

**Township of South Stormont**  
 MONTHLY ACTIVITY SUMMARY  
 Planning and Building Department



**To:** Council  
**From:** Karl Doyle, Director of Planning and Building  
**Date of Meeting:** November 10, 2021  
**Reporting Month:** October 2021  
**Subject:** Monthly Activity Summary - Director of Planning/Building

**Work Completed:**

- Council, Public and Committee of Adjustment meetings
- Budget 2022-2024 Presentation
- Meetings with OPG, EVB, Counties
- Presentations for Subdivisions and ZBLA applications
- Preparation of Site Plan Agreement for developments
- Site Plan Review for various developments
- Subdivision agreements (Fenton, Lalande, Stonegate)
- Met over phone, Teams or in person with individuals regarding development applications, zoning letters for property purchases, regular planning inquiries.
- Meetings with Strategy Corp

*Delegated Authority*

- *Site Plan Agreement*

*Planning Processes:*

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

Process/Application	2019	2020	2021
Consents	22	23	41
Zoning Amendment	14	10	5
Official Plan Amendment	1	0	1
Minor Variances	20	12	11
LPAT Hearings	1	2	1
Site Plan Control	6	5	7
Part Lot Control	1	7	0
Removal of Holding	1	2	1
Temporary Use By-law	1	0	1
Deeming By-law	0	0	0
Draft Plan Sub. Approved Lots	24	0	43
Registered Sub. Lots	0	24	0

## Work in Progress:

- New subdivision and associated zoning by-law amendment application has been received and was brought to Council – a further report is forthcoming.
- Site Plan Submission Camino November 4<sup>th</sup>, 2021
- Site plan amendment application received for Wills Transfer, 2 Product Structured Drive and McBride Storage
- Finalizing Catherine and Lepage Street acquisition, Reference Plan Registered
- Finalizing Catherine and Lepage Street ZBLA, subsequent Council meeting
- Working with CBO and MLEO on enforcement matters
- Cloudpermit implementation permits
- Cloudpermit implementation planning
- Development Charges Study is underway, meetings and compiled background data
- Ingleside Sewer Capacity By-law, meeting with consultant
- Working with Public Works on Long Sault Industrial Park expansion, Draft Reference plan has been received
- Ongoing discussions and updates provided to future land owners in the Long Sault Industrial Park
- Public meetings and hearings are virtual until further notice
- Meetings ongoing regarding LPAT appeal.

## Building Department Activities

Building Permit statistics report for October 2021 with a comparison to October 2020

### October 2021

Permits	Permits Issued 2021		Same Period 2020		Difference	
	October	YTD	October	YTD	October	YTD
<b>Residential</b>						
<b>Total Units</b>	<b>8</b>	<b>83</b>	<b>12</b>	<b>72</b>	<b>-4</b>	<b>11</b>
Single	6	66	10	59	-4	7
Semi	0	1	0	7	0	-6
Rowhouse	0	1	0	0	0	1
Apartment	0	0	0	0	0	0
Additions/Renos	4	32	6	37	-2	-5
Accessory Bldgs	3	33	4	34	-1	-1
Commercial	0	2	0	2	0	0
Add/Reno/Access	1	3	0	0	1	3
Industrial	0	1	0	3	0	-2
Add/Reno/Access	0	1	0	0	0	1
Institutional	0	0	0	0	0	0
Add/Reno/Access	0	0	0	1	0	-1
Demolition	0	4	0	5	0	-1
Pools	0	16	1	19	-1	-3
Other (Farm/Tent/Solar)	1	7	1	12	0	-5
<b>TOTAL</b>	<b>15</b>	<b>167</b>	<b>22</b>	<b>179</b>	<b>-7</b>	<b>-12</b>
<b>Total Construction Value</b>						
Month	\$2,798,564.00		\$1,183,175.00		\$1,615,389.00	
YTD	\$26,426,442.00		\$19,411,115.00		\$7,015,327.00	

## Work Completed:

- The department issued 15 building permits.
- The department carried out 189 building inspections.
- The department released 9 grading deposits
- The department closed 19 building permits (see below).

