



**STAFF REPORT TO COUNCIL**

**Report No: BP-2022-11**

**April 20, 2022**

From: Jacob Rheume – Chief Building Official / Director of Building, By-law & Planning

RE: 2022 Work Plan

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**Recommended Motion:**

**THAT** the Council of the Township of North Glengarry receives Staff Report No. BP-2022-11 – the Director of Building, By-law & Planning 2022 Work Plan

**Background / Analysis:**

The Building, By- Law & Planning Department is presenting the Council of the Township of North Glengarry with their work plan update for 2022.

**BUILDING**

**Maxville Water Project**

The department is in constant communication with plumbers to complete the inspections as they are completed. The deadline of July 31, 2021, has now passed so all the users are being charged. Most of the outstanding installations are due to back log from the plumbers. The department is now working with Water Works staff to try get everyone connected as soon as possible.

**Building Permits**

As of April 12, 2022, the Building Department issued 60 building permits. As a comparison, on April 12, 2021, the Building Department had issued 49 permits.

We are seeing an increase in rural single-family development in last few months with many applications for single family dwelling coming in. A lot of residents are also inquiring about “tiny homes” and secondary dwellings, as seen at Planning meetings.

### **Large Projects**

Council recently approved a SPDA for the Animal Hospital on West Boundary Road. The construction of the Animal Hospital has started. Footings and concrete work are completed, the foundation is backfilled, and the framing has started. Plumbing and electrical work are also completed. They are now looking at occupancy requirements.

The 4-plex residential project on St-George received planning approval, and the owner received the building permit, as per the Site Plan Control By-law. The foundation work is completed, framing and plumbing are not in progress.

The apartment complex in Maxville in the old St-Bernard school is moving along. Framing has started, and the existing part is being renovated and modified to accommodate for fire separations. Walls and the roof are completed, and drywall insulation is being done at this time. They are now looking at occupancy requirements.

IHA's Site Plan was passed on March 14, 2022, by Council. Details are now being finalized for them to start some work.

A Site Plan Development will be presented to Council soon for a large industrial project addition at Alexandria Moulding.

A Site Plan Development will be presented to Council soon for the Townhouses on Dominion Street North for Guirges TAWADROOS for which we recently passed a Zoning By-law Amendment to make the property as an R-3 to allow for the proposed townhouses.

The department is also meeting with many developers for options regarding their properties for residential/commercial/industrial development.

Many Single-Family Dwelling unit permits are being applied for and are set to start before the end of 2022.

### **BY-LAW ENFORCEMENT**

#### **Ongoing Complaints**

The By-law office is working on several files to achieve compliance with municipal By-laws in a timely manner and to avoid any additional costs.

The By-law Enforcement area has been very busy during the COVID-19 crisis to comply with all Provincial and Federal implementations regarding many restrictions/recommendations such as limiting distances and gatherings of people. By-law has also been disinfecting the main office daily to ensure our safety and is patrolling all municipal properties to ensure everything is safe and compliant. This is our main link between the Municipality and the OPP.

### **By-law Set fines**

The By-law department will focus more on implementing set fines charges for existing By-laws such as the Clean Yards By-law, Livestock/Poundkeeper By-law and the Civic Number By-law. The Animal Control By-law may be reviewed entirely to incorporate a section for prohibited animals and to review everything related to dogs as we now have a new system in place for dog catching, now done “in-house”.

### **By-law Set fines**

Staff will be bringing some proposed changes to the “Chip Stand By-law” we currently have as the fees have not been revised for many years, and some details like where a chip stand may be located, and what it could sell are not clear. The main purposes of the By-law will remain the same, and the amount of permitted chip stands will not be amended.

## **PLANNING**

### **Subdivisions**

The Township of North Glengarry has not seen a subdivision application for over 10 years. We are now getting requests from landowners as to what the process is. Subdivisions are processed and approved at the County level, but the Township is the “main” commenting agency as we want the subdivision to be “as per our standards”. We do not have standards at this point. We are currently working on a document that would include all the standards for a subdivision and we will then present it to Council for approval. This would basically be a guide for landowners to instruct them “how” the subdivision should be designed and constructed for roads, servicing, parcel layout, drainage, grading, etc. The proposed Guidelines will be presented to Council before the end of 2022. The department is meeting with the Counties to evaluate if a standard across the counties would be something other Townships are contemplating.

### **Severances**

The SDG Counties Planning Department is processing the severance applications and are starting to catch up with the number of applications coming in. The Township has seen many applications for severance since early 2022.

### **IHA Projects**

The property South of County Road 43, where the hospital is located is at final stages of their severance application.

**Ongoing Zoning By-law Amendments, Consent Applications, Minor Variances**

The Planning Department is working on several files with applicants that will be forwarded to Council in due time. Many Planning Act applications are being submitted. We anticipate that these numbers will likely increase in the near future.

**Alternatives:**

None.

**Financial Implications:**

No financial implications to the Township

**Attachments & Relevant Legislation:**

None.

**Others consulted:**

Todd McDonnell, *By-law Enforcement Officer*

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk