



ELECTORAL AREA SERVICES COMMITTEE

Thursday, November 17, 2022

Held Electronically

**and Transmitted via the SCRD Boardroom,
1975 Field Road, Sechelt, B.C.**

AGENDA

CALL TO ORDER 2:00 p.m.

AGENDA

1. Adoption of Agenda

PRESENTATIONS AND DELEGATIONS

REPORTS

2. Planning and Development Department Q3 2022 Report
General Manager, Planning and Development
(Voting – Electoral Area Directors) Annex A
pp 1 - 25
3. Bylaw No. 522 – Proposed Planning Fee Amendments
Senior Planner and Planning Technician
(Voting – Electoral Area Directors) Annex B
pp 26 - 38
4. West Howe Sound Official Community Plan Amendment Bylaw
No. 640.5 Consideration of Final Adoption and Zoning
Amendment Bylaw No. 722.1 Consideration of First, Second and
Third Readings and Adoption (2061 Twin Creeks Road)
Senior Planner
(Voting – Electoral Area Directors) Annex C
pp 39 - 46

COMMUNICATIONS

IN CAMERA

ADJOURNMENT

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Area Services Committee – November 17, 2022

AUTHOR: Ian Hall, General Manager, Planning and Development

SUBJECT: PLANNING AND DEVELOPMENT DEPARTMENT 2022 Q3 REPORT

RECOMMENDATION

THAT the report titled Planning and Development Department 2022 Q3 Report be received.

BACKGROUND

The purpose of this report is to provide an update on activity in the Planning and Development Department for the Third Quarter (Q3 – July 1 to September 30, 2022).

The report provides information from the following Planning and Development Department divisions:

- Planning & Development Services
- Building Inspection Services
- Sustainable Development
- Protective Services

PLANNING AND DEVELOPMENT SERVICES DIVISION

Regional Planning [500]

Key projects in Q3 included:

- Regional Growth Baseline Research: At the direction of the Board's Strategic Plan, staff undertook the process of investigating and evaluating the potential of proceeding with a regional growth framework baseline research project.
- Recap: the general goals of the project are as follows:
 - Develop a shared understanding between Coast local governments of historical growth patterns and anticipated future growth needs;
 - Understand adequacy and sustainability thresholds for servicing capacity;
 - Foster dialogue about opportunities (building blocks, roadmap) to ensure future growth aligns with/contributes to community goals as described in Official Community Plans and other high-level plans and strategies. Potentially, a collective vision can be defined for how best to sustainably manage anticipated growth in a way that advances livability and reflects shared goals, objectives and values.
- The contract was awarded to MODUS consultants in Q2, 2021. A project team including staff from all local governments has been established to support the project.
- A current and future data report has been completed by MODUS. Staff interviews with project partners and policy review were completed. A draft report for Phase 2 Policy Review was made available for staff review in April and was circulated to all project partners for review. MODUS notes this draft report was missing some engineering information due staff illnesses with key information providers. This has resulted in the overall project timing being further adjusted. The missing information has since been provided in a complete report and it is currently under review by project partners.
- MODUS has completed the final Phase 3 Report, including mapping of potential growth areas and strategic recommendations for consideration. Next (and final) steps will include presenting the final Phase 3 Report to SCRD Board. Staff are targeting to report back to EAS on outcomes in Q1 2023.
- The General Manager of Planning & Development met with counterparts from Town of Gibsons and District of Sechelt regarding coordination and cooperation opportunities. Similar meetings have been held with staff from shíshálh Nation and shíshálh Nation Government District.
- The Regional Housing Coordinator (contracted role, funded through Municipal-Regional Destination Tax revenue sharing) made substantial progress on a draft regional housing action plan. Intergovernmental meetings, convened by SCRD, have supported this work. The plan is anticipated to be presented to the SCRD Board in Q4 2022.

Rural Planning [504]

Key projects in Q3 included:

- The Zoning Bylaw No. 310 Update project (also known as Bylaw 722) – Staff have completed the formal review process of Bylaw 722 including a series of public engagement events, agency referrals and workshops and a public hearing. Revisions were made to reflect public feedback and the bylaw was adopted on October 13, 2022. The adoption of the bylaw was communicated to the public and staff through various media. Internal protocols were put in place with staff to manage transition to the new bylaw for existing planning and building permit applications. Staff are working on developing a brochure to guide both staff and the public on how to interpret technical features of the new bylaw.
- Development Approvals Grant: The Province has developed a Local Government Development Approvals program. A total grant allocation of \$15-million (Province-wide) is part of the Province's ongoing work to give local governments the tools necessary to meet development needs in their communities. SCRD was awarded requested grant funding and a request for proposal to bring a planning consultant onboard to assist with the work has recently closed. Staff are currently reviewing bids and undertaking other project initiation steps, with a view to creating regional value. The project is titled Planning Enhancement Project Phase 1 (PEP 1) and project completion will be in Q3, 2023.
- The volume of property inquiries in Q3 2022 remains high, though less than the same quarter in 2021. At three quarters of the way through the year Planning and Development is tracking at 67% of the total inquiries received for 2021, which saw a 60% increase over 2020. From an inquiry perspective, this evidence highlights the last 1.5 years as the busiest ever recorded. The Request Tracker (RT) system aids staff in tracking these numbers accurately. It is important to note there is a range of response-needs for each property inquiry. Some inquiries require one short answer; however, a large volume of property inquiries received require substantial back and forth between staff and the customer to answer complex property inquiries and pre-application questions.
- Staff recruitment has been challenging throughout Q2 and Q3. After two unsuccessful recruitment processes for a Senior Planner associated with the Planning Enhancement Project 2 (OCP Renewal) the position was reclassified to a Planner 2, which has led to a successful internal recruitment from within SCRD. Additionally, two existing Planner 1's were promoted to Planner 2's to increase capacity. This change recognizes significant experience milestones within these staff members' careers and supports retention. After an earlier unsuccessful round of recruitment, a new Planning Technician 2 has also been successfully recruited and is planned to start in November. Having these vacancies for several months on an already small planning team, all while having record demands on planning services has impacted abilities to keep up with application and inquiry volumes, as well as make meaningful progress on other planning policy projects (PEP1 and PEP2). As new staff are trained, it is anticipated that some balance will return to planning services; however, it is noted that the record levels of development pressures, coupled with significant needs for long-range planning services will continue to significantly strain existing resources and have increased service times.



Pictured above: Planning and Bylaw Enforcement staff on a collaborative site investigation.

- Planning and Bylaw staff continue to work collaboratively towards compliance on a large number of bylaw infractions. The volume of this work is unprecedented for SCRD, with the majority related to land alteration works done without permits in development permit areas (i.e., riparian), tree cutting permit areas, and within the Agricultural Land Reserve (ALR). The work is complex in nature and often involves SCRD Planning & Development Division taking the lead coordinating role with multiple provincial agencies to work through the resulting remedial processes to rectify often irreversible damage done to sensitive ecosystems and agricultural lands. Of note, is the continued occurrence of multiple complaints related to unauthorized work involving the clearing of land to create pads for the placement of RVs, often resulting in zoning, building code and environmental infractions. The investment of staff time on infraction-related files has continued to impact the service levels in other areas of planning, and despite the dedication of approximately 1.5 FTE planning staff time and 2 FTE bylaw staff time, the influx of this work has remained constant, with a backlog of remediation work continuing to grow. Staff maintain a lens of seeking compliance and messaging proactive measures when possible. In order to manage the volume of this work, staff are currently working to establish an application process for remediation work related to bylaw enforcement matters, to ensure a documented, consistent process that supports a balanced approach to manage this work and the resources needed to support it.

OPERATIONS

- Land Remediation Approvals: Staff have begun compiling statistics associated with the land alteration and remediation work described above. In Q1 2023, quarterly reports will include the number of ongoing files and new files each month. An upcoming staff report proposes to add Planning fees for these files to recover the staff time costs.

Development Applications Statistics

Applications Received	Area A	Area B	Area D	Area E	Area F	Q3 2022	YTD 2022
Development Permit	1	3			2	6	33
Development Variance Permit	1					1	3
Subdivision	2		2		1	5	21
Rezoning/OCP						0	2
Board of Variance	1	1				2	2
Agricultural Land Reserve			1			1	4
Frontage Waiver						0	4
Strata Conversion						0	2
Total	5	4	3	0	3	15	71

There were 15 Development Applications received in Q3 2022 compared to 19 in Q3 2021.

- The 2021 total for Development Applications was 122.
- The 2020 total for Development Applications was 77.
- The 2019 total for Development Applications was 96.
- The 2018 total for Development Applications was 88.

Development Applications Revenue

Revenue Stats	Area A	Area B	Area D	Area E	Area F	Q3 2022	YTD 2022
Development Permit	\$500	\$1,500			\$1,000	\$3,000	\$16,550
Development Variance Permit	\$500					\$500	\$1,500
Subdivision	\$2,060		\$2,060		\$865	\$4,985	\$22,475
Rezoning/OCP						\$0	\$2,900
Board of Variance	\$500	\$500				\$1,000	\$1,000
Agricultural Land Reserve			\$750			\$750	\$3,000
Frontage Waiver						\$0	\$1,200
Strata Conversion						\$0	\$1,300
Total	\$3,560	\$2,000	\$2,810	\$0	\$1,865	\$10,235	\$49,925

Development Applications revenue was \$10,235 in Q3 2022 compared to \$12,514 in Q3 2021.

- The 2021 total for Development Applications revenue was \$89,642.
- The 2020 total for Development Applications revenue was \$58,270.
- The 2019 total for Development Applications revenue was \$60,625.
- The 2018 total for Development Applications revenue was \$69,402.

Provincial and Local Government Referrals

Referrals	District of Sechelt	Town of Gibsons	Shíshálh Nation	Islands Trust	Skwxwú7mesh Nation	Province	Other*	Q3 2022	YTD 2022
Referrals						3	1	4	16

*LCRB referrals

There were 4 Referrals received in Q3 2022 compared to 3 in Q3 2021.

- The 2021 total for Referrals was 10.
- The 2020 total for Referrals was 25.
- The 2019 total for Referrals was 26.
- The 2018 total for Referrals was 24.

Planning Division Public Inquiries

The statistics provided in the table below provide an overview of the quantity of planning / property related inquiries that the public submit to planning staff via email, front counter and phone.

2022 Public Inquiries	#	2021 Public Inquiries	#
January	278	January	151
February	238	February	372
March	257	March	263
April	235	April	353
May	272	May	289
June	244	June	285
July	196	July	280
August	209	August	269
September	247	September	331
October	-	October	249
November	-	November	227
December	-	December	177
2022 Year to Date Total	2176	2021 Year to Date Total	3246

There were 652 public inquiries in Q3 2022 compared to 880 in Q3 2021.

- The 2021 total for Public Inquiries was 3246.
- The 2020 total for Public Inquiries was 2029.

