



# City of Revelstoke

## Discussion Paper

File No.: 3900-02

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**To:** His Worship Mayor Sulz and Members of City Council  
**From:** Marianne Wade, Director of Development Services  
Kevin Brooks, Senior Planner, McElhanney Consulting  
Paul Simon, Senior Planner  
**Date:** September 16, 2021  
**Subject:** Zoning Bylaw Comprehensive Review

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### SUMMARY

Staff presented a high-level summary of the key changes staff will propose for Council consideration to Zoning Bylaw No. 1264 on March 11, 2021. An update with details on the major bylaw content changes was provided on June 10, 2021. This discussion paper is to provide an opportunity for Council to ask questions of Staff on the proposed amendments to the Zoning Bylaw and inform Council that Staff are undertaking these amendments through a repeal and replace Bylaw. The existing Zoning Bylaw is from 1984 and has had 183 amendments resulted in a disjointed document. This replace and repeal Bylaw will clean up the existing Zoning Bylaw and allow for future amendments to be tracked change.

### **BACKGROUND:**

A full comprehensive review to update and add development regulations, consolidate and add new zones, align with the minor update of Official Community Plan (OCP) currently being considered by Council. The proposed amendments are following the minor update to the OCP to align with it, incorporate regulations to initiate some options for housing types and incorporate best practices to modernize the bylaw. This is a complex undertaking and requires coordination between the two bylaws. The initial proposed changes presented for discussion are in response to requested updates from the Community and are in alignment with Council Priorities. Staff are proposing that the [Zoning Bylaw No. 1264](#) be repealed and replaced given the age of the bylaw, number of amendments, and need to create a good base document for future amendments as we move through the Comprehensive OCP update and Housing Action Plan.



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### **DISCUSSION:**

#### **Summary of Changes**

The initial phase includes two types of amendments: Administrative Housekeeping amendments and Bylaw Content amendments. Administrative amendments do not alter intent but reduce ambiguity and improve clarity and consistency in how the bylaw is applied. Bylaw Content amendments are more substantial and alter intent.

#### **Proposed Bylaw (Attachment 1)**

The full repeal and replace bylaw content is provided in draft form for reference purposes and staff have prepared supporting (Attachments 2 and 3, which are the summary table) to outline the Administrative Amendments and Bylaw Content Changes. The summary table provides a concise summary of the proposed changes for Council consideration without requiring a full review to compare the new zoning bylaw with the current zoning bylaw through track changes.

#### **Housekeeping Amendments (Attachment 2)**

These include the following:

- Housekeeping to format the document, remove unnecessary, outdated references, and consolidate regulations into sections that are currently scattered throughout the bylaw;
- Enhancing bylaw clarity to include diagrams to visually represent intent of regulations such as building height, and write regulations in more plain language to reduce misconceptions in interpretation; and
- Addition of 63 new definitions to ensure consistent interpretation.

#### **Bylaw Content Changes (Attachment 3)**

These include the following:

- Accessory dwelling unit regulations to introduce a new development form in single family residential areas to promote infill and increase rental options;
- Changes for secondary suites to allow them in two family dwellings and row house dwellings;
- Parking regulation changes to reduce parking requirements for mixed use and multifamily residential developments in proximity to community amenities;
- Food security regulations to promote greenhouses and allow for minor agricultural pursuits to be undertaken as home occupations;
- Parking and storage regulations to regulate storage of boats and recreational vehicles within residential zones;
- Density bonusing provisions to reduce the reliance on Comprehensive Development zones and promote increased density in higher density and mixed use zones when community amenities such as affordable housing is provided for;



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- Temporary Building and Structure regulations to align with the newly adopted Building Bylaw and to provide clarity that temporary buildings are not to be placed for a period of greater than one year; and
- Removing references in the R1, R1A, R2, R2A, R3, and R4 zones to minimum lot sizes for lots with and without community services, and instead having one standard minimum lot size to promote infill development. This amendment also includes reducing the minimum lot size for R2 and R2A properties to promote infill subdivision.

