

Community Planning and Development Quarterly Report
Thursday, April 04, 2024

Reporting Period: Community Planning and Development Department Quarterly Report for the period: January - March, 2024

Recommendation:

BE IT RESOLVED THAT the Q1/2024 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: 12 Subdivision Applications, 1 Official Plan Amendment applications, 5 Zoning By-Law Amendments, 6 applications for Site Plan Approvals, 7 consent applications, 7 minor variance applications and no Niagara Escarpment Development Permit applications.

Public meetings were held with regards to:

- A Housekeeping Amendment to Zoning By-law to provide alignment with the Town Official Plan, provide clarity, resolve conflicts and add site specific exceptions that were not carried forward from the old Zoning By-law.
- An Official Plan and Zoning By-law amendment applications for a winery at 1389 Effingham Street.
- A Zoning By-law Amendment application and redline revision to draft plan of subdivision application for Park Place West in East Fonthill.
- The proposed Secondary Plan for East Fenwick Secondary Plan.

Final Site Plan approval was given to:

- 140 Summersides Boulevard for a 5 storey, 66-unit apartment building.
- 105 Quaker Road for relocated parking lot for a church.

Building:

The Building Department continues to receive incoming permit applications consistent with seasonal trends and remains busy with inspections. The building department conducted a total of 818 inspections since the last quarterly report.

Building Activity Statistics from January 1 to March 31, 2024:

Months	Building			Commercial	
	Permits	Inspections	Demolitions	Sq. Ft.	New Dwellings
January	22	308	1	3509	14
February	17	418	2	0	8
March	12	92	1	0	6
Total:	51	818	4	0	28

Building Permit Time Frames from January 1 to March 31, 2024:

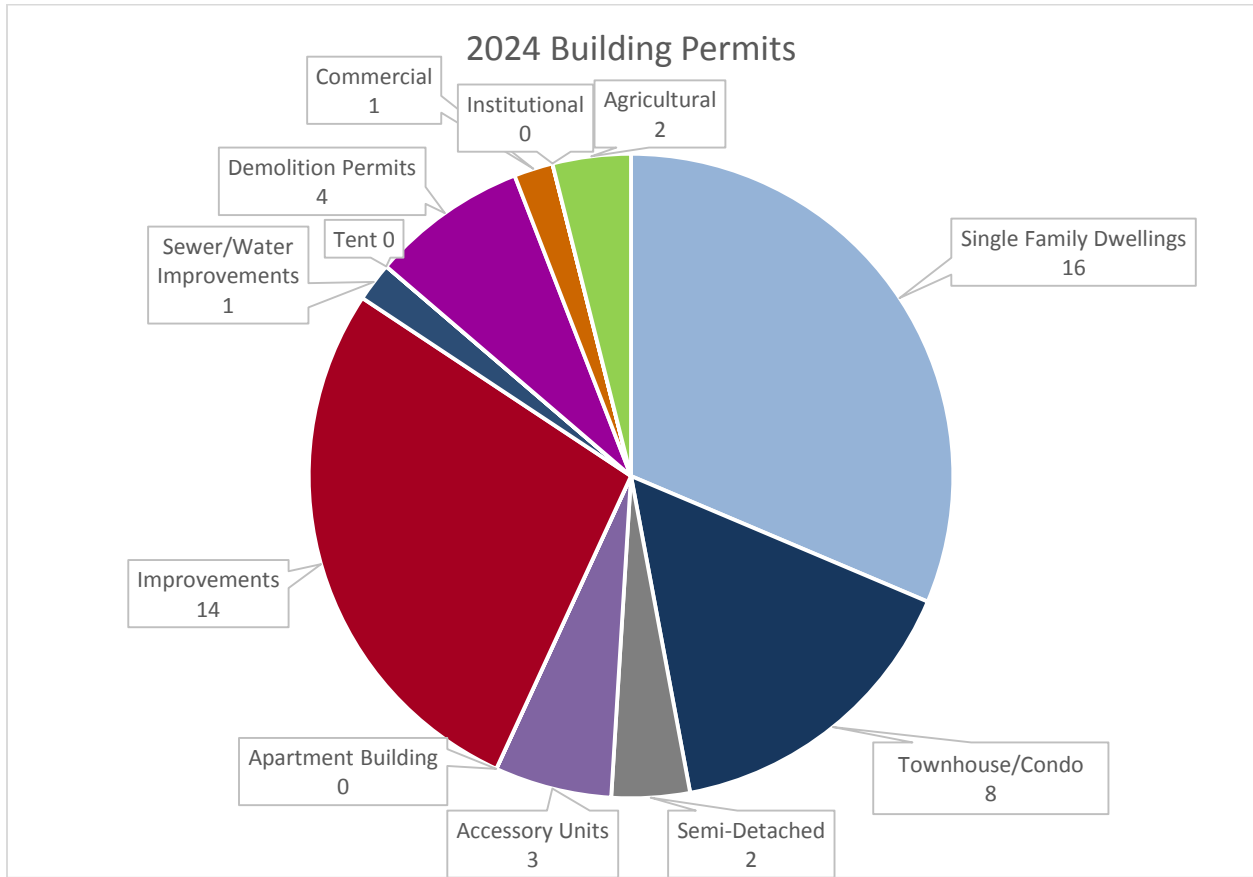
Building Type and Number of required days to issue	Number of Permits Issued	Average Number of Days to Issue Permit
House: 10 days	48	8
Small Building: 15 days	3	11
Large Building: 20 days	0	0
Complex Building: 30 days	0	0
Total:		

