
Land Use Procedures Bylaw Amendments

TUP, CALUC Review, Fee Update, Housekeeping



Purpose

Recommend changes to the Land Use Procedures Bylaw related to:

- Temporary Use Permits
- CALUC Process Updates
- Affordable Housing provided by Registered Non-Profits
- Development Application Fee Update
- Housekeeping and Process Consistency



Temporary Use Permits

Proposed updates:

- Clarify terminology and application process (similar to Development Variance Permit)
- Same fee as for Public Hearing
- Same application fee as for rezoning



CALUC Process Updates

Previous Council Motions to:

- Increase pre-application fees to better account for mail-out costs associated with the Community Meeting
- Increase pre-application fees to provide CALUCs with financial support for Community Meetings



Affordable Housing provided by Registered Non-Profits

Proposed updates:

- No application fee for applications that consist entirely of affordable dwelling units
- Prorate application fees for applications with a portion of affordable dwelling units



Development Application Fee Update

The proposed changes are intended to:

- Update the fees for current level of service
- Reflect the principle of the fees increasing as the development process progresses
- Ensure the amount of staff time required to process an application is more closely reflected
- Recover costs for services where no fee has been levied in the past
- Simplify and clarify the current fee schedule



Development Application Fee Update

Fee Revenue and Expenditures for Development Services Functions - 2012 to 2016 (In Millions)

	2012	2013	2014	2015	2016
Expenditures	\$3.215	\$3.319	\$3.378	\$3.376	\$3.540
Revenues	\$2.458	\$2.633	\$2.864	\$3.243	\$4.046



Development Application Fee Update

Approximate Development Application Fees (Q1 2017)

Existing Rates		Proposed New Rates	
January Fees	\$56,000	January Fees	\$90,000
February Fees	\$27,000	February Fees	\$40,000
March Fees	\$85,000	March Fees	\$110,000
Total Q1 2017	\$168,000	Total Q1 2017	\$240,000



Housekeeping and Processing Consistency

Proposed updates:

- Correct typographic errors
- Clarify Heritage Alteration Permit fees
- Clarify sign posting requirements for multiple parcels
- Clarify Community Meeting requirement to be no more than 6 months before application date
- Clarify Landscaping Security Deposit requirements



Recommendation

That Council direct staff to bring forward amendments to the Land Use Procedures Bylaw to implement the following changes:

1. Clarify terminology and application process for Temporary Use Permits;
2. Update Pre-Application Fees to fulfil Council's previous direction with regard to revisions to the Community Association Land Use Committee (CALUC) Procedures for Processing Official Community Plan Amendment, Rezoning, Variance, Temporary Use Permit and Liquor License Applications;
3. Eliminate development application fees associated with affordable non-profit housing;
4. General update to fees related to processing development applications as described in Table 3 (Development Application Fee Update Comparison Table) of this report; and
5. Undertake a number of housekeeping and process consistency amendments as described in this report.

