



**COMMITTEE OF THE WHOLE
AGENDA REPORT**

TO: Mayor Furniss and Members of Committee of the Whole
MEETING DATE: January 16, 2018
SUBJECT: DEVELOPMENT SERVICES DEPARTMENT ACTIVITY REPORT

<u>RECOMMENDATION:</u> As this is an information item there is no action to be taken at this time.		
<u>APPROVALS:</u>		
	<u>Date</u>	<u>Signature</u>
Approved By: Neil Donald, DSC	<u>January 16, 2018</u>	<u>Original Signed by Neil Donald</u>
Acknowledged: Steve McDonald, CAO	<u>January 16, 2018</u>	<u>Original signed by Steve McDonald</u>

ORIGIN: Development Services Department 2017 Year End Report

Building

1. The Development Services Department issued 1235 building permits throughout 2017. The total value of construction totalled \$129,147,489.30. We have had an increase in the number of permits issued in 2017 which we believe is due to a strong local economy.

Further details can be found in the Building Permit Summary Report attached to this report.

Sewage System Re-Inspection (Maintenance Inspections) Program 2016

In 2017, the Township of Muskoka Lakes inspected 331 waterfront properties in the Torrance area. Inspections involved a site visit, a visual inspection of the leaching bed and tank, re-inspecting the inside of tanks if possible and checking for broken baffles, backed up septic tanks or abnormal grass growth on the bed and around the pipes.

The inspections completed during the summer of 2017, which concentrated on Lake Muskoka as well as the Village of Torrance found roughly 62 properties with deficiencies. Notifying these property owners about the ways to improve the maintenance of their septic systems will prevent the systems from failing and/or polluting in the future. The majority of deficiencies found are due to overgrown vegetation.

The 2017 onsite septic maintenance inspection program was a success. Of the 331 inspections completed, 267 of the systems inspected had no evidence of deficiencies at the time of the inspection. Letters were sent to 62 residents regarding minor deficiencies or additional information required. Follow-up inspections will be ongoing. The 2 of properties which required immediate attention have been contacted, orders issued, and follow-up abatement measures have been initiated. Every property was given a basic survey that was to be filled in and sent back to the office. Of the 331 surveys distributed, 72 surveys were returned to us.

Table 1: Re-Inspection Results for Torrance

No Concerns (closed files)	267
Unsafe Orders (Systems Replacement Required) (Steel tanks)	2
Minor Remedial Work Required (letters sent/open files)	62
Total	331

Septic Permits

In 2017, we issued 207 sewage system permits (see Table below). A majority of permits issued were for Class 4 Filter Bed Systems. In 2017, 4 permits were issued for septic tank replacement, some as a result of the sewage system re-inspection program.

<u>PERMITS ISSUED</u>	
155	Class 4F Filter Beds
1	Class 4 Leaching Beds
1	Holding Tanks
1	Repairs to existing systems
4	Septic Tank Replacements
46	Treatment Systems (Waterloo Biofilter, Eco-Flo, Aquarobic)
0	Leaching Pits

In 2017, we carried out 54 inspections for severance applications.

By-law Enforcement

This year brought the hiring of the Township's first permanent full-time By-law Enforcement Officer, who commenced his duties on March 6, 2017. This included taking over the enforcement of most regulatory by-laws and provincial statues on behalf of the municipality. As part of the enforcement of these by-laws the officer responded to general inquiries over the phone, by e-mail, at the front counter and responded to formal written complaints filed on the township's website, by email or in person.

In 2017 (March 6 – December 31), the By-law Enforcement Officer investigated a total of 241 complaints that are itemized on the attached schedule to this report. As part of these investigations the officer may have issued verbal warnings, written notices, formal orders, parking tickets or charges in accordance with the Ontario Provincial Offences Act.

Business Licensing:

In addition to the above noted duties, the By-law Enforcement Officer also undertook an administrative role under the business licensing by-law and issued the following licenses in 2017.

Type	Number of Licenses Issued
Transient Trader	4
Taxi	12 (Maximum Permitted)
Refreshment Vehicle	6
Kennel	6
Hawkers and Peddlers	4
Total	32

Parking Infraction Notices (Parking Tickets):

In 2017, the By-law Enforcement Officer issued a total of 107, Parking Infraction Notices (Parking Tickets), as a result of complaints being filed about vehicles parked in contravention of the township and district parking by-laws. The issuing of these parking infractions also required notices be sent to vehicle owners who failed to respond to the options on the ticket within fifteen (15) days and filing of tickets with the Ontario Court of Justice – Provincial Offences Division for non-payment of the parking fine within seventy-five (75) of the date of offence.

