

Community Planning and Development Quarterly Report

Wednesday, August 14, 2024

Reporting Period: Community Planning and Development Department Quarterly Report for the period: April – June 2024

Recommendation:

BE IT RESOLVED THAT the Q2/2024 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, 9 applications for Site Plan Approvals, 7 consent applications, 10 minor variance applications and 2 Niagara Escarpment Development Permit applications.

Public meetings were held with regards to:

- An amendment to the Comprehensive Zoning By-law to incorporate the interim decision of the Ontario Land Tribunal as it relates to the regulation of industrial cannabis and hemp-related production uses.
- Canboro Estates - The requested Zoning By-law Amendment would rezone the additional lands from the RM2 (Residential Multiple Two) zone to the site-specific R2 (Residential Two) and RM1 (Residential Multiple 1) zones to allow the residential uses proposed in the draft plan of subdivision and to recognize the existing fourplex dwelling located at 90 Canboro Road, known as Canboro Estates.
- Summersides Village - The proposed Summersides Village Redline Revision for the Zoning By-law Amendment would rezone the lands from the R2-137 zone to site specific Residential 2 (R2) and Residential Multiple 1 (RM1) zones. The zoning change would permit the use of the lots for single detached dwellings, semi-detached dwellings, street townhouse dwellings, and accessory uses subject to

special regulations. The Revision to the previously approved proposed draft plan of subdivision would create:

- 35 Lots (Lots 1-35) for single detached dwellings;
- 7 Blocks (Blocks 36-42) for 14 semi-detached dwellings;
- 10 Blocks (Blocks 43-52) for 60 street townhouses
- 4 Blocks (Block 53-56) for 0.3-metre reserves;
- 1 Block (Block 57) for a daylight triangle; and,
- 1.075 hectares for future roadways.

Final Site Plan approval was given to:

- 140 Summersides Boulevard for a 5 storey, 66-unit apartment building.
- 105 Welland Road for relocated parking lot for a church.
- 105 Welland Road for 6 storey, 48-unit apartment building.
- 1145 Pelham Street for 5 storey, 47-unit apartment building.
- 1389 Effingham Street for farm winery.
- 1313 Victoria Avenue for and on-farm diversified use.
- 801 Canboro Road for addition to automotive repair business.
- 219 highway 20 East for covered patio addition.
- 1010 Canboro Road for greenhouse addition.

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 835 inspections since the last quarterly report.

Building Activity Statistics from April 1 – June 30, 2024:

Months	Building Permits	Inspections	Demolitions	Commercial Sq. Ft.	New Dwellings	Value of Construction
April	18	296	0	0	12	\$6,156,800
May	22	290	0	0	9	\$5,252,050
June	7	249	0	0	1	\$ 760,000
Total:	47	835	0	0	22	\$12,168,850

Building Permit Time Frames from April 1 – June 30, 2024:

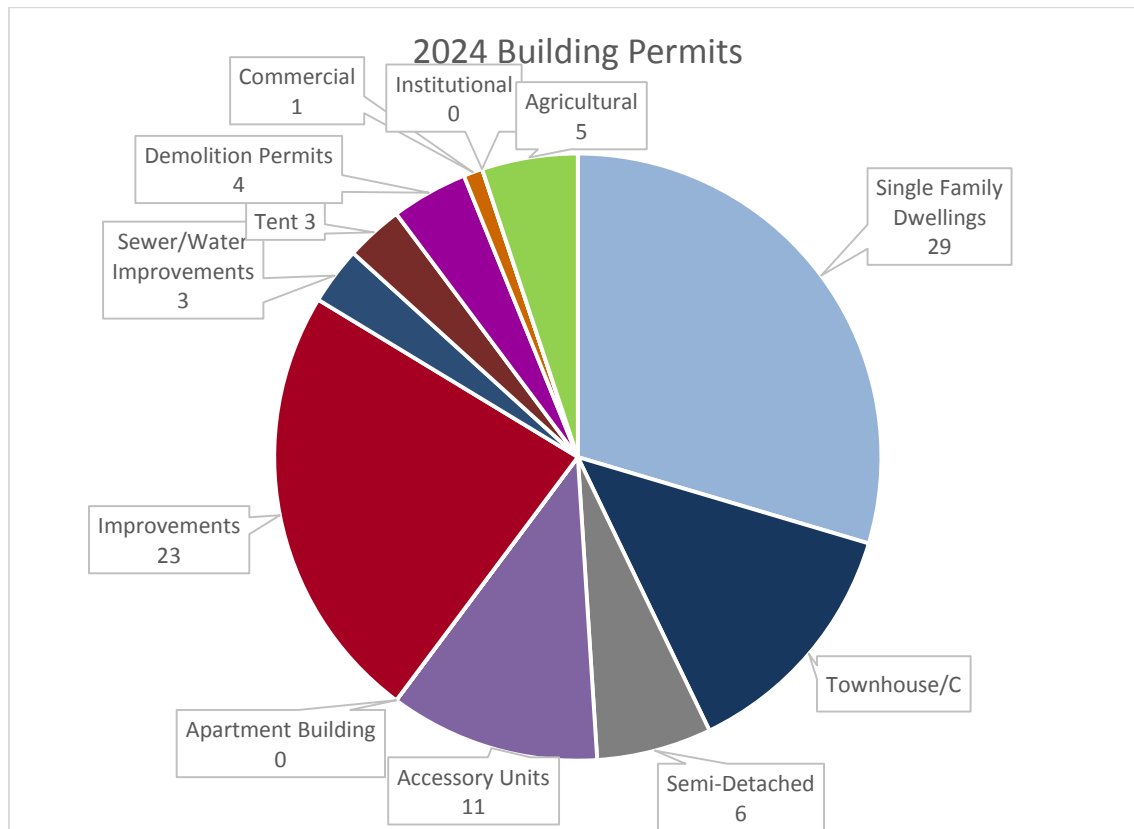
Building Type and Number of required days to issue	Number of Permits Issued	Average Number of Days to Issue Permit
House: 10 days	43	5
Small Building: 15 days	4	9
Large Building: 20 days	0	0
Complex Building: 30 days	0	0
Total:	47	

