

COMMUNICATION 130180

Received from: Joanna Bowes, Manager of Development Services
Lennox Smith, Chief Building Official
Addressed to: Committee of the Whole
Date: October 8, 2019
Topic: Update on Shipping Containers

SUMMARY

Letters from the Town have been mailed to residential, commercial and industrial property owners who have shipping containers. For the most part, property owners are taking the necessary steps to meet with Planning and Building Department staff to undertake the required work to bring these units into compliance on their property. Concerns have been raised from property owners who have expansion plans for their properties about duplication of work and fees related to obtaining the necessary development permit approvals. Staff is proposing a solution to Council to address these instances.

COMMENT

When Planning staff has been meeting with commercial and industrial property owners regarding their shipping containers, they are inquiring about whether the owner has any expansion plans for their property in the near future which would be more appropriately addressed together in one application. For commercial and industrial property owners who already have an approved Development Permit (site plan) for their property, a DP1A application is required to address the shipping container(s). For larger expansion projects, a DP3 application is required.

The current deadline for completing the necessary Planning and Building approvals for existing shipping containers is December 31, 2019. For property owners who want to proceed with submitting a DP3 application and addressing their expansion and shipping container matters in one application, the December 31, 2019 deadline for a Planning and Building approval would be difficult, if not impossible to meet. Staff is therefore proposing that for these situations, Council could agree to extend the deadline but only if a completed DP3 application along with all required supporting documentation is submitted by December 31, 2019. If this is not possible, then Staff is recommending that they apply for their DP1A to address their shipping container(s) and when ready, submit their DP3 application for their expansion plans.

STAFF RECOMMENDATION

THAT the deadline for commercial and industrial property owners who would like to address their expansion plans for their property as well as any existing shipping containers be granted an extension to the deadline until April 30, 2020 on the provision that:

- A DP3 application with all supporting documentation/studies and payment in full is submitted by December 31, 2019 and deemed complete by Planning Staff.