



Township of
North Dundas

PLANNING, BUILDING AND ENFORCEMENT DEPARTMENT

To:	Mayor and Members of Council
Prepared by:	Calvin Pol, Director of Planning, Building and Enforcement
Date of Meeting:	May 14, 2013
Subject:	Monthly Report - April 2013

1. **Official Plan Amendment and Zoning By-law Amendment - Maple Ridge Public School**
 An application to re-designate and rezone the Maple Ridge Public School on County Road #43 was submitted on April 24, 2013 to permit warehousing, several commercial uses, and accessory dwelling units. Once we have the Official Plan Amendment from the United Counties, we can advertise for a combined public meeting. The former elementary school is situated on a significant aggregate (sand) reserve.

2. **Official Plan Amendment and Zoning By-law Amendment - Commercial Repair Garage**
 On April 29, 2013, an application to permit a commercial repair garage on an agricultural property near South Mountain was submitted. We are in contact with the United Counties to determine if an Official Plan amendment is required, given the scope and size of the operation (home industry) and if it could be considered a secondary use/agricultural related (also performs repairs to farm machinery).

3. **Official Plan Amendment #15 and Zoning By-law Amendment - Winchester Airport**
 On January 15, 2013, a combined public meeting was held to re-designate and re-zone the Winchester Airport to Agriculture. Official Plan Amendment #15 notice of adoption was given on March 18, 2013. No notice of appeal was filed, therefore Official Plan Amendment #15 came into effect on April 8, 2013. With OPA#15 now in effect, the Township of North Dundas can proceed to pass the accompanying Zoning By-law Amendment (By-law 24-2013 is attached) as the by-law is now in conformity with the United Counties Official Plan.

4. **Zoning By-law Amendment - Fern Horst - County Road #31, Winchester**
 Public Meeting is scheduled for **6:30 pm** on May 14, 2013 to consider an application to re-zone an eight (8.0) acre property to permit a new business to locate along County Road #31. The intent is to rezone a part of the property to permit a grain handling systems business. A detailed planning report is attached along with a draft Zoning By-law Amendment. A

simultaneous application to sever the eight acres was received from the United Counties on May 6, 2013.

5. **Zoning By-law Amendment - Ideal Drainage Tile - 691 St. Lawrence Street, Winchester**
Ideal Drainage Tile's rezoning application for the southern part of their property to match the zoning with the northern part is also scheduled for **6:30 pm** on May 14, 2013. The southern part of the subject property is currently zoned "Commercial (C)" and "Agricultural (AG)." The purpose of the rezoning application is to couple their properties into one similar industrial zone.
6. **Zoning By-law Amendment - Maurice Lafortune Investments Ltd.**
On April 18, 2013, Maurice Lafortune submitted a rezoning application for the fourth phase of his subdivision. The amendment seeks to rezone the land from "Open Space - Exception Two (OS-2)" zone to the "Estate Residential - Exception Three (ER-3)" and "Rural (RU)" zone to allow estate residential development, require a 50 feet front yard setback to accommodate a private septic system in the front yard, and recognize the undersized lot area of Lot 1. Blocks 22 and 23 are to be rezoned Rural (RU). The property/land to which the zoning amendment applies is the subject of a Plan of Subdivision under Section 50 of the Planning Act (S.D.&G. File: 01-ND-S/2011). The subject property is designated "Rural District" in the County Official Plan, which enables estate residential development. The application is complete and conforms to the County Official Plan. Unless Council has any objections, the public meeting will be held on May 28, 2013 at **6:00 p.m.**
7. **Plan of Subdivision - Forestwood Heights (Levy)**
Mr. J. Levy has commenced construction on the final phase of the Forestwood Height subdivision (started Oct. 1982). A drainage plan is still required for the five lots created by consent. Also, it appears from a recent survey provided by the developer, that one stormwater drain was located in through the centre of a residential lot, rather than along the property line. This drain will have to be moved to the right location.
8. **Plan of Subdivision - 990984 Ontario Ltd. (c/o Terry Sloane)**
It appears that the final engineering design work has been signed off by the Township Engineer. Provincial approvals for the storm water design and sanitary sewer design are being sought by the applicant. We have commenced preparation of the subdivision agreement.
9. **Draft Plan of Subdivision - Maurice Lafortune Investments Ltd.**
The hydro-geological report submitted with the subdivision application is being peer reviewed by the United Counties. Once complete, we expect draft plan approval will be issued shortly thereafter.

