



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:	December 18, 2012
Subject:	Monthly Report - November 2012

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

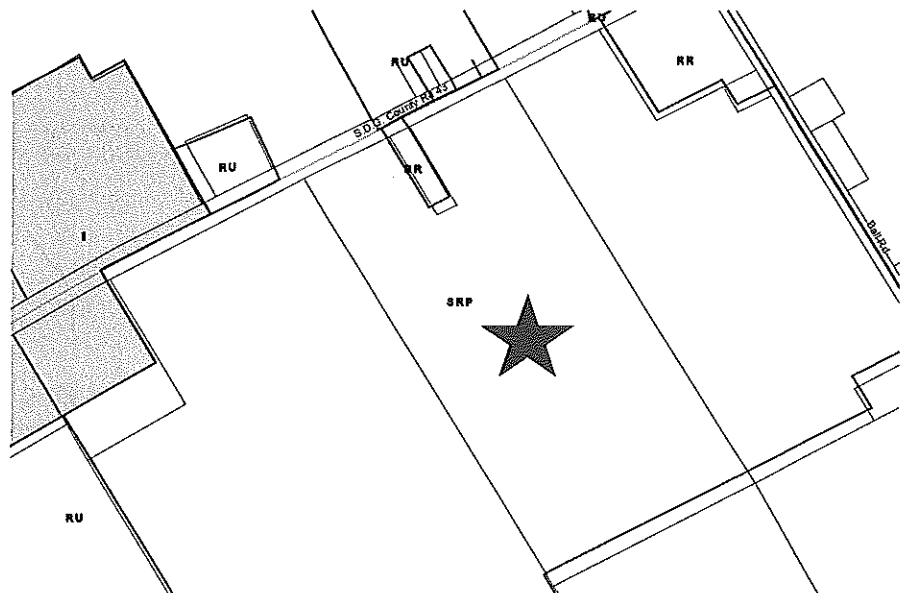
Notices have been mailed and posted for the combined public meeting to take place on January 15, 2013 at 6:30 pm.

2. **Zoning Amendment - Robert Sheldon Jones**

On November 22, 2012, Mr. Jones was granted a provisional consent to sever a surplus farm dwelling from the vacant farmland (SDG Application B-134/2012 - Surplus residence to a farm). However, the subject property is currently zoned "Special Rural, Pit" (SRP) as a small portion of the land was used at one time as a sand pit.

One of the severance conditions required a rezoning of the property from the "Special Rural, Pit (SRP) Zone" to the "Agriculture-Exception 35 (AG-35) Zone," secondly to recognize the undersized agricultural parcel size, and thirdly to rezone the surplus dwelling to "Rural Residential (RR)" to match the abutting property. The Zoning Amendment would

match with the Official Plan which currently designates the property as "Agricultural Resource Land." Unless Council has any objections, the public meeting will be scheduled for January 15, 2013 at 6:45 pm.



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

The applicant and his lawyer have reviewed the draft subdivision agreement. They have requested that the Township complete the upgrades to Merkley Road and that they deposit with the Township the estimated cost of upgrading the portion of Merkley Road that fronts on the subdivision (rather than them doing the road work). If Council is in agreement, attached is By-law 40-2012 authorizing the Mayor and Clerk to enter into a subdivision agreement with Mr. Byles for three lots and one block.

4. **Plan of Subdivision - Maurice Lafortune Investments**

Several meetings with Mr. Lafortune have taken place over the past month. The engineering for the fourth phase has been reviewed by the Township Engineer and comments have been forwarded to the applicant's engineer. Mr. Lafortune is moving ahead this fall to pave the road surface. He hopes to be able to obtain building permits in the spring, once he has draft approval and a signed subdivision agreement.

Given the delays in the United Counties of Stormont, Dundas and Glengarry Settlement Boundary Study, Mr. Lafortune has requested that the Township move forward with the subdivision based on 20 estate residential lots. The required Public Meeting can be scheduled for January 2013.

5. **Plan of Subdivision - Forestwood Heights (Levy)**

Mr. J. Levy is seeking to complete the final part of the Forestwood Heights subdivision in 2013. A detailed review of the 30 year old files revealed that stormwater management engineering is still outstanding for five of the severed residential lots on the north side of Tutor Gate Place.

6. **Plan of Subdivision - Winchester Meadows (PDH Healthcare)**

Met with the Township solicitor to review some minor modifications requested by the developer. The Township solicitor recommended against an inhibiting agreement sought by the proponent.

7. **Plan of Subdivision - Phase 4 - Erik Thompson Subdivision - Chesterville**

Mr Thompson has submitted a request for a partial release of the financial security. We are currently awaiting acceptance of the works by both the proponent's engineer and the Township Engineer. The request is for a reduction in security from \$69,236.55 to \$18,402.23 based on completed works and Section 79 of the subdivision agreement.

8. **Plan of Subdivision - Dream Haven Estates - Winchester**

A review of the revised engineering plans has been completed. Final comments are being forwarded to the proponent's engineer. A repeated question arises - should the stormwater management ponds be fenced? Generally, if the slope is engineered that a child can easily walk back out (should they fall in), we do not require fencing. However, if the slope or walls are such that inhibits a child from climbing out, then fencing is required.

