



City of Hamilton
AUDIT, FINANCE AND ADMINISTRATION COMMITTEE
AGENDA

Meeting #: 24-002
Date: January 29, 2024
Time: 9:00 a.m.
Location: Room 264, 2nd Floor, City Hall (hybrid) (RM)
71 Main Street West

Tamara Bates, Legislative Coordinator (905) 546-2424 ext. 4102

1. APPROVAL OF AGENDA

(Added Items, if applicable, will be noted with *)

2. DECLARATIONS OF INTEREST

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

3.1 February 28, 2022

4. HEARINGS

4.1 Education Development Charges Complaint - Roy Rodrigues (107 Manning Ave)

Pursuant to Section 257.85 of the *Education Act*, R.S.O. 1990 c. E.2

5. ADJOURNMENT



**SPECIAL AUDIT, FINANCE AND ADMINISTRATION
COMMITTEE – DEVELOPMENT CHARGES HEARING
MINUTES 22-006**

2:30 p.m.
February 28, 2022
Council Chambers
Hamilton City Hall

Present: Councillors M. Pearson (Chair), B. Johnson, R. Powers, A. VanderBeek, and M. Wilson

Absent: Councillor L. Ferguson – City Business
Councillor B. Clark - Personal

The meeting was called to order.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

There were no changes to the agenda.

(VanderBeek/Powers)

That the agenda for the February 28, 2022 meeting of the Special Audit, Finance & Administration Committee be approved, as presented.

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Russ Powers
YES - Ward 1 Councillor Maureen Wilson

(b) DECLARATIONS OF INTEREST (Item 2)

Councillor Wilson declared a disqualifying interest to Item 4.1, respecting Development Charges Complaint - Trillium Housing Winona Non Profit (27 Rachel Drive) and Trillium Housing Highbury Non Profit (19 Picardy Drive) Pursuant to Section 20 of the Development Charges Act, 1997, S.O. 1997, c.27, as her husband is the President and CEO of the Hamilton Community Foundation (HCF) and the HCF is a funder of the second mortgage pool which the Complainant has access to.

(c) **HEARINGS (Item 4)**

- (i) **Development Charges Complaint - Trillium Housing Winona Non Profit (27 Rachel Drive) and Trillium Housing Highbury Non Profit (19 Picardy Drive) Pursuant to Section 20 of the *Development Charges Act, 1997, S.O. 1997, c.27* (Item 4.1)**

(Johnson/Powers)

That the Development Charges Hearing respecting Development Charges Complaint - Trillium Housing Winona Non Profit (27 Rachel Drive) and Trillium Housing Highbury Non Profit (19 Picardy Drive) Pursuant to Section 20 of the *Development Charges Act, 1997, S.O. 1997, c.27* be adjourned until April 14, 2022 to allow additional time for the Complainant and the City's Legal Council to finalize documents relating to the settlement.

Result: Motion CARRIED by a vote of 4 to 0, as follows:

YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Russ Powers
CONFLICT - Ward 1 Councillor Maureen Wilson

(d) **ADJOURNMENT (Item 5)**

(Johnson/VanderBeek)

That the meeting of the Special Audit, Finance & Administration Committee be adjourned at 2:35 p.m.

Result: Motion CARRIED by a vote of 5 to 0, as follows:

YES - Ward 13 Councillor Arlene VanderBeek
NOT PRESENT - Ward 12 Councillor Lloyd Ferguson
YES - Ward 11 Councillor Brenda Johnson
YES - Ward 10 Councillor Maria Pearson
NOT PRESENT - Ward 9 Councillor Brad Clark
YES - Ward 5 Councillor Russ Powers
YES - Ward 1 Councillor Maureen Wilson

Respectfully submitted,

Councillor M. Pearson, Chair
Audit, Finance and Administration
Committee

Angela McRae
Legislative Coordinator
Office of the City Clerk

December 11, 2023

City of Hamilton
71 Main St West
Hamilton Ont L8P 4Y5

City Clerk
Corporate Services
Council of the Municipality

Complaint with regards to Education DCs: Public and Catholic.

Section 20 of the DC Act

There is an error in the application of the DC By-laws.
Education (Public) Development charge \$1,573.00
Education (Separate) Development charge \$1,701.00

Application for permit submitted to Hamilton Building Division September 28, 2023

Exemptions per DCs By-laws:

* Intensification - Enlargement of an existing dwelling unit; creation of 1 or 2 units to an existing single detached dwelling, or 1 unit to any other existing residential building exempted from DCs. (subject to Agfa restrictions & one-time use).

The property has an 'Existing' residential building - renovation shall comply with the Multigenerational Home Renovation Tax Credit and City of Hamilton Building Division Permit approvals.

Property location:

107 Manning Avenue
Hamilton Ont
L9A 3E8

Please omit these charges and approve Permits in a timely manner.

Thank You

Roy Rodrigues



DEPARTMENT OF BUILDINGS THE CORPORATION OF THE CITY OF HAMILTON FILE NO. **56901** HAMILTON, ONTARIO
PERMIT

TO: ERECT ALTER ADD DEMOLISH
 BUILDING HEATING COOLING PLUMBING DRAINAGE

PROPOSED USE: **Private Garage** NO. OF UNITS: **1**

LOCATION: **107** **Manning Avenue** **58** **East**
MUN. NO. STREET LOT NUMBER SIDE N/S/E/W

BETWEEN: **Hester** AND **Washington**
CROSS STREET CROSS STREET

OWNER: **[REDACTED]** **107 Manning Avenue** **Hamilton**
NAME ADDRESS CITY

CONSTRUCTOR: **Owner**

DESIGNER:

NAME	ADDRESS	CITY
NAME	ADDRESS	CITY
NAME	ADDRESS	CITY
NAME	ADDRESS	CITY

SCOPE OF WORK:
**Erect a 24' x 25' concrete block private garage in rear yard:
As per approved sketch & plt plans: MAXIMUM HEIGHT 12'0"**

The CITY OF HAMILTON disclaims any liability as to the current accuracy of the contents of this document and advises that no reliance can be placed upon the current accuracy of construction.

OCCUPANCY CLASSIFICATION/S

<input type="checkbox"/> GROUP A ASSEMBLY	<input checked="" type="checkbox"/> GROUP C RESIDENTIAL	<input checked="" type="checkbox"/> COMBUSTIBLE
<input type="checkbox"/> DIVISION 1	<input type="checkbox"/> GROUP D BUSINESS AND PERSONAL SERVICE	<input type="checkbox"/> NON-COMBUSTIBLE
<input type="checkbox"/> DIVISION 2	<input type="checkbox"/> GROUP E MERCANTILE	PART 9 <input checked="" type="checkbox"/> PART 3 <input type="checkbox"/>
<input type="checkbox"/> DIVISION 3	<input type="checkbox"/> GROUP F INDUSTRIAL	ZONING DISTRICT C MAP No. E-9A
<input type="checkbox"/> DIVISION 4	<input type="checkbox"/> DIVISION 1	REQUIRED YARDS F.Y. 6'
<input type="checkbox"/> GROUP B INSTITUTIONAL	<input type="checkbox"/> DIVISION 2	S.Y. 18' R.Y. 18'
<input type="checkbox"/> DIVISION 1	<input type="checkbox"/> DIVISION 3	
<input type="checkbox"/> DIVISION 2		

REFERENCE ONTARIO BUILDING CODE

ESTIMATED COST \$ **1,500.00**
PERMIT FEE \$ **15.00**
RECEIPT NO. **088**
07 017115 **T-20411**

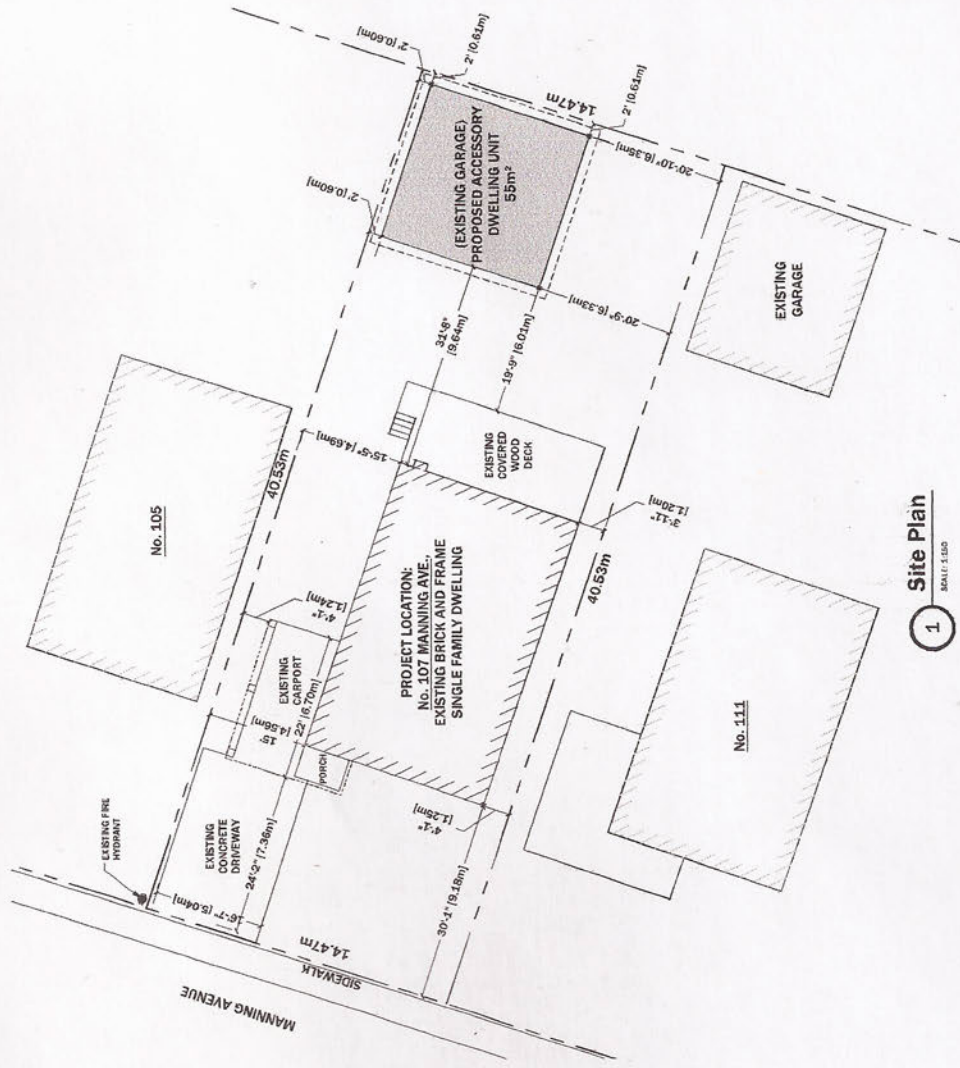
ISSUED TO: **[REDACTED]**
107 Manning Avenue
ON THE HANDS OF: **[REDACTED]** PERMITS COMMISSIONER
ISSUED BY: **DE 17** DATE: **August 5, 1977**



SITE DATA		
DATA	REQUIRED	PROVIDED
ZONING	SR1	SR1
LOT AREA	380m ²	380m ²
LOT FRONTAGE	12m	14.47m
FRONT YARD	8m	9.17m
NORTH SIDE YARD	1.2m	1.2m
SOUTH SIDE YARD	1.2m	1.2m
REAR YARD	7.5m	17.60m



107 MANNING AVENUE: EXISTING DETACHED ACCESSORY BUILDING TO BE CONVERTED TO ACCESSORY DWELLING UNIT



1 Site Plan
 SCALE: 1:500

GENERAL NOTES

PROJECT DESCRIPTION:
 THIS PROJECT INVOLVES THE CONSTRUCTION OF A 55m² ACCESSORY DWELLING UNIT TO BE LOCATED IN THE EXISTING REAR YARD DETACHED STORAGE GARAGE AT 107 MANNING AVENUE, IN HAMILTON.