Permit Number	Issue Date	Address	Work Description	Closed Date
2021-18	2021-02-02	43 David Street	Single Family Dwelling	2021-10-21
2021-177	2021-09-08	17779 Island Road	Garage Extension	2021-10-27
2021-230	2021-10-19	15741 Manning Road	Municipal Water Connection	2021-10-26
2021-127	2021-06-30	19 Thorold Lane	Dental Office Conversion	2021-10-22
2020-138	2021-06-29	1B Ash Street	Detached Garage	2021-10-29
2021-238	2021-10-21	4636 Lawson Rd	Garage	2021-10-26
2021-92	2021-06-03	17345 Myers Rd	Storage Building	2021-10-22
2021-93	2021-06-03	17345 Myers Rd	Storage Building	2021-10-22
2021-142	2021-07-13	97 Moulinette Rd	Deck	2021-10-07
2021-30	2021-03-18	23 Hickory Street	Garage	2021-10-01
2012-159	2012-10-01	16101 Eamer Rd	Barn	2021-10-14
2009-144	2009-09-28	16436 Sixsmith Drive	Storage Building	2021-10-25
2009-145	2009-09-28	16436 Sixsmith Drive	Storage Building	2021-10-25
2009-170	2009-09-28	16436 Sixsmith Drive	Storage Building	2021-10-25
2009-171	2009-10-14	16436 Sixsmith Drive	Storage Building	2021-10-25
2010-063	2010-04-28	16436 Sixsmith Drive	Storage Building	2021-10-25
2010-166	2010-08-10	16436 Sixsmith Drive	Storage Building	2021-10-25
2019-200	2020-06-12	17345 Myers Rd	Storage Building	2021-10-22
2018-182	2018-10-25	5744 County Rd 19	Storage Garage	2021-10-12
<b>Total</b>				<b>19</b>

## Work Completed/Activities:

- Heritage Act Building Permit inquiry – met onsite with property owner to review process.
- Attended Meeting with Finance Dept. – Drainage assessment process.
- Structured Products Drive Site Plan – Plans/Drainage/Grading – Review and comments provided.
- Attended onsite subdivision meeting – review of Floodplain/Municipal Drain constraints.
- Complaint re: Subdivision drainage.
  - Reviewed onsite with P. Eng. and Director – P. Eng. will review concerns raised with developer.
- Cloudpermit software – Attended Zoom meeting (improvements/issues).
- Attended development meeting – County Rd. #2, Long Sault.
- Attended onsite meeting – Demo./Reno. Proposal – County Road #36.

- Abigail Crescent lot grading alteration complaint – attended onsite and contacted owner with request to provide a P. Eng. letter of opinion to approve completed work.
- Chantine Drive lot grading complaint – attended onsite with property owner and contractor – alterations will be completed to address concerns raised.
- Forest Hill lot grading complaint – Met owner onsite and completed survey of grades.
- Met with developer and Director – outstanding building and lot grading deposit and process review.
- Met with developer and Director – Storm water management for potential Ingleside development.
- Saving St. complaint – Building without a permit – attended onsite and found no new construction.
- Conditional building permit agreement executed – Dickinson Drive.
- Attended onsite with P/B & P. W. Directors - Subdivision walkthrough meeting – Chase Meadows & Fenton Farm.
- Attended department & inter-department meetings (boardroom/team/zoom).

### **Work in Progress:**

- Cloudpermit – continue to work with software provider to address outstanding issues.
- Wales Village Subdivision/Manning Road rear lot grading project.
  - Construction has been completed with a minor touch-up on one remaining property (scheduled to be complete – Nov./21).
- Marlborough Place - 31 Bethune
  - Staff met again onsite with Owner, Contractor, Architect and Engineer to review site plan and proposed design revisions.
  - The Architect and Engineer will provide revised plans.
- Woodlands Villa Addition/Renovation
  - Construction is ongoing.
- 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 to be initiated as part of 2022 budget (subject to grant funding).
- 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.