9. **Plan of Subdivision - Ian Drew Enterprises Ltd. - South Mountain**

A formal application for a draft plan of subdivision for a 27 lot residential subdivision in South

Mountain on 36.93 acres has been received. The public meeting, on behalf of the United Counties can be held in January 2013.

10. **Plan of Subdivision - Hallville**

A third meeting with the proponents and South Nation Conservation was held on November 28, 2012. Municipal drain setbacks and other drainage ditches were discussed along with septic system requirements. Later in December, access routes and severance considerations will be discussed with the United Counties Engineer and Planner.

11. **Committee of Adjustment - 13345 County Road #13 (Morewood Road)**

The public hearing on application A-06/2012 has been postponed till December 19, 2012 while we waited for the property survey. The variance application seeks to recognize the new undersized lot frontage and undersized lot area relating to a provisional consent - (S.D.&G Application B-62/2012).

12. **Site Plan Control**

An agreement and by-law has been prepared for the Roman Catholic Archdiocese of Kingston for the reconstruction of St. Daniels Church at 2985 Church Street, South Mountain. Based on the existing parking area and the site conditions, a reduced site plan security has been recommended. By-law 38-2012 authorizing the Mayor and Clerk to enter into a site plan agreement with the church has been prepared for Council's consideration.

13. **Consents / Severances**

Four site visits were conducted in November. County consent forms and condition letters were forwarded to the United Counties for each application. In addition, letters were sent to the United Counties indicating that provisional consent conditions had been fulfilled.

14. **Miscellaneous - Planning Department**

In November 2012, the Planning Department worked extensively on preparing a preliminary draft Community Improvement Plan based on examples from other municipalities. Met with site plan applicant and his lawyer regarding an apparent Brownfields property. Prepared Zoning Compliance letters (7x) based on requests from real estate lawyers. Prepared notices for upcoming combined public meeting for an Official Plan Amendment and Zoning Amendment. Met with subdividers regarding their new development proposals. Met with Township Solicitor regarding four files (subdivision agreement, by-law issue, court case and a contract). Provided zoning information to real estate agents and severance/consent applicants. Took vacation time. Prepared budget information for Council meeting on November 20, 2012.

15. **Building Department**

Monthly report is attached.

Building Department	Nov. 2012	Nov. 2011	Nov. 2010	Yr to Nov '12	Yr to Nov'11
Building Permits Issued:	6	17	11	180	191
New Dwellings:	2	4	2	24	52
Total Declared Value of Permits	\$416,350	\$1,087,300	\$765,000	\$15,655,700	\$12,575,850
Total Building Permit Fees	\$3,229	\$4,710	\$3,817	\$59,377	\$57,754
Develop. Charges Collected	\$7,770	\$10,093	\$6,140	\$89,536	\$133,607

Building Department

	<u>Year Nov. '10</u>	<u>Year to Nov'09</u>	<u>Year to Nov'08</u>	<u>Year to Nov'07</u>
Building Permits Issued:	200	174	188	204
New Dwellings:	53	33	39	(35 + 75)110*
Total Value of Permits	\$20,830,766	\$18,564,705	\$15,257,850	\$59,975,400†
Total Bldg Permit Fees	\$88,573	\$64,862	\$71,774	\$206,970†
Dev. Charges Collected	\$153,292	\$85,248	\$102,000	\$126,316

Building Department	<u>Year to Nov'06</u>	<u>Year to Nov'05</u>	<u>Year to Nov'04</u>	<u>Year to Nov'03</u>
Building Permits Issued:	189	209	200	196
New Dwellings:	46	53	48	47
Total Value of Permits	\$11,109,000	\$14,566,300	\$11,381,000	\$12,331,483
Total Bldg Permit Fees	\$62,669	\$66,731	\$51,263	\$58,020
Dev. Charges Collected	\$130,148	\$122,630	\$88,137	\$98,371

* - Includes 75 unit senior complex in Chesterville

† - Includes the Hospital Expansion (≈\$42 million)

16. **Administration of Part 8 of the Ontario Building Code - Agreement with SNC**

As noted last month, our current agreement expires at the end of the year. A renewal contract has been prepared by South Nation Conservation for 2013. Given our current status, we recommend Council renew this contract for 1 year. Draft By-law 39-2012 has been prepared to authorize the municipality to enter into an agreement with South Nation Conservation.

17. **By-law Enforcement**

Monthly report attached.

Winter Parking

Notices have been published in local newspapers advising of the winter parking restrictions. The Roads Department will be giving out parking warnings for a limited time in December as a courtesy and reminder. Our "winter parking" signage at the entrances to the villages (Chesterville and Winchester) have been re-installed for the winter months.

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: 05 December 2012
RE: *By-Law Department Month End Report for November 2012*

By-Law Enforcement

There are 15 active files open in By-law Enforcement. There were two new files created in the month of November and three older files were closed last month.

Attached you will find a brief report on the type of By-law enforcement issues we have and their current status.

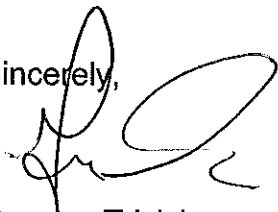
The Township cut grass and cleaned up two properties in Winchester Springs in the month of November.

Nine (9) parking tickets were issued in the month of November.

Building

Month end building stats are completed and attached.

Sincerely,



Gregory Trizisky CBCO, CPSO
Chief Building Official