



Township of  
**North Dundas**

**PLANNING, BUILDING AND ENFORCEMENT DEPARTMENT**

<b>To:</b>	Mayor and Members of Council
<b>Prepared by:</b>	Calvin Pol, Director of Planning, Building and Enforcement
<b>Date of Meeting:</b>	February 5, 2013
<b>Subject:</b>	Monthly Report - January 2013

- 1. Official Plan Amendment and Zoning By-law Amendment - Winchester Airport**  
Public Meeting was held on January 15, 2013 with no public in attendance. A package containing the approved minutes, resolutions, attendance sheet, etc. was forwarded to the United Counties for a decision on the Official Plan Amendment.
- 2. Zoning Amendment - Robert Sheldon Jones**  
Public meeting was held on January 15, 2013 with only the owner in attendance. The Notice of Passing for By-law 03-2013 was mailed and faxed out with the appeal period ending on February 5, 2013.
- 3. Plan of Subdivision - G. Byles**  
The subdivision agreement has now been signed by all parties. We are now waiting for the financial securities, parkland fee and processing fees before releasing the subdivision agreement for registration.
- 4. Plan of Subdivision - Maurice Lafortune Investments**  
The formal public meeting for Phase 4 has been scheduled for February 19, 2013 at 6:00 pm in the Council Chambers. Application fees have been paid. Attached is the notice.
- 5. Plan of Subdivision - Phase 4 - Erik Thompson Subdivision - Chesterville**  
The contractor has repaired the storm sewer connections throughout Phase 4. Photos of the repairs were taken and we are currently waiting for the Township Engineer to sign off on the repairs.
- 6. Plan of Subdivision - Ian Drew Enterprises Ltd. - South Mountain**  
The required Public Meeting was held on January 30, 2013 at the South Mountain Library to consider an application for a draft plan of subdivision for a 27 lot residential subdivision in

South Mountain on 36.93 acres. Several people attended the meeting. Concerns raised included: Parkland within the flood plain (ice thrusting upward into the park in the spring), would there be play structures, access to the parkland (fencing), and a tree.

**7. Consents / Severances**

Two new consent applications arrived in January. Two site visits were conducted in January, with County consent forms and condition letters forwarded to the United Counties. In addition, letters were sent to the United Counties indicating that provisional consent conditions had been fulfilled.

**8. Community Improvement Project Area**

Based on discussions at the Council meeting on January 22, 2013, a draft Community Improvement Project Area By-law 10-2013 has been prepared for Council's Consideration. Section 28(2) of the Planning Act states that:

*(2) Where there is an official plan in effect in a local municipality or in a prescribed upper-tier municipality that contains provisions relating to community improvement in the municipality, the council may, by by-law, designate the whole or any part of an area covered by such an official plan as a community improvement project area. R.S.O. 1990, c. P.13, s. 28 (2); 2006, c. 23, s. 14 (3).*

The Official Plan of the United Counties of Stormont, Dundas and Glengarry contains provisions for the designation of Community Improvement Project Areas and preparation of a Community Improvement Plan. Once By-law 10-2013 is adopted by Council, the Community Improvement Plan can be prepared in accordance with Section 28(4) of the Planning Act.

*(4) When a by-law has been passed under subsection (2), the council may provide for the preparation of a plan suitable for adoption as a community improvement plan for the community improvement project area and the plan may be adopted and come into effect in accordance with subsections (5) and (5.1). 2006, c. 32, Sched. C, s. 47 (1).*

**9. Community Improvement Plan**

An advertised public meeting is required to solicit public feedback, before the Community Improvement Plan can be adopted. An initial draft for public consultation and Ministry of Municipal Affairs review has been prepared. The tentative date for the Community Improvement Plan public meeting is March 12, 2013.

