

BUILDING AND ZONING REPORT

NOVEMBER, 2023

Building:

1. In the month of November: 40 inspections and site visits were conducted, 16 building permits were issued and 4 building permits were renewed.
2. At the end of November, there were 16 expired building permits.
3. There are 9 cases of fire inspections being overdue, or having failed previous inspections.
4. Three complaints were received in November:
 - a. A complaint regarding the possible burying of logs and construction debris on a job site was investigated and a site visit conducted, however no violations were observed. As an active building permit is open for the property, the situation will continue to be monitored.
 - b. A complaint regarding a vacant building not being properly maintained, with an overgrown lawn and unmaintained roof/gutters was investigated and confirmed. A letter was sent to the only contact address on file, as no one was present on the property to discuss the matter.
 - c. A complaint regarding a possible illegal apartment was received and investigated. Multiple violations and concerns were noted on the property, which have been documented and an initial, informal letter explaining the concerns and required corrective actions has been sent to the property owner.
5. An open case involving multiple unregistered vehicles resulted in several discussions with the property owner, as well as a site visit to help remove brush and grass obstructing the removal of one of the vehicles, which was able to be removed thereafter. The remaining vehicle will be removed as soon as the owner is able to arrange the removal.

Zoning:

1. In the month of November: 6 municipal searches were completed.
2. One FOIL request was received and completed in November.
3. 3 site visits were conducted in November.
4. No new Zoning only complaints were received in November.
5. The three open Zoning complaints remain open, with continuing contact and attempts to resolve them, including the actions taken under the Building department report above to resolve the unregistered vehicle complaint.