



Sudbury East Building and By-law Services (SEBBS)

Report for the Consideration by Council

*Shared Services in the Municipalities of French River, Killarney, Markstay-Warren
and St.-Charles*

Meeting Date: October 16, 2024	Report Date: October 7, 2024
Reason Before Council: For Information Only	Priority: Normal
Department: Planning & Development	Type of Meeting: Regular Meeting

RE: Q3 2024 – Building Department

RECOMMENDED RESOLUTION: To accept the report as presented.

BACKGROUND:

The quarterly activity report was developed to provide interim updates on activities as an ongoing effort to be able to communicate the activities, initiatives, and impact of the Building Control Services 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.

LINKS TO STRATEGIC PLANS:

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

BUILDING CONTROLS DEPARTMENT REPORTING

Quarterly Update - Building:

Training and Conferences: The CBO attended the Northern Lights Chapter Meeting in Sudbury and the AMTS (Annual Meeting and Training Session) OBOA Conference in London. Topics discussed

included: Changes to the 2024 Ontario Building Code, protection of Municipal Sewers, how to build a better accessible washroom, radon mitigation, and review of legal cases brought against building departments across the province.

BUILDING PERMITS ISSUED YTD COMPARISON (Jan – Sept)

Type of Permit	2024 Permit Information		2023 Permit Information		2022 Permit Information	
	Permits Issued	Construction Value	Permits Issued	Construction Value	Permits Issued	Construction Value
<u>Residential Construction</u>						
New Building Construction	6	\$1,303,140	4	\$808,900	6	\$1,637,417
Secondary Dwelling	0	\$0	0	\$0	0	\$0
New Accessory Structure	11	\$801,840	11	\$678,620	10	\$453,580
New Accessory Structure with plumbing	0	\$0	0	\$0	0	\$0
Install/Erect/Replace	2	\$8,000	4	\$26,650	6	\$83,245
Renovation/Alter/Repair	6	\$116,000	12	\$214,350	11	\$252,850
Renovation/Alter/Repair with plumbing	1	\$60,000	0	\$0	0	\$0
Demolish	4	\$4,000	2	\$2,000	4	\$4,000
Addition	5	\$278,250	3	\$102,525	5	\$337,313
Addition with plumbing	0	\$0	0	\$0	0	\$0
Siding	0	\$0	0	\$0	0	\$0
Weeping tile	1	\$7,800	1	\$2,000	0	\$0
Total Res. Construction	36	\$2,579,030	37	\$1,835,045	42	\$2,768,405
<u>Other Construction</u>						
Commercial	0	\$0	1	\$20,000	1	\$1,000
Industrial	0	\$0	1	\$25,000	0	\$0
Government/Institutional	0	\$0	1	\$194,000	3	\$1,200,000
Total Other Construction	0	\$0	3	\$239,000	4	\$1,201,000
Total Construction	36	\$2,579,030	40	\$2,074,045	46	\$3,969,405
Building Permit Fees	\$29,690.58		\$22,720.75		\$37,818.81	

PERMIT STATS BY QUARTER – 2024

Type of Permit	1 st Quarter		2 nd Quarter		3 rd Quarter		4 th Quarter	
	Permits Issued	Value	Permits Issued	Value	Permits Issued	Value	Permits Issued	Value
Residential Construction	8	\$168,360	18	\$1,457,890	10	\$952,780	-	-
Commercial	0	\$0	0	\$0	0	\$0	-	-
Industrial	0	\$0	0	\$0	0	\$0	-	-
Government/ Institutional	0	\$0	0	\$0	0	\$0	-	-
Total Construction	8	\$168,360	18	\$1,457,890	10	\$952,780	-	-
Building Permit Fees YTD	\$2,383.23		\$16,719.55		\$10,587.80		-	

BUILDING CONTROLS STATISTICS

The following chart shows the number and types of building permits that were issued in St.-Charles in 2023 and lists past totals. The average working days to issue is a measure of efficiency of the Building Department.

Item	Q1	Q2	Q3	Q4	2024 Year to Date	2023 Total	2022 Total	2021 Total	2020 Total
Applications	15	14	13	-	42	58	63	67	53
Permits Issued	8	18	10	-	36	50	54	56	47
House Permit - Average working days to issue	7	6	5	-	6	6.5	4.5	3.25	5
Actual House Building Permits issued	8	18	10	-	36	48	53	56	47
Small Building - Average working days to issue	0	0	0	-	0	7	0	0	0
Actual Small Building Permits issued	0	0	0	-	0	2	0	0	0
Large Building - Average working days to issue	0	0	0	-	0	0	0	0	3
Actual Large Building Permits issued	0	0	0	-	0	0	0	0	1
Complex Building Average working days to issue	0	0	0	-	0	0	6	0	0
Actual Complex Building Permits issued	0	0	0	-	0	0	1	0	0
Total Inspections	30	49	61	-	140	193	172	266	142

- Inspections include, but are 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 in 30 business days.

Short Term Rental (STR) License

The STR By-Law 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 By-Law 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 installation of required smoke and CO detectors.

Type of License	Applications in process	Issued	Number of occupants	Renewal	Hosted	Un-hosted
Short Term Rental	3	0	0	0	0	0

Travel Trailer (TT) License

The TT By-Law 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

Respectfully submitted by: Andrea Tarini, Director of SEBBS / CBO