### Community Consultation

Staff have completed the following consultation:

- Update and presentation to COTW on [March 11, 2021](#).
- Update to Advisory Planning Commission on [April 20, 2021](#) with the March 11, 2021 report to the Committee of the Whole.
- Presentation to Economic Development Commission on [May 12, 2021](#).
- Review with Advisory Planning Commission on [May 18, 2021](#) where they passed the following resolution:

*THAT the Advisory Planning Commission provides the following comments on the proposed Zoning Bylaw Amendments for Council consideration:*

- *The Commission is supportive of ensuring that there are adequate requirements for greenhouses to be maintained and do not become unsightly when located in the front yard setback area.*
- *The Commission is supportive of regulations / processes to ensure that larger greenhouses are constructed up to applicable building standards.*
- *The Commission is supportive of advancing the accessory dwelling unit regulations and additional allowances for secondary suites to support alternative forms of residential development to address City housing demands.*
- Update and presentation to COTW on [June 10, 2021](#). No comments or feedback were provided to staff at this time.
- Posting the summary of bylaw content changes on [TalkRevelstoke](#) with a community survey that was open from June 29, 2021, until July 28, 2021 (Attachment 4).
  - 45 individuals had visited the page at least once
  - 27 individuals had downloaded a document or explored the page further
  - 11 individuals engaged in the survey
- Internal and external agency review was completed for the proposed bylaw. No comments of concern have been received.

### Next Steps

Pending direction from Council regarding the proposed bylaw content, staff will prepare the



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bylaw for formal Council consideration and to set a public hearing at the September 28 Council Meeting.

The update to the Zoning Bylaw is anticipated to follow the general phases as outlined below. Each phase will include robust public engagement.

**Phase 1** – Initial proposed changes with Administrative Changes and Bylaw Content Changes through a repeal and replace bylaw. It is anticipated that after the completion of phase 1, staff will not commence the subsequent phases until a new OCP is adopted to ensure alignment.

**Phase 2** – Review of each set of zones (residential, commercial, industrial, institutional) to update development regulations, consolidate / add zones, and review permitted uses to align with OCP. This phase will involve the creation of new zones (such as environmental zoning) to align with the updated OCP land use that will be completed. Coordination with the housing Action plan will also be considered in these amendments is anticipated that as each set of zones is reviewed, they will be brought forward as separate amending bylaws for consideration.

**Phase 3** – Review of supplementary regulations to update as necessary and to implement the goals, objectives, and policies of the OCP. This will be brought forward as an amending bylaw.

**Phase 4** – Review of the parking and loading regulations to update as necessary with proposed amendments to each land use section. This will be brought forward as an amending bylaw.

By breaking up the full comprehensive review in this manner, the subsequent amending bylaws to be considered as part of Phases 2, 3, and 4 will be easier for stakeholders to understand and provide feedback on. This will also allow for a clear, track changes to future amending bylaws to be reviewed by Council.

### **IMPLICATIONS:**

#### **Strategic**

This initiative aligns with Council's strategic priority of Livability to address housing issues that the community is currently experiencing. In addition, this initiative aligns with Council's Organizational Resilience by streamlining the Zoning Bylaw for ease of administration.

#### **Financial**

The updates to the Zoning Bylaw will not have a financial impact on the City. The cost of completing the update is included in the City's financial plan with a budget of \$150,000 to allow for the use of an external planning consultant to assist in the drafting of bylaw amendments.

#### **Administrative**

This is an increase in staff workloads in Development Services in working collaboratively with our consultant on the proposed amendments.



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### **Attachments/Links:**

Attached - Attachment 1 – Draft Zoning Bylaw Content

Linked - Attachment 2 – [Summary of Administrative Changes](#)

Linked - Attachment 3 – [Summary of Proposed Zoning Bylaw Content Changes](#)

Linked - Attachment 4 – [Summary of Zoning Bylaw Survey Responses](#)

**Respectfully submitted,**

A handwritten signature in black ink that reads "M Wade".

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**Marianne Wade**  
Director of Development Services

A handwritten signature in black ink that reads "Ron Mattiussi".

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**Ron Mattiussi**  
Chief Administrative Officer