

REPORT TO: Council  
REPORT FROM: Development Services  
PRESENTED: December 3, 2013  
SUBJECT: Official Community Plan – General Amendments Omnibus

FOR: Council

FILE: Bylaw 2267, 2013

---

**Recommendation:**

That Council approve the following resolutions:

**THAT** the District of Squamish give first two readings to District of Squamish Official Community Plan Bylaw No. 2100, 2009, Amendment Bylaw (General Amendments Omnibus) No. 2267, 2013;

**And That** a Public Hearing Date for Official Community Plan Bylaw No. 2100, 2009, Amendment Bylaw (General Amendments Omnibus) No. 2267, 2013 be scheduled for January 21<sup>th</sup>, 2014.

---

**1. Purpose:**

The intent of Bylaw No. 2267 is to make a number of general amendments to Official Community Plan Bylaw No. 2100, 2009

**2. Background:**

The current Official Community Plan was unanimously adopted by Council on June 15, 2010. Based on the 2005 Growth Management Strategy, the Smart Growth Concept Plan, and a host of preceding policy documents, the current OCP effectively communicates the aspirations for growth and change for the municipality. Since its adoption, the OCP has been an effective and meaningful guiding document in terms of guiding growth and change in Squamish. The majority of amendments to the OCP have been related to specific development applications, and in a number of those instances, the amendments have related to technical mapping errors that occurred when the 1998 Land Use Designation Maps were converted into the present digital-based maps.

Although to date the OCP has largely been effective in providing policy that is consistent with community aspirations, in the past 3 years a handful of policy amendments have been identified that need better alignment with Council direction, or clarification in terms of policy guidance.

**Context:**

The amendments in Bylaw No. 2267 are not intended to consist of major OCP review or update. An OCP update is identified in the Development Services work plan for 2016-2018 and will be substantially informed by a number of strategies and plans such as the Employment Lands Strategy, the pending Development Cost Charge Capital Projects list, and the Integrated Flood Hazard Management Plan update.

The following amendments in Bylaw 2267 are more specific to certain development trends or policy directions that can be addressed in the short term, and with these amendments, clear direction can be established by Council for staff and the community.

### 3. **Project Information:**

The following amendments are proposed in Amendment Bylaw No. 2267:

#### a) **Policy 13-6: Partnership – Squamish Nation Culture:**

Emerging from the 2011 Intergovernmental Accord, a policy statement on emphasis and inclusion of Squamish Nation culture in the OCP is proposed as follows:

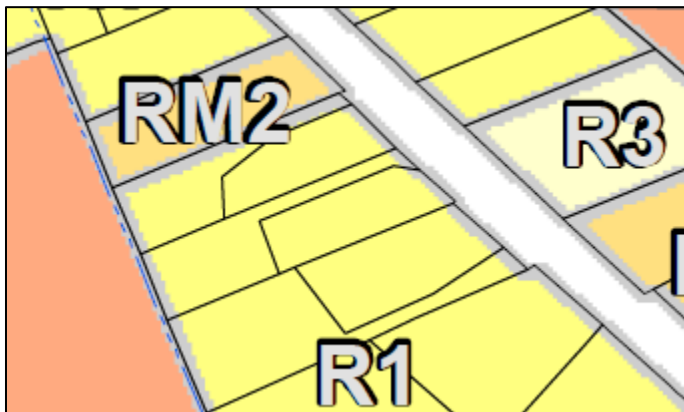
“13 – 6: In partnership, the District will support and celebrate Squamish Nation Culture in a variety of forms and expressions. This includes on District of Squamish property, in municipal buildings, and during appropriate municipal events.”

#### b) **Policies 17-9 and 17-10 – Panhandle Subdivision**

While subdivision approval is within the jurisdiction of the Approving Officer, it is appropriate for the OCP to include policy around densification and infill of existing residential neighbourhoods.

Squamish, like many communities in BC, considers a certain type of subdivision called ‘panhandle subdivision’ to be one of the least desirable forms of infill. A panhandle subdivision is based on a newly created lot with non-conforming road frontage (just a driveway), and where the new lot is placed away from the street and behind an existing dwelling (The new infill lot resembles a frying pan, with the driveway access to the lot being the panhandle).

