



Subject: 2024 Q4 Department Results – Building, Planning, By-Law Services

Report Number: OPD 25-016

Department: Operations and Development Department

Submitted by: Geno Vanhaelewyn, Chief Building Official

Meeting Type: Council Meeting

Meeting Date: Monday, April 28, 2025

RECOMMENDATION

Report recommendation contained within the omnibus motion for all Department results reports.

BACKGROUND

This report presents comprehensive data on annual activity volumes for Building, Planning, and By-Law sectors, including trends over time, financial details, and updates on major initiatives. The statistics cover the period from January 1, 2024, to December 31, 2024.

DISCUSSION

BUILDING SERVICES

In 2024, construction activity in the Town of Tillsonburg exhibited a significant uptick compared to 2023. The total number of permits issued and the overall value of construction projects saw substantial increases. Specifically, the residential, industrial, and institutional sectors experienced notable growth in activity, whereas the commercial sector showed a decline. Detailed statistics are presented in the subsequent tables.

2024 – Annual Building Permit Activity Overview (Jan 1/24 – Dec 31/24)

Total Permits Issued	424
Inspections Completed	3,267
Total Construction Value	\$147,759,096
Total Permit Revenue	\$1,042,339

2024 Value of Construction Comparisons (Jan 1/24 – Dec 31/24)

CLASS	2024	2023	2022	2021	2020	2019
Single Dwellings	11,177,450	13,513,856	24,951,260	55,243,304	32,571,350	21,766,521
Other Residential	58,261,423	13,410,944	64,942,206	48,274,615	32,315,462	24,972,135
Institutional	38,604,900	1,800,500	747,000	1,473,000	90,718	6,990,840
Commercial	3,741,351	13,557,000	1,349,941	3,252,230	2,318,485	1,968,684
Industrial	35,973,972	466,000	15,047,850	4,701,059	4,367,080	901,403
Total Value of Construction	147,759,096	42,748,300	107,038,257	112,944,208	71,663,095	56,599,583
Total Number of Permits Issued	424	358	520	623	538	469

2024 Residential Construction Comparison (Jan 1/24 – Dec 31/24)

YEAR	TOTAL RESIDENTIAL PERMITS ISSUED	NEW SINGLE (DETACHED) DWELLINGS	NEW APARTMENT UNITS	NEW TOWNHOUSE UNITS	NEW CONDO UNITS	TOTAL RESIDENTIAL CONSTRUCTION VALUE	OVERALL CONSTRUCTION VALUES
2024	251	26	132	88	0	69,438,873	147,759,096
2023	123	30	1	32	4	26,924,800	42,748,300
2022	373	68	124	115	16	89,893,466	107,038,257
2021	521	167	4	160	7	103,517,919	112,944,208
2020	423	110	9	-	121	64,886,812	71,663,095
2019	329	90	133	-	24	46,738,656	56,599,583
2018	325	86	42	-	22	31,425,272	43,449,870
2017	316	80	5	-	4	21,276,513	24,726,446
2016	300	117	0	-	0	25,918,372	35,819,258
2015	218	61	-	-	0	14,568,726	19,569,694
2014	240	64	36	-	0	16,432,935	38,932,498
2013	200	67	1	-	0	12,643,180	19,442,337
2012	203	54	0	-	0	10,387,007	18,982,457
2011	249	42	68	-	-	13,781,335	17,921,577
2010	236	58	-	-	-	8,463,514	12,455,689
2009	175	42	30	-	-	20,267,358	26,021,858

Inspection Activity Comparisons (Jan 1/24 – Dec 31/24)

Output Measures/Activity	Quantity 2020	Quantity 2021	Quantity 2022	Quantity 2023		Quantity 2024
Building Inspections Completed	2,492	3,098	5,126	3,430		3,267

Major Construction/Development Projects:

