



# **Municipality of St.-Charles**

## **Building Controls and Bylaw Department**

### **For Consideration by Council**

#### **RE: Building and Bylaw Report**

#### **Second Quarter 2024**

**OBJECTIVE:** To update Council on the initiatives and activities of the Building Control and Bylaw Department.

#### **BACKGROUND:**

The quarterly activity report was developed to provide interim updates on activities, initiatives and the impact of the Building Controls department to Council and ratepayers.

#### **ANALYSIS:**

The Building Controls Department is responsible for administering and enforcing the Ontario Building Code Act and its Regulations and the Zoning By-law. This is done through plans examination, issuing the appropriate building permits and conducting site visits at various stages of construction. Highlights of activities are included within the report.

#### **Values upheld by the Building Department:**

- **Ensure Community Safety**
- **Ensure timely knowledge of policies, By-Laws, and Building Controls**
- **Provide personalized and efficient customer service**

Respectfully submitted by Andrea Tarini – Director of SEBBS/ Chief Building Official

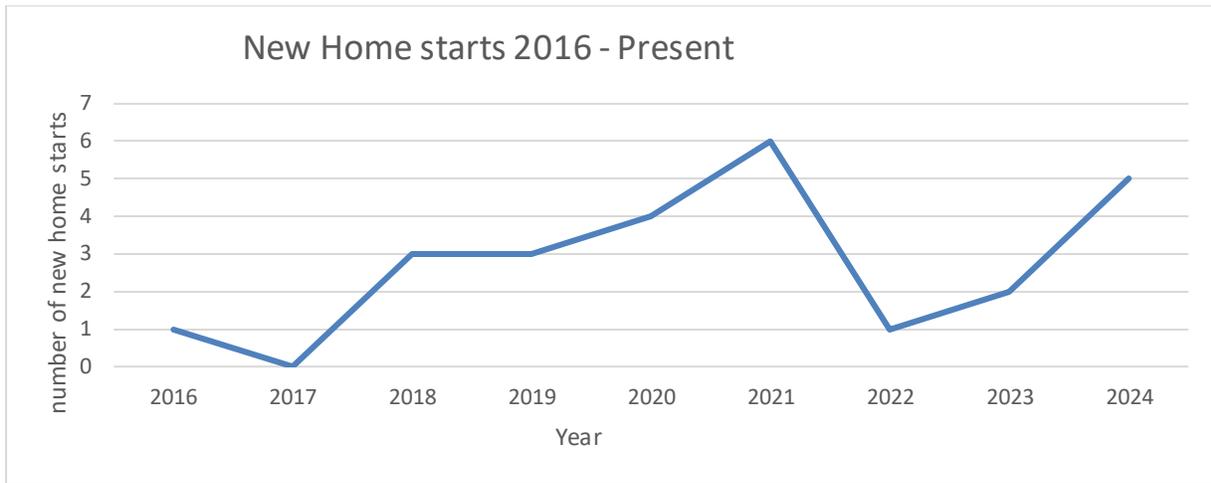
## **BUILDING CONTROLS DEPARTMENT REPORTING**

#### **Training, Conferences/Meetings, and Highlights for this quarter**

- CBO completed OBC course - Converting Garages to Accessory Dwelling Units.
- The CBO attended the Northern Lights Chapter meeting online and the OBOA Board meeting in Sudbury
- The CBO and By-law Manager presented at the AMTCO Zone 7 meeting regarding implementation of the AMP's program.

The Municipality is seeing an upward trend to new home building starts similar to what was experienced in increase in building during the pandemic. The start to the road construction for the subdivision off of King Street has allowed for new home starts to be considered in the area on top of home starts that would have been proposed.

The following chart illustrates the trend that the department is seeing where there is a bounce back from the 2022 drop in new house starts that was noticed when interest rates increased around that time.



