

<b>DEPARTMENT</b>	DEVELOPMENT SERVICES
<b>DIRECTOR</b>	Marianne Wade



INITIATIVE	DETAILS	ANTICIPATED COMPLETION	% OF TASK	UPDATE & COMMENTS
		DATE	COMPLETE	
<b>Modernization of Subdivision and development servicing bylaw</b>	The Bylaw 2919 to be repealed and replaced to align with a professional reliance model, best practices, and new supplemental design guidelines.	Q4 2023 Phase 1 Bylaw Q2 2024 Phase 2 Supplemental Designs	<b>Phase 1 50%</b> <b>Phase 2 10%</b>	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, transportation. This integration has changed the original scope of the update that was initiated in 2019. To truly reflect the current status of this project staff have adjusted the February 2023 percentage from 50% to the actual . This will establish clear process for the public and transfer of assets from construction completion to the City.
<b>DCC Update</b>	Bylaw 2840 to be repealed and replaced with a new bylaw and approved by the superintendent	Q2 2024	<b>25%</b>	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 is indicating there may be new changes to DCC legislation which may impact this update. Once drafted a report to council will be made and consultation with the development industry will occur. Consultants have reviewed all the master plans and are in the process of developing the project list. The increase rates are in the process of being established
<b>Internal development servicing process updates</b>	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	<b>100%</b>	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.
<b>Pre-Application Meetings</b>	Opportunity for applicants to meet with staff prior to applying for a planning application and receive a comprehensive interdepartmental preliminary review .	complete	<b>100%</b>	Staff have implemented and encouraged pre-application meetings.

<b>Modernization of Zoning Bylaw</b>	To align the Zoning Bylaw with the updated OCP and provincial legislation	Q2 -Q4 2024	<b>15%</b>	Phased adoption process is proposed to amend the Zoning Bylaw. Staff started to identify the phasing plan, incorporating housing action plan identified in HAF, provincial directions, identification of zoning and land use patterns that are not aligned, simplifying land use zones, and alignment with current legislation.
<b>Building Bylaw update</b>	Comprehensive review of Bylaw including incorporating BC Building Code and OCP policy energy step code requirements.	Q4 2023	<b>75%</b>	Draft Bylaw has one step beyond current provincial requirements, A statement on bylaw effect included to address in stream applications. Regarding Zero Carbon Step Code Staff is proposing to follow the provincial roll out of the CleanBC program and will present this to Council with the Building Bylaw.
<b>Short Term Rental Regulations</b>	Currently unregulated. Need to develop regulations for inclusion in the Zoning Bylaw and Business licencing.	Q4 2024	<b>25%</b>	Staff presented a report to Council in XXXX and are re-evaluating the direction for short term regulations based upon provincial legislation and best practices. Short term rental regulations will span other bylaws which staff will need to consider amendments to.
<b>New early engineering approval process</b>	Collecting a fee to review plans prior to zoning and DP approval	Q1 2023	<b>90%</b>	Redundant line item - is included in <b>Internal development servicing process updates</b>
<b>Developers meetings</b>	Developer meetings have been re-established	Ongoing		Meetings commenced in July 2023 and regular schedule been established.
<b>Kus Kus Sum development and rehabilitation</b>	Plan and partnership agreement to rehabilitate old mill site along Courtenay River	Q4 2024	<b>60%</b>	Committee formed to raise funds and guide the rehabilitation process. Date provided is estimated completion of restoration activities.
<b>Harmston Precinct Local Area Plan</b>	Comprehensive plan for City owned Harmston Park and adjacent block land as a strategic downtown development precinct.	Q4 2024	<b>0%</b>	This project was intended to be initiated following adoption of OCP. Project on hold following comprehensive Zoning Bylaw update.
<b>Downtown Playbook Update</b>	Key capital projects envisioned for the downtown	Q2 2025	<b>0%</b>	This is an interdepartmental initiative to be lead by Development Services. Next step is to identify priority projects and their feasibility in accordance with strategic priorities.
<b>Greenway Connectivity Study RCCS/CVRD</b>	Construction of the continued segment of the Riverway Greenway to connect to the CVRD trail system into Royston	On Hold	<b>0%</b>	This project to be referred to RCCS to lead. Work with neighbouring jurisdiction to extend the water front trail.
<b>Tree Protection Bylaw update</b>	Review of the bylaw for alignment with the new OCP	Q4 2024	<b>0%</b>	Consider how the bylaw supports Urban Forest Strategy

<b>Development Procedure Bylaw</b>	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 other LGA updates and best practices.	Q4 2023	<b>85%</b>	Bylaw has been drafted and key processes have been shared with development industry in July 2023.
<b>Age-friendly public spaces and mobility networks audit</b>	BC Healthy Communities \$15,000 funding received to conduct audit of key infrastructure.	Q1 2024	<b>75%</b>	The Social Planning Society has been retained to implement the work and reports to staff. An extension has been granted by BC Healthy Communities to complete the work in Q2024.
<b>Fees and Charges Bylaw amendment for Development Application Fees</b>	Fees to align with Development Procedures Bylaw	Q4 2023	<b>75%</b>	Staff have conducted comparative analysis of other municipalities of similar size land use application fees to inform recommended increases and identified new fees that are required to support process.