

# Staff Report to Council



**Report From:** Mike Rolph, Building and Planning Services Director/Chief Building Official

**Meeting Date:** February 3 2025

**Report:** BPS- 03-2025  
Building and Planning 2024 4th Quarter Activity and Year to Date.

## Recommendation

**That South Huron Council receives Staff Report BPS-03-2025 Building and Planning 2024 4<sup>th</sup> Quarter Activity and Year to Date for Information.**

## Report Overview

|                                   |  |
|-----------------------------------|--|
| <b>Purpose of Report</b>          | For Information  |
| <b>Council Priority Alignment</b> | Planning For and Managing Sustainable Growth   |
| <b>Consultations</b>              | None.  |
| <b>Attachment(s) to Report</b>    | Q4 Building Activity Report<br>Q4 Planning Activity Report<br>2024 Building Year to Date<br>2024 Planning Year to Date |

## Report Highlights

- A total of 42 permits were issued in the fourth quarter with an accumulative construction value of \$50,574,970.00.
  - The Permit for the Long-Term Care Facility was issued in the fourth quarter with a construction value of \$42 million.

- A total of 8 planning applications were received in the fourth quarter with an accumulative municipal fee of \$10,757.50.
- A total of 191 permits were issued in 2024 with an accumulative construction value of \$101,506,609.00.
- A total of 36 applications were received in 2024 with an accumulative municipal fee of \$29,828.00.

## Context and Background

This report provides the building and planning activities for the fourth quarter of 2024 (October to December) as well as the 2024 year-end totals.

### Building Activity:

A total of 42 permits were issued in Q4 with an accumulative construction value of \$50,574,970.00.

- Twenty-nine (29) Building Permits
- Seven (7) Plumbing Permits
- Four (4) Septic Permits
- Two (2) Demolition Permits

A total of 191 permits were issued in 2024 with an accumulative construction value of \$101,506,609.00.

- One hundred and fifty-four (154) Building Permits
- Thirteen (13) Septic Permits
- Fourteen (14) Plumbing Permits
- Ten (10) Demolition Permits

### Planning Activity:

A total of 8 applications were received in the third quarter with accumulative municipal fees of \$10,757.50.

- Three (3) Consents
- One (1) Draft Plan Approval Extension
- One (1) Draft Plan of Subdivision Final Approval
- One (1) Site Plan Amendment
- Two (2) Zoning By-law Amendments

A total of 36 applications were received in 2024 with an accumulative municipal fee of \$29,828.00 collected.

- Nine (9) Minor Variances
- Thirteen (13) Consents
- One (1) Redline Revisions
- Three (3) Draft Plan Approvals

- Two (2) Draft Plan Final Phase Approval
- Two (2) Removal of Holding
- Three (3) Zoning By-law Amendments
- One (1) Site Plan Amendment
- Two (2) Site Plan Applications

## **Subdivisions**

Staff were involved in development planning for various subdivisions, which included legal services such as those involved in preparing and administering the development agreement, design review and other technical services.

One subdivision agreement was executed this quarter. In 2024, two subdivision agreements were executed and one pre-servicing agreement.

## **911 Addressing**

There were 210 new addresses created in South Huron in 2024. This includes addressing new buildings/secondary units and rural properties.

Staff also registered the following road names:

- Lawrence Ave
- Armstrong Street
- Ambleside Street
- Dearing Drive
- Sullivan Street
- Silver Dart Way
- McCurdy Ave

## **Delegated Authority**

The Chief Administrative Officer has delegated responsibility for certain planning matters as provided by Council By-law.

Pursuant to Bill 109, As of July 1, 2022, a municipal council no longer has approval authority for site plan control; council shall delegate the authority to staff, an officer or an agent. The legislation amended Section 41 of the Planning Act by adding subsection (4.0.1) which provides for appointment of an authorized person under subsection (4).

In July of 2022, By-law 39-2022 was approved by council to delegate authority to the Chief Administrative Officer as the approval authority for site plan control.

## **Site Plan Control**

One amendment to an agreement was approved (Southwest Marine).

Two applications were exempt from Site Plan Control.

Staff received two other applications in 2024 and continue to work with the applicant and anticipate approval in early 2025.

### **Consent**

Nine severances (undisputed) were approved by delegated authority.

Two disputed severances received an approval recommendation from South Huron Council. They were approved at County Council.

Two were circulated late in 2024 and will be reflected in 2025

### **Subdivision Extensions**

Two undisputed subdivision extensions were approved by delegated authority

40T20001 (Huron Green) has draft approval until July 7, 2025

40T20006 (Sol Haven/Tridon) has draft approval until December 7, 2026

One disputed subdivision extension was approved by Council and has since been approved by the County.

40T05003 (Stoneyridge/Taylor) has draft approval until February 2, 2030.

### **Discussion and Staff Recommendation(s)**

Both the building and planning departments strive for excellent customer service.

To gauge our performance, the Building Services Departments Key Performance Indicator (KPI) is to have permit applications issued or refused within their legislative timelines as set out in the Ontario Building Code. The below list indicates these timelines:

- 10 days for a house where no dwelling unit is located above another dwelling unit, or a detached structure that does not exceed 55 m<sup>2</sup> (592 sq.ft.) in building area, or a tent or a sign.
- 15 days for a building less than 3 story's and less than 600 m<sup>2</sup> (6458 sq.ft.) in building area, or farm buildings that do not exceed 600 m<sup>2</sup> (6458 sq.ft.) in building area.
- 20 days for a building more than 3 story's or more than 600 m<sup>2</sup> (6458 sq.ft.) in building area, or farm buildings greater than 600 m<sup>2</sup> building area, or retirement home.
- 30 days for Post disaster building, or any building with an interconnected floor space.

The Building Services Department had achieved our KPI's for the fourth quarter of 2024.

To gauge the performance of the Planning Department our Key Performance Indicator (KPI's) as follows:

1. Site Plan Applications processed within six weeks of a complete application.
2. Pre-Con Requests scheduled within two weeks if correct supporting documents are received.
3. Response to general zoning inquires within two business days.

The Planning Department has achieved our KPI's for the fourth quarter of 2024.

### **Impact Analysis**

There are no legal, financial, or community impacts in the preparation of this report.

### **Linkages**

- None.

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**Respectfully submitted,**

**Mike Rolph, Building and Planning Services Director/Chief Building Official**

## Report Approval Details

|                      |   |
|----------------------|---|
| Document Title:      | BPS03-2025 - Building and Planning 2024 4th Quarter Activity and Year to Date.docx  |
| Attachments:         | <ul style="list-style-type: none"><li>- Q4 Planning Activity Report.pdf</li><li>- 2024 PlanningYear to Date.pdf</li><li>- Q4 Building Activity Report.pdf</li><li>- 2024 BuildingYear to Date.pdf</li></ul> |
| Final Approval Date: | Jan 29, 2025  |

This report and all of its attachments were approved and signed as outlined below:

**Alex Wolfe - Jan 24, 2025 - 1:15 PM**

**Erin Moore - Jan 24, 2025 - 1:54 PM**

**Rebekah Msuya-Collison - Jan 29, 2025 - 4:55 PM**