

Purpose

That Council consider the following initiatives:

1. Not requiring development permits for certain minor works (i.e. “exemptions”)
2. Delegating approval authority to staff for some types of development permits and heritage alteration permits that do not include proposed variances to the Zoning Regulation Bylaw

Rationale

These proposed initiatives are in response to:

1. The City of Victoria Strategic Plan, 2015-2018
 - Streamline application processes
 - Consider delegated authority
2. Feedback received at the annual Development Summits

The initiatives are also consistent with the OCP which anticipates regular monitoring, evaluation and adjustments as necessary.

Background – Current Practice

The OCP does not require permits for the following:

1. Building envelope remediation
2. In-kind replacement of exterior materials
3. Works that support the City's rainwater management program including:
 - Raingardens
 - Bioswales
 - Permeable paving
 - Cisterns and
 - Green roofs (on buildings not in Heritage Conservation Areas)

Background – Current Practice

Staff currently have authority to approve **minor amendments** to Council-approved DPs and HAPs under the following circumstances:

1. The amendments are substantially in accordance with the approved permit
2. The amendments are consistent with OCP guidelines

Current Challenges

When the OCP came into effect in 2012:

1. A new city-wide Development Permit Area 16 was introduced
 - Controlling the form and character of new commercial, industrial and multi-unit residential development
2. New Development Permit Areas introduced for Rock Bay Area (DPA 10A and DPA 10B)
3. The volume of development permits increased substantially (110%)

Proposed Exemptions

A development permit would not be required for:

1. New buildings and structures no greater than 9.2 m² (100 ft²) in size
2. Changes to existing landscaping (that does not form part of an approved permit)

**The above exemptions would only apply to designated areas outside of the Downtown Core, Inner Harbour and Victoria Arm Gorge Waterway.*

Examples

Types of buildings and structures that would not require a permit:



Garbage/Recycling storage shed for multi residential building



Storage shed for industrial property

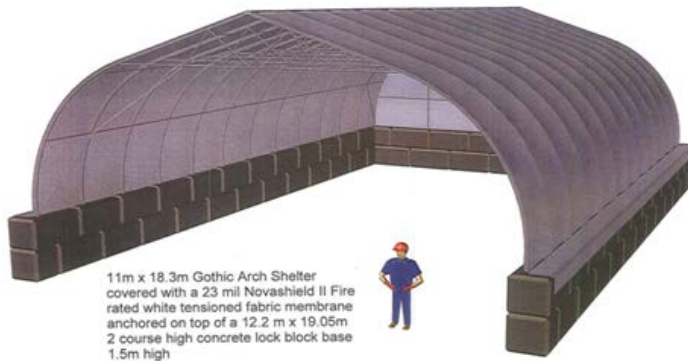
Benefits

- Represents approximately **5%** of all minor DP applications received each year
- Provides a more streamlined development process
- Results in minimal impact on the form and character of the surrounding area
- Maintains requirement for compliance with *Zoning Regulation Bylaw*
- Would not apply within Heritage Conservation Areas or to properties identified on *City of Victoria Heritage Register*

Delegated Authority – Proposed Approach

New buildings, building additions, structures and equipment in DPA 16: General Form and Character, DPA 10A: Rock Bay and DPA 10B (HC): Rock Bay Heritage

Examples:



Storage shelter on industrial lands
2850 Turner Street



6 unit Townhouse
403 Kingston Street

Delegated Authority – Proposed Approach

New buildings, building additions, structures and equipment that do not exceed 100 m²

Examples:



Conversion of storage container to ice cream sales
89 Dallas Road



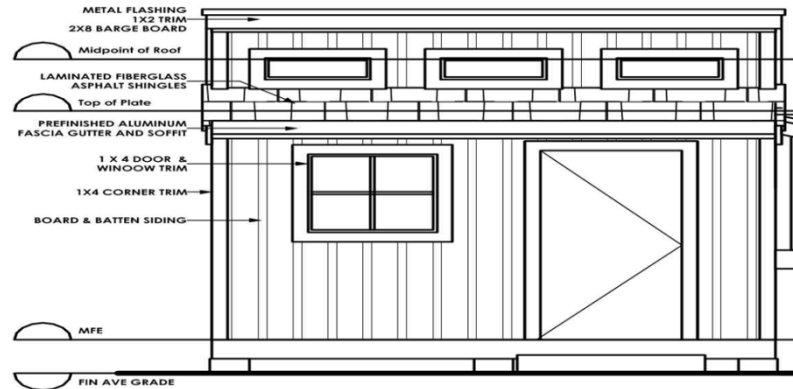
Construction of seven fermentation tanks
515 Pembroke Street

Delegated Authority – Proposed Approach

Accessory buildings in:

- DPA 15A: Intensive Residential Small Lot
- DPA 15B: Intensive Residential Panhandle Lot
- DPA 15D: Intensive Residential Duplex

Example:

