

| | |
|-------------------|----------------------|
| DEPARTMENT | DEVELOPMENT SERVICES |
| DIRECTOR | Marianne Wade |



| INITIATIVE | DETAILS | ANTICIPATED COMPLETION DATE | % OF TASK COMPLETE | UPDATE & COMMENTS |
|---------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Modernization of Subdivision and development servicing bylaw | The Bylaw 2919 to be repealed and replaced to align with a professional reliance model, best practices, and new supplemental design guidelines. | Q3 2024 Phase 1 Bylaw Q4 2024 Phase 2 Supplemental Designs | Phase 1 50% Phase 2 10% | Drafting of the bylaw has been initiated , once a draft is completed Staff will consult with development community before finalizing this work. Integration of master plans : cycling network, IRMP, parks, road heirachy , water, sewer , landscape and playground has changed the original scope of the update that was initiated in 2019. Further the population projection from OCP is low and needs to be adjusted which impacts master plans. To truly reflect the current status of this project staff have adjusted the February 2023 percentage from 50% to the actual . Components of the SDSS have been revised such as: Works and Service Agreement, internal processes to follow the professional reliance model. Adjustments are being made on PLR templates and processes to streamline. |
| DCC Update | Bylaw 2840 to be repealed and replaced with a new bylaw and approved by the superintendent | Q4 2024 | 25% | Population growth projections need to be updated to include 2021 census which may impact the current infrastructure master plans and the associated DCC projects. The Province has annouced new DCC for Fire, cost sharing with MOTI on highway upgrades, solid waste faciliaities to support the new housing legislation. THIS EXPANDS THE SCOPE OF dcc FEES. Once drafted a report to council will be made and consultation with the development industry will occur. Consultants are updated master plans with new population numbers and are in the process of developing the project list. |

| | | | | |
|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CPI Increase to DCC Bylaw | Bylaw 3116 | Q4 2024 | 100% | Complete- Bylaw to increase DCC No.2840, 2016 by 6.9% |
| DCC Waiver Affordable Housing | Bylaw 3118 | Q4 2024 | 100% | Complete- waiver for DCC as per Section 563 of the LGA for eligible projects- not-for-profit rental housing sunset clause June 1 2027 |
| ACC Regulations | New Regulations to support impacts of new housing regulations on community infrastructure | Q 4 2024 | 0% | This replaces community amenity cahrges negotiated at rezonings with transparent set fees for new growth areas to pay for capital costs of community amenities such as community centres, libraries, recreation centres, to sup[port liveable communities in areas where projected growth and housing supply will occur. Requires modeling and approval by Inspector. |
| Internal development servicing process updates | Evaluating requirement for development servicing information in the context of full cycle of development approvals process (from rezoning, development permit, subdivision (where applicable), to building permit) for overall efficiency in development application processes. | complete | 100% | Established type of servicing drawings required for each stage of land approval application based upon Industry standards. The outcome is concurrence of land use applications to inform servicing capacity and off site requirements. Met with civil consulting on several occasions and discussed at the Development Industry meeting held in July. Staff finalizing materials for webpage and applications. |
| Pre-Application Meetings | Opportunity for applicants to meet with staff prior to applying for a planning application and receive a comprehensive interdepartmental preliminary review . | complete | 100% | Staff have implemented and encouraged pre-application meetings. Staff have developed a pre-application checklist. |
| Modernization of Zoning Bylaw | To align the Zoning Bylaw with the updated OCP and NEW provincial Housing legislation | Q2 -SSMUH 2024 Q4 full update | 25% | The New Provincial Housing legislation has impacted the order of updating the bylaw. SSMUH will be done by June 30 2024, followed by revisions that will result from complete communities spatial anylisis and update in OCP from 5 to 20 year population projections. Consultants are engaged to assist staff. |

| | | | | |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|---------|-------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Building Bylaw update | Comprehensive review of Bylaw including incorporating BC Building Code and OCP policy energy step code requirements. | Q4 2023 | 100% | Complete |
| Short Term Rental Regulations | New STR provincial regulations to guide update to Zoning Bylaw | Q2 2024 | 25% | New STR regulations will guide the update to Zoning Bylaw and have a consultant engaged to assist staff. Anticipate this following the SSMUH zoning amendments. Provincial regulations in effect as of May 1, 2024 for business licencing . |
| Buisness Licencing Bylaw Amendment for STR | Establish Buisness licence for STR | Q2 2024 | 0% | Establish Business licencing category, enforcent and fees work with Corporate Services |
| Developers meetings | Developer meetings have been re-established | Ongoing | 25% | Meetings commend in July 2023 and regular schedule been established. |
| Kus Kus Sum development and rehabilitation | Plan and partnership agreement to rehabilitate old mill site along Courtenay River | Q4 2024 | 60% | Committee formed to raise funds and guide the rehabilitation process. Date provided is estimated completion of restoration activities. |
| Harmston Precinct Local Area Plan | Comprehensive plan for City owned Harmston Park and adjacent block land as a strategic downtown development precinct. | Q4 2024 | 2% | This project is in the 2024 workplan and staff has begun scoping the project to engage a consultant and is working with RCCS. |
| Downtown Playbook Update | Key capital projects envisioned for the downtown | Q2 2025 | 2% | This is an interdepartmental initiative to be lead by Development Services. DS is reviewing scope of the update and is coordinating on the feasibility of the Duncan Mews pilot project. |
| Tree Protection Bylaw update | Review of the bylaw for alignment with the new OCP and housing legislation | Q3 2024 | 0% | Staff have identified revisions for clarity for implementation and will prepare anmmendment. |

| | | | | |
|--------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------|----------------------------------------------------------------------------------------------------|
| Development Procedure Bylaw | Development Applications Bylaw 2740 to be repealed and replaced with a new bylaw that incorporates Bill 26 (Municipal Affairs Statutes Amendment Act) policies on public hearings and delegation of variances along with | Q4 2023 | 100% | Complete Bylaw No.3106 |
| Age-friendly public spaces and mobility networks audit | BC Healthy Communities \$15,000 funding received to conduct audit of key infrastructure. | Q4 2024 | 90% | The Social Planning Society has complete their study and is providing a draft to staff for review. |
| Fees and Charges Bylaw amendment for Development Application Fees | Fees to align with Development Procedures Bylaw | Q4 2023 | 100% | complete- Bylaw No. 3107 increase fees and capture new fees |