

Township of South Stormont
 MONTHLY ACTIVITY SUMMARY
 Planning and Building Department



To: Council
From: Karl Doyle, Director of Planning and Building
Date of Meeting: June 8, 2022
Reporting Month: May 2022
Subject: Monthly Activity Summary - Director of Planning/Building

Work Completed:

- Council, Public and Committee of Adjustment meetings
- Site Plan Review for various developments
- Met over phone, Teams or in person with individuals regarding development applications, zoning letters for property purchases, regular planning inquiries.
- Meetings with Strategy Corp
- Development Charges Stakeholder meeting
- RFP Engineering and Planning services and Master grading digitization

Delegated Authority

- *Consent Applications*

Planning Processes:

The following table provides an overview of the number of planning applications/processes administered by the Township

Process/Application	2020	2021	2022
Consents	22	45	13
Zoning Amendment	14	5	4
Official Plan Amendment	1	1	0
Minor Variances	20	14	4
LPAT Hearings	1	1	0
Site Plan Control	6	8	3
Part Lot Control	1	1	1
Removal of Holding	1	1	0
Temporary Use By-law	1	1	0
Deeming By-law	0	0	0
Draft Plan Sub. Approved Lots	24	43	0
Registered Sub. Lots	0	50	0

Work in Progress:

- Site Plan and Partial Lifting of a Hold Submission Camino

- Site plan amendment application received for Bray Storage Facility and McBride Storage Facility
- Subdivision Review/Discussion - Lalande, Mirlaw (Glenco), Ault Island Subsequent Phase
- Finalizing Catherine and Lepage Street ZBLA (recent meeting with consultants to refine report), subsequent Council meeting
- Working with CBO and MLEO on enforcement matters
- Cloudpermit implementation permits
- Cloudpermit implementation planning
- Public meetings and hearings are virtual until further notice
- Meetings with Watson and staff to review Fee and Charges By-law
- Virtual info session with Province for overview of Bill 109 (future report to Council of overview and modifications to Delegation Authority By-law)
- Development Charges Background Study Review and preparation of website and next steps
- Site meeting at 16880 Willy Allan Rd to discuss and resolve ongoing development approval applications
- Site visits to review various development requirements with land owners

Building Department Activities Building Permit statistics report for May 2022 with a comparison to May 2021

Permits	Permits Issued 2022		Same Period 2021		Difference	
	May	YTD	May	YTD	May	YTD
Residential						
Total Units	4	25	6	51	-2	-26
Single	4	23	5	36	-1	-13
Semi	0	1	0	1	0	0
Rowhouse	0	0	0	1	0	-1
Apartment	0	0	0	0	0	0
Additions/Renos	5	13	3	15	2	-2
Accessory Bldgs	10	21	5	15	5	6
Commercial	0	0	0	0	0	0
Add/Reno/Access	0	1	1	1	-1	0
Industrial	0	1	0	0	0	1
Add/Reno/Access	0	0	0	0	0	0
Institutional	0	0	0	0	0	0
Add/Reno/Access	1	3	0	0	1	3
Demolition	2	6	1	1	1	5
Pools	1	5	5	11	-4	-6
Other (Farm/Tent/Solar)	1	2	0	0	1	2
TOTAL	24	76	20	81	4	-5
Total Construction Value						
Month	\$2,602,000.00		\$2,801,940.00		(\$199,940.00)	
YTD	\$25,413,529.08		\$13,313,000.00		\$12,100,529.08	

Work Completed:

- The department issued 24 building permits.
- The department carried out 114 building inspections.
- The department released 2 Lot grading deposits
- The department closed 13 building permits (see below).