Mr. Lafortune submitted a letter regarding streetlights and hydro services for Council's consideration (attached). In short, he is willing to provide additional streetlights in Phase 4 in exchange for above ground hydro services.
10. **Concept Plan of Subdivision - Fred Street, Winchester**
An initial concept plan was submitted by Lloyd Philips & Associates. The Site Plan Control Committee and South Nation will review the proposal and submit initial comments back to the

developer.

The question for Council and the Fire Department is:

Do you have any objections to four storey construction?

The Zoning By-law currently allows for buildings up to 14 metres - which could permit four storeys. Under the current National Building Code (soon to be included in the Ontario Building Code), four storey buildings must have a sprinkler system (can be wood frame construction). Currently, the City of Ottawa in outlying settlement areas (Metcalf, Marionville, Osgoode, etc) and Russell Township limit all buildings to three storeys. North Grenville allows for four storey construction and higher subject to site specific zoning and concrete construction.

11. **Minor Variance A-01/2013** - 13733 Coulthart Road, Chesterville

Appeal period ended April 24, 2013. No appeal filed.

12. **Minor Variance A-02/2013** - 13950 Gibeault Road, Chesterville

The Committee of Adjustment held a hearing on April 24, 2013 to consider granting relief from Section 3.1 (c) **Accessory Uses** to decrease the interior yard setback for an accessory building from 1.5 m to 0.6 m to recognize the location of an existing 1,246 sq. ft. metal clad shed located at 13950 Gibeault Road, Chesterville. This minor variance would satisfy a condition of consent to enable the severance two residential lots. (SDG Files B-148 & 149/2012). The variance was granted. Appeal period ends on May 14, 2013.

13. **Minor Variance A-03/2013** - 482 York Street, Winchester

The Committee of Adjustment will hold a hearing on May 15, 2013 to consider granting relief from Section 7.2 (2) of By-law 25-96 **Residential Type Two - Semi Detached Dwelling House** to decrease the minimum Lot Area from the required 325 m² (3498.3 sq ft) to 283 m² (3046.2 sq ft). Relief is also being sought for a reduction in minimum lot frontage from the required 10.5 m (34.4 ft) to 8.57 m (28.1 ft). If approved, this minor variance legally recognize the undersized lot area and frontage for the semi-detached dwelling unit located at 482 York St.

14. **Site Plan Control**

The Site Plan Control Committee met on April 12, 2013 to review a site plan amendment for Winchester Autopro and an initial submission from Pioneer Gas Station. The Committee deemed that the planned expansion to Winchester Autopro was minor, and therefore no site plan agreement would be required. The building permit has been issued. Preliminary comments from both the Township and County Engineer were provided to Pioneer.

15. **Consents / Severances**

Two new consent applications were submitted to the Township in April 2013. Seven site visits were conducted in April; with County consent forms and condition letters forwarded to the United Counties. Three meetings with residents were held regarding severing their properties.

16. **Community Improvement Plan**

Prepared for and presented a Community Improvement Plan synopsis at two well attended information sessions on April 11 and 18, 2013 in Winchester and Chesterville.

17. **Name-a-Street Contest**

Eight names were submitted under the "Name-a-Street" contest. How would Council like to go about selecting an appropriate name for the two subdivisions? A committee of Council?

18. **Miscellaneous - Planning Department**

In April 2013, the Planning Department was involved in meetings with the Ministry of Natural Resources regarding the movement of excess material (gravel) from Dan-R Equipment to the Township Landfill Site for cover. Provided zoning, site plan and building permit information to MNR. A permit was granted on April 22, 2013. Met with Public Works Director regarding proposed renovations to the Public Works garage. Meeting with County Planner and three separate development proposals at the Township office on April 9, 2013. Met with Country Kitchen regarding their future plans. Attended Mayor's Breakfast. Reviewed Chesterville waterfront deficiencies based on Fuller's requested for release of hold back security. Consulted with OPP Winchester detachment regarding new graffiti found during site visit. Conducted interviews for Building Inspector. Met with TransCanada Pipelines. Met with Winchester Public School regarding portables. Met with South Nation Conservation regarding Source Water Protection and implementation strategies. Met with neighbours about the hospital's stormwater management deficiencies.