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

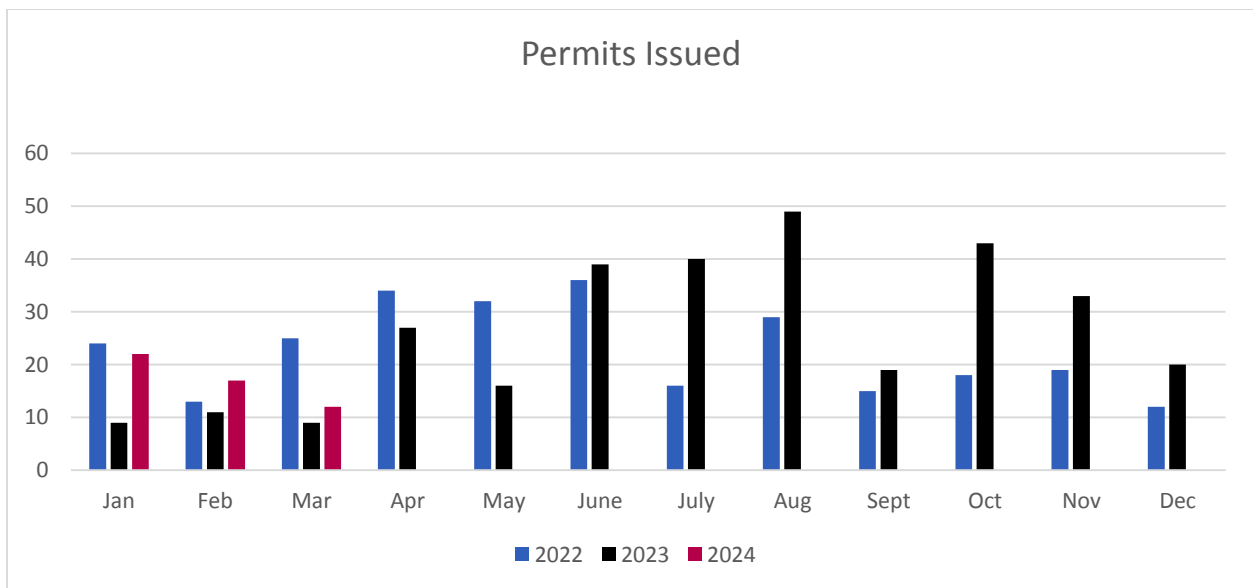
We currently have two projects over \$250,000 that are not single-family dwellings or townhouses. A new Agriculture Building \$300,000, and a Men's Changeroom interior renovation at Lookout Point Country Club \$900,000.

Town Development Charges collected by the Finance Department at time of building permit approval from January – March 2024 total \$745,755.

Building Permit Breakdown (Year to Date):



Comparative Building Activity Statistics from 2022-2024:



Projects:

Comprehensive Zoning By-law: A second public meeting was held with regards to the housekeeping amendment to the Zoning By-law 4481(2022) on January 17, 2024. Council adopted the housekeeping amendment to the Zoning By-law on March 6, 2024. One appeal was received from the property owner of 1130 Effingham Street.

Town Official Plan Review and Update: The Engaging Pelham website 'Picturing Pelham' is live and public comments and feedback can be received at: <https://engagingpelham.ca/town-of-pelham-official-plan>. Agency and stakeholder consultation has been initiated. The Policy Planner is the lead on this project and is available to meet with the public and Council members to discuss issues, concerns and answer questions at any time. It is anticipated that formal public consultation will commence in Q2.

East Fenwick Secondary Plan: A public meeting was held on February 14, 2024. Staff met with members of the public, Regional staff and the consultant to review comments and finalize the Secondary Plan. The secondary Plan has been finalized and will be presented to Council for final approval in April, 2024.

Greenbelt Area Natural Asset Management Plan: Work is progressing on the natural asset management plan including the completion of the natural asset roadmap, the natural asset condition indicators have been finalized along with an operations and maintenance indicators. A draft of the final report will be available in Q2 and a stakeholder workshop will be undertaken in May, 2024.

Constituent Concerns and Issues Arising:

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

Grants, Concerns, RFPs, Agreements:

RFP for undertaking Development Planning and Development Engineering fees review and Recreational User fees review has been prepared and released. Receipt of proposals is still pending and it is anticipated that this project will be awarded by April 30, 2024.

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
- Agricultural Advisory Committee Meetings

In addition to the various conversations with property owners and consultants regarding potential development applications and site visits, Staff have been involved in meetings regarding the following substantive matters:

- 10-year Capital Budget calibration meetings
- OLT Case Management Conference regarding OLT Interim Order on cannabis related Official Plan and Zoning By-law amendments
- Emergency Management Committee meeting
- MuniPaas Planning Application Portal meetings
- Procurement Improvement Process meeting
- Natural Asset Management Plan coordination meetings
- Interviews for Shared Environmental Coordinator Position with Town of Lincoln