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**STAFF REPORT: Planning & Building Services Department**



**REPORT TO:** Committee of The Whole  
**MEETING DATE:** April 28, 2014  
**REPORT NO.:** PL.14.47  
**SUBJECT:** Planning & Building Services  
 Department Pending Business List  
**PREPARED BY:** Sharon Long, Administrative  
 Assistant Planning & Building  
 Services

**A. Recommendations**

THAT Council receive Staff Report PL.14.47 respecting "Planning & Building Services Pending Business List" for information purposes.

**B. Background**

**Purpose:**

To track requests from the Planning & Building Committee and/or Council for information and/or reports related to matters within the purview of the Planning & Building Services Department.

**Pending Business List:**

Item	Subject Matter	Description	Action/Direction by Committee or Council	Status
1	Drive-thrus	Drive-thrus Study Completed re OPA & ZBLA	Refer to OP 5 Year Review	Included in Draft OP 5 Year Review Document
2	Noise By-law Review	Review of Noise By-law re Measurable Criteria	Request by Council	Hold
3	Sign By-law	Review of Sign By-law	Requested by Council, last review in 2008	Hold
4	Cash-in-lieu of Parkland Policy	Review of \$650/new lot rate	\$650 rate was deemed to be an interim rate, additional study/information requested by Council	Hold
5	Michael Pocock – Request for Reduction in Planning Fees	Request to Council for reconsideration of fees for Planning Applications related to a property in Clarksburg	Council directed that staff further review request	Hold
6	Cash-in-lieu of Parking	Review of current Cash-in-lieu of Parking Rate	Deferred by Council, directed further meetings with BIA, Chamber and other stakeholders	Hold
7.	5 Year OP Review	Mandated 5 Year Review	Underway	Current
8	Collector Road Designations - Thornbury	Review of Collector Road Designations – OP 25	Matter deferred by Council until completion of OP 5 Year Review	Hold

9.	Clarksburg Holding Tanks	Use of Holding Tanks in defined area of Clarksburg	Town staff authorized to proceed with the development of a policy so as to permit the use of holding tanks for non-residential and mixed-use buildings located within a defined area of Clarksburg	Hold
10.	Seasonal Labourer Accommodations	Resolution of Council to consult/explore Seasonal Labour Accommodations	Staff to consult with industry organizations, stakeholders and the Agricultural Advisory Committee to explore the need for a joint TBM/Industry review of various design specifications related to accommodation facilities, with a goal of identifying any opportunities where specifications do not meet the industry needs and where changes to specifications or regulations could improve the economic sustainability of the specialty crop industry, with the further goal of pursuing jointly any defensible changes with appropriate regulatory bodies.	Current
11.	Secondary Suites	OPA and ZBLA to permit secondary suites as of right.	Under review/discussion with NEC and GSCA	Current
12.	Taxi Licensing	Letter received by Council & forwarded to By-law Enforcement	Staff Report to Committee of The Whole on May 21, 2014	Current
13.	Property Standards By-law	Council direction to consider through 2015 budget process for this by-law to cover the whole municipality.		Hold
14.	Cat Shelter	Zoning By-law Amendment	Public Meeting scheduled for May 21, 2014	Current
15.	Parking & Loading Standards	Zoning By-law Amendment	Public Meeting Held – staff report to Committee of The Whole – June 2014	Current

- ❖ Status: Council directed deadline or, as determined by the Director, Planning & Building Services based on workload and priority.

### **C. The Blue Mountains' Strategic Plan**

*Providing a strong, well managed municipal government.*

### **D. Environmental Impacts**

N/A

### **E. Financial Impact**

N/A

**F. In Consultation With**

David Finbow, Director, Planning & Building Services  
Greg Miller, Manager, Building & By-law Services/CBO  
Corrina Giles, Town Clerk

**G. Attached**

N/A

Prepared by:

Respectfully submitted:

Sharon Long  
Administrative Assistant  
Planning & Building Services

David Finbow  
Director Planning & Building Services