### **BUILDING PERMITS ISSUED YTD COMPARISON (Jan 1 – Jun 30)**

| Type of Permit                         | 2024 Permit Information |                       | 2023 Permit Information |                       | 2022 Permit Information |                       |
|----------------------------------------|-------------------------|-----------------------|-------------------------|-----------------------|-------------------------|-----------------------|
|                                        | Permits Issued          | Construction Value    | Permits Issued          | Construction Value    | Permits Issued          | Construction Value    |
| <b><u>Residential Construction</u></b> |                         |                       |                         |                       |                         |                       |
| New Building Construction              | 5                       | \$1,018,140.00        | 2                       | \$663,300.00          | 1                       | \$379,545.00          |
| Secondary Dwelling                     | 0                       | \$0.00                | 0                       | \$0.00                | 0                       | \$0.00                |
| New Accessory Structure                | 5                       | \$246,560.00          | 5                       | \$283,600.00          | 8                       | \$401,560.00          |
| New Accessory Structure with plumbing  | 0                       | \$0.00                | 1                       | \$170,000.00          | 0                       | \$0.00                |
| Install/Erect/Replace                  | 1                       | \$3,500.00            | 1                       | \$1,000.00            | 4                       | \$54,520.00           |
| Renovation/Alter/Repair                | 5                       | \$108,000.00          | 6                       | \$34,000.00           | 10                      | \$237,850.00          |
| Renovation/Alter/Repair with plumbing  | 1                       | \$60,000.00           | 1                       | \$143,150.00          | 0                       | \$0.00                |
| Demolish                               | 4                       | \$4,000.00            | 1                       | \$1,000.00            | 1                       | \$1,000.00            |
| Addition                               | 4                       | \$178,250.00          | 2                       | \$33,900.00           | 4                       | \$287,313.00          |
| Addition with plumbing                 | 0                       | \$0.00                | 1                       | \$68,625.00           | 0                       | \$0.00                |
| Siding                                 | 0                       | \$0.00                | 1                       | \$4,000.00            | 0                       | \$0.00                |
| Weeping tile                           | 1                       | \$7,800.00            | 1                       | \$7,000.00            | 0                       | \$0.00                |
| <b>Total Res. Construction</b>         | <b>26</b>               | <b>\$1,626,250.00</b> | <b>22</b>               | <b>\$1,409,575.00</b> | <b>28</b>               | <b>\$1,361,788.00</b> |
| <b><u>Other Construction</u></b>       |                         |                       |                         |                       |                         |                       |
| Commercial                             | 0                       | \$0.00                | 1                       | \$20,000.00           | 1                       | \$1,000.00            |
| Industrial                             | 0                       | \$0.00                | 0                       | \$0.00                | 0                       | \$0.00                |
| Government/Institutional               | 0                       | \$0.00                | 1                       | \$194,000.00          | 1                       | \$500,000.00          |
| <b>Total Other Construction</b>        | <b>0</b>                | <b>\$0.00</b>         | <b>2</b>                | <b>\$214,000.00</b>   | <b>2</b>                | <b>\$501,000.00</b>   |
| <b>Total Construction</b>              | <b>26</b>               | <b>\$1,626,250.00</b> | <b>24</b>               | <b>\$1,623,575.00</b> | <b>30</b>               | <b>\$1,862,788.00</b> |
| <b>Building Permit Fees</b>            |                         | <b>\$19,102.78</b>    |                         | <b>\$16,226.05</b>    |                         | <b>\$21,906.88</b>    |

## PERMIT STATS BY QUARTER

| Type of Permit            | 1 <sup>st</sup> Quarter |              | 2 <sup>nd</sup> Quarter |                | 3 <sup>rd</sup> Quarter |       | 4 <sup>th</sup> Quarter |       |
|---------------------------|-------------------------|--------------|-------------------------|----------------|-------------------------|-------|-------------------------|-------|
|                           | Permits Issued          | Value        | Permits Issued          | Value          | Permits Issued          | Value | Permits Issued          | Value |
| Residential Construction  | 8                       | \$168,360.00 | 18                      | \$1,457,890.00 | -                       | -     | -                       | -     |
| Commercial                | 0                       | \$0.00       | 0                       | \$0.00         | -                       | -     | -                       | -     |
| Industrial                | 0                       | \$0.00       | 0                       | \$0.00         | -                       | -     | -                       | -     |
| Government/ Institutional | 0                       | \$0.00       | 0                       | \$0.00         | -                       | -     | -                       | -     |
| Total Construction        | 8                       | \$168,360.00 | 18                      | \$1,457,890.00 | -                       | -     | -                       | -     |
| Building Permit Fees YTD  | \$2,383.23              |              | \$16,719.55             |                | -                       |       | -                       |       |