BUILDING INSPECTION SERVICES DIVISION

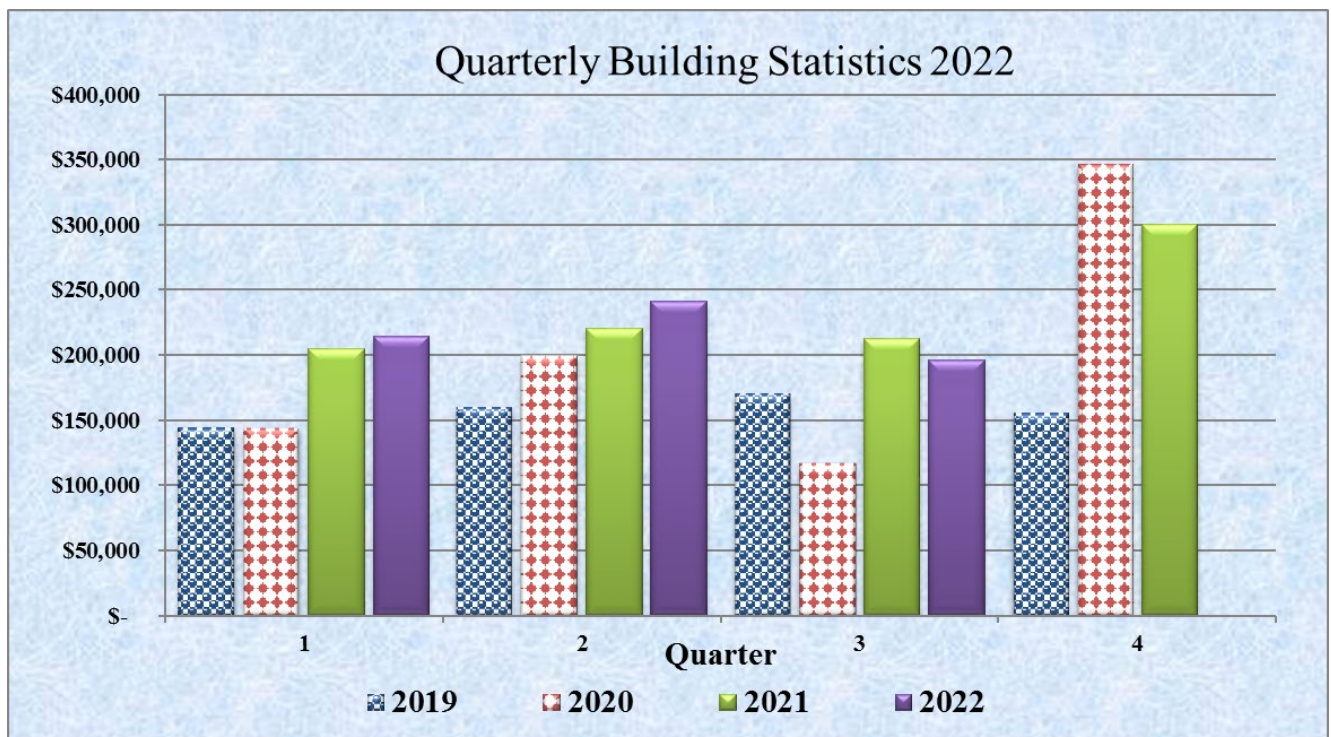
Building Permit revenues in Q3 were slightly below revenues reported in Q3 of last year however, when comparing the cumulative current year to date totals, revenues are slightly above the same point in time last year. There are no indicators of any significant change in construction activity.

SCRD Building Officials have provided temporary support to Town of Gibsons in 2022 during the Town's recruitment of building officials. This cooperative arrangement has received praise from the development industry.

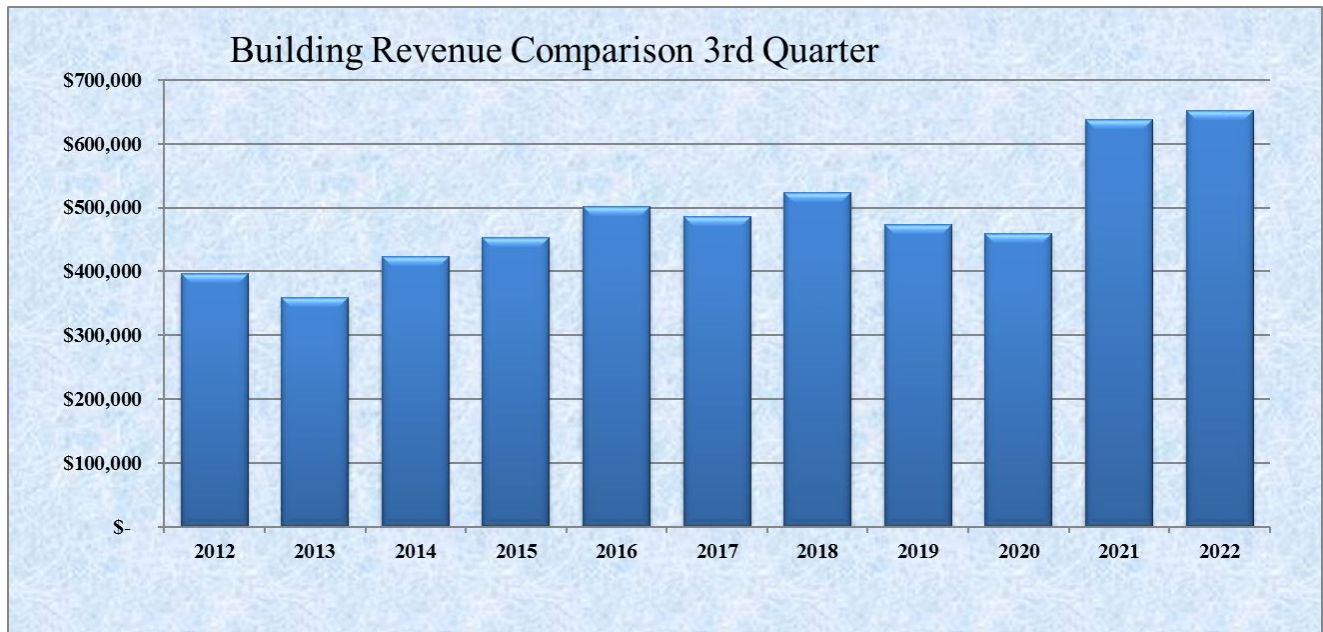
2022 Q1 – Q3 Monthly Building Statistics



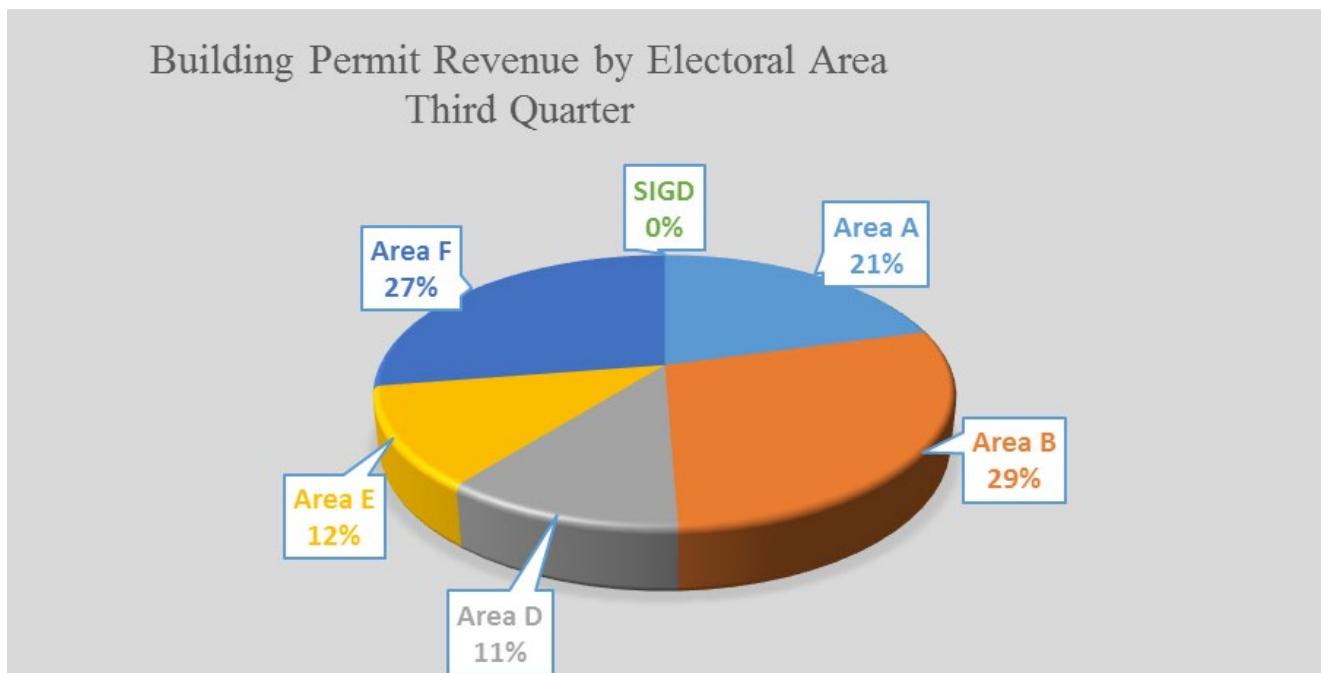
Quarterly Building Statistics Comparison 2019 – 2022



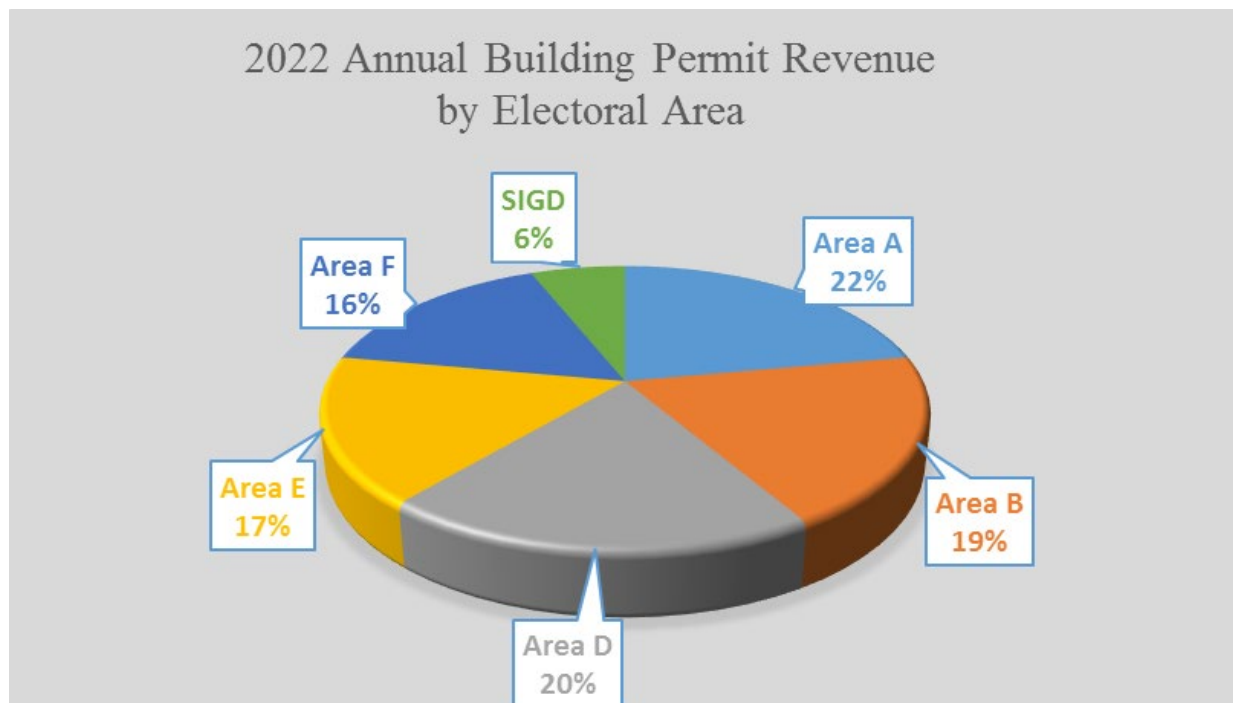
Q3 Building Revenue Comparison (2012 – 2022)



Q3 2022 Building Permit Revenue by Electoral Area



YTD 2022 Building Permit Revenue by Electoral Area



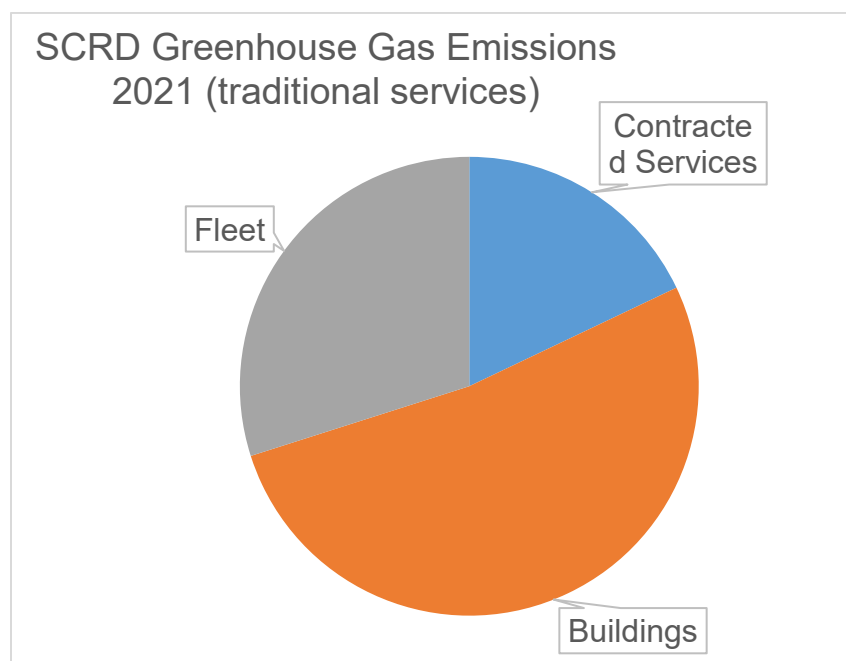
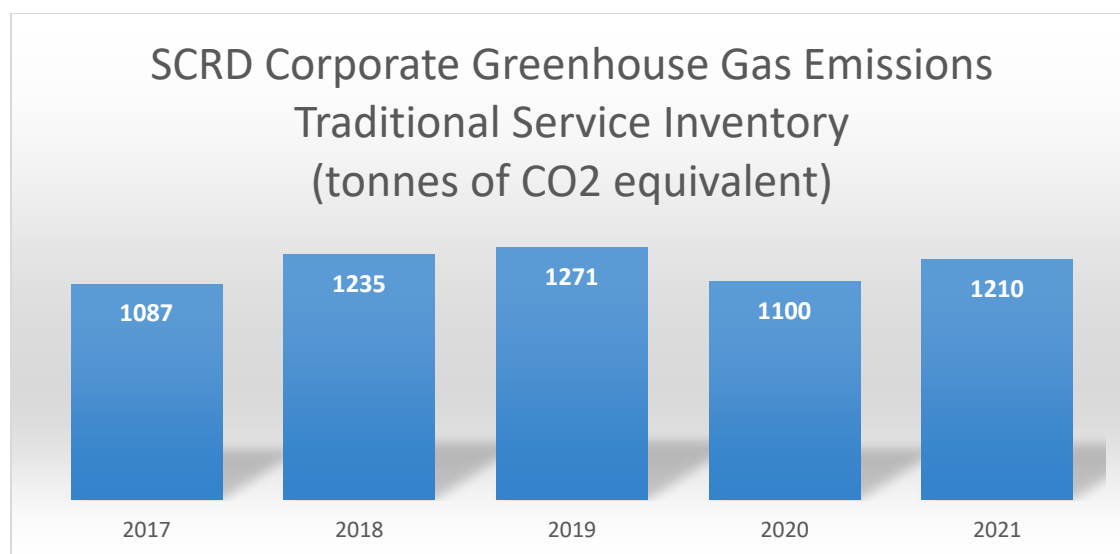
SUSTAINABLE DEVELOPMENT DIVISION

Corporate Sustainability – Function 135

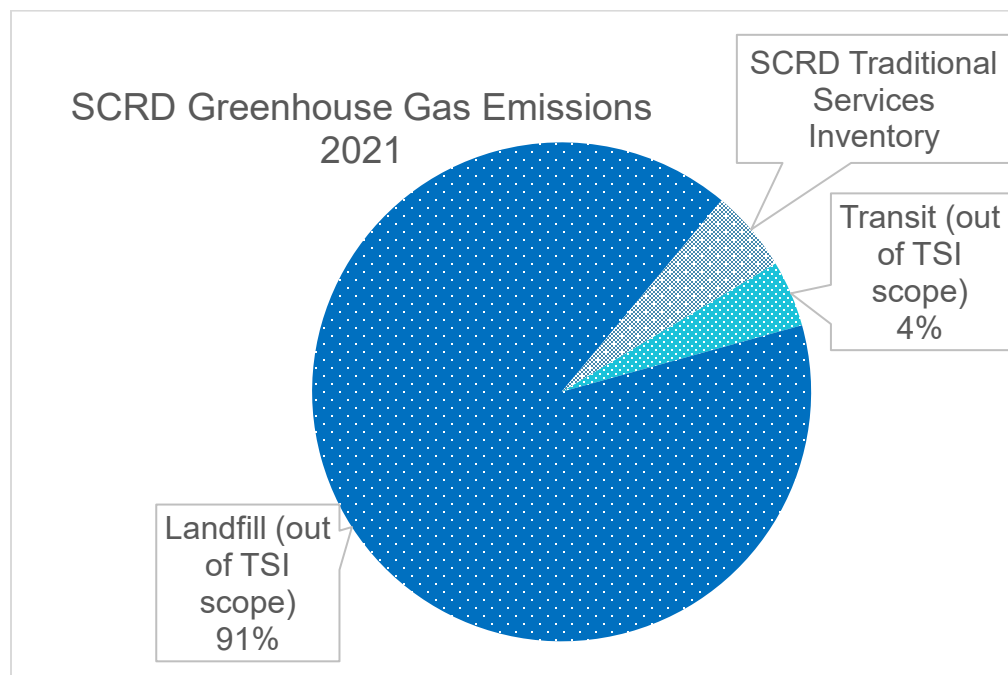
- The Corporate Emissions Inventory for 2021 is completed.

As a signatory to the Climate Action Charter and the Local Government Climate Action Program, the SCRD has committed to becoming carbon neutral and reporting on corporate emissions annually. Greenhouse gas emissions are calculated within the boundary of the Traditional Services Inventory, which includes services local governments generally administer to ease comparison. These include administration, utilities, fire protection, contractors, as well as solid waste and organics collection.

Emissions are rebounding after pandemic related recreational facility shutdowns and reductions in fleet travel. 52% of emissions come from direct combustion of fossil fuels at facilities, mostly recreation centres. 30% of emissions are associated with fleet and equipment while 18% come from contracted services.



The SCRD also influences other GHG emissions that are not encompassed in the accounting above. Most notable are the Sechelt landfill, which falls under federal reporting, and the transit service, which is reported as part of BC Transit's GHG emissions.



- **The Corporate Carbon Neutrality Plan is being finalized for presentation to the Board in December 2022.**
- Recreation Centre emissions: Sustainable Development is collaborating with Recreation and Asset Management on fuel-switching studies for Gibsons and Area Community Centre, Sechelt Aquatic Centre, and Sunshine Coast Arena. Fuel switching from natural gas to electricity is a strategy to significantly reduce greenhouse gas emissions. Studies are focusing on assets that are reaching or have reached end of life. Consultants have completed preliminary recommendations and are completing final analysis and reports.
- Solar power potential: Sustainable Development has coordinated the Sunshine Coast Community Solar Association's investigation of the solar potential for SCRD facilities. The studies started in summer 2021 and were completed in summer 2022. One area of investigation involved studying the potential for a solar-battery or hybrid solar-diesel system at the Gibsons and District Fire Hall 1 instead of pursuing a solely diesel backup generator.
- The EV Charging Program Phase 2 is underway. Deliverables have been defined for greater harmonization with planning site work at Field Rd and Mason Rd sites.

Regional Sustainability – Function 136

- Climate Adaptation: Progress continues on the climate adaptation planning being completed in partnership with ICLEI Canada following the Building Adaptive and Resilient Communities (BARC) Framework.

Work on Milestone 3 – Action Planning, continues and builds on the Climate Risk Assessment and Climate Science Report (Milestone 2) available at letstalk.scrd.ca/climate. An initial long list of potential actions was generated in a workshop with the Climate Adaptation Community Project Team. This initial list of ideas was refined, categorized, and organized into a draft list of five themes, 15 objectives, and 32 broad umbrella actions.

A validation workshop was held with the team and discussions began to identify activities already underway and potential lead agencies.

Focus groups and targeted interviews have started to continue to work of identifying existing activities and potential lead agencies.

- Community Climate Action Plan (CCAP): The plan will include both adaptation and mitigation measures to reduce greenhouse gas emissions. Adaptation actions are being defined in the BARC process outlined above.

Building on the Community Greenhouse Gas Emissions inventory (available on letstalk.scrd.ca/climate), potential mitigation actions are being crafted and analyzed from a variety of best practices, including the Community Energy Association's Climate Leaders Playbook.

A workshop for elected officials on the Sunshine Coast is being planned.

Engagement with the community has begun. Focus group discussions have begun to garner ideas and feedback for draft actions. **A questionnaire on Letstalk.scrd.ca/climate will be launched November 16.** Letstalk.scrd.ca/climate has several other avenues for participation, including an ideas board and a map that can be populated with areas of concern or inspiration.

- A graduate student in Planning completed a Climate Planning Technician co-op placement with Sustainable Development. They were instrumental in preparatory work for the CCAP discussion paper and questionnaire as well as outreach and policy research on subjects such as Climate Development Permit Areas.
- Participation in heat wave preparatory and response discussions with Provincial and local partners.
- Sustainable Development supported other divisions in integrating climate into their work, including the revised Asset Management Policy, the Church Road Well Groundwater Protection Plan, the Regional Growth Strategy Baseline Study, The Strategic Initiatives Subdivision Servicing Bylaw review preparations, the Parks build back better efforts following the November 2021 atmospheric river.
- Sustainable Development staff participated in the Livable Cities Forum in Victoria. The three and a half days forum provided invaluable information on best practices regarding topics such as climate budgeting, municipal natural assets, partnerships with health.
- Sustainable Development staff were redeployed, part-time, to the Emergency Operations Centre for in late Q3 to support drought response.

PROTECTIVE SERVICES DIVISION

Fire Protection Service

An RFP was issued to conduct a review of the current compensation for volunteer firefighters. A report is expected back by Q1 of 2023. This work continues progress on the recommendations and Board direction following the 2018/2019 service review conducted by Dave Mitchell & Associates.

The Q3 Fire Chiefs meeting was held in Sechelt. Topics of discussion included the amendment of the Fire Protection Bylaw and standardizing operational guidelines between the four SCRD fire departments.

The Sechelt Fire Department reported that they are moving to a paid-on-call model where a crew of 5 will be paid \$100 each for being available to respond to calls. SCRD departments will be monitoring this new model to see if it has application within the SCRD.

Planetnetworks consulting, in addition to their work on the 911 system is has been working to acquire additional channels to improve communication with each of the fire departments.

Gibsons and District Volunteer Fire Department (GDVFD)

- Gibsons membership currently sits at 37 firefighters.
- Currently 35 members of the department have obtained exterior certification, 34 have obtained interior and 32 have obtained full service (NFPA 1001).
- A total of 19 members are certified to NFPA 1002 – standard for fire apparatus driver/operator professional qualifications.
- The fire department hosted an emergency scene management course and was able to send others away for specialized training.

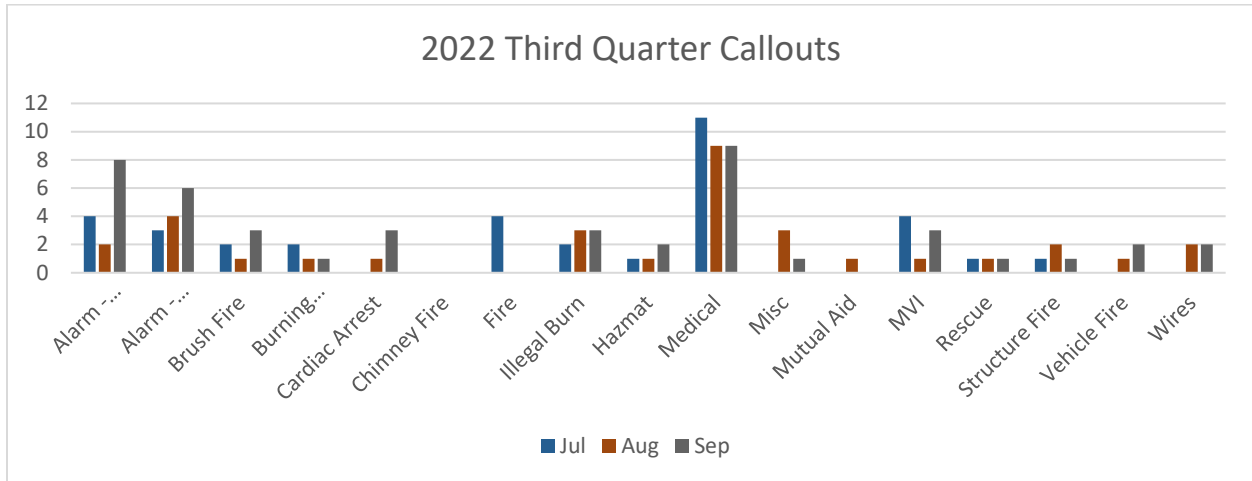


Pictured above: firefighters extinguish a brush fire at Gospel Rock in Gibsons on September 14, 2022.



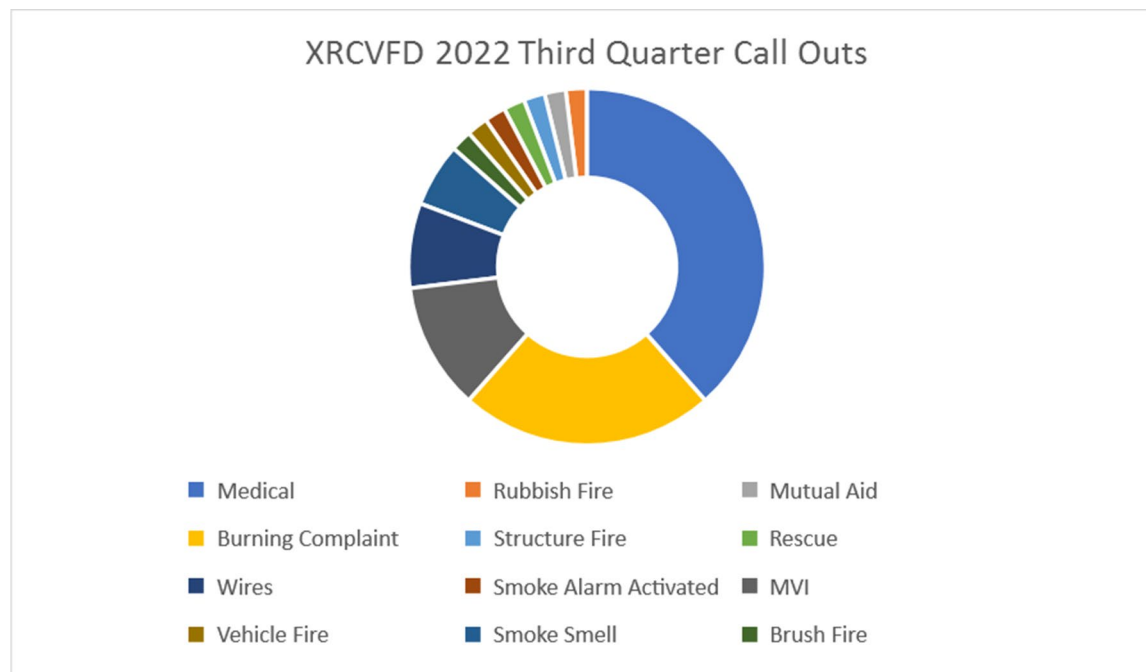
Pictured above: firefighters respond to a vehicle fire in Bonniebrook, Gibsons on September 22, 2022

- The GDVFD responded to 113 calls for service in the third quarter of 2022. This consisted of 92 paged and 21 duty calls totaling over 832 person-hours for the quarter.
- Notable incidents this quarter included a boat fire, a brush fire at Gospel Rock, a dumpster fire near Sunnycrest Mall and several small structure fires contained to the exterior due to quick action by firefighters.



Xwesam / Roberts Creek Volunteer Fire Department (XRCVFD)

The Xwesam / Roberts Creek Fire Department responded to 52 calls in the third quarter of 2022.



Top three callout types in Q3 were Medical, Burning Complaints and Motor Vehicle Incidents (MVI). Some of the more noteworthy calls included:

- MVI in a tree
- Vehicle fire where off duty FF knocked down the fire enough with a vehicle extinguisher to reset the clock.
- Range Fire upgraded to Structure, off-duty GDVFD knocked down the fire with extinguisher to reset the clock.
- Medical: 7-month-old fell from shoulders of parent.
- Road rage MVI in front of hall.

Q3 Highlights

- With a grant from 100 Women Who Care (Sunshine Coast), RCVFD were able to send Mya Perry to Camp Ignite. Mya was the successful candidate from visits to the high schools on the lower coast. There is enough grant money left to continue to sponsor a young person next year.
- Two members completed Rope Tech certification (finished in beginning of Q4)
- Had members from Halfmoon Bay, Sechelt, and Xwesam complete a Forcible Entry Basic and Advanced course, presented by Dynamic Rescue/Training Resurrected
- Familiarization with our new Apparatus, Wildland 1 in training exercises and callouts
- Participated in Mayday 4 MD (muscular dystrophy) coast-wide Fire Departments fundraiser



Mayday 4 MD fundraiser –
(pictured left to right:
Wildland 1, Chief Patrick
Higgins, FF Aaron
Schneider, FF Ivy Lock,
Deputy Chief Sean
Hatanaka, FF Patrick
Visser, Lt. Russell
Monkman)



Dynamic Rescue / Training Resurrected Forcible Entry Basic & Advanced course.
Pictured Left: FF Jaqueline Schneider and FF Aaron Schneider. Right: Chief Patrick Higgins



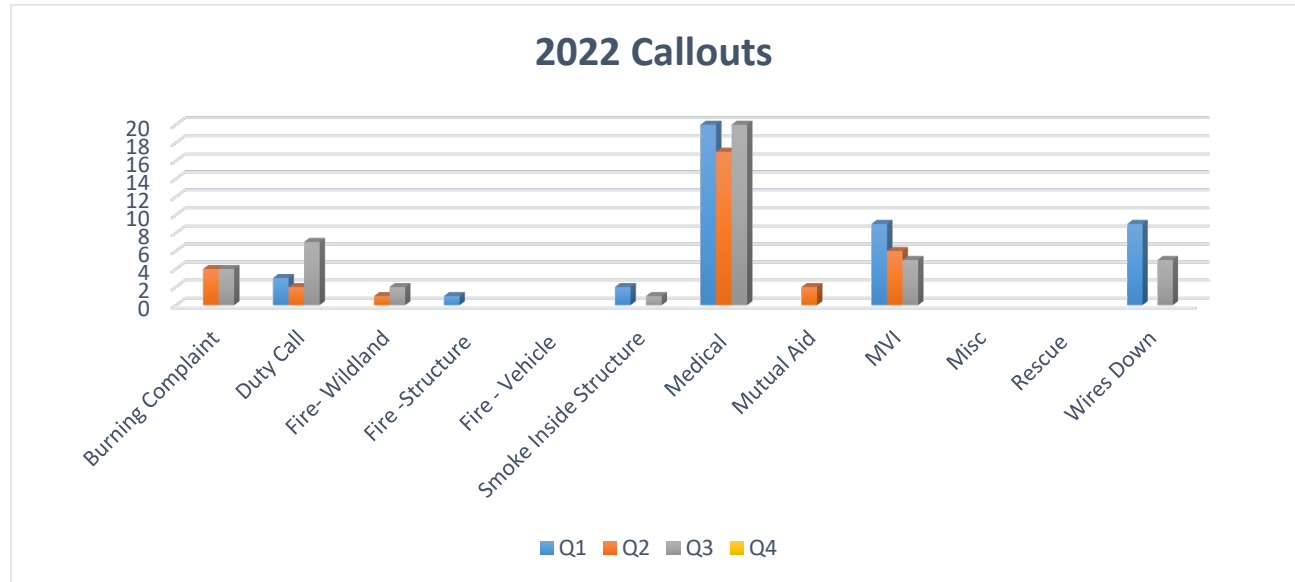
Pictured: Camp Ignite 2022 Sponsor Mya Perry

Halfmoon Bay Volunteer Fire Department (HMBVFD)



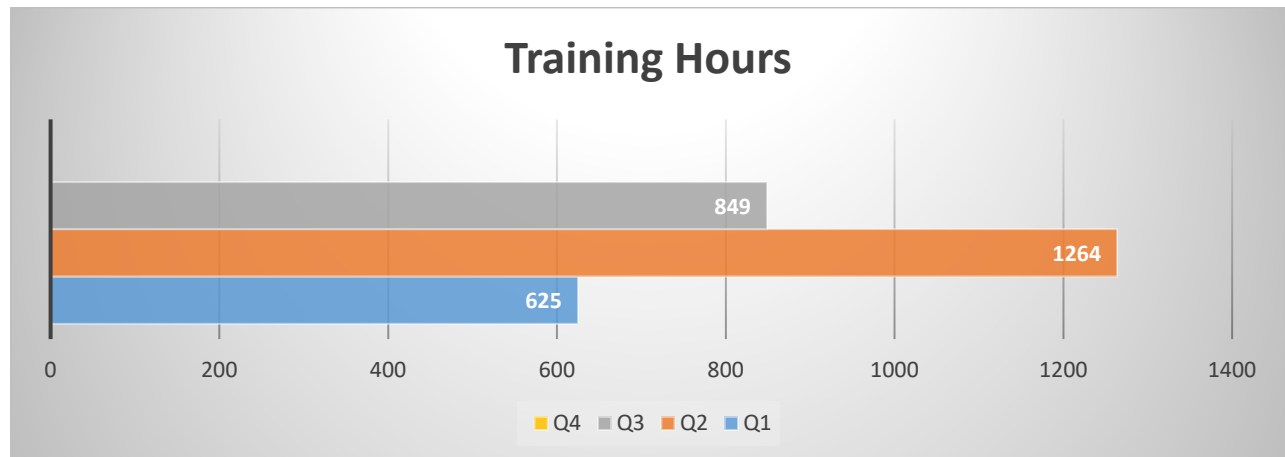
Events

49 total events in Q3



Training

Total training hours: 849



This quarter the HBVFD with training and certification at many different levels. As our older members retire, we lose a lot of experience and knowledge. We can only gain that back with time, which we cannot speed up, or through increased education and training. Total courses attended: 7

- Fire Service Administration I. Online Sept. 7 to Sept. 26, 2022 (14hrs)
- Fire Service Instructor 2, Halfmoon Bay Fire, Sept. 23 to Sept. 30 (21hrs)
- Emergency Scene Management 1 Gibsons Fire/Online Aug. 24 to Sept. 18 (28hrs)
- Forcible Entry, Roberts Creek Fire, Sept. 11 to Sept. 12, Online May 8, 2022 (14hrs)
- EMRG 1200 ICS 100. Aug. 16 to Aug.31, 2022 (7hrs)

- Traffic Control Training, In house July 15 (8hrs)
- EMRG 1240 ICS 400. Online. Sep 26 1 to Sep 28, 2022 (21hrs)

Membership

New Recruit class started with two new recruits: Geoff Argue and Lachlan Deyong. There is currently one vacant spot that needs to be filled.



Pictured above: HBVFD Volunteers

Equipment and Apparatus

The new SCBA compressor from Electrogas arrived. The installation is expected to take place in Q4.

An update on delivery schedule for new Command Unit is forthcoming.

Fire Halls

Due to a gap in yard maintenance contractor support staff maintained the Firehall yard.

Egmont and District Volunteer Fire Department (EDVFD)



Pictured above: EDVFD Volunteers at Fire Hall

The EDVFD responded to thirteen calls in the Third Quarter of 2022:

- Medical calls 5
- Burning complaints 3
- Motor Vehicle Incidents 2
- Report of Smoke 2
- Vehicle Fire 1

These calls combined for a total of 116 emergency response hours.

The firefighters from the Egmont and District Volunteer Fire Department combined for over 210 hours of training in the Third Quarter of 2022.

In addition to the regular, weekly training, two members were certified as SCBA Level 1 Technicians.

Sunshine Coast Emergency Program (SCEP)

FireSmart Program

The FireSmart Home Assessment program, funded through the FireSmart Economic Recovery Fund, is continuing as the two FireSmart coordinators completed 48 home assessments in the third quarter of 2022. Furthermore, there was a FireSmart assessment conducted at the SCRD offices on Field Road which resulted in extensive mitigation work done there.

In addition to the assessments, there have been opportunities for public outreach to provide additional education about the value of FireSmart. FireSmart Representatives attended the following events in the third quarter of 2022.

Sechelt Market:

- August 13th
- September 10th
- September 24th

Gibsons Market:

- August 14th
- August 28th

Halfmoon Bay Market:

- September 25th

Roberts Creek Public Market:

- September 28th



Emergency Program Grant Success

The Sunshine Coast Regional District, in conjunction with the Town of Gibsons and District of Sechelt, was successful in its grant application to develop **three evacuation plans**. A joint RFP has been completed with the contract to be awarded to the successful bidder in the coming weeks.

The Sunshine Coast Regional District was also successful in obtaining an **Emergency Operations Centre & Training** 2022 Community Emergency Preparedness Fund (CEPF) grant. Computer and communication equipment will be purchased for our volunteer Emergency Communications Team, to further increase their ability to provide emergency VHF radio communications during an emergency. Additionally, equipment required for setting up a reception centre and group lodging for the community during an emergency will also be purchased with this grant money.

A coordinated regional application (SCRD, SIGD, ToG, and DoS) was submitted for a CEPF grant for **Extreme Heat Risk Mapping, Assessment, and Planning** in a short (6-week) application window. Follow-on direction from the Board will be sought, as is sometimes the case with short-window programs.

Emergency Response and Recovery / Emergency Operations Centre

SCEP responded to the Extreme Heat Warning this summer by activating cooling centres at the Aquatic Centres in Gibsons and Sechelt. We provided guidance to the public for dealing with the heat through social media, radio and newspaper advertising. We also provided timely notifications utilizing our public emergency notification system “Voyent Alert” to members of the community who have signed up to receive these broadcasts.

SCEP activated our emergency operations centre this quarter to support the extreme heat warnings, the cyber attack incident at the SCRD, and the State of Local Emergency in response to the extreme drought and lack of water in the Chapman Water Reservoir.

The SCRD hosted and facilitated a SCEP committee meeting, bringing together external partners needed to respond to a coast wide emergency. A presentation of the recent study undertaken to model the consequence of hypothetical dam breaches at McNeil, Edwards and Chapman Lake was given; a round table discussion on lessons learned from the 2021 Atmospheric River was conducted and updates from each agency were provided.

An intergovernmental training workshop “EOC Essentials” was held. 24 participants from Sunshine Coast local governments participated and are now better qualified to support the Emergency Operations Centre if needed.

The SCRD is continuing to move forward with the recovery projects which are necessary as a result of the November 2021 flooding event. Six of the ten Parks projects have been approved for funding to return the damaged infrastructure to the original condition and the remaining four are pending approval. Consideration of advancing climate-resilient design is part of each project.

911 Service - Upgrades

Negotiations continue with Innovation, Science and Economic Development Canada (ISED) in an effort to secure more radio channels for fire departments on the Sunshine Coast. These additional channels will improve the efficiency of communication and reduce the chances of fire departments “talking over” each other.

An RFP was issued and has now closed for the new communications tower at the Chapman Water Treatment Plant. Proposals are currently being evaluated.

Negotiations continue with the RCMP in order to establish/renew agreements with them for shared space/equipment on three towers.

Staff are conducting analysis related to the agreements required for the federally-mandated implementation of next generation (NG) 911. A staff report on this matter is forthcoming.

Bylaw Enforcement Division

From July through to mid-August, Bylaw Enforcement Officers have issued nearly \$30,000 in fines for offences involving unauthorized land alterations and tree cutting.

There has been an increase in Water/Sprinkling tickets from Bylaw Enforcement Staff. Immediate fines of \$500 have been issued for anyone violating water regulations from the Chapman water system which has been under level 4 restrictions since August 31st.



The Bylaw Department took possession of a new Ford Escape hybrid which now brings the bylaw vehicle count to two. Decals enhance community visibility / presence for the Bylaw Enforcement Service.

Bylaw Enforcement Officers, as well as Fire Department staff, were involved in enforcement support associated with the State of Local Emergency and assistance to the Emergency Operations Centre.

During the third quarter of 2022, the bylaw department received a total of 108 Bylaw/Dog control Complaints broken down by Electoral Area as follows:

Bylaw

Electoral Area A	18
Electoral Area B	25
Electoral Area D	15
Electoral Area E	19
Electoral Area F	11
sNGD	0
DOS	3

Dog Control

Electoral Area A	N/A
Electoral Area B	6
Electoral Area D	4
Electoral Area E	5
Electoral Area F	2
sNGD	0
DOS	0

At this time, the Bylaw Department is currently dealing with a large number of unauthorized land alteration and/or riparian files.

Reviewed by:			
Manager	X – B. Kennett X – J. Jackson X – R. Shay X – M. Treit	Finance	
GM	X – I. Hall	Legislative	
CAO		Other	

SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Areas Services Committee – November 17, 2022

AUTHOR: Julie Clark, Senior Planner
Stephen Jordan, Planning Technician II

SUBJECT: BYLAW NO. 522 - PROPOSED PLANNING FEE AMENDMENTS

RECOMMENDATION(S)

THAT the report titled Bylaw No. 522 - Proposed Planning Fee Amendments be received for information;

AND THAT staff be directed to bring forward an amendment to Bylaw No. 522, with updates to Schedule B (Fee Schedule) as proposed in this report, to come into effect January 1, 2023.

BACKGROUND

The current planning fees in Bylaw No. 522 were adopted 13-17 years ago, between 2005 and 2009, depending on the application type. An update is needed to better reflect the actual cost of providing this service. In preparation for this report, staff undertook:

- Average cost estimates of workflow steps and time per application type.
- A scan of other relevant/peer municipalities and regional districts.

Both analyses confirm that SCRD Planning fees are low and outdated relative to cost of delivery and peer local governments. The purpose of this report is to provide information and analysis about increasing the fees associated with Bylaw 522 and to obtain direction from the Electoral Areas Services Committee.

DISCUSSION

Analysis: Processing Time

The *Local Government Act* provides direction about the types of fees that a regional district may collect. According to Section 462 (2) planning fees ought to be grounded in, but not exceed the cost of providing the service:

Fees related to applications and inspections

462

(2) A fee imposed under subsection (1) must not exceed the estimated average costs of processing, inspection, advertising and administration that are usually related to the type of application or other matter to which the fee relates.

Using the direction in the *Local Government Act*, staff conducted average cost estimates of processing times per application type to inform the proposal of updated fees. Staff found that application processing times vary based on geographic complexities of the site and/ or the specific requests made through the application. As a result, staff calculated 2 averages per application type: minor and major. See Attachment 1 for a summary of processing time estimates per application type.

Analysis: Local Context

The fees of 2005-2009 do not reflect the current complex development environment on the Sunshine Coast.

In the time since the last fee update, demand for SCRD development planning services has increased substantially. In addition, the natural, cultural and economic pressures on the land have evolved, along with governing legislations, resulting in increased development complexity and review rigor, which has therefore increased application processing times.

Factors that affect the rigor and complexity of planning applications today are notably different from the era when fees were established, such factors include but are not limited to:

1. Shifting settlement patterns (migration) and development demand.

- The Sunshine Coast has been ‘found.’ Land value, development inquiries and applications are all increased. Pressure has mounted related to short term rentals, long term housing availability and affordability.
- The easy-to-develop properties have been developed. Many of the current applications have an increased level of complexity to the analysis.
- Shifting patterns, pressures, population growth have generated community tensions. In some cases the age of OCPs / out-of-date community vision contributes to tension, which often results in lengthened staff time needed to process individual applications

2. New provincial regulations have been implemented, with cumulative impact of on processing time.

- Provincial regulations such as Riparian Areas Protection Regulation, Agricultural Land Act / Regulations have had updates to processes and regulations that increase the amount of time planning staff spend reviewing inquiries and applications such as development permit applications and ALC applications.

3. Applying best practices for the conservation of sensitive areas, mitigation of risks

- The Sunshine Coast peninsula includes steep and hazardous topography, environmentally sensitive areas, 509 km of shoreline and a high number of creeks. These are some of SCRD’s unique landscape features which result in just over half (54%) of private land parcels in SCRD planning service area having at least one Development Permit Area (DPA). DPAs are in place to facilitate conservation of sensitive areas and protect development in areas with natural hazards.

Table 1. Private parcels in SCRD Planning Service Area With Development Permit Areas

Private Parcels in SCRD rural Electoral Areas		
	Number of parcels	Percentage of total for each category (rounded to whole %)
Total Private Parcels in SCRD planning service area	9570	100%
With one DPA	2219	23%
With two DPAs	1778	19%
With three DPAs	658	7%
With four or more DPAs	439	5%
Total with 1+ DPA	5094	53%

- In the time since the current fees were adopted, SCRD has added Development Permit Areas in Official Community Plans (OCPs) for Shoreline Protection, Coastal Flooding, and four DPAs related to creek (flooding) hazards without adjusting fees for review.
- Climate change impacts are intensifying the analysis requirements for planning applications in vulnerable geographic areas to mitigate the impacts of drought, rain rivers, storm surge, erosion of shoreline and riparian areas and more.

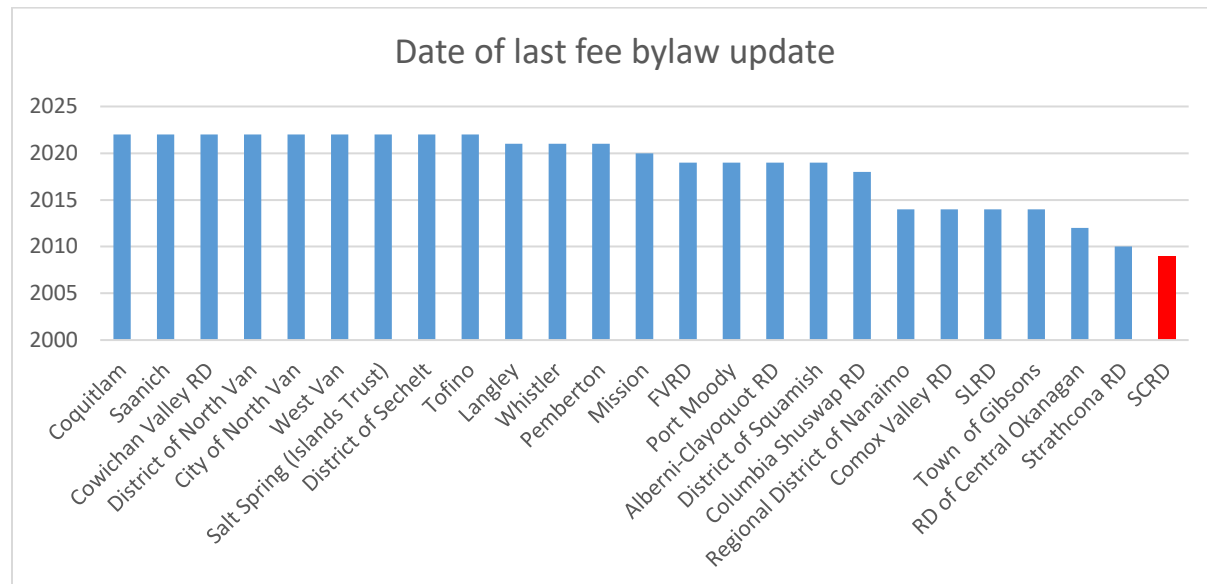
4. Reconciliation:

- Being allies in reconciliation adds necessary review time in facilitating awareness with applicants and building relationships with shíshálh and Skwxwú7mesh First Nations.

Analysis: Jurisdiction comparison / peer review

Within SCRD planning jurisdiction there are unique community characteristics that deserve careful consideration in formulating rates and comparing to other communities. Comparable communities are those which have similar 1) landscape characteristics (steep/unstable slopes, many creeks, shoreline, sensitive ecological areas and consideration for cultural and tangible heritage), 2) real estate value / destination pressure and housing pressure, 3) vulnerability based on landscape characteristics and climate change impacts.

Staff chose 25 jurisdictions for comparison of planning fees. These communities represent a range of urban and rural, a variety of landscape characteristics, climate vulnerabilities and planning pressures. The bylaws reviewed range in age from 2009 to 2022. As it turned out, SCRD's was the oldest of the 25.



Notably, some jurisdictions update their fees bylaws each year. The most recent bylaws were some of the most relevant for comparison staff's review, and in many cases the community characteristics are described as similar to SCRD when it comes to development complexity. See Attachment A for additional peer comparison information.

Financial Implications

Summary of Proposed Updates and Additions to Application Fees

The proposed changes to fees can be generally summarized as:

- 1. Update fees by application type, include pre-application fees, minor and major fees**
- 2. Remove combination fees, add other fee additions**

SCRD planning does not currently charge fees for service in two distinct areas: a) pre-application consultation in advance of development application, b) pre-application consultation for remediation approval.

- 3. Update fees, including minor and major application fees, add pre-application fees**

Pre-application fees are proposed to recover the cost of staff time where currently a fee is not charged. The need and request for such consultations are rising with development pressure in SCRD, as is the time required to conduct them. Minor and major pre-application fees are proposed for all application types. Remediation pre-application fee is also proposed to recover the staff time spent supporting property owners with land alteration infractions that require remediation approvals before applying for a development permit. Please see proposed pre-application fees in Attachment A, Table 1.

