

Community Planning and Development Quarterly Report

Wednesday, April 19, 2023

Reporting Period: Community Planning and Development Department Quarterly Report for the period: January – March 2023

Recommendation:

BE IT RESOLVED THAT the Q1/2023 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: 11 Subdivision Applications, 2 Official Plan Amendment applications, 7 Zoning By-Law Amendments, 2 applications for Site Plan Approvals, 8 consent applications, 10 minor variance applications and 2 Niagara Escarpment Development Permit applications.

On cannabis related matters, there is one appeal relating to Development Charges By-law Amendment that continues to remain outstanding. 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. The Town is awaiting a court date. The court applications to quash the Odorous Industries Nuisance By-law is also pending and the Town is waiting receipt of the filings in order to respond.

Public meetings were held with regards to:

- a zoning by-law amendment for a 6-storey, 48-unit apartment building at 105 Welland Road;
- a zoning by-law amendment and draft plan of subdivision for Kunda Park Phase 4 consisting of 78 single detached residential lots and blocks of land for environmental protection.

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 403 inspections since the last quarterly report.

Building Activity Statistics from January 1 – March 30, 2023:

Months	Building Permits	Inspections	Demolitions	Commercial Sq. Ft.	New Dwellings	Value of Construction
January	9	138	1	0	1	\$2,225,620
February	11	117	2	0	3	\$2,806,000
March	9	148	1	0	0	\$811,500
Total:	29	403	4	0	4	\$5,843,120

Building Permit Time Frames from January 1 – March 30, 2023:

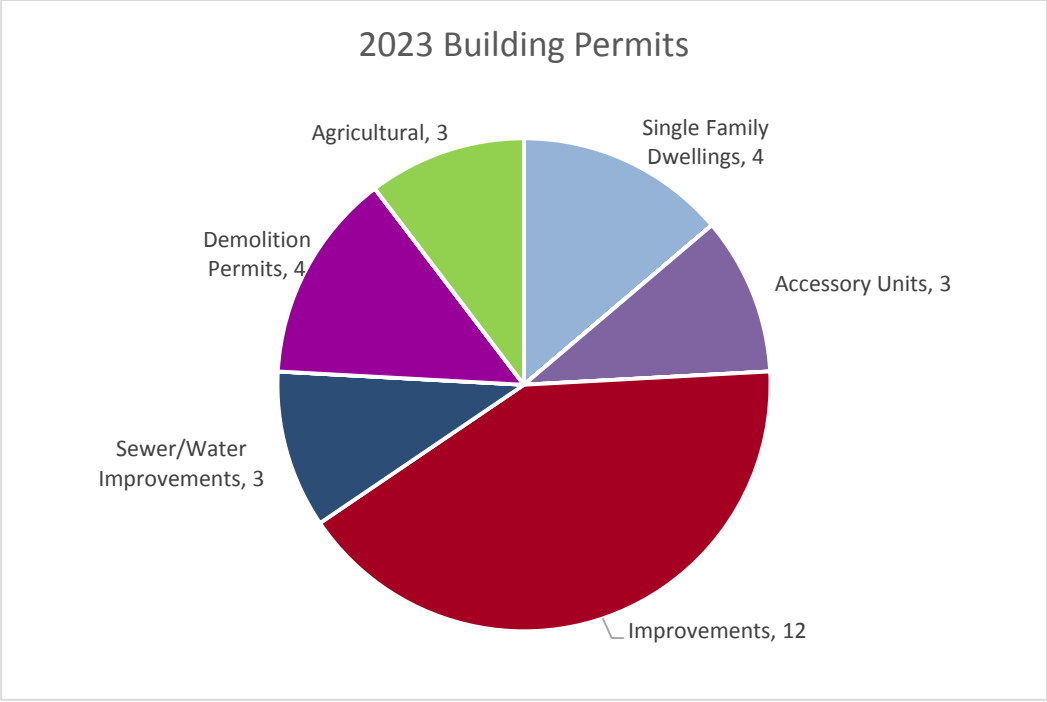
Building Type and Number of required days to issue	Number of Permits Issued	Average Number of Days to Issue Permit
House: 10 days	27	6
Small Building: 15 days	0	0
Large Building: 20 days	2	3
Complex Building: 30 days	0	0
Total:	29	

