



THE CORPORATION OF THE CITY OF COURTENAY

## STAFF REPORT

To: Council

File No.: 3360-20-2303

From: Director of Development Services

Date: September 27, 2023

Subject: Zoning Amendment Bylaw No. 3101 – 1410 Glen Urquhart Drive

### **PURPOSE:**

For Council to consider an application for a zoning bylaw amendment to Zoning Bylaw No.2500, 2007 to permit a detached secondary residence at the property legal described as LOT 3, SECTION 47, COMOX DISTRICT, PLAN 20073 (1410 Glen Urquhart Drive).

### **BACKGROUND:**

The subject property is approximately 2,104 m<sup>2</sup> (0.52 acres) in size and is zoned Rural Residential 1 (RR-1). There is currently a single residential dwelling unit and three (3) non-residential accessory structures on the property as illustrated in Figure No. 1 below.



**Figure No. 1:** Context Map

The applicant is proposing a detached secondary residence at the rear of the property. Detached Secondary Residences are not a permitted use in the RR-1 zone. The OCP land use designation is Urban Residential which permits intensification of land use and infill development.

If Zoning Amendment Bylaw No.3101 is approved, then the applicant will be permitted to construct a detached secondary residence on the property which is proposed to be 56.0 m<sup>2</sup> (602.8 ft<sup>2</sup>) in size.

### **DISCUSSION:**

The applicant is seeking to create a detached secondary residence for a family member, and recognizes the value the additional housing unit could provide to the general housing stock.

The OCP supports infill development within existing Urban Residential areas provided it is in keeping with the character and scale of the surrounding neighbourhood. Infill housing provides more rental housing stock and diversity of housing types, and promotes more efficient use of land that is already serviced.

Should Council approve Zoning Amendment Bylaw 3101, the proposed development will be subject to the guidelines of the DPA-2: Detached Secondary Residences form and character Development Permit.

Zoning Review

The property is zoned RR-1 and the proposed development meets the RR-1 zoning requirements, including minimum lot size, minimum lot frontage, building setbacks and parking (which the property will remain zoned). As well, the proposal meets the general requirements for secondary residences as stipulated in *Zoning Bylaw No. 2500, 2007*. The requirements and proposal are summarized in **Table No. 1**.

<b>Proposal's Achievement of Relevant Zoning Requirements</b>		
<b><u>Rural Residential Two Regulations</u></b>	<b><u>Required</u></b>	<b><u>Proposed</u></b>
Minimum Lot Size	1,250 m <sup>2</sup>	2,104 m <sup>2</sup>
Minimum Lot Frontage	<10% of the Perimeter of the Lot	<10% of the Perimeter of the Lot
Total Floor Area of Secondary Residence	90.0 m <sup>2</sup>	56.0 m <sup>2</sup>
Yard Setbacks (Minimum)	Front: 7.5 m Side Interior A: 3.0 m Side Interior B: 3.0 m Rear: 6.0 m	Front: >7.5 m Side Interior A: 3.0 m Side Interior B: >3.0 Rear: 9.0 m
Height of Secondary Residence	5.5 m	3.9 m
Lot Coverage (Maximum)	30.0%	13.0%
Parking Spaces (Minimum)	Three (3) (Two for the principle dwelling unit and one for the secondary residence)	Three (3) Spaces

**Table No. 1:** Zoning Analysis

**FINANCIAL IMPLICATIONS:**

There are no direct financial implications related to the processing of this Zoning Amendment.

**ADMINISTRATIVE IMPLICATIONS:**

Processing Zoning Amendments is included in the current work plan as a statutory component.

Should Council not grant the Zoning Amendment, the applicant's Development Permit would be unable to be approved and the applicant would not be able to construct the proposed detached secondary residence dwelling.

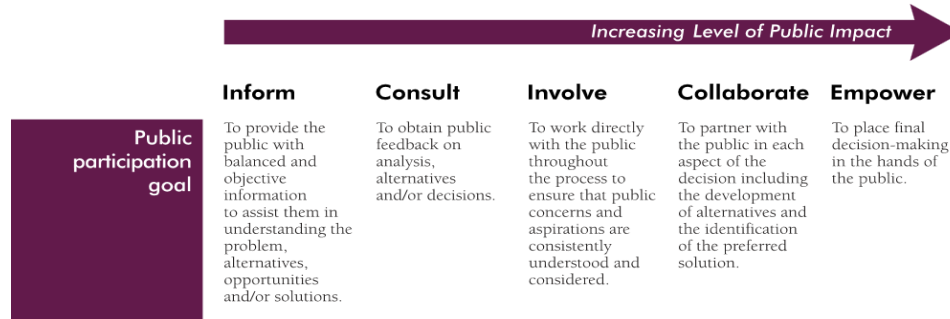
**STRATEGIC PRIORITIES REFERENCE:**

This initiative addresses the following strategic priorities:

- Buildings and Landscape - Review and update land use regulations and bylaws for consistency with OCP

**PUBLIC ENGAGEMENT:**

Staff would inform the public based on the IAP2 Spectrum of Public Participation:



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The Public Information Meeting requirements for this development have been waived at the discretion of the Director of Development Services, as per *Section 8.4 of Development Application Procedures Bylaw No. 2699, 2012*.

As per Section 467 of the *Local Government Act*, notices of a public input opportunity for the regular meeting of Council on September 27 were mailed on September 13, 2023 by the City to the 43 owners and/or occupants of properties within a 100 m radius of the subject property. Two consecutive newspaper advertisements were published in the Comox Valley Record on September 13<sup>th</sup> and 20<sup>th</sup> 2023 publications (**Attachment 3**). As of the date of writing this report no comments have been received. Any written received by 1:00 pm September 27, 2023 will be sent to Council and Staff will update Council at the meeting.

**OPTIONS:**

1. THAT Council give First, Second and Third readings of Zoning Amendment Bylaw No. 3101.
2. THAT Council provide alternative direction to staff.
3. THAT Council not move forward with Zoning Amendment Bylaw No. 3101.

**ATTACHMENTS:**

- Attachment No. 1: Plans and Elevations
- Attachment No. 2: Applicant’s Rationale
- Attachment No. 3: Public Notification
- Attachment No. 4: Zoning Amendment Bylaw No. 3101

Prepared by: Devin Croin, Planner 1 – Development Planning  
Reviewed by: Marianne Wade, RPP, MCIP, Director of Development Services  
Concurrence: Geoff Garbutt, M.Pl., MCIP, RPP, City Manager (CAO)