SCRD is currently providing heavily subsidized development planning service and has not had the resources to cope with both required long-range planning functions and demand from development planning services.

4. Remove combination fees

In the current fee structure, complex parcels or proposals that require multiple applications to demonstrate the viability of development are subsidized. The current fee structure has three areas where one “joint” fee provides almost the equivalent of two services, despite the time it takes to process each separate application according to legislated standards: 1) Development Permits (as many DPAs as needed for the price of one); 2) Development Permit and Development Variance Permit; 3) Zoning and OCP amendment.

Table 2. Current Fees for Joint Applications

Application Type	Current Individual fee	Current Joint fee
Development Permit (DP)	DP \$400 or \$500, (as many as needed)	\$400 or \$500
Development permit and Development Variance Permit	DP \$400 or \$500 DVP \$500 (residential) \$1000 (commercial, industrial)	\$650
Zoning Amendment and OCP Amendment (each)	\$2400 \$2400	\$2900

Staff recommend eliminating all joint fees. The new rates proposed reflect the average time it takes to process each application type.

5. Update Other Fees

A short list of non-application-related Planning fees are also required with this bylaw amendment. They are found in Attachment 1, Table 2.

Revenue Potential

Using the average number of applications processed since 2018, staff calculated that SCRD’s average annual revenue from development applications has been \$69,400. The current average annual revenue from applications does not cover the full wage cost of the most junior of the eight positions within the Planning functions (Rural and Regional Planning).

Under the new fee structure the revenue is estimated to be up to \$267,360 or a potential increase of \$197,960.

Table 4. Projected Annual Revenue

Application Type	Project Annual Revenue	Calculation assumption
DP	\$ 71,350	40% minor, 60% major
DVP	\$ 39,950	40% minor, 60% major
BOV	\$ 9,670	60% minor, 40% major
Subdivision	\$ 66,830	60% minor, 40% major
Zoning / OCP Amendments	\$ 79,560	20% minor, 80% major
Total	\$ 267,360	

The above does not include estimates for pre-application meeting fees for remediation or for those that do not result in a corresponding application. Both are difficult to estimate looking forward. While these are currently both high volume and time-consuming tasks, staff's goal particularly for the remediation files is to reduce these volumes by improving community education, policies, clarifying regulations as well as adding further disincentives for land alteration contraventions.

Pending Board decision on adjusting fees, the implications of additional revenue generation will be considered as part of the 2023 annual budget process.

Recommendation and Organizational and Intergovernmental Implications

The proposed fee increases for each application type bring Planning fees into alignment with the current cost of doing business for SCRD, based on the projected average cost of processing each type of application.

Options:

1. Adopt as proposed. This is staff's recommendation.

The proposed fees facilitate increased revenues that could be utilized to provide more adequate service levels. In addition, this option provides the opportunity for Board discussion and decision making about balancing development and long-range planning functions. The fees being proposed are based on actual time study and are in alignment with industry norms based on a peer comparison.

2. Make no changes at this time, noting the current rates, last updated in 2005-2009, are resulting in significant subsidization of development-related planning work.

Continuing with current fees or only making minor adjustments would continue to heavily subsidize development activity.

Timeline for next steps or estimated completion date

Pending Board direction, staff would bring forward an amendment to Bylaw No. 522, Schedule B. No public hearing is required. Amendment is proposed to come into effect January 1. Public communication would be initiated following amendment Bylaw adoption.

The outcomes of the upcoming Development Approvals Process Review project may result in further recommendations related to fee updates.

Communications Strategy

The communication strategy will be to inform the development community of upcoming changes. Information on this issue will be posted to the SCRD website, social media accounts and print advertising; as always, details are included in staff's communications plan.

STRATEGIC PLAN AND RELATED POLICIES

Sunshine Coast Regional District (SCRD) leads regular reviews of fees and charges in accordance with the Financial Sustainability Policy (Section 4.2.2). Reviews and consequent amendments to fees and charges are best timed to precede the annual budget development process to support accurate financial planning.

The recommendations of this report are aligned with SCRD's Financial Sustainability Policy (5-1700-01).

CONCLUSION

Updates to Planning fees and charges are recommended to reflect the actual costs of providing service.

Staff are seeking direction to bring forward amendments to Bylaw No. 522, Schedule B, and recommend amended fees come into effect January 1, 2023.

ATTACHMENTS

Attachment A – SCRD Planning Application Fee Review

Reviewed by:			
Manager	X – J. Jackson	CFO/Finance	X - T. Perreault X - L. Smith
GM	X – I. Hall	Legislative	X – S. Reid
CAO	X – D. McKinley	Other	

Attachment A: Staff Report to EAS Committee Bylaw 522 Planning Fees Proposed Amendments

Table 1. Existing and proposed fees

Application Type	Current Fee	Estimated processing cost	Proposed Pre application	Proposed Base Fee	Proposed Additional Fee	Definition
DP Minor	\$500	\$1000	\$200	\$800	\$400	Geo hazard, Aquifer. Additional DPAs = additional fee
DP Major	\$400	\$1500	\$500	\$1000	\$100 / Unit (form and character)	Riparian, Shoreline DP Form and Character
DP involving remediation	N/A	\$2500	\$2500			Remediation Approval
DVP Minor	\$500	\$2500	\$300	\$2200		
DVP Major	N/A	\$3500	\$500	\$3000		Multiple variances requested or permit required by another agency
BOV Minor	\$500	\$2200	\$300	\$2200		
BOV Major	\$500	\$3500	\$500	\$3000		Multiple variances requested or permit required by another agency
Subdivision	\$700 + \$165 /lot	\$2200	\$500	\$1700	\$300 per lot	Up to 9 lots
Subdivision Major	N/A	\$4000	\$1000	\$3000		Over 10ha or over 10 lots
Zoning Amendment Minor	\$2400	\$5500	\$500	\$5500		Text amendment or map amendment for park or environmental protection
Zoning amendment Major	N/A	\$7400	\$1000	\$6400	\$300 per unit fee	
OCP Amendment Minor	\$2400	\$5500	\$500	\$5000		Text amendment or map amendment for park or environmental protection
OCP Amendment Major	N/A	\$7400	\$1000	\$6400		

Table 2. Other Planning Fees for Update.

Type of Fee	Current Fee	Proposed Fee	Rationale
Property Information Request	\$100	\$100	No change for minor property information requests.
Complex Property Information Request or Comfort Letter	\$100	\$300	Comfort letters and complex information requests take, on overage take approximately triple the time of an average property information request.
Title and Covenant Search from LTSA	Currently no fee	\$50/ document	\$50.00 per document is proposed to be aligned with Building Division fees for the same document service.
Legal Agreement Amendment or Discharge (ie Covenant)	\$250	\$500	To recover estimated staff time for average time to process.
Pre-application site inspection	\$60/hr	\$100/hr	To recover staff time for site visit.
Refund relating to OCP or Zoning amendment that does not proceed to public hearing	\$900	\$2000	To refund staff time not dedicated to public hearing, finalizing and adoption of amendment.

Table 3. SCRD Planning Revenue by Application Type, since 2018

App Type	2018		2019		2020		2021		2022 (YTD) Q2	
DP	30	\$14,677	53	\$25,500	68	\$21,320	61	\$31,487	35	\$18,550
DVP	14	\$8,150	11	\$5,500	23	\$7,500	11	\$4,490	3	\$1,500
BOV	1	\$1,000	3	\$1,500	2	\$1,500	7	\$4,020	2	\$1,000
Subdivision	25	\$25,215	13	\$8,100	21	\$11,700	23	\$27,775	21	\$22,475
Zoning/ OCP Amend	18	\$20,360	8	\$14,875	14	\$13,250	9	\$17,820	2	\$2,900
Total	88	\$69,402	88	\$56,125	128	\$55,270	111	\$85,592	63	\$46,425

Community Comparison Charts 2021-2022 Fees:

The following charts compare planning fees across communities that adopted updated fee bylaws in 2021 or 2022.

SCRD proposed fees are in green. For comparison, SCRD’s current fee is also added in red.

CAUTION:

Comparisons in the graphs below must be received and interpreted with caution:

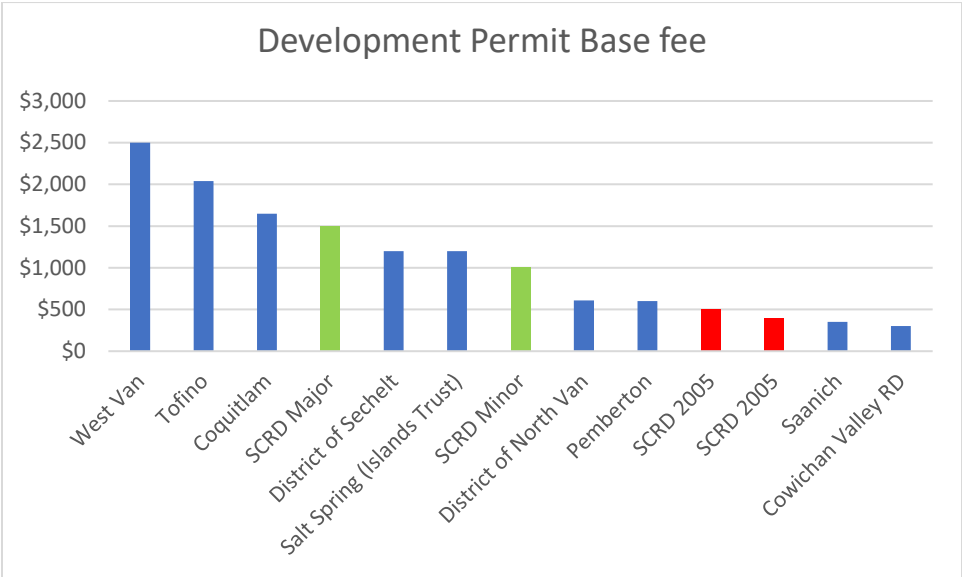
A fully comparable analysis between communities is difficult to achieve in a short format as the fee structures in the compared communities are not the same.

As a result, staff have produced a comparison for base fees only which, in many but not all cases, would not be the full cost of the application fee.

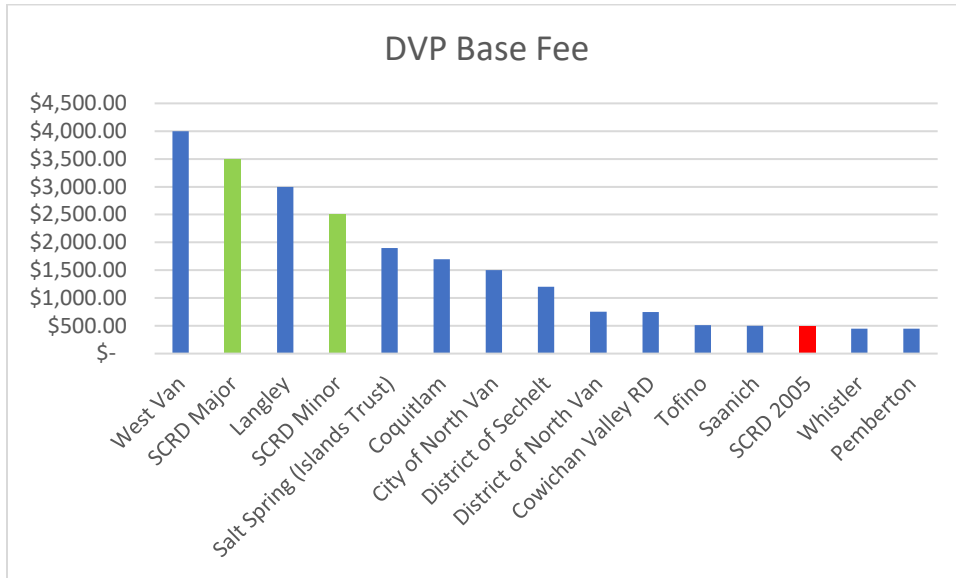
Development Permit Fees, OCP and Zoning Amendment application fees are especially difficult to compare this way, as many local governments have additional fees to the base fee. Additional fees are not easily comparable as their metric’s are different. For example, some add fees per: unit of land (m2), or by dwelling unit, or by parcel.

This means that some comparable communities’ base fees may appear low by this comparison chart, however the full application fee may be much higher.

