

Township of South Stormont
 MONTHLY ACTIVITY SUMMARY
 Planning and Building Department



To: Council
From: Karl Doyle, Director of Planning and Building
Date of Meeting: July 13, 2022
Reporting Month: June 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
- Lalande Subdivision - Agreement and Lifting of Hold
- Modifications to Delegation and Site Plan By-law - Bill 109

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	15
Zoning Amendment	14	5	6
Official Plan Amendment	1	1	0
Minor Variances	20	14	5
LPAT Hearings	1	1	0
Site Plan Control	6	8	6
Part Lot Control	1	1	1
Removal of Holding	1	1	2
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	20

Work in Progress:

- Site Plan and Partial Lifting of a Hold Submission Camino, Township waiting to receive subsequent submission
- Site plan amendment application received for Bray Storage Facility and McBride Storage Facility, Atchison Road Warehouse Facility
- Subdivision Review/Discussion - Mirlaw (Glenco), Ault Island Subsequent Phases
- 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
- Development Charges Background Study and Draft By-law preparation for adoption
- Review of preliminary site plan review 16880 Willy Allan Rd
- Site visits to review various development requirements with land owners
- Township Fee and Charges review with staff
- John Chase Subdivision meeting – Specific to Block 3 Multi Residential Development
- Review changes to Township of South Stormont Subdivision and Site Plan Design Manual – Adoption by Council for August 2022

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

June 2022

Permits	Permits Issued 2022		Same Period 2021		Difference	
	June	YTD	June	YTD	June	YTD
Residential						
Total Units	13	38	8	59	5	-21
Single	11	34	8	44	3	-10
Semi	0	1	0	1	0	0
Rowhouse	0	0	0	1	0	-1
Apartment	0	0	0	0	0	0
Additions/Renos	4	17	8	23	-4	-6
Accessory Bldgs	4	25	2	17	2	8
Commercial	0	0	2	2	-2	-2
Add/Reno/Access	0	1	0	1	0	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	0	3	0	0	0	3
Demolition	0	6	2	3	-2	3
Pools	7	12	2	13	5	-1
Other (Farm/Tent/Solar)	2	4	0	0	2	4
TOTAL	28	104	24	105	4	-1
Total Construction Value						
Month	\$5,093,625.00		\$3,037,536.00		\$2,056,089.00	
YTD	\$30,507,154.08		\$16,350,536.00		\$14,156,618.08	

Work Completed:

- The department issued 28 building permits.
- The department carried out 121 building inspections.
- The department released 1 Lot grading deposits
- The department closed 7 building permits (see below).

Permit Number	Issue Date	Address	Work Description	Closed Date
2020-187	2020-09-28	14110 <u>Willbruck Dr</u>	Demolition	2022-06-17
2018-067	2022-06-06	21 Vin Vista Dr	Shed	2022-06-06
2016-199	2016-10-14	17492 County Rd 44	Water Line Connection	2022-06-01
2021-105	2021-06-14	16040 County Rd 18	Single Detached Dwelling	2022-06-08
2022-142	2022-06-21	17364 County Rd 18	Fire Alarm System	2022-06-30
2022-94	2022-06-16	32 Forest Hill Rd	Wedding Tent	2022-06-27
2021-210	2021-09-27	15315 Colonial Dr	Single Detached Dwelling	2022-06-09
Total				7

Work Completed/Activities:

- Lot grading review and comment.
 - Plan of Subdivision - Myers Road
 - Site Plan Control – Myers Road
 - Site Plan Control – County Road #15
- Subdivision/Site Plan Control Guidelines – Review & comment.
- Attended department meetings – Fees & Charges review.
- Attended GIS working group Meeting at United Counties of S, D & G.
- Complaint/Concern – Met onsite.
 - Chantine Drive
 - Concerns raised about the adjacent property to the east. The lot grading as-built release will be flagged to confirm compliance prior to final approval.
 - Hilda Street rear yard swale construction concerns.
 - Discussed concerns with developer and their engineer. The Developer will consider options and provide a proposal for the affected properties.
 - County Road #36
 - Building without a building permit – Developer approached and advised to obtain a permit or remove the building. The developer has taken the option of removing the building.
 - Aultsville Road
 - Demolition of a building that was built without a permit is underway and is near completion.
 - N. Lunenburg W.
 - Demolition of a building that was built without a permit has been completed.
- Attended Building Officials training session
 - Compliance Process of the OBC
 - Filter bed septic systems
- Completed annual performance reviews with the Director for the Building Department staff.
- Attended bi-weekly Code-Tech./department & inter-department meetings (boardroom/team/zoom).

Work in Progress:

- RFQ for Lot grading GIS project.
- Marlborough Place - 31 Bethune
 - Staff are working with the owner and designer to address design options. Occupancy expected by late Summer or early Fall.
- Woodland Villa Addition/Renovation – Renovations on the original building are ongoing.
- 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 plan review
 - Prior to building permit issuance.
 - As-built - release of deposit.
- 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.