

AGENDA: PLANNING & BUILDING COMMITTEE



MEETING DATE: May 4, 2011

MEETING TIME: 7:00 pm

LOCATION: L. E. Shore Memorial Library – 173
Bruce St. S, Napier St. - Back
Parking Lot Entrance

PREPARED BY: Sharon Long, Administrative Assistant

A. Call to Order

- Approval of Agenda

Recommendation (Move, Second)

THAT the Agenda of May 4, 2011 be approved as circulated, including any items added to the Agenda.

- Declaration of Pecuniary Interest
- Previous Minutes

Recommendation (Move, Second)

THAT the Minutes of April 4, 2011 and April 20, 2011 be approved as circulated, including any revisions to be made.

B. Public Meetings - 7:00 p.m.

B.1 Engineering & Public Works, Planning & Building Fees

B.2 Application for Consent (B02-2011) & Zoning By-law Amendment BP
West Part Lot 19, Concession 12
Estate of Nelson Boyd

B.3 Application for Consent (B01-2011) SP
Part Lot 27, Concession 9
Minnie Sheridan

B.4 Application for Consent (B03-2011) & Zoning By-law Amendment BP
Part Lot 28, Concession 8
Jacqueline Van Strien

C. Deputation

C.1 OPA 80 – County of Grey

C.2 Blue Mountain Watershed Trust – Peer Review of Environmental Studies - Terrasan

D. Staff Reports as circulated

D.1 Building Permit Statistics – March 2011 – B.11.21 GM

Recommendation (Move, Second)

THAT Council receive Staff Report B.11.21 “Permit Statistics – March 2011” for information purposes.

**D.2 Operational Review of the Building Services Division – B.11.15 GM
(This report was tabled at the meeting of April 4, 2011)**

Recommendation (Move, Second)

THAT Council does hereby receive Building Staff Report B.11.15 “Final Report - Operational Review of the Town’s Ontario Building Code Program”;

THAT the “Building Services Division Operational Review” Report dated December 2010 prepared by Tunnock Consulting Ltd., be received;

THAT the “Building Permit Fee Review” Report dated December 2010 prepared by Tunnock Consulting Ltd., be received;

THAT Staff be directed to proceed with the implementation of the recommendations as outlined in the Reports subject to the necessary budget and/or administrative processes and/or approvals required;

THAT Recommendations No. 6 and 13 proposing that the staff complement for building inspectors be adjusted to five (5) full time equivalents comprising 4 qualified building officials and 1 Permit & Inspections Assistant be referred to the Director, Planning & Building for review and implementation as appropriate subject to the necessary budget and/or administrative processes and/or approvals required;

THAT Recommendation Nos. 10 and 14 to further electronically streamline Building Services with a review of the technology support required to fully optimize the City View and GIS property database by the Financial and Information Services Department for consideration on annual basis be endorsed by Council subject to the necessary budget approvals;

THAT Council direct the Town Clerk to provide notice of a public meeting in accordance with Subsection 7.-(6) of the Building Code Act, to receive input on the proposed changes to the draft by-law, permit fees and adjustments as set out in the Draft Building Permits Fee By-law (Appendix C); and

THAT Town Staff report back to Council following the public meeting respecting the Draft Building Permits Fee By-law.

E. Minutes - Receive/Adopt

E.1 Committee of Adjustment – February 17, 2011.

F. Discussion

F.1 Planning & Building Services Budget Process.

G. Next Meeting Date

June 6, 2011

H. Adjournment

Recommended (Move, Second)

THAT this Planning & Building Committee meeting does now adjourn.