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

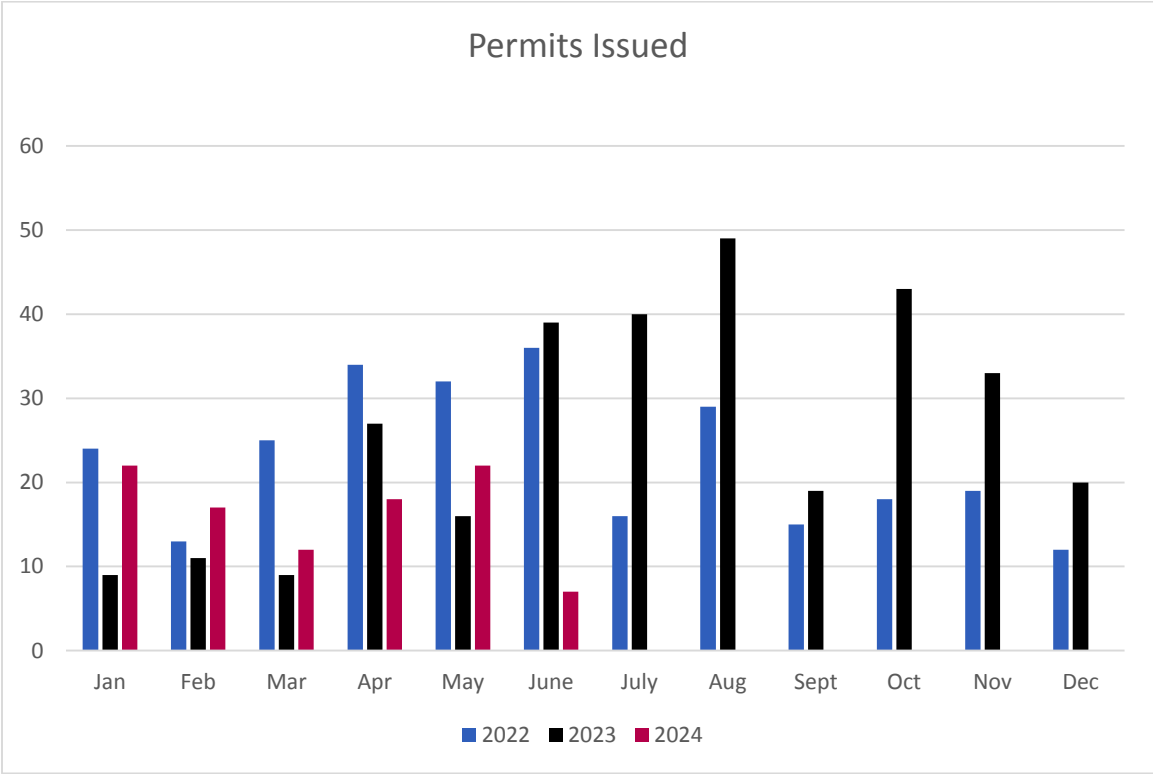
We currently have four projects over \$250,000 that are not single-family dwellings or townhouses. Old Barn for storage \$250,000, Residential Addition - Converting Semi Detached \$500,000, Detached Secondary unit \$350,000, and permit to Build additional greenhouses to an existing greenhouse \$1,200,000.

Town Development Charges collected by the Finance Department at time of building permit approval from April 1 – June 30, 2024 total \$484,270.00

Building Permit Breakdown (Year to Date):



Comparative Building Activity Statistics from 2022-2024:



Projects:

Comprehensive Zoning By-law: The Housekeeping Amendment is still under appeal, but Staff is working with the appellant’s legal representative to scope the appeal.

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 Q3.

East Fenwick Secondary Plan: The Secondary Plan was approved by Council through By-law 28-2024 on May 1, 2024. There were no appeals to the plan and it is now active.

Pelham Greenbelt Natural Asset Plan: The Plan has been completed. A stakeholder engagement session was held on June 24, 2024. The report is posted on the project’s Engaging Pelham page: <https://engagingpelham.ca/mnamp>. Council presentation is anticipated in Q3.

Development Planning and Development Engineering Fees Review and Recreational User Fees Review: Staff have been meeting with the project consultant to map processes and determine level of effort involved in development applications.

MuniPaas Planning Application Portal: Staff have been working with the consultant to build the portal for digital submission and tracking of development applications. Staff are testing the system and identifying improvements. Launch anticipated in Q4.

Constituent Concerns and Issues Arising:

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

Employee Updates:

Administrative Assistant, Community Planning and Development completed the Map Unit 1, The Association of Municipal Managers, Clerks and Treasurers of Ontario AMCTO course.

Grants, Concerns, RFPs, Agreements:

No new request for proposals, grant applications or consultant agreements were undertaken in Q2.

Meetings:

On-going meetings:

- Committee of Adjustment 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
- 2025 Capital and Operating Budget meetings

- Emergency Management Committee meeting
- MuniPaas Planning Application Portal meetings
- Procurement Improvement Process meeting
- Natural Asset Management Plan project meetings and stakeholder workshop
- Growth Management meeting
- Regional Urban Design Guidelines Workshop
- Development Planning and Development Engineering Fees Review and Recreational User Fees Review project meetings
- Environmental and Climate Adaptation Committee – Station Street Extension Tree Removal & Enhancement Plan