Parking Infraction Notices Issued	107
Notice of Impending Conviction Issued	45
Tickets Filed with Court for non-payment	11

Prosecutions (Charges Filed with the Ontario Court of Justice – Provincial Offences Division):

As a result of complaints filed with the township and investigations undertaken by the By-Law Enforcement Officer a number of prosecutions were initiated as a result of non-compliance with the township's by-laws and provincial statutes. In 2017, a total of fifteen (15) prosecutions were commenced against individual and corporate defendants with a total of forty-two charges being filed. The following table provides a breakdown of the number of prosecutions and under what legislation.

By-law	Number of Prosecutions
Parking	1
Tree Preservation	5
Noise	1
Burning	1
Site Alteration	4
Property Standards	1
Zoning	2
Total	15

Respectfully submitted,

Neil Donald, CBCO
Development Services Coordinator

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**Township of Muskoka Lakes, Building Department
Building Permit Summary Report**

JANUARY - DECEMBER

	Issued	Issued	Issued	Value of Const.	Value of Const.	Value of Const.	Permit Fee	Permit Fee	Permit Fee
Type of Permit	2017	2016	2015	2017	2016	2015	2017	2016	2015
Single Family Dwelling	39	24	25	\$ 19,504,649.00	\$ 7,940,640.00	\$ 8,594,000.00	\$ 239,041.12	\$ 112,587.35	\$ 112,801.80
S.F.D. Addition	19	13	13	\$ 2,326,000.00	\$ 1,334,200.00	\$ 516,000.00	\$ 31,724.20	\$ 15,150.16	\$ 11,625.92
S.F.D. Renovation	9	9	14	\$ 144,000.00	\$ 742,000.00	\$ 643,960.00	\$ 3,152.00	\$ 9,755.55	\$ 9,968.46
S.F.D. Demolition	8	8	14	\$ 38,000.00	\$ 22,500.00	\$ 285,000.00	\$ 800.00	\$ 800.00	\$ 1,400.00
Multiple Res.	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	75	54	66	\$ 22,012,649.00	\$ 10,039,340.00	\$ 10,038,960.00	\$ 274,717.32	\$ 138,293.06	\$ 135,796.18
Cottage	65	71	75	\$ 43,632,519.00	\$ 42,037,250.00	\$ 45,404,830.30	\$ 519,307.48	\$ 532,213.28	\$ 523,231.52
Cottage Addition	45	43	46	\$ 3,246,520.00	\$ 6,281,455.00	\$ 3,234,766.25	\$ 47,660.72	\$ 79,387.54	\$ 39,921.26
Cottage Renovation	47	27	39	\$ 3,065,910.00	\$ 1,539,470.00	\$ 2,168,495.00	\$ 41,814.79	\$ 21,347.50	\$ 27,583.30
Cottage Demolition	63	54	78	\$ 222,500.00	\$ 266,300.00	\$ 290,000.00	\$ 6,300.00	\$ 5,400.00	\$ 7,800.00
SUBTOTAL	220	195	238	\$ 50,167,449.00	\$ 50,124,475.00	\$ 51,098,091.55	\$ 615,082.99	\$ 638,348.32	\$ 598,536.08
Commercial Building	28	34	8	\$ 12,606,549.00	\$ 22,334,087.00	\$ 2,274,440.00	\$ 151,452.50	\$ 282,382.70	\$ 39,504.59
Commercial Addition	4	1	2	\$ 504,000.00	\$ 75,000.00	\$ 75,000.00	\$ 8,967.50	\$ 825.00	\$ 2,867.50
Commercial Renovation	15	7	19	\$ 1,599,900.00	\$ 260,302.97	\$ 1,236,800.00	\$ 17,746.00	\$ 4,232.95	\$ 16,547.30
