



Township of

North Dundas

PLANNING, BUILDING AND ENFORCEMENT DEPARTMENT

To:	Mayor and Members of Council
Prepared by:	Calvin Pol
Date of Meeting:	September 11, 2012
Subject:	Monthly Report - August 2012

1. **United Counties Official Plan - Settlement Boundary Study**

Counties have begun a review of each urban and rural settlement area though out the United Counties. Upwards of 700 hectares of land needs to be removed from existing settlement areas.

2. **Official Plan Amendment and Zoning By-law Amendment - Winchester Airport**

The Zoning Amendment planning report and draft by-law have been prepared. We are currently waiting on the United Counties Official Plan Amendment information before we can proceed to a public meeting. Under the Planning Act, the Official Plan needs to be modified before Township Council can pass the Zoning By-law amendment.

3. **Zoning By-law Amendment - Erik Thompson - Lot 1, Plan 112, Chesterville**

The Public Meeting is scheduled for September 11, 2012 at **6:30 pm**. Mr. Thompson has applied to rezone the corner lot at the intersection of County Road #43 and Forward Road to add residential use to the list of permitted uses. The current "General Commercial - Exception One (CG-X1) zone would be expanded to add "Residential Second Density (R2) zone" to the permitted uses. The purpose of the amendment is to permit the development of the subject property for either "residential use" or "commercial use." A detailed planning report and draft by-law for Council's consideration is attached.

4. **Draft Plan of Subdivision - G. Byles**

Our junior planner has been working on a simplified subdivision agreement.

5. **Phase 3 - Erik Thompson Subdivision - Chesterville**

The original letter of credit for Phase 3 was returned to Mr Thompson. Phase 3 is now complete and assumed by the Township.

6. **Phase 4 - Erik Thompson Subdivision - Chesterville**

Mr Thompson has commenced construction of Phase 4. The water, sanitary and storm sewers are almost all installed. The 1995/'96 subdivision agreement contains a clause to cost share the works along Forward Road. Mr. Thompson's Engineering is preparing the invoice based on the as-built costs.

7. **Committee of Adjustment - 10421 Nation Valley Road, South Mountain**

The Committee of Adjustment held a hearing on August 22, 2012 for a minor variance to grant relief from Section 10.1(b) Yard Requirements - Rear (minimum) of By-law 79-6 to reduce the minimum Rear Yard from the required 10.0 metres to 5.4 metres to enable the owners to rebuild a larger residential dwelling unit on their lot and avoid the existing septic system on the subject property. The variance was granted. Appeal period ends September 11, 2012.

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

2239277 Ontario Corporation has applied for approval for a renewable energy project - EPA s.47.3 (posted on the Environmental Registry web site - EBR Registry Number 001-6967). Public consultation ends on September 22, 2012.

This posting is for a proposed Renewable Energy Approval by 2239277 Ontario Corp., proposed to be located at Part of Lot 17, Concession 6, in the Township of North Dundas. This is a Class 3 Solar Facility with a total expected generation capacity of 10 megawatts (MW) and will operate 24 hours per day, 365 days per year.

The proposed facility is considered to be a Class 3 Solar Facility under Ontario Regulation 359/09 (O. Reg. 359/09) Renewable Energy Approvals under Part V.0.1 of the Environmental Protection Act. Applications for Renewable Energy Approvals are required to be submitted in accordance with O. Reg. 359/09 for consideration for approval.

Township of North Dundas comments have been submitted regarding this project. A short summary of our concerns are: setbacks from the municipal drain, road access and potential damage to the Boyne Road, paving the entrance to the site to prevent gravel being carried onto the Boyne Road during construction, the type of foundations used, obtaining the fire prevention plan and response plan, firefighting training, location of the communications tower, that construction not take place in the spring during as the area is a waterfowl stopover and staging area (migratory stopover), stormwater management and run-off from the panels, recycling the packaging materials, and screening and buffering from the Boyne Road.

13. **Canadian Solar - CityLights Solar Farm (Gibeault Road)**

According to the proponents and the Ministry of the Environment, this project will be posted on the Environmental Registry web site (EBR Registry) soon. The MOE Municipal Comment form was prepared and mailed to the proponent on August 23, 2012.

14. **Source Water Protection Plan**

Once the Source Water Protection Plan is approved by the Province, the Township will need to appoint a Risk Management Officer (RMO) to implement the new policies and requirement of

the large number of identified threats in North Dundas. Once these threats are dealt with and Risk Management Plans are prepared, the work load should decrease. The RMO will then be responsible for new development, maintenance issues and education. This fall, North Dundas will need to send an individual for training to be an RMO or contract the services from South Nation Conservation.