- 671 Broadway – new commercial plaza
- 1030 Progress Drive – Shep’s Bakery – new industrial plant
- 101 Town Line Road – Marwood Metals – industrial plant addition
- 1417 Bell Mill Side Road – THK – industrial addition
- 25 Maple Lane – People Care – residential care facility
- 14 Harvest Ave – Stubbe’s – 8 storey/132-unit apartment building
- 200 Broadway – Stacked Pancake - new restaurant
- 20 Clearview Drive – Wise Line Metal - industrial addition
- 1410 Bell Mill Side Road – Metalfer Iron - new industrial
- 1418 Bell Mill Side Road – Stubbe’s - industrial alteration
- 101 Spruce Street – Modhani Inc. - industrial alteration
- 167 Rolph Street – TDMH – CT renovation & temp. CT trailer
- 116 Simcoe Street – new gas station/commercial
- 62 First Street - 5 storey/49-unit apartment building
- 301 Rokeby Road – Armtec – new industrial (3 buildings)
- 19 Van Street – sewage treatment plant upgrades
- 16 Ross Street – waterpark building renovation
- 45 Hardy Ave – Community Centre alterations/addition
- Potters Gate Subdivision – PH 4 - Oxnard
- Northcrest Estates Subdivision - PH 2 - Hayhoe Homes
- Oak Park Subdivision – PH 2 Sycamore Drive
- Westwinds Subdivision – PH 1 – Southside Group
- Bridges Subdivision – PH 1 – Tillsonburg Developments Inc.

Building Financial Impact

The completed work was financed through the 2024 budget allocations, resulting in Building Services achieving a surplus of \$114,264, which was recorded and subsequently contributed to the Building Permit Obligatory Reserve, for a net balance of \$0. The financial summary is attached as Appendix A to this report.

PLANNING SERVICES

2024 – Planning Activity (Jan 1/24 – Dec 31/24)

Output Measures/Activity	2020	2021	2022	2023	2024
Minor Variance Applications	14	24	13	8	13
Zone Change Application	19	17	19	11	16
Site Plan Formal Consultations	5	4	5	15	8
Site Plan Approvals	9	8	6	4	6
Site Plan Applications (in progress)	3	7	4	6	8
Subdivision Agreements	2	2	2	1	2
Pre-Servicing Agreement	3	2	2	3	3
Draft Plan of Subdivision Approvals	1	5	4	1	0
Draft Plan of Subdivision Approval Ext	2	1	0	0	2

BY-LAW SERVICES

Data shows a rise in by-law and property standard enforcement activities compared to previous years. The issuance of parking tickets has also increased, which was anticipated due to the addition of permanent part-time staff. Detailed statistics are provided in the table below.

2024 – By-Law Activity (Jan 1/24 – Dec 31/24)

Output Measures– Quantity		2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Actual
Parking Tickets Issued		353	482	684	987	1629
Animal Tags Issued	Cats	990	848	-	-	-
	Dogs	2110	2093	1903	2136	1599
Enforcement – Complaints and Occurrences	Parking, Taxi, Illegal Dumping, Noise	241	212	217	267	306
	Property Stds, Zoning, Clean Yard, Sign, Fence, etc.	308	269	250	354	528
	Animal Control	272	210	175	199	173

By-Law Financial Impact

By-Law Services (Protection) achieved a net operating surplus of \$93,358, driven by increased revenue and cost savings in labor, special projects, supplies, and safety expenses. The financial summary is attached to this report.