Permit Number	Issue Date	Address	Work Description	Closed Date
2020-161	2022-05-06	15104 COLONIAL DR	ACCESSORY STRUCTURE	2022-05-10
2021-163	2021-08-10	17216 HEADLINE RD	ACCESSORY STRUCTURE	2022-05-16
2022-63	2022-05-13	26 BEECH ST	ACCESSORY STRUCTURE	2022-05-18
2021-62	2021-04-19	3501 MARYDALE AVE	INGROUND POOL	2022-05-24
2020-168	2020-10-15	14755 SANDTOWN RD	ACCESSORY STRUCTURE	2022-05-12
2020-133	2020-08-14	15709 SAVING ST	DEMOLITION	2022-05-16
2020-116	2020-09-21	16980 VALADE RD	SINGLE DETACHED DWELLING	2022-05-20
2019-117	2019-07-15	16580 MYERS RD	ACCESSORY STRUCTURE	2022-05-03
2019-094	2019-07-11	32 BARRY ST	SINGLE DETACHED DWELLING	2022-05-09
2017-041	2017-05-09	16993 HEADLINE RD	ACCESSORY STRUCTURE	2022-05-16
2017-040	2017-06-12	16993 HEADLINE RD	SINGLE DETACHED DWELLING	2022-05-16
2016-153	2016-09-06	15036 COLONIAL DR	ALTERATION / REPAIR TO DECK	2022-05-04
2015-077	2015-07-15	4196 COUNTY RD 12	ACCESSORY BUILDING	2022-05-09
Total				13

Work Completed/Activities:

- Complaint/Concern – Met onsite.
 - Forest Hill Road
 - Adjacent property to the rear is still under construction. The lot grading (as-built) will be flagged to confirm compliance prior to final approval.
 - Hilda Street rear yard swale construction.
 - Met owner onsite to review subdivision requirements for the rear yard swale.
 - Owner was not aware of the requirement for the swale under the subdivider’s agreement and will review with her lawyer.
 - Discussed concerns with the developer and his engineer. The Developer will consider options and get back to staff.
 - County Road #2
 - Met owner onsite to review concerns/request to alter lot grading. Advised that the subject property is not subject to a lot grading design and that the South Nation Conservation Authority should be consulted due to the location of the septic system mantle prior to any alterations.
 - Joseph Street rear yard drain issue.
 - Subdivision is not subject to lot grading control.
 - Adjacent property owner requested to remove obstructions from rear yard swale.

- Planning and Building staff met with owner(s) onsite to address numerous outstanding building and planning issues.
 - Willy Allan Road - After a review of the issues, the owner was requested to complete all outstanding applications including all supporting documentation.
 - County Road #15 - After a review of the issues, the owner was requested to complete all outstanding applications including all supporting documentation.
- Attended Building Officials training session
 - Alternative Solutions
 - Unsafe Buildings
 - Pulling Permits – The processes & pitfalls of Building Code Officials.
- Attended OBOA Chapter meeting in Brockville
 - IHSA (Infrastructure Health & Safety Association) presentation.
- Onsite to address complaint about infilling of the rear yard swale & road ditch on French Street – Spoke to owner and advised on process to gain approval. Owner will have required engineered documents prepared and apply for municipal approvals.
- Attended bi-weekly Code-Tech./department & inter-department meetings (boardroom/team/zoom).

Work in Progress:

- RFQ for Lot grading GIS project – final submission deadline is June 2/22.
- Aultsville Road - Demolition of a building that was built with out a permit is underway. Expected to be complete by spring 2022.
- Marlborough Place - 31 Bethune
 - Staff are wording with owner and designer to address design options.
- Woodlands Villa Addition/Renovation – Final inspection pending.
- Wills Transfer – Ingleside – Construction is underway.
- *Cloudpermit* – Staff continue to work with software provider to address outstanding issues and make recommendations for improvements.
- Review and comment on planning application circulations.
- Monthly building permit statistics/information report provided to MPAC, CMHC, Tarion, Stats. Can. & South Stormont Website.
- Open building permits – Staff continue to work on closing dormant files.
- Lot grading review and/or release of deposits.
 - Note: Lot Grading GIS layer draft RFQ prepared for circulation in May/22..
- Building inspection, reports, code compliance, reviews & interpretations.
- On-going meetings with developers, contractors, agencies and property owners to review development proposals.
- Lawyer's letters prepared regarding outstanding Ontario Building Code work order/inspection reports.