GENERAL NOTES:
 PRIOR TO BEGINNING WORK, THE CONTRACTOR SHALL VERIFY ALL SITE DIMENSIONS AND SITE CONDITIONS AND REVIEW PERMIT SET OF PLANS. REPORT DISCREPANCIES TO THE DESIGNER IMMEDIATELY.
 DO NOT SCALE DRAWINGS.
 ENSURE ALL NEW CONSTRUCTION IS LEVEL AND PLUMB.

ALL CONSTRUCTION TO BE COMPLETED IN ACCORDANCE WITH THE LATEST EDITION OF THE ONTARIO BUILDING CODE 2023. ALL WORK TO BE CARRIED OUT IN COMPLIANCE WITH THE OCCUPATIONAL HEALTH AND SAFETY ACT AND REGULATIONS FOR CONSTRUCTION PROJECTS AND LOCAL BUILDING BY-LAWS.

ALL MEMBER DIMENSIONS ARE NOMINAL SIZE UNLESS NOTED OTHERWISE.
 CONTRACTOR IS RESPONSIBLE TO NOTIFY BUILDING INSPECTIONS DEPARTMENT AT THE RELEVANT STAGES OF CONSTRUCTION AS OUTLINED IN THE ONTARIO BUILDING CODE ACT COMPLIED BY THE AUTHORITIES OF JURISDICTION.

THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS, SET POINTS WITH THE EXISTING SURVEY AND THE EXISTING CONSTRUCTION. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SITE CONDITIONS BEFORE SUBMISSION OF CONSTRUCTION PROPOSAL AND BEFORE BEGINNING WORK. THE DRAWINGS REFLECT CONDITIONS REASONABLY INFERRED FROM THE EXISTING VISIBLE CONDITIONS BUT CANNOT BE GUARANTEED BY THE DESIGNER. DRAWINGS MAY BE SCALED FOR CONSTRUCTION. CONSULT THE DESIGNER OR REFER TO DIMENSIONS ON DRAWINGS. VERIFY ALL DIMENSIONS IN THE FIELD.

THE GENERAL CONTRACTOR SHALL PROVIDE AND MAINTAIN ACCESS TO THE PREMISES AT ALL TIMES.

THE GENERAL CONTRACTOR SHALL KEEP THE CONSTRUCTION SITE FREE AND CLEAR OF ALL DEBRIS AND KEEP IT ALL UNAUTHORIZED PERSONS UPON COMPLETION OF WORK. THE ENTIRE CONSTRUCTION AREA IS TO BE THOROUGHLY CLEANED AND PREPARED FOR OCCUPANCY BY THE OWNER. ALL MATERIALS AND DEBRIS TO BE REMOVED FROM THE SITE AND PROPERLY DISPOSED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPERLY CLEANING AND MAINTAINING CONSTRUCTION THAT NO DEBRIS OR MATERIALS ARE DEPOSITED IN ANY RIGHT OF WAY AREA.

THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING AND NEW CONDITIONS AND MATERIALS ON THE SITE. ANY DAMAGE CAUSED BY OR DURING THE EXECUTION OF THE WORK SHALL BE REPAIRED TO THE ORIGINAL CONDITION AND SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AT THE CONTRACTOR'S EXPENSE.

NO CUTTING OF DAMAGE TO BUILDING STRUCTURAL COMPONENTS IS PERMITTED.

MANUFACTURER'S STANDARD SPECIFICATIONS AND MATERIALS APPROVED FOR PROJECT USE ARE HEREBY MADE PART OF THESE NOTES WITH SAME FORCE AND EFFECT AS IF WRITTEN OUT IN FULL. ALL MATERIALS AND EQUIPMENT TO BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND PROCEDURES.