19. **Canadian Solar (Formerly SkyPower Ltd.) - Mighty Solar Farm (Boyne Road)**

On May 6, 2013, we received their Traffic Management Plan which proposes to direct all of the materials and construction traffic from the 401 to County Road 43, through Main Street, Winchester then down the Boyne Road. We are attempting to set up a meeting with the County Engineer to discuss the proposed traffic plan.

20. **Speed Reduction on County Road #31**

The United Counties are considering our request for a speed limit review of County Road 31 between the bridge to the gas bar. They intend to take the following approach in accordance with their speed limit review policy:

1. Perform a speed survey in order to get a sense of prevailing speed vs. posted speed and traffic characterization (i.e. commercial vehicles vs. passenger).
2. Meet with Twp. and County Planning staff to look at the ultimate development through this corridor and the anticipated development horizon.
3. Review the physical characteristics of the roadway based on the ultimate development (sightlines, entrances, horizontal and vertical alignment etc...)
4. Review existing intersection and traffic reports in the area.
5. Review existing accident history.
6. Analyse the speed limit based on Transportation Association of Canada speed limit guidelines.
7. Prepare a report for Council summarizing the findings with recommendations (if changes are supported by the review).

The Counties have indicated that it will likely be end of summer before any recommendations are brought forward.

21. **Planning Application Fees**

Attached is a summary of our current fee structure and proposed fee structure. Many of the current fees have remained unchanged since 2004. A significant increase in consent review fees is proposed based on the actual costs involved. Currently, North Dundas does not include in its consent review fee, the costs associated with clearing conditions. This involves reviewing the consent conditions, preparing clearance letters to the Counties, calculating the Minimum Distance Formulae (if close to agricultural operations), return site visits to determine if dilapidated buildings have been removed, coordinating acknowledgements, reviewing supporting documentation (impact assessments, drainage plans, servicing and road reinstatement), etc. Other authorities require a separate fee to clear conditions (see attached chart (SNCA & Counties)), whereas North Dundas does not. The proposed new fee will have this included in the application fee, therefore we will not have request additional funds from the applicant once the provisional consent is granted.

North Dundas is experiencing some larger scale projects for which the current Tariff of Fees By-law did not contemplate. The adjusted fee schedule takes these into account.

22. Building Department -	April 2013	April 2012	April 2011	April 2010		
Building Permits Issued:	10	24	16	16		
New Dwellings:	5	3	7	2		
Total Value of Permits	\$2,710,000	\$1,331,500	\$926,100	\$1,973,500		
Total Building Permit Fees	\$7,241	\$5,169	\$5,185	\$9,489		
Development Charges Paid	\$20,5212	\$11,884	\$16,617	\$8,017		
Building Department -	Apr.'09	Apr.'08	Apr.'07	Apr.'06	Apr.'05	Apr.'04
Building Permits Issued:	17	17	22	17	19	22
New Dwellings:	3	4	9	6	5	4
Total Value of Permits	\$2,355,700	\$1,802,500	\$1,465,000	\$864,100	\$1,611,300	\$1,176,200
Total Building Permit Fees	\$4,810	\$6,929	\$8,501	\$9,911	\$6,814	\$4,680
Development Charges	\$6,476	\$9,298	\$26,068	\$11,402	\$10,602	\$7,388

Extended summer hours for the Building Department resume on Wednesday May 22 - Aug 28, 2013 from 4:30 to 7:00 pm. Business cards have been created to remind residents and advertisements are being placed in the local newspapers, inserted in the tax bills, posted on the Township website, and posted at local post offices, libraries and the arenas.

23. **Building Inspector / By-law Enforcement**

Unfortunately, two of the qualified candidates believed North Dundas was Dundas, Ontario (formerly independent town and now constituent community in the City of Hamilton), and therefore removed themselves from the competition. Another two candidates accepted positions in North Glengarry before we could interview them. Two interviews were conducted based on review of their applications.