## BUILDING CONTROLS STATISTICS

| Item                                                  | Q1        | Q2        | Q3       | Q4       | 2024 Year to Date | 2023 Total | 2022 Total | 2021 Total | 2020 Total |
|-------------------------------------------------------|-----------|-----------|----------|----------|-------------------|------------|------------|------------|------------|
| Applications                                          | 15        | 14        | -        | -        | 29                | 58         | 63         | 67         | 53         |
| Permits Issued                                        | 8         | 18        | -        | -        | 26                | 50         | 54         | 56         | 47         |
| <b>House Permit</b> - Average working days to issue   | 7         | 6         | -        | -        | 6.5               | 6.5        | 4.5        | 3.25       | 5          |
| Actual House Building Permits issued                  | 8         | 18        | -        | -        | 26                | 48         | 53         | 56         | 47         |
| <b>Small Building</b> - Average working days to issue | 0         | 0         | -        | -        | 0                 | 7          | 0          | 0          | 0          |
| Actual Small Building Permits issued                  | 0         | 0         | -        | -        | 0                 | 2          | 0          | 0          | 0          |
| <b>Large Building</b> - Average working days to issue | 0         | 0         | -        | -        | 0                 | 0          | 0          | 0          | 3          |
| Actual Large Building Permits issued                  | 0         | 0         | -        | -        | 0                 | 0          | 0          | 0          | 1          |
| <b>Complex Building</b> Average working days to issue | 0         | 0         | -        | -        | 0                 | 0          | 6          | 0          | 0          |
| Actual Complex Building Permits issued                | 0         | 0         | -        | -        | 0                 | 0          | 1          | 0          | 0          |
| <b>Total Inspections</b>                              | <b>30</b> | <b>49</b> | <b>-</b> | <b>-</b> | <b>79</b>         | <b>193</b> | <b>172</b> | <b>266</b> | <b>142</b> |

- Inspections include, but not limited to, preconstruction site inspection, footings, foundation, drainage/weeping tile, concrete slab, plumbing rough-in, framing, insulation, vapor/air barrier, heating, occupancy, fire protection, final inspection.
- Average working days to issue a building permit are a measure of the service level of the building department. The Ontario Building Code prescribes the maximum time allowable to issue a building permit once the application is complete. House permits are to be issued in 10 business days, Small and Large Buildings are to be issued in 15 business days. Complex buildings are to be issued within 30 days.

## Short Term Rental (STR) License

The STR Bylaw was passed in the third quarter of 2024 so this report does not reflect any applications. SEBBS staff have worked hard to create efficient procedures to accept and review applications since the bylaw passed in the Municipality of French River (the first SEBBS member municipality who passed the by-law), so now By-law is ready to reach out to rentals that have not contacted the Municipal office to apply for licenses.

The department is working with any applicant that reaches out to apply to rectify any issues that might arise. Common issues are under-sized septic systems, buildings that were built without permits and safety issues to be addressed including deck repair and required smoke and CO detector installation.

| Type of License   | Applications | Issued | Number of occupants | Renewal | Hosted | Un-hosted |
|-------------------|--------------|--------|---------------------|---------|--------|-----------|
| Short Term Rental | 0            | 0      | 0                   | 0       | 0      | 0         |

## Travel Trailer (TT) License

The TT Bylaw was passed in the third quarter of 2024 so this report does not reflect any applications. SEBBS enforcement has developed an education flyer that is being distributed to Travel Trailers that are found in the area to let residents know of the new licensing program. This program will be enforced in 2025.

| Type of License | Applications | Issued |
|-----------------|--------------|--------|
| Travel Trailer  | 0            | 0      |