DEPARTMENTAL TASKS/BUSINESS OBJECTIVES

2024 Business Plan Objectives

Objective	Target	Project Status
2024 Building Code Amendments – Notify/educate designers, contractor and general public	Q4	Completed
Review Amanda/CloudPermit integration	Q3	Completed
Host Annual Builder/Developer Information Forum	Q1	Completed
Host Backyard Project Permit Night	Q2	Completed
By-Law Implementation/Education – Parks By-Law Right of Way By-Law	Q4 Q3 2025	In Progress
Increase/Expand By-Law Enforcement Staffing/Services	Q4	Completed
Implement & manage contract security for Tillsonburg Community Centre and surrounding property amenities.	Q4	Implementation completed in Q1; Management completed/ongoing
Review Site Plan By-Law including policies and guidelines	Q4 Q2 2025	In Progress
Implement Planning Application Web Portal & Digital Service Delivery – County (carry over from 2023 – abandoned by County)	Q2 Q4	Completed
Zoning By-Law Comprehensive Review	Q4 Q2 2025	In Progress
Central Area Design Study – Review Façade Improvement Program and review Public Realm options	Q4	Completed
Develop Additional Residential Unit (ARU) user guide(s)	Q1	Completed

CONSULTATION

Director of Operations and Development

FINANCIAL IMPACT/FUNDING SOURCE

See attached financials.

CORPORATE GOALS

How does this report support the corporate goals identified in the Community Strategic Plan?

- ☐ Lifestyle and amenities
- ☒ Customer service, communication and engagement
- ☐ Business attraction, retention and expansion
- ☐ Community growth
- ☐ Connectivity and transportation
- ☐ Not Applicable

Does this report relate to a specific strategic direction or project identified in the Community Strategic Plan? Please indicate section number and/or any priority projects identified in the plan.

Goal – The Town of Tillsonburg will strive for excellence and accountability in government, providing effective and efficient services, information, and opportunities to shape municipal initiatives.


Strategic Direction – Develop a communications strategy to increase awareness of Council decisions and municipal programs, projects and services.

Priority Project – N/A


ATTACHMENTS

1. 2024 Q4 Budget vs Actuals – Building
2. 2024 Q4 Budget vs Actuals - Protection

Appendix A – Building Services

<div>  <div> Financial Plan Operating Plan - Cost Code Summary Building As of December 31, 2024 </div> </div>					
	2024	2024	Actual	%	Note
	YTD Budget	YTD Actuals	Variance	Variance	Reference
10 Gen					
Revenues					
User Charges	751,500	1,110,534	359,034	(48%)	1
Specified Revenue	298,807		(298,807)	(100%)	2
Total Revenues	1,050,307	1,110,534	60,227		
Expenditures					
Labour	743,190	722,218	20,972	3%	
Purchases	92,061	72,927	19,134	21%	3
Contracted Services	94,512	80,585	13,927	15%	4
Contribution to Reserves		114,264	-114,264		5
Interfunctional Adjustments	120,544	120,540	4		
Total Expenditures	1,050,307	1,110,534	-60,227		
Total Net Levy		0	0		
Notes					
1 Permit Revenue over					
2 Building Dept. Reserve - Contribution from not required					
3 Supplies Expense under \$10,600; Advertising Exp under \$2,700; Special project under \$3,000					
4 Consulting under \$12,000					
5 Year End surplus contributed into the Building Obligatory Reserve					

Appendix B – Protection Services

<div>  <div> Financial Plan Operating Plan - Cost Code Summary Protection As of December 31, 2024 </div> </div>					
	2024	2024	Actual	%	Note
	YTD Budget	YTD Actuals	Variance	Variance	Reference
10 Gen					
Revenues					
User Charges	59,500	82,090	22,590	(38%)	1
Total Revenues	59,500	82,090	22,590		
Expenditures					
Labour	460,306	397,900	62,406	14%	2
Purchases	45,553	27,661	17,892	39%	3
Contracted Services	20,108	29,632	-9,524	47%	4
Interfunctional Adjustments	38,214	38,220	-6		
Total Expenditures	564,181	493,413	70,768		
Total Net Levy	(504,681)	(411,323)	93,358		
Notes					
1 Misc Revenue over \$17,400 - Property Cleanup; Permit Revenue over \$6,000;					
2 Net Labour under \$62,400 Vacancies					
3 Special Projects Exp under \$9,000 -Security Camera; Supplies Exp under \$2,900; Safety Exp under \$2,600					
4 Subcon Exp over \$11,800 - Property Cleanup costs -offset with Misc Revenue					