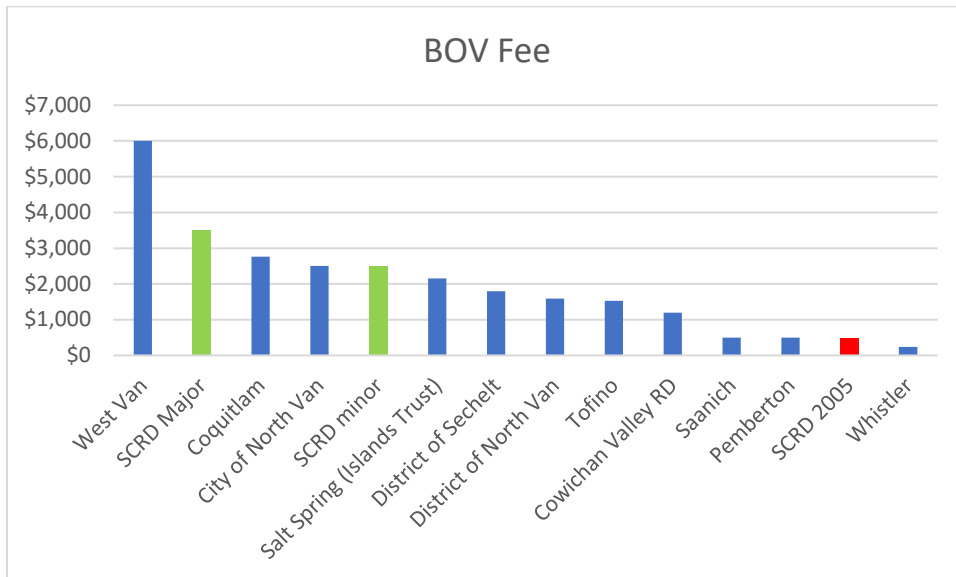
Graph 1. Development Permit Base Fee (Environmental and Hazard)



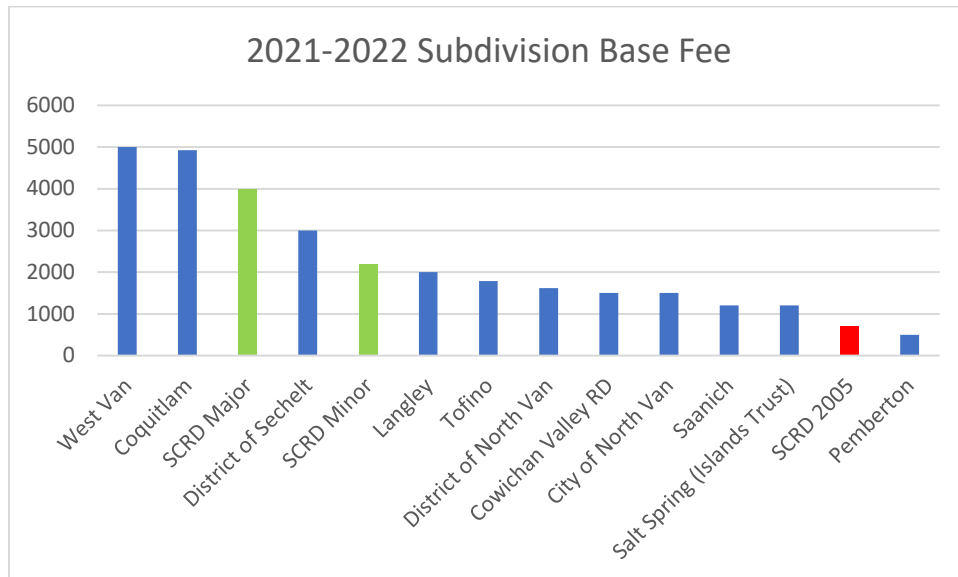
Graph 2. Development Variance Base Fee



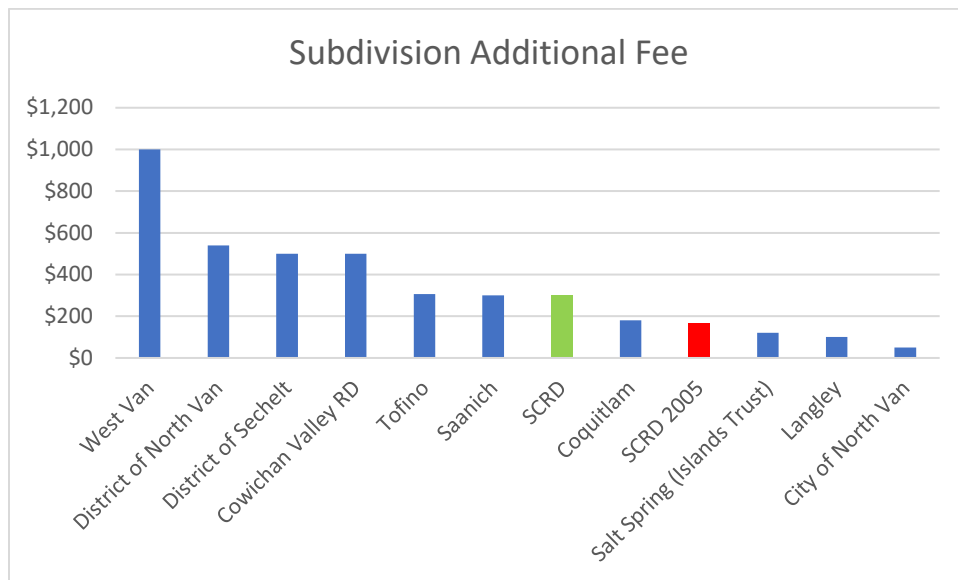
Graph 3. Board of Variance Base Fee



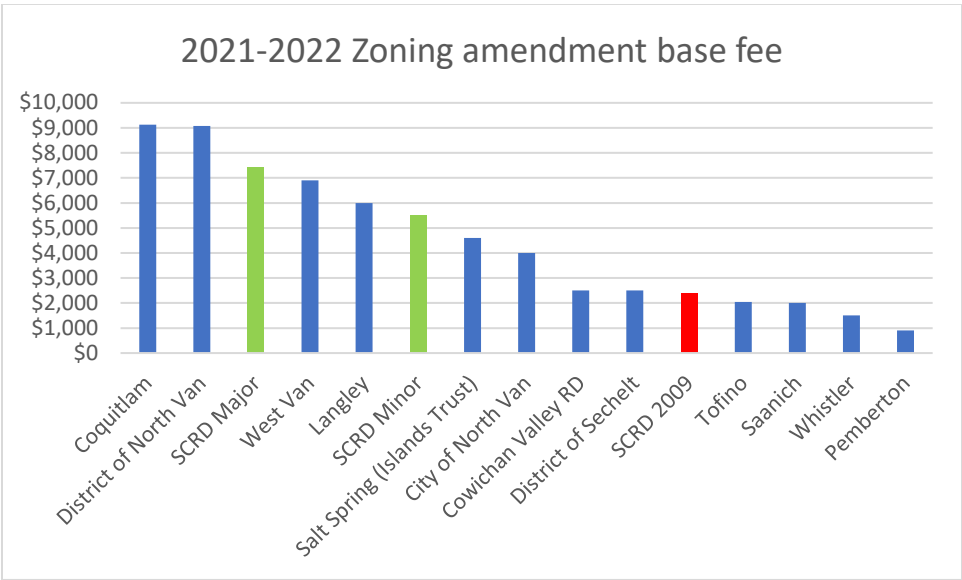
Graph 4. Subdivision Base Fee



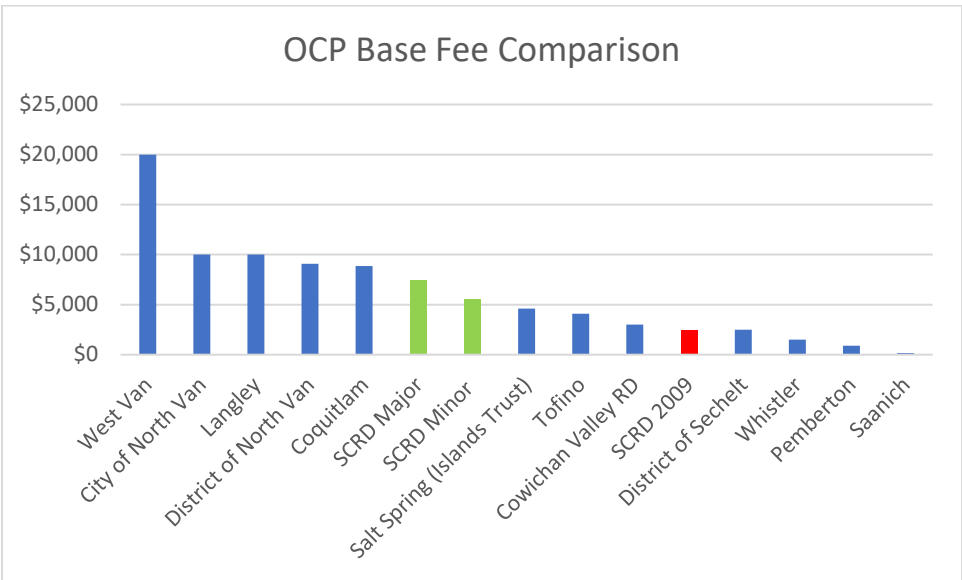
Graph 5. Subdivision Additional Lot Fee



Graph 6. Zoning Amendment Fee



Graph 7. Official Community Plan Amendment Base Fee



SUNSHINE COAST REGIONAL DISTRICT STAFF REPORT

TO: Electoral Areas Service Committee – November 17, 2022

AUTHOR: Yuli Siao, Senior Planner

SUBJECT: **West Howe Sound Official Community Plan Amendment Bylaw No. 640.5
Consideration of Adoption and Zoning Amendment Bylaw No. 722.1
Consideration of First, Second and Third Readings and Adoption (2061
Twin Creeks Road)**

RECOMMENDATIONS

THAT the report titled **West Howe Sound OCP Amendment Bylaw 640.5 Consideration of Adoption and Zoning amendment Bylaw 722.1 Consideration of First, Second and Third Readings and Adoption (2061 Twin Creeks Road)** be received;

AND THAT **West Howe Sound Official Community Plan Amendment Bylaw 640.5, 2021** be forwarded to the Board for adoption.

AND THAT **Zoning Amendment Bylaw No. 722.1, 2022** be forwarded to the Board for first, second and third readings and adoption.

BACKGROUND

On April 28, 2022, the SCRD Board adopted Resolution 104/22:

Recommendation No. 3 *West Howe Sound Official Community Plan Amendment Bylaw 640.5, 2021 and Zoning Amendment Bylaw No. 310.194, 2021*

THAT the report titled **West Howe Sound Official Community Plan Amendment Bylaw 640.5 and Zoning Amendment Bylaw 310.194 (2061 Twin Creeks Road)** be received for information;

AND THAT *West Howe Sound Official Community Plan Amendment Bylaw 640.5, 2021 and Sunshine Coast Regional District Zoning Amendment Bylaw No. 310.194, 2021* be forwarded to the Board for third reading, and prior to adoption of the bylaws, a covenant to implement fire protection measures and FireSmart programs for the proposed developments be registered on title of the subject property.

DISCUSSION

Pursuant to this resolution, a covenant to implement fire protection and management for the development has been registered on title of the property. Therefore the proposed amendment bylaws are ready to proceed to adoption.

West Howe Sound Official Community Plan Amendment Bylaw 640.5, 2021 can proceed for consideration of adoption as is (Attachment A).

Due to the adoption of the new Zoning Bylaw No. 722 to replace Zoning Bylaw No. 310 on October 13, 2022, the previously considered Zoning Amendment Bylaw 310.194 for the subject development will need to be re-read as Zoning Amendment Bylaw 722.1 (Attachment B).

This procedure will facilitate the transition of Zoning Amendment Bylaw 310.194 that has previously received first, second and third readings to move forward for consideration of adoption under the new Zoning Bylaw No. 722 currently in effect. The proposed content of Zoning Amendment Bylaw No. 722.1 is identical to Zoning Amendment Bylaw No. 310.194; some section references have been adjusted to align with the sections of the new Zoning Bylaw No. 722. It is not necessary to hold a new/second public hearing because (and in accordance with the *Local Government Act*) the bylaw is identical in terms of the land use changes it facilitates with no change to use or density.

