



YEAR END REPORT 2019

Building and Planning Department

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The Building and Planning Department's primary functions are to assist the development community and work with the general public in matters relating to land use planning, building construction and by-law enforcement. Additionally, the department is responsible to influence and respond effectively to new legislation and legislation amendments that affect development in the City.

In performing these functions, the department follows the legislative requirements of the Ontario Building Code and the Ontario Planning Act and administers and enforces numerous municipal by-laws such as the Property Standards By-law, Property Maintenance By-law, Sign By-law, Swimming Pool Enclosure By-law and Zoning By-law.

With the assistance of Administration staff and the Economic Development Manager the department is also responsible for the administration of Business Licensing.

Under the direction of City Council, the department is responsible for maintaining and updating the City's Official Plan and Comprehensive Zoning By-law and for implementing Council's long-term planning objectives. These planning objectives are guided by delegation of authority from Council, for processing and administration of various planning functions such as minor variances and consents to sever through the Committee of Adjustment. Other functions include site plan control, plans of subdivision and Official Plan and Zoning By-law amendments.

Property and Maintenance Standards

There was a total of 81 properties addressed through Property Standards/Maintenance enforcement. These included official written complaints as well as verbal complaints via phone or counter and proactive determination by the department. The following numbers represent issues presented within the 81 separate property addresses at a voluntary compliance rate of 88%. Important to note, that repeat violations are not accounted for within these numbers.

Grass	Waste/Debris	Derelict Vehicles	Building Condition	Voluntary Compliance	City Corrected
47	16	2	10	71	10



Zoning types of properties served in 2019

Residential – Single or Multiple	58
Commercial	13
Industrial	2
Institutional	0

Currently these contraventions are enforced in accordance with the Property Standards By-law as well as the Property Maintenance By-law. The Property Standards By-law was enacted under the authority of the Building Code Act to establish standards for the maintenance and occupancy of buildings and property within the municipality.

The time limitation for compliance of an Order in accordance with the Property Standards By-law is controlled through the Building Code Act. As a result, the minimum time that an Order can require compliance in is 19 days. This encompasses the five days for receipt of the Order via registered mail and fourteen days to permit an appeal of the Order. If an appeal is filed, then the matter may take a few months or longer to be addressed.

The Property Maintenance By-law affects change through the notification process and fine issuance alone. The desired result is voluntary compliance so that, issuance of a fine will be avoided.

Presently, by-law enforcement and Building inspection services are operated within the same department by the same individual. This close strategic relationship together with Zoning enforcement provides much needed information and collaboration that increases efficiency in information sharing and helps to achieve the Property Standards enforcement goals. Currently the capacity for By-law enforcement is being increased with the addition of enforcement duties within the Fire Department Prevention Officer position. This will greatly improve a faster, more efficient and widespread compliance across the municipality, which will lead to wider tenant and landlord engagement to improve building condition concerns with the promotion of preventative maintenance in multi-residential dwellings to prevent deterioration of building standards. In the coming year both the Property Standards By-law and Property Maintenance By-law will also be updated.

Business Licensing

Each year annual and one-time business licenses are issued by the City of Dryden. Licensing provides information on the type and number of business entities of various sectors operating in the City of Dryden. In the coming year the Licensing By-law will be examined to improve its adaptability and enforceability moving forward. The City of Dryden needs to increase their media presence to make the public aware that licensing is a requirement to operate within City Limits but at present the by-law does not have adequate powers to enforce compliance.



Annual Resident	Annual Non-Resident	One Time	Total Revenue
7	5	12	\$3625.00

Planning and Zoning

The Building and Planning Department manages various planning, rezoning and subdivision processes each year. The department also provide guidance on land use, development regulations, site plan control and zoning information to staff, Council, ratepayers, developers, stakeholders and the public. Considerable time is spent responding to these inquiries which can result in land purchase and permit applications, development and rezoning. Zoning Compliance Certificates is a service provided to ratepayers or potential purchasers of a property during real estate transactions; they are often requested by buyers/sellers, realtors, lawyers or banks. For a fee on a request basis, a historical review of property files is conducted to outline the zoning, building information and history of the property. Planning applications are a legislated process requiring specific timeframes and notification and public consultation processes to complete. These processes either involve the Committee of Adjustment in consultation with Building and Planning (minor variances, consents) or start through Building and Planning with final decision of Council (zoning amendments, site plan control).