Commercial Demolition	7	8	4	\$ 30,000.00	\$ 20,000.00	\$ 13,800.00	\$ 700.00	\$ 800.00	\$ 400.00
SUBTOTAL	54	50	33	\$ 14,740,449.00	\$ 22,689,389.97	\$ 3,600,040.00	\$ 178,866.00	\$ 288,240.65	\$ 59,319.39
Accessory Building	109	99	92	\$ 8,365,505.53	\$ 9,063,900.00	\$ 5,777,428.00	\$ 96,631.79	\$ 103,075.82	\$ 84,958.10
Accessory Renovation	11	10	10	\$ 134,000.00	\$ 246,500.00	\$ 136,300.00	\$ 2,599.25	\$ 4,789.80	\$ 3,050.00
Accessory Addition	11	10	5	\$ 482,500.00	\$ 374,000.00	\$ 30,200.00	\$ 7,817.50	\$ 5,968.63	\$ 1,749.75
Accessory Demolition	28	28	29	\$ 89,700.00	\$ 142,400.00	\$ 16,700.00	\$ 2,600.00	\$ 2,800.00	\$ 2,900.00
Public Building	1	2	3	\$ 30,000.00	\$ 889,040.00	\$ 1,629,819.06	\$ 330.00	\$ 9,779.55	\$ 18,850.82
Miscellaneous	99	104	82	\$ 1,556,835.68	\$ 1,786,392.00	\$ 1,311,015.00	\$ 30,620.00	\$ 28,585.30	\$ 25,694.00
SUBTOTAL	259	253	221	\$ 10,658,541.21	\$ 12,502,232.00	\$ 8,901,462.06	\$ 140,598.54	\$ 154,999.10	\$ 137,202.67
Docks	234	193	192	\$ 14,048,251.09	\$ 10,423,060.95	\$ 9,338,401.60	\$ 72,297.00	\$ 58,100.00	\$ 57,600.00
Dock Demolition	52	29	29	\$ 84,100.00	\$ 90,320.00	\$ 69,730.00	\$ 5,400.00	\$ 2,900.00	\$ 2,900.00
SUBTOTAL	286	222	221	\$ 14,132,351.09	\$ 10,513,380.95	\$ 9,408,131.60	\$ 77,697.00	\$ 61,000.00	\$ 60,500.00
Boathouses	70	70	62	\$ 11,930,750.00	\$ 14,162,800.00	\$ 11,050,950.00	\$ 124,162.92	\$ 152,303.56	\$ 128,136.09
Boathouse Renovations	6	19	22	\$ 146,000.00	\$ 565,100.00	\$ 1,308,500.00	\$ 2,200.45	\$ 9,170.25	\$ 16,710.00
Boat House Additions	4	3	4	\$ 280,000.00	\$ 587,500.00	\$ 76,400.00	\$ 2,191.90	\$ 6,957.50	\$ 1,332.00
Boat House Demolitions	54	37	38	\$ 280,000.00	\$ 239,600.00	\$ 293,140.00	\$ 5,400.00	\$ 3,700.00	\$ 3,800.00
SUBTOTAL	134	129	126	\$ 12,636,750.00	\$ 15,555,000.00	\$ 12,728,990.00	\$ 133,955.27	\$ 172,131.31	\$ 149,978.09
Sewage System	207	234	190	\$ 4,799,300.00	\$ 4,935,520.00	\$ 3,634,900.00	\$ 86,375.00	\$ 94,950.00	\$ 79,000.00
TOTAL	1235	1137	1095	\$ 129,147,489.30	\$ 126,359,337.92	\$ 99,410,575.21	1,507,292.12	\$ 1,547,962.44	\$1,220,332.41

BY-LAW COMPLAINTS SUMMARY REPORT

JANUARY - DECEMBER

Type of Complaint	2017	
	Open	Closed
Burning By-law #2009-45	1	
Camping on Public Lands #79-103		1
Dark Sky #2014-29		
Discharge Fire Arms #2009-47		
Docking #2003-29		11
Dogs #97-29		17
Fireworks #2016-92		1
Miscellaneous	1	24
Noise #2005-83		25
Parking #91-67	1	47
Property Standards #99-34	7	15
Signs #99-100	2	33
Site Alteration #2008-56	6	10
Site Plan #2006-100		
Trailer Parks #2010-32		
Tree Cutting #2008-55	3	6
Zoning #2014-14	8	9
District Parking By-law 89-55	1	4
District Obstruct Highway By-law96-112		8
TOTAL	30	211
TOTAL OPEN & CLOSED	241	