CONCLUSION

Staff recommend proceeding to consider adoption of West Howe Sound Official Community Plan Amendment Bylaw 640.5, 2021 and re-reading and adoption of the proposed zoning amendment bylaw, now known as Zoning Amendment Bylaw No. 722.1, as discussed above.

ATTACHMENTS

Attachment A – OCP Amendment Bylaw 640.5, 2021

Attachment B – Zoning Amendment Bylaw 722.1, 2022

Reviewed by:			
Manager	X – J. Jackson	CFO/Finance	
GM	X – I. Hall	Legislative	X - S. Reid
CAO			

Attachment A

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 640.5

A bylaw to amend the *West Howe Sound Official Community Plan Bylaw No. 640, 2011*

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

PART A – CITATION

1. This bylaw may be cited as *West Howe Sound Official Community Plan Amendment Bylaw No. 640.5, 2021*.

PART B – AMENDMENT

2. *West Howe Sound Official Community Plan Bylaw No. 640, 2011* is hereby amended as follows:

Amend *Map 1: Land Use* by re-designating the northwest triangular section of District Lot 4455 Group 1 New Westminster District from “Rural Residential B” to “Mobile Home Park”, as depicted in Appendix A to this Bylaw.

PART C – ADOPTION

PURSUANT TO SECTION 475 OF THE *LOCAL GOVERNMENT ACT* CONSULTATION REQUIREMENTS COMPLETED in

DECEMBER, 2021

READ A FIRST TIME this

24TH DAY OF FEBRUARY, 2022

READ A SECOND TIME this

24TH DAY OF FEBRUARY, 2022

CONSIDERED IN CONJUNCTION WITH THE
SUNSHINE COAST REGIONAL DISTRICT
FINANCIAL PLAN AND ANY APPLICABLE WASTE
MANAGEMENT PLANS PURSUANT TO
THE *LOCAL GOVERNMENT ACT* this

24TH DAY OF FEBRUARY, 2022

PUBLIC HEARING HELD PURSUANT TO
THE *LOCAL GOVERNMENT ACT* this

29TH DAY OF MARCH, 2022

READ A THIRD TIME this

12TH DAY OF MAY, 2022

ADOPTED this

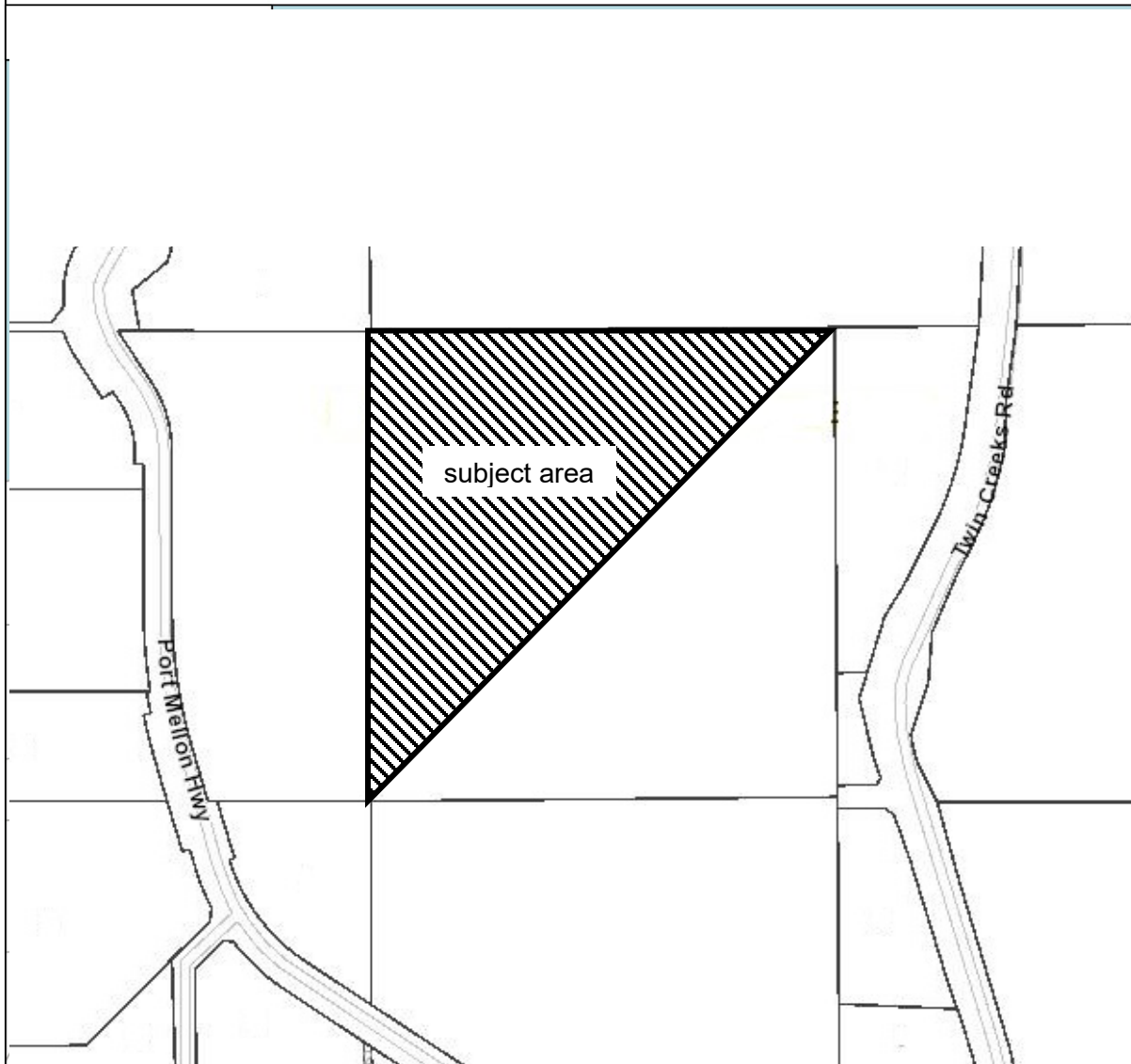
24TH DAY OF NOVEMBER, 2022

Corporate Officer

Chair

Appendix A to West Howe Sound Official Community Plan Amendment Bylaw No. 640.5, 2021

Re-designate the northwest triangular section of District Lot 4455 Group 1 New Westminster District (subject area) from "Rural Residential B" to "Mobile Home Park"



Chair

Corporate Officer

Attachment B

SUNSHINE COAST REGIONAL DISTRICT

BYLAW NO. 722.1

A bylaw to amend the *Sunshine Coast Regional District Zoning Bylaw No. 722, 2022*

The Board of Directors of the Sunshine Coast Regional District, in open meeting assembled, enacts as follows:

PART A – CITATION

1. This bylaw may be cited as *Sunshine Coast Regional District Zoning Amendment Bylaw No. 722.1, 2022*.

PART B – AMENDMENT

2. *Sunshine Coast Regional District Zoning Bylaw No. 722, 2022* is hereby amended as follows:
 - a. Amend *Schedule A* by rezoning the northwest triangular section of District Lot 4455 Group 1 New Westminster District from “RU2” to “RM3”, and That part of District Lot 4454 lying to the east of the road shown on Reference Plan 4067 Group 1 New Westminster District from “RU2” to “C3”, as depicted in Appendix A to this Bylaw.
 - b. Amend first row of “Conditions” in Section 7.6.3 as follows:

“In District Lot 4455 Group 1 New Westminster District, the number of mobile homes permitted shall not exceed 37.”
 - c. Insert the following sub-section in Section 9.3.7:

“ C) Notwithstanding Section 9.3.2, the following provisions shall apply to That part of District Lot 4454 lying to the east of the road shown on Reference Plan 4067 Group 1 New Westminster District:

 - 1) Only the following uses shall be permitted:
 - a) Campground with a maximum of 10 sites per hectare;
 - b) Washroom and laundry facilities accessory to a campground;
 - c) Restaurant and pub
 - d) Convenience store and retail with a maximum floor area of 100 m²;
 - e) Golf course and clubhouse;
 - f) Billiard room;
 - g) Gymnasium.
 - 2) Notwithstanding Section 821.7, the parcel coverage of all buildings and structures except recreational vehicles or tents shall not exceed 20%.”

PART C – ADOPTION

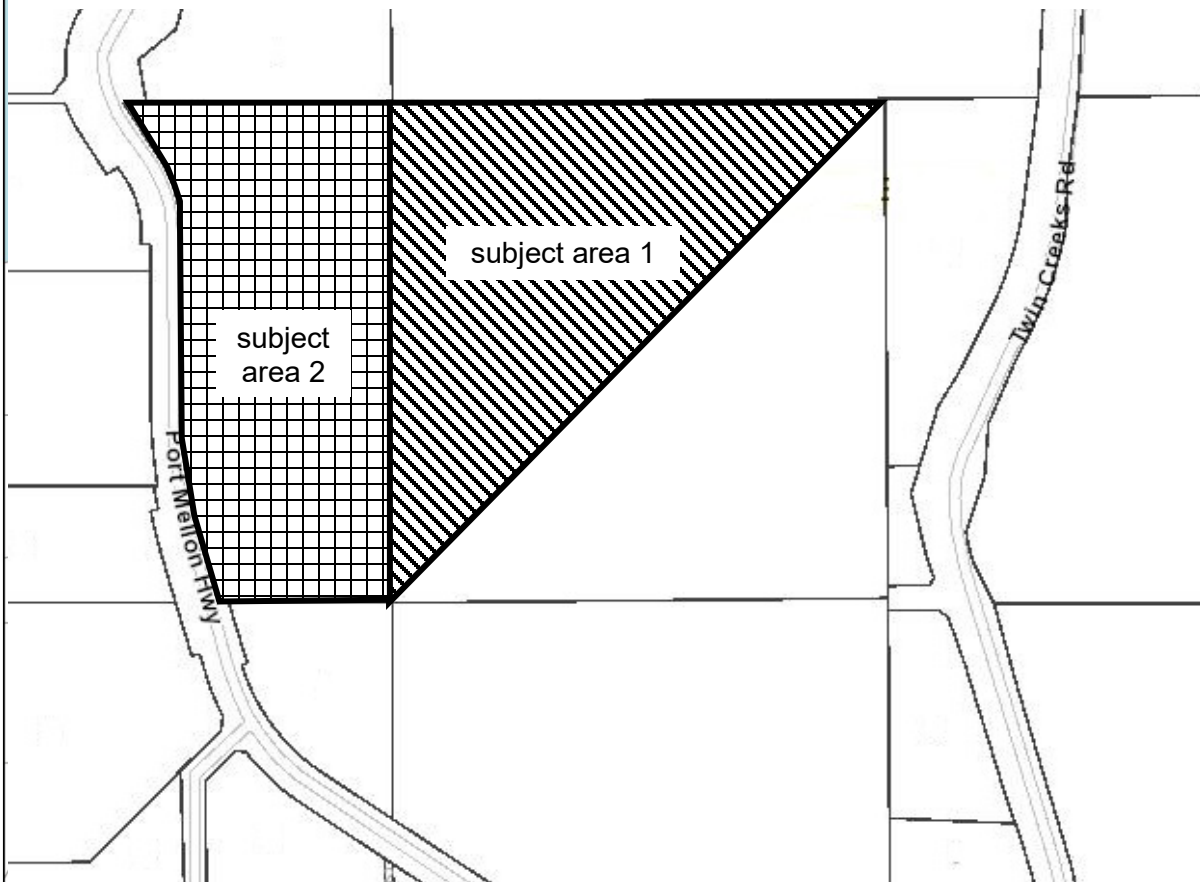
READ A FIRST TIME this	24 TH	DAY OF NOVEMBER,	2022
READ A SECOND TIME this	24 TH	DAY OF NOVEMBER,	2022
PUBLIC HEARING HELD PURSUANT TO THE <i>LOCAL GOVERNMENT ACT</i> this	24 TH	DAY OF NOVEMBER,	2022
READ A THIRD TIME this	24 TH	DAY OF NOVEMBER,	2022
ADOPTED this	24 TH	DAY OF NOVEMBER,	2022

Corporate Officer

Chair

Appendix A to Zoning Amendment Bylaw No. 722.1, 2022

Rezone the northwest triangular section of District Lot 4455 Group 1 New Westminster District (subject area 1) from "RU2" to "RM3", and That part of District Lot 4454 lying to the east of the road shown on Reference Plan 4067 Group 1 New Westminster District (subject area 2) from "RU2" to "C3",



Chair

Corporate Officer