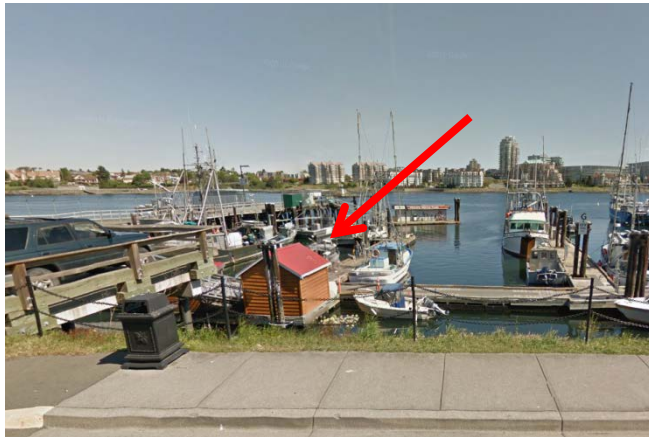


Small garden shed at
rear of property
1498 Myrtle Ave

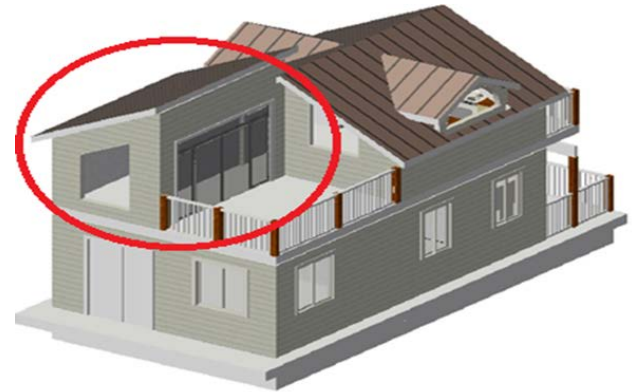
Delegated Authority – Proposed Approach

Floating buildings, floating building additions and floating structures (regardless of size) in DPA 11: James Bay and Outer Harbour at Fisherman's Wharf

Examples:



Floating storage shed
1 Dallas Road



11m² addition to existing float home
1 Dallas Road

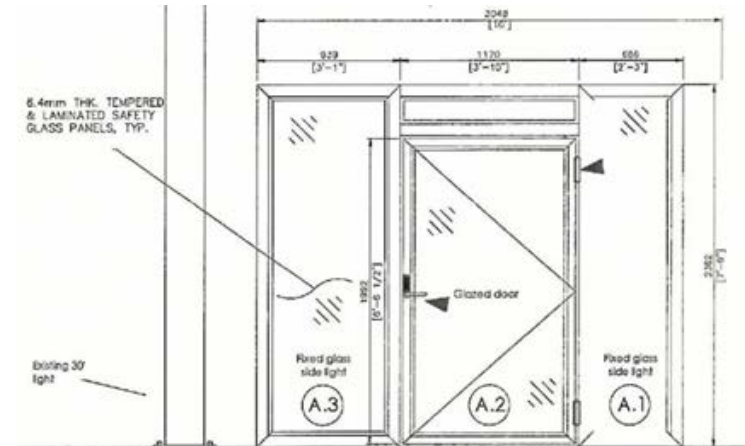
Delegated Authority – Proposed Approach

Floating buildings, floating building additions and floating structures that do not exceed 100 m² in all other Development Permit Areas

Examples:



Floating storage shed
1006 Wharf Street



Security gate on existing dock
700 Government Street

Delegated Authority – Proposed Approach

- DP and HAP renewals of up to two years for previously approved (unlapsed and unchanged) applications where there have been no intervening policy changes
- Replacement of exterior materials on existing buildings
- Temporary buildings and structures that do not exceed 100 m² and where removal is secured by a legal agreement limiting permanence to five years
- Temporary construction trailers on private property
- Temporary residential unit sales trailers on private property
- Changes to landscaping where applicable design guidelines exist or where identified within an approved plan

Delegated Authority – Proposed Approach

Referrals to Council:

- Applications that do not meet OCP policy or Zoning Regulation Bylaw would be referred to Council
- Staff would not be authorized to decline applications
- Director of Sustainable Planning and Community Development would have discretion to refer applications to Council