15. **Consents / Severances**

In August, six applications were reviewed, site visits conducted and condition letters forwarded to the United Counties. Four letters were sent to the United Counties indicating that consent conditions had been fulfilled.

16. **Roof Mounted Solar Panels**

Council's resolutions of support were forwarded to the three landowners and to the proponent.

17. **Miscellaneous - Planning Department**

In August 2012, the Planning Department was involved in meetings and correspondence regarding: constructing a condominium in Winchester, met with a developer and his architect, discussions with the United Counties regarding the Boundary Study and Official Plan Amendment #12, site meeting to verify the release of three consent conditions, the colour of paint for the Chesterville waterfront, the gazebo for waterfront, follow-up with the consultants for the sanitary sewer capacity in Winchester, reviewed two proposed zoning amendments (reports and draft by-laws), met with local developer regarding a large building expansion, finalized the Building Department questionnaire, discussions with the proponent and the Township Engineer regarding drainage at the new building behind the hospital.

18. **Building Department**

Monthly report is attached.

The Building Department *Building Permit Intake - Customer Service Survey* was mailed out to everyone who applied for a building permit in the past 12 months. A total of 170 surveys, with prepaid return envelopes, were mailed out on August 20, 2012. As of September 6, 2012, only 23 surveys have been returned (13%).

The extended summer hours for the Building Department ended on August 28, 2012. Once word got out, an average of almost 2 visits per week were recorded, mostly for building permits and secondly for dog licences. Several after hours phone calls were also received. The quieter evenings enabled staff to catch-up on various projects. Those that attended the office appreciated the opportunity, and thanked staff that they did not need to take time off work. It is recommended that the extended hours be repeated next year and that we build public awareness. As several individuals purchased dog licences, we may want to start a month earlier in May 2013, rather than June. Noteworthy is the average number of building permits issued by month over the past nine year period:

5.1 building permits in January	30.3 building permits in June
2.3 building permits in February	27.3 building permits in July
7.1 building permits in March	21.6 building permits in August
16.2 building permits in April	21.2 building permits in September
24.8 building permits in May	17.4 building permits in October

Building Department	<u>August 2012</u>	<u>August 2011</u>	<u>August 2010</u>
Building Permits Issued:	18	32	19
New Dwellings:	1	3	6
Total Value of Permits:	\$1,275,300	\$797,100	\$1,888,800
Total Building Permit Fees:	\$5,301	\$4,124	\$10,446
Develop. Charges Collected:	\$5,440	\$7,353	\$18,015

Building Department	<u>Month End</u>					
	<u>Aug 2009</u>	<u>Aug. 2008</u>	<u>Aug. 2007</u>	<u>Aug. 2006</u>	<u>Aug. 2005</u>	<u>Aug. 2004</u>
Building Permits Issued:	16	20	27	16	29	17
New Dwellings:	4	3	4	2	10	2
Total Value of Permits:	\$1,066,755	\$1,461,600	\$1,230,700	\$1,077,000	\$1,974,700	\$507,900
Total Building Permit Fees:	\$4,267	\$7,865	\$6,692	\$4,541	\$8,695	\$2,524
Develop. Charges Collected:	\$8,905	\$7,135	\$12,184	\$8,690	\$21,772	\$5,706

19. **By-law Enforcement**
Monthly report attached.

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: 07 September 2012
RE: *By-Law Department Month End Report for August 2012*

By-Law Enforcement

There are 33 active files open in By-law Enforcement. There were six new files created in the month of August and the first part of September; no files were closed this month as vacation schedules have interrupted our regular service.

Attached you will find a brief report on the type of By-law enforcement issues we have and their current status. One property was forcibly cleaned up by municipal contractors as a result of continued non-compliance with the Yards By-law.

Incidents reported of excessive noise has increased and letters have been sent to property owners, however many of the complaints are repeat offenders. Council may wish to investigate a more productive noise by-law and enforcement tactics. Some verbal requests have been received for such action as well as emails suggesting a need for more enforcement.

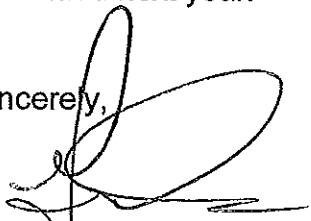
No parking tickets were issued in the month of August.

Building

Month end building stats are completed and attached.

Starting in June and continuing until the end of August the Building Department was open until 7PM on Tuesdays. An average of two people per evening were served during the summer hour shift if we remove the first two start up weeks where the message was still getting out to the community. We received two positive comments for the effort and staff was able to offer many people the choice even if they chose not to use the service. Even when some of the evenings were quite slow productivity was higher due to less distractions. I believe it was a worthwhile venture that should be continued next year.

Sincerely,



Gregory Trizisky CBCO, CPSO
Chief Building Official