MINOR DETAILS NOT USUALLY SHOWN OR SPECIFIED BUT NECESSARY FOR PROPER AND ACCEPTABLE CONSTRUCTION, INSTALLATION, OR OPERATION OF ANY PART OF THE WORK AS DETERMINED BY THE EXAMINER SHALL BE INCLUDED IN THE WORK AS IF IT WERE SPECIFIED OR INDICATED IN THE DRAWINGS.

ALL DRAWINGS AND CONSTRUCTION NOTES ARE COMPLEMENTARY, WHAT IS INDICATED AND CALLED FOR BY ONE SHALL BE BINDING AS THOUGH CALLED FOR BY ALL.

NO DEVIATION FROM THE DRAWINGS OR SPECIFICATIONS OR INTENT OF SAME SHALL BE MADE WITHOUT THE DESIGNER'S WRITTEN AUTHORIZATION.

ALL DIMENSIONS ARE TO FACE OF STUD OR CENTERLINE OF STRUCTURE UNLESS OTHERWISE NOTED (U/C).

DRAWING LIST

- A0 SITE PLAN
- A0.1 GENERAL NOTES, SCHEDULES
- AN.1 SPECIFICATIONS
- AN.2 SPECIFICATIONS
- ALD FOUNDATION PLAN
- AL.1 ACCESSORY DWELLING UNIT PLAN
- AL.2 ROOF PLAN
- A2.1 NORTH ELEVATION, SOUTH ELEVATION
- A2.2 EAST ELEVATION, WEST ELEVATION
- A3.1 SECTION - DETAILS

Selected Checklist Items for All Review Cycles

Review Cycle: All Save Settings

Show 50 records

RE...	PERMIT TYPE	DEPARTMENT	COMMENT TYPE	CYCLE	COMMENT TEXT	APPLICANT RESPONSE	COORDINATOR COMMENTS	DATE UPDATED
▽ Equals...	▽ Contains...	▽ Contains...	▽ Contains...	▽ Equals...	▽ Contains...	▽ Contains...	▽ Contains...	▽ Contains...
18	Building Permits	Building Admin	Item	1	Remaining Building Permit fee \$223 (payable online - to be paid prior to next cycle of review)	PAID		11/3/2023 1:10:33 PM
17	Building Permits	Building Admin	Item	1	Water Permit fee \$160.00 (payable online)	PAID		11/3/2023 1:06:08 PM
16	Building Permits	Building Admin	Item	1	Sewer Permit fee \$160.00 (payable online)	PAID		11/3/2023 1:06:08 PM
15	Building Permits	Building Admin	Item	1	New Comment (11/21/23): Not completed. Original Comment: Education (Public) Development Charge \$1,573.00 (payable by cheque)			11/21/2023 2:33:24 PM
14	Building Permits	Building Admin	Item	1	New Comment (11/21/23): Not completed. Original Comment: Education (Separate) Development Charge \$1,701.00 (payable by cheque)			11/21/2023 2:33:24 PM
13	Building Permits	Building Admin	Item	1	New Comment (11/21/23): Not completed. Original Comment: Indicate the radon gas mitigation selection (uploaded to documents > forms)	Comment Addressed: Radon gas mitigation uploaded to documents.		11/21/2023 2:36:28 PM
12	Building Permits	Building Admin	Item	1	New Comment (11/21/23): Not completed. Original Comment: The pipe sizing form only has the fixtures in the detached unit. The pipe form must include all fixtures in both the existing principle dwelling and detached dwelling. Revise form to confirm if the water line must be upgraded.	Comment Addressed: Pipe Sizing Form Updated and Resubmitted.		11/21/2023 2:36:06 PM
11	Building Permits	Building Admin	Item	1	New Comment (11/21/23): Not completed. Original Comment: A new municipal address is required for the proposed dwelling. Please contact addressing@hamilton.ca			11/21/2023 2:33:24 PM
10	Building Permits	Building Admin	Item	1	Provide confirmation on the drawings that all exterior facing walls less than 1.2m in limiting distance will have a 45 minute fire separation on all floors and how the rating is achieved.	Comment Addressed: Exterior walls comprised of 8" concrete block, 2 hr. fire resistance rating.		11/3/2023 1:11:58 PM
9	Building Permits	Building Admin	Item	1	New Comment (11/21/23): Not completed. Original Comment: The proposed HVAC package was using 2.1.1.3 which is only for existing dwelling prior to 2017. This was not an accessory structure, so you cannot use this package. Revise HVAC design. If proposing a heat pump please provide the specs. as well	Comment Addressed: Revised EEDS form submitted.		11/21/2023 2:38:21 PM