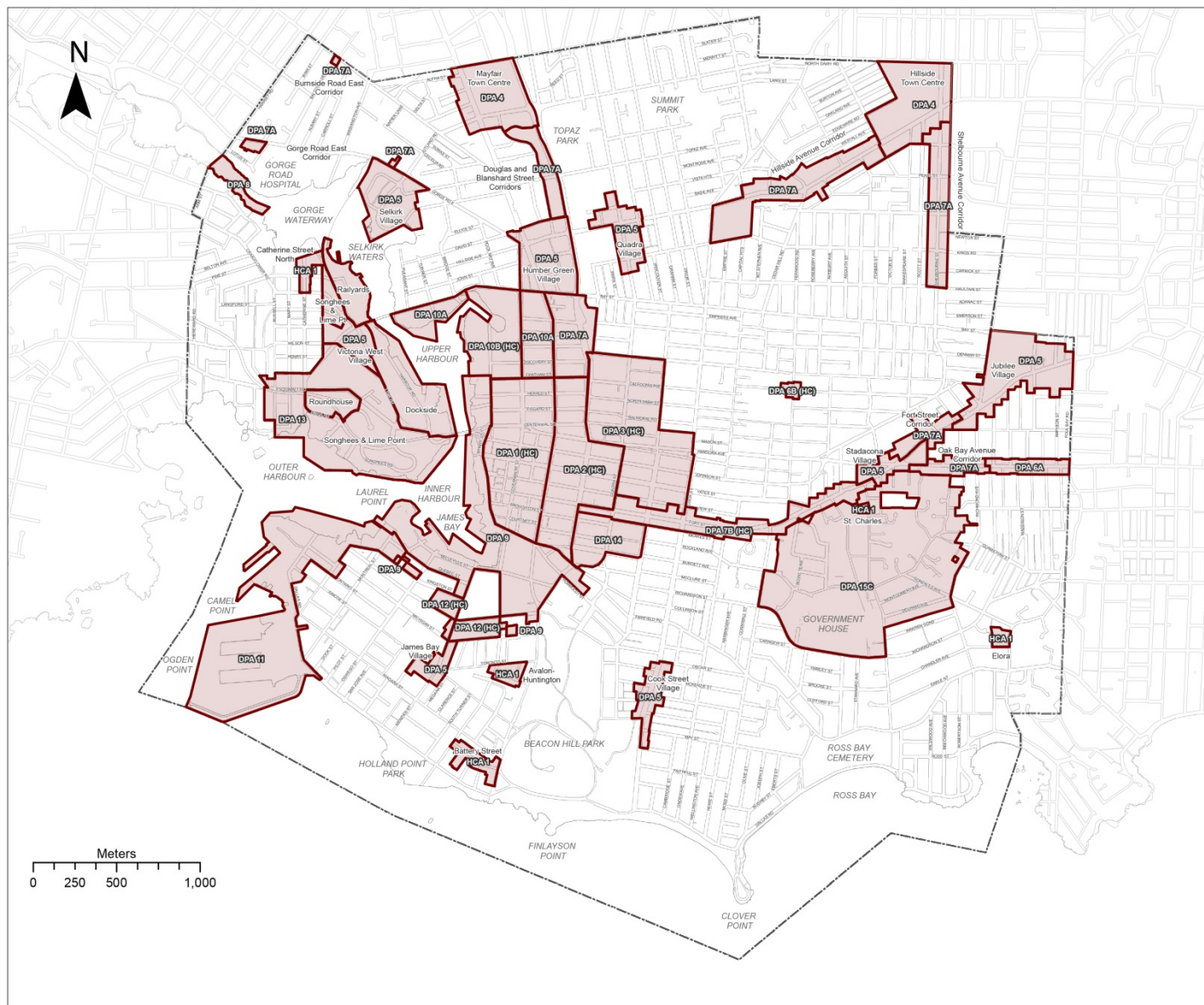
Benefits

- Streamlined review process
- Shortened timeline for applicants
- Maintains review with OCP and *Zoning Regulation Bylaw*
- Reduced number of applications that require a Council decision
- Typical processing time **reduced from 3-4 months to 2-4 weeks**, depending on application type
- Opportunity to direct more staff time to more complex applications and improve service delivery
- Ability for staff to monitor and review effectiveness of approval authority and report back to Council

Recommendations and Next Steps

If Council endorses proposed initiatives, staff will report back to Council with:

1. Proposed OCP amendment bylaw (DP exemptions)
2. Proposed Land Use Procedures Bylaw amendment (for approval authority)
3. Detailed outline of administrative process for approval authority



MAP 32

COMPOSITE MAP OF DEVELOPMENT PERMIT AREAS AND HERITAGE CONSERVATION AREAS

- DPA 1 (HC): Core Historic
- DPA 2 (HC): Core Business
- DPA 3 (HC): Core Mixed-Use Residential
- DPA 4: Town Centres
- DPA 5: Large Urban Villages
- DPA 6A: Small Urban Villages
- DPA 6B (HC): Small Urban Villages Heritage
- DPA 7A: Corridors
- DPA 7B (HC): Corridors Heritage
- DPA 8: Victoria Arm Gorge Waterway
- DPA 9 (HC): Inner Harbour
- DPA 10A: Rock Bay
- DPA 10B (HC): Rock Bay Heritage
- DPA 11: James Bay and Outer Harbour
- DPA 12 (HC): Legislative Precinct
- DPA 13: Core Songhees
- DPA 14: Cathedral Hill Precinct
- HCA 1: Traditional Residential
- DPA 15C: Intensive Residential Rockland

The following designations apply to all areas within the City of Victoria and are not shown on this map:

- DPA 15A: Intensive Residential Small Lot
- DPA 15B: Intensive Residential Panhandle Lot
- DPA 15D: Intensive Residential Duplex
- DPA 15E: Intensive Residential Garden Suites
- DPA 16: General Form and Character

This composite map is provided for reference only. Please see the map and provisions for each designated DPA and HCA for legal information.