

# REPORT

## *Planning and Development*

**To:** Mayor Johnstone and Members of Council  
**Date:** March 24, 2025

**From:** Jackie Teed, Director  
Planning and Development  
**File:** #2616804  
13.2680.20

**Item #:** 2025-95

**Subject:** **Zoning Amendment Bylaw (Miscellaneous Zoning Bylaw Amendments) No. 8495, 2025: For Consideration**

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### **RECOMMENDATION**

1. *THAT Zoning Bylaw No. 6680, 2001, Miscellaneous Amendments Bylaw No. 8495, 2025 be forwarded to the April 7, 2025 Regular Meeting of Council for first, second and third readings.*
  2. *THAT no Public Hearing be held for Zoning Bylaw No. 6680, 2001, Miscellaneous Amendments Bylaw No. 8495, 2025 following circulation of notice, in accordance with the Local Government Act.*
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### **PURPOSE**

To present the proposed Zoning Amendment Bylaw which proposes miscellaneous amendments; to request that Council forward the proposed Zoning Amendment Bylaw for consideration; and request Council endorsement for no Public Hearing to be held following circulation of notice in accordance with the Local Government Act.

### **EXECUTIVE SUMMARY**

In the course of day-to-day administration, staff identifies necessary miscellaneous amendments to the Zoning Bylaw which are brought forward in a single amendment bylaw on regularly occurring basis. Zoning Amendment Bylaw No. 8495, 2025 includes a series of such miscellaneous amendments which would address inconsistencies, provide clarification, correct administrative errors and provide minor updates.

Staff recommends consideration of Zoning Amendment Bylaw No. 8495, 2025 and that no public hearing held, in accordance with the Local Government Act, as the bylaw is consistent with the Official Community Plan.

**DISCUSSION**

Through the course of day-to-day work, necessary miscellaneous minor amendments to the Zoning Bylaw are compiled by staff and brought forward to Council on a regular basis in an amending bylaw. The changes included in this amending bylaw are summarized as follows:

- Updates to reflect changes to the Business License, Bylaw No. 8473, 2024, effective January 1, 2025;
- Clarification on measuring the height for detached accessory buildings that do not contain a detached accessory dwelling unit in Single Detached Residential Districts;
- Clarification on window well requirements for habitable rooms within a secondary suite;
- Clarification of additional BC Energy Step Code floor area for Infill Townhouse and Rowhouse Residential Districts (RT);
- Clarification on how storeys are counted, based on recent feedback;
- Adds the definition of “Wholesale” and designates this use as a permitted use in Industrial zones, while removing it as a permitted use in Downtown Mixed-Use Districts (High Density) (C-4); and
- Adds clarity and addresses grammatical, numbering and referencing inconsistencies and errors.

A list of all the proposed changes is included as Zoning Amendment Bylaw No. 8495, 2025, which forms Attachment 1 to this report along with a detailed summary of proposed Zoning Bylaw amendment, which forms Attachment 2 to this report.

**FINANCIAL IMPLICATIONS**

On-going amendments and refinements to the Zoning Bylaw is a standard task within the department’s annual work plan and operating budget.

**INTERDEPARTMENTAL LIAISON**

This report was prepared with input from the Planning and Building Divisions in the Planning and Development Department, as well as the Economic Development Division within the Community Services Department.

**NEXT STEPS**

Should Council consider this miscellaneous Zoning Amendment Bylaw, the next steps in the process include:

1. Council consideration of the proposed Miscellaneous Zoning Bylaw Amendment Bylaw and not holding a Public Hearing as the Zoning Amendment Bylaw is consistent with the Official Community Plan (**WE ARE HERE**);
2. Issuance of Notice of Public Hearing Not Held;
3. Council consideration of First, Second and Third readings of the bylaw;
4. Council consideration of adoption of the Miscellaneous Zoning Amendment Bylaw.

## **OPTIONS**

The following options are available for Council's consideration:

1. *That Zoning Bylaw No. 6680, 2001, Miscellaneous Amendments Bylaw No. 8495, 2025 be forwarded to the April 7, 2025 Regular Meeting of Council for first, second and third readings.*
2. *That no Public Hearing be held for Zoning Bylaw No. 6680, 2001, Miscellaneous Amendments Bylaw No. 8495, 2025 following circulation of notice, in accordance with the Local Government Act.*
3. *That alternative direction be provided.*

Staff recommends option 1 and 2.

## **ATTACHMENTS**

Attachment 1: Miscellaneous Amendments Bylaw No. 8495, 2025

Attachment 2: Detailed Summary of Proposed Zoning Bylaw Amendment

## **APPROVALS**

This report was prepared by:  
Nazanin Esmaeili, Planning Technician

This report was reviewed by:  
Mike Watson, Supervisor, Development Planning  
Demian Rueter, Manager, Development Planning  
Rupinder Basi, Deputy Director, Planning and Development

This report was approved by:  
Jackie Teed, Director of Planning & Development  
Lisa Spitale, Chief Administrative Officer