24. **Pool Enclosure Permits**

Reminder: North Dundas Township policy requires all residents with pools to obtain an enclosure permit.

25. **By-law for Commercial/Industrial Enclosures**

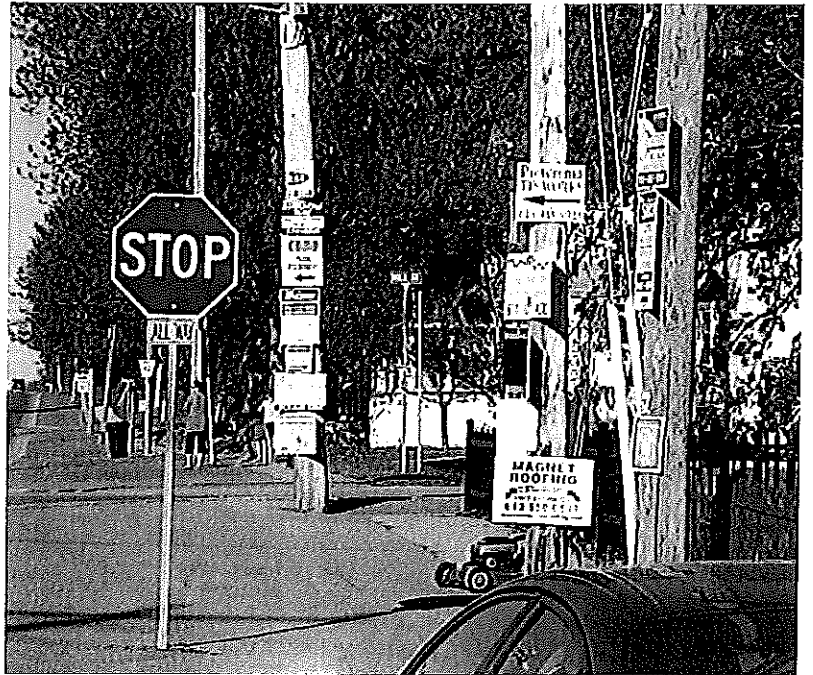
Further to direction from Council on April 9, 2013, a draft by-law has been prepared for Council's review and comments.

26. **By-law Enforcement**

Monthly report attached.

27. **Signage on Utility Poles**

A complaint has been submitted regarding the increase in advertisement signs being erected on utility poles within the Villages and settlement areas. Ontario Hydro considers these signs a hazard, but do not have the manpower to monitor and remove all of them. As Council is investing in commercial building facade improvements over the next five years, does Council want to pursue a new direction with regard to signage?



28. **Canine Control**

We have been having trouble with the Vadim software to send out overdue notices for the 2013 dog licences. Once resolved, renewal notices with late fees will be sent out.

29. **Capital Expenditures**

No capital expenditures in April 2013

Report prepared by: (Original Signed by) Calvin L. Pol, MCIP, RPP

Reviewed & approved by: (Original Signed by) Angela Rutley, CAO

Interoffice MEMORANDUM

TO: Calvin Pol, Director of Planning, Building, and Enforcement
CC: Council
FROM: Greg Trizisky, Chief Building Official and By-Law Enforcement Officer
DATE: 8 April 2013
RE: *Month End Report for April 2013*

By-Law Enforcement

There are 10 active files open in By-law Enforcement. Four new files were created in the month, and two older files were closed. Attached you will find a brief report on the type of By-law enforcement issues we have and their current status.

The "Pennock Appeal Hearing" set for April was delayed as their legal representative was unavailable.

Fifteen (15) parking tickets were issued in the month of April.

Building

Month end stats are attached, the Building Department is busy with several applications in process. Half of the applications received are submitted as incomplete applications in an effort to speed up the process which, although not always, can be a successful approach.

The Building Department is actively seeking persons to fill the Building Inspector and By-law Enforcement Officers position however at this time a successful candidate has not been found. We are considering re-advertising the position.

May is Building Safety Month in North America.

Sincerely,



Gregory Trizisky CBCO, CPSO
Chief Building Official