Zoning amendments sometimes require the use of a Planning Consultant to be able to provide all the review and background information required to make an informed and complete application. This consulting expense ensures the City of Dryden is protected and thorough in its approach to these types of applications. Great consideration is given to the requirements of the Official Plan and the Provincial Policy Statement to ensure compliance and compatibility with these overarching documents. Fee Revenue from all Planning Applications for 2019 is \$8,676.

The number and types of planning applications completed in 2019 are:

Compliance Certificates	Zoning Amendments	Site Plan Control	Consents	Minor Variances	Encroachment Agreements	Official Plan Amendment
16	3	1	2	4	1	1

Building Permits

In 2019, the Building department issued 73 building permits and 7 sign permits. From these approximately 160 separate site inspections were conducted through the building process which averages to approximately 1.7 inspections per working calendar day. (4) permits were a result of Orders to Comply for construction without permit consisting of garage to house conversions and installation of a shed/garage(s). The following types of permits at their value are:



Type of Permit	Construction Value	Permit Value
Residential	\$3,221,356	\$13,158.40
Commercial	\$1,551,500	\$5,440.50
Industrial	\$251,000	\$2,855.00
Institutional	\$472,200	\$2,888.00
Sign	n/a	\$290.00

Residential sector activity remains the highest in construction and permit value. Construction value of building permits is an important indicator of economic activity. Municipal policy, level of economic activity and availability of serviced vacant land are all factors that influence the number of permits issued.

The type of construction, the construction and permit value are reported monthly. The report is distributed internally to City departments and Council and externally to ESA, MOL and Enbridge. Additionally, all permits are reported monthly to Statistics Canada and Canada Mortgage and Housing Corporation. On a quarterly basis the permit status and details are transmitted to MPAC for assessment and tax update purposes.

Activities included in building services operation include

- Processing of permit applications
- Undertaking plans review
- Issuance of permits
- Inspecting key stages of construction
- Issuing orders and prosecution if necessary where compliance is not achieved
- Associated administrative functions

The Building and Planning Department tracks the time spent in the plan's examination process. Essentially the time between receipt of application for permit and issuance. These timeframes can be affected by incomplete application or information, review time depending on complexity or nature of the project as well as factors such as departmental holidays and extended lead times to achieve planning application review. All planning application such as minor variances or zoning amendments need to be approved in advance of the issuance of a building permit.

Type of Permit	Average Review Timeframe(days)	Target Review Timeframe(days)
Residential	8.5	7
Commercial	6.9	20
Industrial	17.7	20
Institutional	10	20
Sign	3	n/a



Construction Value

Construction value coupled with the type of construction is a good indicator of the economic viability of a community. The following chart shows a 10 year history of construction value for the City of Dryden. Major construction projects such as the phase 1 and 2 of the sewage treatment plant, Open Roads School and the new OPP detachment in 2010 and 2011 caused the increased construction values shown for those years. 2019 saw an increase in number of permits but a return to the comparable construction values seen over the timeframe shown. Development interest in our community seems strong. Building and Planning will work diligently with Economic Development and City partners to keep this interest alive and dynamic to provide new affordable housing and new business diversity in the years ahead.

10 Year Building Activity Summary		
Year	Number of Permits	Construction Value
2019	73	\$5,339,526
2018	62	\$12,437,100
2017	58	\$5,798,600
2016	50	\$5,606,000
2015	45	\$2,490,000
2014	53	\$4,636,000
2013	56	\$4,801,000
2012	75	\$5,068,030
2011	77	\$32,766,624
2010	70	\$19,618,700

