



REQUEST FOR DECISION

To: Development & Planning Services Committee

From: Planning Analyst & Manager of Planning and Building

Title: Official Community Plan Amendment Application No. 4000-58 Development Permit Area Guidelines

Date: April 2, 2024

Executive Summary/Purpose:

In order to provide Development Permit Area (DPA) guidelines to implement the Small Scale Multi Unit Housing regulations as per the Local Government Act, the Official Community Plan (OCP) must be amended. The proposed form and character DPA guidelines provide Council, staff and the development community with direction on developing housing units compliant with Small Scale Multi Unit Housing (SSMUH).

Motion for Consideration:

THAT: a bylaw be prepared for Council's consideration, adoption of which would amend Official Community Plan No. 4000 to add after section 8.4, Section 8.5 Infill Residential Development Permit Area guidelines for the development of infill housing consistent with provincial regulations governing Small Scale Multi Unit Housing (SSMUH).

Staff Recommendation:

That the Motion for Consideration be adopted.

Proposal:

To introduce DPA guidelines into the Official Community Plan in order to govern the form and character of accessory residential units under SSMUH and the Provincial Policy Manual and Site Standards

Background:

The proposed DPA guidelines provides direction on the building massing, building design, site circulation and landscaping for "infill residential development" and were developed to provide some design control over the development of accessory dwelling units within the Urban Containment Boundary.

In cases where an applicant opts to **detach** three or four dwellings, these developments would be scrutinized for massing, architectural design, site plan, pedestrian and vehicle access, etc. as outlined in the proposed DP policy and the OCP guidelines.

The guidelines specifically provide direction on building orientation, massing, landscaping consideration, as well as servicing, access and parking guidelines. Regulations contained in the Zoning Bylaw and Subdivision and Development Servicing Bylaw would govern the specific requirements.

At the time of writing this report, the proposed Development Procedures bylaw sets forth that any configuration of units within four detached buildings would require a Development Permit issued by Council. Any configuration of four units within three buildings or less would be the subject of a Development Permit issued by staff.

Relevant Policy(ies):

A draft Development Procedures Bylaw and accompanying Council policies have been brought forward for Council consideration.

Prior to the June 30, 2024 deadline, zoning and other bylaws will be brought forward for Council's consideration that would be utilized by Council, staff to review and approve Small Scale Multi Unit Housing (SSMUH).

Referral Comments:

Fire Department

N/A

Building Department

N/A

Engineering Department

N/A

Other

N/A

Planning Department

Staff, through research and case study analysis, have carefully considered the design guidelines as proposed. The Provincial legislation requires the various bylaw amendments to be completed by June 30, 2024 and all changes must consider the Provincial Policy Manual and Site Standards publication. Additionally, the legislation prohibits Councils from using their authority under the powers of development permit issuance to prevent the development of accessory dwelling units. Given these factors staff feel that the guidelines proposed are consistent with the intent of the mandated amendments and legislation.

Financial Considerations:

N/A

Committee Recommendations:

N/A

Public Consultation:

The *Local Government Act* prohibits Council from holding a Public Hearing for bylaw amendments that are for the sole purpose of implementing bylaw amendments related to SSMUH. Notice will be given in two consecutive editions of the newspaper in advance of Council considering first reading of the proposed bylaw. It is expected that first reading will be considered at the April 22, 2024 Regular Council meeting.

Alternatives & Implications:

N/A

Prepared by: Planning Analyst & Manager of Planning and Building

Reviewed by: Director of Planning & Community Services

Approved by: Chief Administrative Officer

Attachments:

- Appendix 1 – Proposed OCP Section 8.5 Infill Residential Development Permit Area