



Regular Council Meeting

To:	Mayor and Council
Date:	January 27, 2025
From:	Kyle Phillips, Chief Building Official
Report Number:	PEB 2025-04
Subject:	Fourth Quarter Activity Report - Planning, Economic Development and Building

Recommendation:

That Council receive Report PEB 2025-05 Fourth Quarter Activity Report for Planning, Economic Development & Building (PEB) for information.

Overview

This Report outlines the fourth quarter of 2024 Planning, Economic Development and Building activity. It is part of a series of quarterly reports providing Council with a summary of departmental activity including monitoring active planning applications on a consolidated basis.

Building Permits

Attachment No. 1 provides a summary of building statistics for the fourth quarter of 2024 as compared to the same quarter of 2023. In addition, the summary also provides the number of building permits and specifically the number of new Single Family Dwelling permits issued for the months October, November and December of 2024 as compared to the same time period of 2023.

For the fourth quarter of 2024, the number of building permits issued (34) increased from the number (21) as compared to the same fourth quarter of 2023 (an increase of 62%). In the fourth quarter of 2024, permits for 4 new Single Family Dwellings (SFD) were issued, 3 more than the same period in 2023. "Additional Dwelling Units" has been added to the chart to help track accessory units issued in order to observe the additional population growth.

Building permit application fees for the fourth quarter for 2024 have decreased, totaling \$44,714.57 as compared to \$73,153.89 for the same period of 2023. There has been an increase in Township DC totaling \$39,952.00 for the fourth quarter.

The building permit revenue totaled 22% lower for 2024 than the estimated \$345,000 for the fiscal year. This is due to the first permits for Towerhill North being delayed as well as a slower construction year than forecasted.

Economic Development & Planning Inquiries

Since 2019, Staff have been preparing quarterly economic development reports that summarizes both planning applications and economic development inquiries.

Table No. 1 (below) provides a summary of Land Use Inquiries, Legal Requests and Preliminary Severance Reviews.

Table No. 1 – Planning Activity Summary

Activity	2023 Q4 Total	2024 Q4 Total
Land Use Inquiries	71	60
Legal Requests	10	5
Preliminary Severance Reviews	3	3

Table No. 1 also provides a statistical breakdown of inquiries/requests/reviews for the fourth quarter of 2024 as compared to fourth quarter of 2023. This table allows Council and Staff to monitor activity throughout the year as well as how this is tracking against last year’s total activity to distinguish any overall trends – quarter over quarter and year over year. Looking at year over year comparison of the fourth quarter of 2024 versus the same time in 2023 there is a downward trend in land use inquiries, and legal requests, however preliminary severance reviews have remained the same.

Planning Applications

Table No. 2 (below) shows a comparison from 2023 to 2024 for key planning application activity.

Table No. 2 – Time Series: Active Planning Applications

Application Type	2023 Total	2024 Total
Zoning By-law Amendments	7	13
Minor Variance	3	9
Plan of Subdivision	11	1
Official Plan Amendment	2	4
Site Plan Approval	4	6
Severance Applications	7	2
Minister Zoning Orders	1	0
Part Lot Control	0	1

This table (and its metrics) has been included because it captures another aspect of the Department’s work when it comes to various Planning Act applications and the focus of Staff efforts and resources which is not always reported. Table No. 2

identifies active applications for Zoning By-law Amendments, Minor Variances, Plans of Subdivision, Official Plan Amendments, Site Plan Approvals, Severance Applications and Part Lot Control.

Financial Impact:

Building permit applications for 2024 are up totaling \$269,373.78 compared to \$186,851.74 for 2023. In addition, Township Development Charges increased to \$235,102.00 including Water/Wastewater DC's.

Attachment:

Attachment No. 1 – Fourth Quarter Building Statistics.

Respectfully Submitted by,

Reviewed by,

Kyle Phillips
Chief Building Official

Yvette Hurley
Chief Administrative Officer

Attachment No. 1 – Fourth Quarter Building Statistics 2024

2024 4th Quarter Building Department Statistics						
	2023 - 4th Quarter	2024 - 4th Quarter	%	2023- YTD	2024- YTD	%
Development Fees						
County Development Charges	\$0.00	\$54,008.00	N/A	\$171,210.60	\$284,221.00	66.00%
Township Development Charges	\$0.00	\$39,952.00	N/A	\$130,781.80	\$208,752.00	60.00%
Water	\$0.00	\$8,457.00	N/A	\$0.00	\$8,457.00	N/A
Sewer	\$0.00	\$17,893.00	N/A	\$0.00	\$17,893.00	N/A
Education	\$13,227.00	\$4,144.00	-69.00%	\$23,639.84	\$22,358.00	-5.00%
Total Dev. Fees	\$13,227.00	\$124,454.00	840.00%	\$325,632.24	\$541,681.00	66.00%
Revenue						
Permits	21	34	62%	138	175	30%
Building Permit Fee	\$73,153.89	\$44,714.57	-39%	\$186,851.74	\$269,373.78	44.00%
New Single Family Dwellings *	1	4	300%	17	24	41.00%
Additional Dwelling Units*	N/A	0	N/A	N/A	7	N/A
Value of Construction	\$1,637,524	\$4,523,931	176%	\$80,718,246.50	\$87,052,857	8.00%
Budgeted Building Permit Revenue 2024					\$345,000.00	-22%

Notes:

Any development charges collected through subdivision agreements are not reflected here

New Single family dwellings *	Principal buildings - subject to DC's
Additional dwelling units*	Accessory units - exempt from DC's Started tracking Q4 2024