**10. Provincially Significant Wetlands**

As noted at the last Council meeting, South Nation Conservation will be requiring permits for any form of development in and within 120 metres of the three Provincially Significant Wetlands (PSW) in North Dundas. These permits will be required for existing developments within these boundaries if they add a load of gravel to their driveway, add a shed, deck, etc. North Dundas has almost no existing developments within provincially significant wetlands.

**11. Miscellaneous - Planning Department**

In January 2013, the Planning Department prepared public meeting presentations on the

combined County Official Plan Amendment and Zoning Amendment for the Winchester Airport, the rezoning of 12900 County Road 43, along with the presentation on Community Improvement Plans. We continued work on the draft Community Improvement Plan, pamphlets and the Community Improvement Project Area By-law; Prepared notices, signs and prepared a presentation for the Sandy Row subdivision application in South Mountain. Met with the Winchester Hospital future development plans.

Prepared Zoning Compliance reports for lawyers; met with local land developers and companies looking to build in North Dundas. Responded to public inquiries; provided zoning information to individuals looking to develop and real estate agents.

12. <b>Building Department -</b>	<u>Jan 2013</u>	<u>Jan. 2012</u>	<u>Jan. 2011</u>	<u>Jan. '10</u>
Building Permits Issued/Appl.	2	9	5	6
New Dwellings:	0	0	3	1
Total Value of Permits	\$45,000	\$43,000	\$612,000	\$275,000
Total Building Permit Fees	\$262	\$535	\$2,782	\$1,044
Development Charges Paid	\$143	nil	\$8,689.50	\$2,896.50

<b>Building Department -</b>	<u>Jan. '09</u>	<u>Jan. '08</u>	<u>Jan. '07</u>	<u>Jan. '06</u>	<u>Jan. '05</u>	<u>Jan. '04</u>
Building Permits Issued:	5	2	4	5	8	2
New Dwellings:	-	-	-	3	1	1
Total Value of Permits	\$45,030	\$9,500	\$133,000	\$455,000	\$262,000	\$188,000
Total Building Permit Fees	\$440	\$175	\$985	\$2,385	\$2,149	\$844
Development Charges Paid	nil	nil	\$308	\$8,690	\$1,899	\$1,899

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

As Council is aware, our part time Building Inspector has retired. We have been considering our options: whether to hire a Building Inspector consulting company on an as needed basis; hire someone on contract (similar to what we had); share services with neighbouring municipalities; or hire on a full-time basis with an expanded role (to include by-law enforcement). All of these options need to be considered in light of proposed development projects that are currently being put forward by developers. A detailed report will be provided to Council, outlining the level of building and by-law service we have been able to offer and options for Council. In the interim, attached is a proposed job description for replacing this position with the combined role.

14. **Winter On-Street Parking**

The public and residents are reminded: *Overnight winter parking restrictions are in place.*

**FINE:** Park obstructing snow removal, By-law 25-2001 sec. 10.1 = \$45.00

15. **Canine Control**

Notices were mailed to each registered dog owner from 2012. A steady flow of residents have been obtaining their 2013 dog licences (600+ tags sold so far).

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

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

# NOTICE OF APPLICATION NOTICE OF A PUBLIC MEETING

## CONCERNING AN APPLICATION FOR A PLAN OF SUBDIVISION WITHIN THE FORMER TOWNSHIP OF MOUNTAIN

**TAKE NOTICE** that the Corporation of the United Counties of Stormont, Dundas and Glengarry gives Public Notice of the receipt of an Application File No. **01-ND-S/2011** for Plan of Subdivision in accordance with Subsection 51(20) of the Planning Act and Section 3 of Ontario Regulation 544/06.

**TAKE NOTICE** that The Corporation of the Township of North Dundas will hold a Public Meeting on the **19<sup>th</sup> day of February 2013**, at **6:00 p.m.** at the North Dundas Municipal Council Chambers (636 St. Lawrence Street, Winchester, Ontario) in order to consider an application for approval of a draft plan of subdivision under Section 51 of the *Planning Act*.

