



Staff Report

Planning & Development Services – Planning

Report To:	Committee of the Whole
Meeting Date:	January 29, 2018
Report Number:	PDS.18.06
Subject:	Committee of Adjustment 2017 Annual Report
Prepared by:	Lori Carscadden – Secretary/Treasurer, Committee of Adjustment

A. Recommendations

THAT Council receive Staff Report #PDS.18.06, “Committee of Adjustment 2017 Annual Report” for information purposes.

B. Overview

This report provides Council with a summary of the 2017 Committee of Adjustment’s statistics pertaining to the number of applications received and the more common reason(s) for those applications, costs throughout the year and revenue received.

C. Background

1. Since the Committee of Adjustment was established in September 2004, the Committee has received 284 minor variance applications, thirteen of which were withdrawn prior to proceeding to a Hearing.
2. The current Committee was appointed by Council in 2014 for a term to commiserate with the term of Council with the following members: David Morgan, Robert B. Waing, Bill Remus.
3. David Morgan resided as the Chairperson for the year 2017. At the desire of the Committee, this position rotates on an annual basis.
4. Committee support is currently provided by Town Planner Travis Sandberg and Secretary/Treasurer Lori Carscadden.
5. As Council is aware, minor variance applications are circulated internally and externally and when comments and/or recommended conditions are received they are forwarded to the Committee for their consideration.
6. Town planning comments and recommendations are provided to the Committee on each application by Planning Services.

7. The following table is a breakdown of the total number of minor variance applications received and the status from 2010 to 2017, inclusive.

Year	Number of Applications	Granted	Denied	Still Before the Committee	Withdrawn	Reasons
2015	16	16 with one appeal to the OMB	0	0	0	This year we found that requests were being made for relief from front yard along the shoreline as well as relief from height for "turrets"
2016	23	23	0	0	0	No data available
2017	18	13	1	1	3	many homes being built to the max. of the lot and some requests are minimal as they encroach into the front, side & rear yards; variance is required to enable the home to fit the whole lot size;

8. Application revenues collected from 2010 to 2017 as well as the related Member Compensation are reflected below:

Year	Revenue	Costs	Member Expenses, (memberships, travel, meals, accommodation, conferences/ seminars/training workshops)
2015	\$14,850.00	\$33,075.00 (budget \$26,290)	\$4,230.00 (budget \$4,550)
2016	\$7,268.00 (budgeted \$23,650)	\$35,242.00 (budget \$29,920)	\$4,857.00 (budget \$4,050)
2017	\$14,855 (as of Nov) (budgeted	\$31,365.00 (budget \$38,425) (as of Nov)	\$9,035.00 (budget \$4,150) (as of Nov)

9. Members of the Towns' Committee of Adjustment had the opportunity to attend the 2017 OACA Conference in Ottawa ON from June 4th to 7th, inclusive, wherein all three Committee members attended as well as Town Planner Denise Whaley and Secretary/Treasurer Lori Carscadden.

At the OACA Conference, Robert B. Waind was voted in as a member of the OACA Board of Directors. Mr. Waind will serve a one-year term (June 2017-June 2018).

The OACA Seminar was held on October 23rd in Cobourg ON with one Committee member, Robert B. Waind, attending; no Town staff attended.

10. The 2018 OACA Conference is being held in Niagara Falls ON in early June.

It is anticipated that the 2017 OACA Seminar will be held again in October, with the location still to be determined.

D. The Blue Mountains Strategic Plan

#4 Supporting the development of social and recreational programs to meet the broad range of needs in the community

#6 Providing a strong, well managed municipal government

E. Environmental Impacts

None

F. Budget Impacts

Staff are satisfied that the revenues collected substantially address the direct and indirect costs of the Committee.

G. In consultation with

Michael Benner, Director of Planning & Development Services
Shawn Everitt, Interim CAO
Corrina Giles, Clerk

H. Attachments

None

Respectfully Submitted,

Michael Benner
Director Planning & Development Services

Lori Carscadden
Secretary/Treasurer
TOTBM Committee of Adjustment