Figure 1 – Illustration of Panhandle lots in District of Sooke



This type of subdivision is generally not supported in most municipalities in BC because cumulatively panhandle subdivision;

- does not respect existing lot patterns of established neighbourhoods;

- often requires either a Development Variance permit for lot-width or requires the Approving Officer to waive the legislated 10% perimeter/lot frontage requirement;
- is not subject to a public process regarding a change in community character as subdivision is not a public Council process, but rather a technical Approving Officer process.
- adds incremental lot-by-lot density to neighbourhoods without correlating upgrades to neighbourhood streets: at subdivision only frontage upgrades for the new lot are required, and cumulatively 6m driveway width upgrades are largely ineffective in terms of supporting additional density;
- does not provide consistency and certainty to existing neighbourhoods – where a neighbourhood has a range of lot sizes, a panhandle subdivision circumvents the minimum lot frontage and lot width requirements established in the zoning bylaw. However most residents are unaware of the panhandle subdivision potential for neighbouring lots.

In Squamish, there is a long-established practice by all Approving Officers not to approve panhandle subdivision. With the development of the current OCP, Policy 17-8 was developed to address infill development with the intent of respecting community character in existing neighbourhoods, but policy 17-8 does not specifically address panhandle subdivision.

Proposed new policies 17-9 and 17-10 do not completely eliminate the possibility of panhandle subdivision, but identify that this form of subdivision will not occur on a site-by-site or case-by-case basis. Instead, panhandle subdivision will only be considered at a neighbourhood level, where correlating street upgrades, and a public neighbourhood plan process ensure that panhandle subdivision is a publically supported and appropriate form of densification for each neighbourhood. The proposed policies are as follows:

17-9: Where densification occurs through infill development, responsible provision of related infrastructure supporting densification must be provided. Panhandle subdivision that allows for incremental densification without any ‘whole-street’ level net improvements to municipal roads, sidewalks and cycle lanes will not be supported.

17-10: Where existing lot patterns in established neighbourhoods exist, panhandle subdivision that requires a waiver of the minimum 10% lot frontage requirement will not be considered on a case-by-case basis. Panhandle subdivision will only be considered at a neighbourhood plan level as part of a comprehensive densification strategy.

c) Policy 19-5 – no Drive-throughs

On December 18, 2012 Council passed the following motion:

“THAT Council of the District of Squamish does not support the further development of drive through establishments in the District of Squamish;

AND THAT Council directs staff to prepare bylaws to amend the OCP and Zoning Bylaws to prohibit further development of drive through establishments in the District of Squamish.”

The following proposed policy prohibits any new drive-throughs from being located in Squamish as follows:

“19-5: No new drive-through structures or businesses will be permitted in any zones.”

This policy provides clear direction that no new additional drive-through facilities will be permitted in any zones in Squamish, however existing permitted drive-through facilities will continue to exist and operate.

d) Policy 19-20 – Adding *Civic and Institutional* designation for Temporary Use Permits

Currently, Temporary Use Permits can be considered by Council in the following Land Use Designations: *Highway and Tourist Commercial, Mixed Use Commercial, Employment and Industrial, Limited Use, and Downtown.*

The proposed amendment would also allow Temporary Use Permits to be issued on lands Designated *Civic and Institutional*. This amendment would allow schools, churches, and municipal properties to receive approval to support temporary uses. All applications would be considered according to standard development procedure rules as per the Land Development Procedures Bylaw, including public notification requirements prior to consideration of approval.

e) Development Permit Areas requirements – Shipping containers

General demand for the ability to use shipping containers for storage in the form of accessory buildings continues to increase in the community. Five basic form and character requirements are proposed for locating a permanent shipping container in all Development Permit Areas have been developed as follows:

- The shipping container(s) should generally conform to the guidelines of the Development Permit Area where it is located;
- The shipping container(s) must be re-clad with materials and/or painted with colors that are indigenous to Squamish. Building materials that do not convey a feeling of quality or permanence or which will not withstand extensive rain and wind should be avoided. Paint colors should be selected to allow for maximum integration into the surrounding natural environment.
- The shipping container(s) should generally be placed at the rear of the site and away from residential areas;
- The shipping container(s) must be screened with attractive fencing or landscape from any high visibility street or intersection;
- Where safety and/or security are an issue, the shipping containers must be fitted with motion-sensor safety lighting.

Permanent shipping containers would be subject to the above guidelines and are eligible for streamlined delegated Development Permit process. This amendment allows for use and of these structures to be formalized in Squamish, while ensuring at a basic level that shipping containers will be attractive and sensitively sited.

**4. Department Comments:**

The amendments in Bylaw No. 2267 will provide guidance and clarity in each respective policy section of the OCP for staff and the public.

The proposed amendments are not intended to replace a thorough OCP update and review, as is scheduled in the planning workprogram for 2016-2018.

**5. Implications:**

a) **Budget:**

No implications to the municipal budget.

b) **Policy:**

Proposed Bylaw No. 2267 will introduce new policies to the OCP; the policies do not represent any major changes in terms of community visions, goals or objectives.

c) **Environment:**

No environment implications are identified.

d) **GHG's:**

Not applicable.

e) **Council Priority and Strategic Plan Alignment:**

Not applicable -too small in scope.

**6. Attachments:**

1. Bylaw No. 2267

**7. Alternatives to Staff Recommendation:**

THAT the District of Squamish **not** give first two readings to District of Squamish Official Community Plan Bylaw No. 2100, 2009, Amendment Bylaw (General Amendments Omnibus) No. 2267, 2013;

---

Sabina FooFat, RPP, MCIP

Planner

—

---

Sarah McJannet, RPP, MCIP  
Acting Manager, Planning Services

---

Robin Arthurs  
GM, Corporate Services

---

Linda Glenda, MBA  
GM, Development and Community Services

---

Joanne Greenlees  
GM, Financial Services

**CAO Recommendation:**

That the recommendation of the Development Services Department be approved.

---

C. Speaker, CAO

## DISTRICT OF SQUAMISH

BYLAW NO. 2267, 2013

A bylaw to amend the District of Squamish  
Official Community Plan Bylaw No. 2100, 2009

WHEREAS the District of Squamish deems it necessary and appropriate to amend Official Community Plan Bylaw No. 2100, 2009;

NOW THEREFORE the Council of the District of Squamish, in open meeting assembled, enacts as follows:

1. This bylaw may be cited as "District of Squamish Official Community Plan Bylaw No. 2100, 2009, Amendment Bylaw (General Amendments Omnibus) No. 2267, 2013".

2. **Section 13 First Nations** is amended by adding the new policy 13-6

13 – 6: In partnership, the District will support and celebrate Squamish Nation Culture in a variety of forms and expressions. This includes on District of Squamish property, in municipal buildings, and during appropriate municipal events.

3. **Section 17 Residential Neighbourhoods** is amended by adding the new policy 17-9, and 17-10 with the remainder of Section 17 renumbered accordingly:

17-9: Where densification occurs through infill development, responsible provision of related infrastructure supporting densification must be provided. Panhandle subdivision that allows for incremental densification without any 'whole-street' level net improvements to municipal roads, sidewalks and cycle lanes will not be supported.

17-10: Where existing lot patterns in established neighbourhoods exist, panhandle subdivision that requires a waiver of the minimum 10% lot frontage requirement will not be considered on a case-by-case basis. Panhandle subdivision will only be considered at a neighbourhood plan level as part of a comprehensive densification strategy.

4. **Section 19 Commercial Lands** is amended

(a) by adding the new policy: 19-5

19-5: No new drive-through structures or businesses will be permitted in any zones.

- (b) by amending existing Policy 19-20 *Temporary Use Permits* to include reference to *Civic and Institutional* Land Use Designation as follows:

19-20 Notwithstanding the existing zoning, the issuance of Temporary Use Permits may be considered by Council only in areas designated as *Highway and Tourist Commercial, Mixed Use Commercial, Employment and Industrial, Limited Use, Downtown or Civic and Institutional* on Schedule B of the Official Community Plan, subject to the conditions contained in the Local Government Act.

5. **Part 5, Development Permit Areas** is amended by adding the following subsection after the subsection titled Exemptions:

***Shipping Containers***

1. Where a shipping container is used as a permanent structure on a property in a designated Development Permit Area, the following guidelines apply:
  - The shipping container(s) should generally conform to the guidelines of the Development Permit Area where it is located;
  - The shipping container(s) must be re-clad with materials and/or painted with colors that are indigenous to Squamish. Building materials that do not convey a feeling of quality or permanence or which will not withstand extensive rain and wind should be avoided. Paint colors should be selected to allow for maximum integration into the surrounding natural environment.
  - The shipping container(s) should generally be placed at the rear of the site and away from residential areas;
  - The shipping container(s) must be screened with attractive fencing or landscape from any high visibility street or intersection;
  - Where safety and/or security is an issue, the shipping containers must be fitted with motion-sensor safety lighting.
  
6. The bylaw is amended so that the numerical and alphabetical ordering of its provisions, and any and all references to those numbers and letters that appear in any provisions of the bylaw, are revised to be consistent with the amendments of this bylaw.

READ A FIRST AND SECOND TIME this                      day of 2013.

PURSUANT TO THE LOCAL GOVERNMENT ACT, NOTICE WAS ADVERTISED ON                      , 2014 AND 2014.



PUBLIC HEARING HELD on the            day of 2014.

READ A THIRD TIME this            day of 2014.

ADOPTED this day of 2014.

---

Rob Kirkham, Mayor

---

R. Arthurs, General Manager, Corporate Services