Planning and Economic Development Department
 Building Division
 71 Main Street West, 3rd Floor, Hamilton, ON L8P 4Y5
 Phone: 905-546-2720 Fax: 905-546-2764
 Email: building@hamilton.ca

Infill Information Notice Declaration Form

This is NOT a Building Permit Application Form

Building Permit Application Number: 23-304413		Project Description: PROPOSED ACCESSORY DWELLING UNIT	
A. Project Information			
Street Number 107	Street Name MANNING AVENUE	Unit Number	Postal Code M6J 2K6
Type of Project: <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Demolition			
B. Planning Decisions/Appeals (Only required for construction projects, if applicable)			
	Decision File Number	Decision Date (YYYY-MM-DD)	
Committee of Adjustment (COA)			
Ontario Municipal Board (OMB)/ Local Planning Appeal Tribunal (LPAT) Ontario Land Tribunal (OLT)			
C. Declarant Declarant is: <input checked="" type="checkbox"/> Owner or <input type="checkbox"/> Authorized Agent of Owner			
<i>*Declarant is the person submitting this declaration form</i>			
First Name ROY		Last Name RODRIGUES	
Corporation or Partnership		Officer of Corporation Name (First, Last)	
Street Number	Street Name	Suite/Unit Number	Lot/con.
City/Town HAMILTON	Province ONT.	Postal Code	Telephone Number
Email			
D. Builder (If different from Declarant)			
First Name		Last Name	
Corporation or Partnership		Officer of Corporation Name (First, Last)	
Street Number	Street Name	Suite/Unit Number	Lot/con.
City/Town	Province	Postal Code	Telephone Number
Email			



Hamilton

“Change / Additional Address or Unit Request Form”

1. Name and mailing address of the APPLICANT

Address HAMILTON ONT Postal Code	Telephone No.	<input type="checkbox"/> Owner (if different than applicant) - Letter of permission provided Owner contact information:
	Fax () -	
	Email address	

2. Current address of SUBJECT PROPERTY

107 MANNING AVENUE HAMILTON ONTARIO

3. Reason for the Requested Change / Addition to the existing Municipal Number(s) or Unit

PROPOSED ACCESSORY DWELLING UNIT OF REAR GARAGE

City of Hamilton - Growth Management
 71 Main St. W, 6th Floor
 905-546-2424 ext. 2822
 Dec-11-2023 11:49
 Ref: 3804616
 Sales Person: Debbie R

The APPLICANT will receive a confirmation notice letter mailed to ensure the owner receives a copy of the letter for their records. When submitting an application to change or add a new municipal number to

 1 Municipal Street Number \$405.00
 Request -Address Change (M/C/roy rodriguez - 107 Manning Ave)

 HST 0% \$0.00
 GST 0% \$0.00
 PST 0% \$0.00
 Total \$405.00
 Card Payment \$405.00
 Change \$0.00

GROWTH MANAGEMENT
 71 MAIN STREET W
 HAMILTON ON

CARD *****
 CARD TYPE
 DATE 2023/12/11

PURCHASE TOTAL
 \$405.00

APPROVED
 AUTH# 04689J
 THANK YOU
 01-027

CARDHOLDER COPY

2022