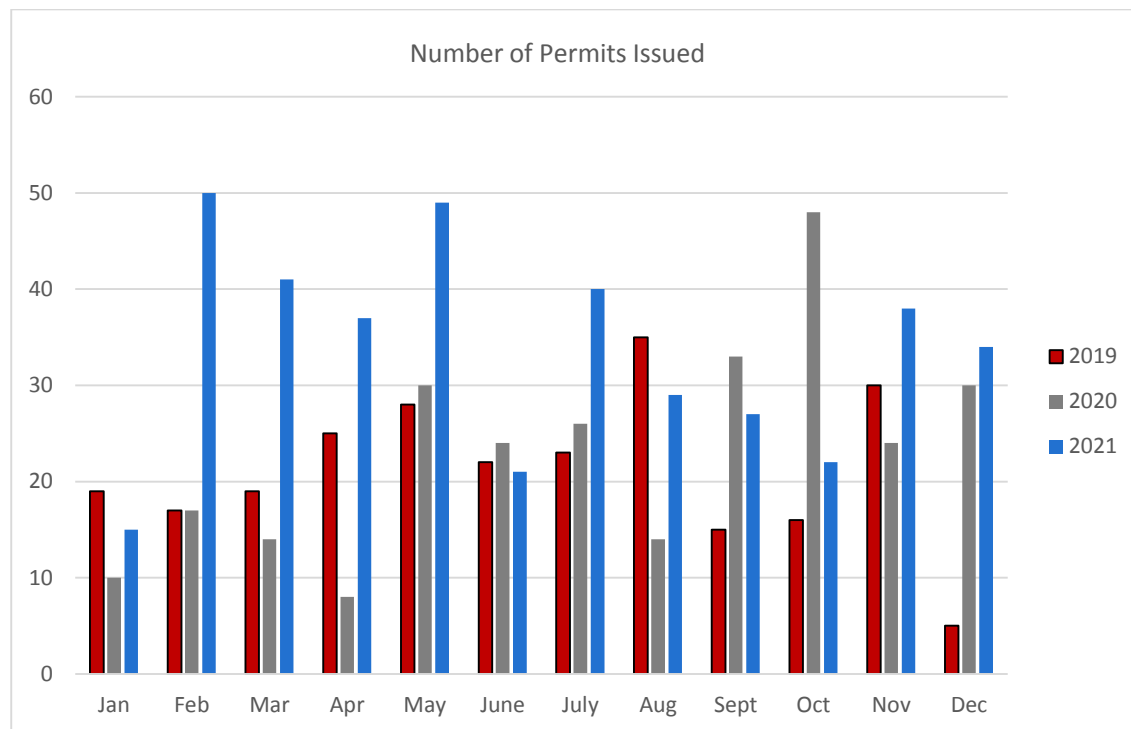
- \$20,000,000 for a 130 unit Retirement Residence

Town Development Charges collected by the Finance Department for the period October 1 to December 31, 2021 total \$479,100.

Building Permit Breakdown (Year to Date):



Comparative Building Activity Statistics from 2019 to 2021:



Projects:

Cannabis – The Cannabis Control Committee met twice to discuss matters related to enforcement of the OINBL and community communication. The cannabis producers have filed court actions against the Town with regards to the OINBL. A 4-day Ontario Land Tribunal (OLT) hearing 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. The Town's external legal counsel and planning consultant engaged in discussions with the appellants and preparing for the OLT hearing. Witness Statements from all parties were received by the OLT on December 23rd, 2021. Eight professional witnesses are expected to give evidence during the 4-day hearing.

Comprehensive Zoning By-law The first phase of public consultation has been completed 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>. The Zoning By-law review and update is a significant undertaking and involves looking at the By-law in its entirety. Work is underway to complete the mapping associated with Zoning By-law schedules and consolidating the various chapters of the By-law.

Additional public and agency consultation will take place in the first quarter of 2022.

Comprehensive Parking Strategy The consultants completed parking count surveys in Fenwick, Fonthill and Ridgeville. Parking user surveys were launched on the Engaging Pelham webpage to gain public input and feedback on parking concerns in downtown Fonthill, Fenwick and Ridgeville and at the MCC. Additional parking counts at the MCC were to be undertaken during the week of December 20th, 2021.

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. The draft report and updated Assessment Schedule is complete. The next step is to meet with Drainage Superintendents of Welland and West Lincoln as small portions of the Big Creek Drain watershed are also located within these two municipalities. Following that meeting, public consultation with affected property owners will also be required. This is likely to occur in the first quarter of 2022.

Constituent Concerns and Issues Arising:

n/a

Employee Updates:

All staff completed First Nations University Indigenous Awareness training.

The Building Inspector completed Ministry of Labour's Work Health and Safety Awareness training.

The Administrative Assistant completed AMCTO's Municipal Torts course.

The Director participated in the Annual Emergency Management Training Exercise

The new Policy Planner started employment with Town on November 22nd, 2021.

Grants, Concerns, RFPs, Agreements:

RFP for Vision and Design of Town Square was awarded to Shift Landscape Architect. Project kick off meeting to be scheduled.

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
- Internal Budget 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:

- Interviews for Policy Planner
- AMO Personal and Designated Cannabis Growers Working Group
- Meeting with Region of Niagara Planning Staff on Regional Official Plan update
- Merritt and Rice Road EA Stakeholder and Agency Meeting