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

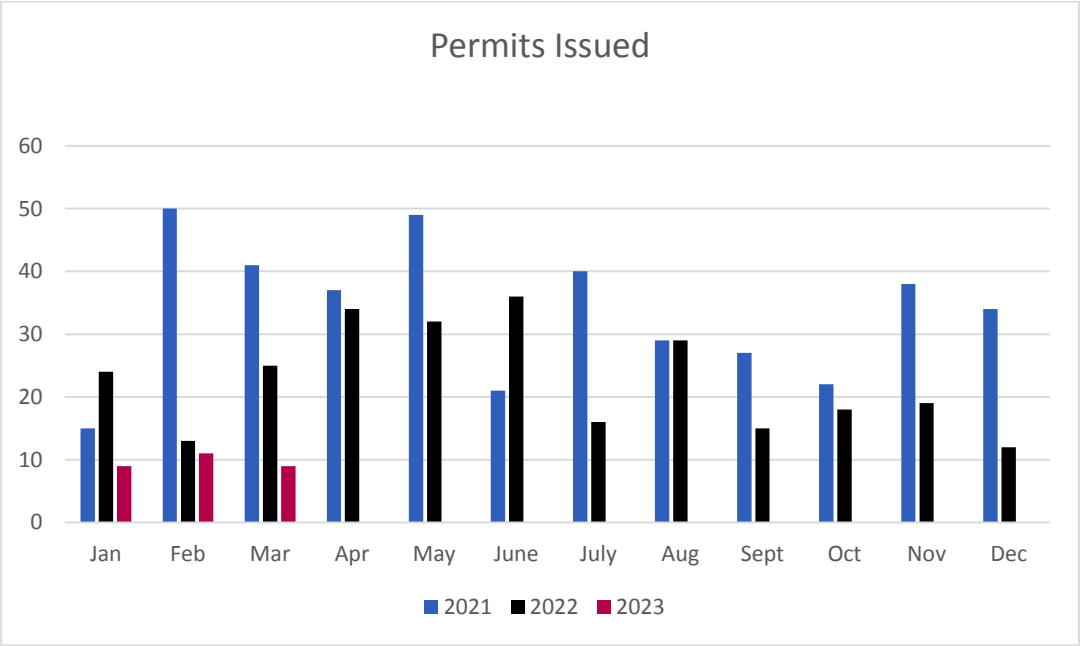
- \$1,000,000 addition to an existing Agriculture Warehouse
- \$350,000 residential addition and interior alterations
- \$600,000 for an accessory structure – garage with loft

Town Development Charges collected by the Finance Department from January to March 2023 total \$99,082.

Building Permit Breakdown (Year to Date):



Comparative Building Activity Statistics from 2021 to 2023:



Projects:

Comprehensive Zoning By-law: Discussions regarding scoping the hearing are being held with legal counsel and the OTL and their was agreement on the scoping of the appeal to apply only to the appellant's lands allowing the remainder of the By-law that is not subject to appeal to be in force and effect.

Town Official Plan Review and Update: WSP consultants are undertaking the conformity review of the existing Official Plan to determine the policy sets that are needed to conform with the new Region of Niagara Official Plan, Provincial Plans and policies and recent legislative changes. A draft report will be available by the end of April and the engaging Pelham website will be launched in April.

Farr/River/Webber Road Drainage Study: the consultants undertaking this work have completed their field investigation, undertaken a hydraulic modelling to determine the flooding extent and completed a historical analysis of the changes in the drainage pattern in the area. An Open House was held on January 26th, 2023 where the findings of the Drainage Study were presented to the public and feedback received. The consultants also met with the owners of River Bend Farms and their engineering consultants.

Planning Sharing Services Agreement: The Director and CAO have been meeting with Area Municipalities and the Region of Niagara regarding the sharing of planning services post Bill 23. A draft agreement has been prepared and presented to area CAOs. The CAO, Town Solicitor and Director reviewed the draft agreement and recommended some changes. Discussions with the Region are ongoing and moving towards finalizing the agreement in Q2.

Keenan Drain Assessment Schedule Update: K. Smart Associates is undertaking the work related to updating the assessment schedules for the Keenan Drain.

Constituent Concerns and Issues Arising:

Staff respond to resident inquiries and concerns on as need basis.

Employee Updates:

A new Building Intake and Zoning Clerk was hired in February.

The Administrative Assistant for the Department was the successful candidate for the Legislative and Committee Coordinator position in the Clerk's Department and started that position in March.

Deputy CBO took HIRA course on heating and ventilation in March.

The Building Inspector took the MMAH course on Small Buildings and wrote the exam in March.

Grants, Concerns, RFPs, Agreements:

No new request for proposals, grant applications or consultant agreements were undertaken in Q1.

Meetings:

On-going 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:

- Bill 109 Industry Stakeholder Workshop
- Building Intake and Zoning Technician Interviews
- Laserfiche Training
- Clerk Interviews
- Committee of Adjustment Orientation and Training
- DSBN Long Term Accommodation Plan meeting
- Administrative Assistant Interviews
- Council Strategic Planning Workshop
- Natural Asset Management Roadmap Workshop