**THE APPLICATION** is for a plan of subdivision (Phase 4) comprised of twenty-one (21) residential lots intended for single detached dwelling units, a walkway, park and two large blocks. The main access to the lands will be provided from a new street connecting Lafortune Drive and Armstrong Road to the south.

**THE SUBJECT PROPERTY** consists of approximately 14.4 ha (35.64 acres) and is located in Block 73, Registered Plan 116, geographic Township of Mountain, now the Township of North Dundas, County of Dundas as shown on the attached Key Map.

**IF A PERSON** or public body does not make oral submissions at a public meeting, or make written submissions to the United Counties of Stormont, Dundas and Glengarry at 26 Pitt Street, Suite 208, Cornwall, Ontario, K6J 3P2 in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body is not entitled to appeal the decision of the United Counties of Stormont, Dundas and Glengarry to the Ontario Municipal Board.

**IF A PERSON** or public body does not make oral submissions at a public meeting, or make written submissions to United Counties of Stormont, Dundas and Glengarry in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

### INQUIRIES AND WRITTEN SUBMISSIONS

County Planning Department  
United Counties of Stormont, Dundas and Glengarry  
26 Pitt Street, Suite 208,  
Cornwall, Ontario, K6J 3P2  
Tel: 1-(800) 267-7158 extension 245  
Fax: 1-(613) 936-2913



### REQUESTING NOTICE OF DECISION

Any person or public body may appeal a decision of the United Counties of Stormont, Dundas and Glengarry not later than 20 days after Notice of the Decision is given. If you wish to be notified of the decision of the United Counties of Stormont, Dundas and Glengarry in respect of the proposed plan of subdivision, you must make a written request to the County Planner of the United Counties at the above address, indicating the File No. **01-ND-S/2011**.

**ADDITIONAL INFORMATION** relating to the proposed Plan of Subdivision is available for inspection from Monday to Friday between 8:30 a.m. and 4:30 p.m. at the Planning Department, United Counties Offices at 26 Pitt Street, Suite 208, Cornwall, Ontario, K6J 3P2 or at the Township Office located at 636 St. Lawrence Street, or by contacting the County Planning Department at (800) 267-7158, ext. 245.

**DATED at Winchester in the Township of North Dundas this 30<sup>th</sup> day of January, 2013.**



# 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:** 30 January 2013  
**RE:** *Month End Report for January 2013*

## By-Law Enforcement

There are 12 active files open in By-law Enforcement. Attached you will find a brief report on the type of By-law enforcement issues we have and their current status. The Township was successful in obtaining a hearing to Appeal the ruling in our trial against walking a dog without a leash. The Appeal Hearing is set for February 26, 2013. However, we expect there may be an adjournment to a later date to accommodate all the parties involved.

Nine parking tickets were issued in the month of January. A total of 128 parking tickets were issued in 2012 which was similar to past years.

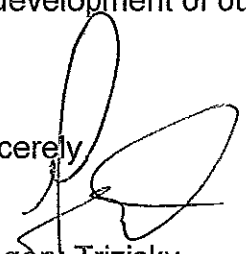
## Building

I was re-elected to Chair the local chapter of the Ontario Building Officials Association for a two year term. The Chapter is celebrating its thirtieth (30<sup>th</sup>) year and includes the all the Building Officials between the Quebec border to Gananoque up to Arnprior including the City of Ottawa. The Chapter also represents the inspectors for the authorities that review private sewage systems such as the South Nation Conservation Authority and the Leeds Grenville Health Unit. Besides chairing the meetings we provide technical support and training for our members.

We expect to be issuing an Occupancy Permit to the Community Care Access Building this month.

We are developing an information pamphlet on Building Permits and assisting with the re-development of our web site. See attached for a draft.

Sincerely,



Gregory Trizisky CBCO, CPSO  
Chief Building Official