



# VILLAGE OF ANMORE

## REPORT TO COUNCIL

Date: March 1, 2018

Submitted by: Jason Smith, Manager of Development Services

Subject: Infill Development – Draft Official Community Plan Amendment and Policy

---

### Purpose / Introduction

The purpose of this report is to provide Council with a draft Official Community Plan amendment and accompanying Infill Development policy for their consideration.

---

### Recommended Options

**That Council authorize Staff to present the draft Official Community Plan amendment and Infill Development Policy for public consultation and that staff be directed to host a meeting to solicit public input.**

---

### Background

Infill Development has a long history in the Village of Anmore. More recently, the Mayor's Task Force on Land Use (Task Force) looked at the issue and made a series of recommendations in their 2016 final report. Their recommendations formed the basis for what is presented today. Staff brought forward the Task Force report to Council and addressed many of the other outstanding questions regarding potential impacts in a report to Council in February 2017 (**Attachment 1**). Subsequent to that report, staff hosted a public meeting on infill development in the spring of 2017 and brought back the summary of that meeting to Council in May 2017. Council directed staff to work with the Advisory Planning Commission on drafting an Official Community Plan (OCP) amendment and Infill Development policy. Council also directed staff to hire a land economist consultant to make a recommendation regarding an appropriate Community Amenity Contribution (CAC) target. Council considered the consultant's report on the CAC target at their December 5, 2017 meeting and directed staff to host a public meeting on the CAC target for Infill Development. The meeting was held in February 2018 and subsequently, at their February 20, 2018 Regular Meeting, Council endorsed that the CAC target of \$150,000 be included in the draft Infill Development Policy.

## Report/Recommendation to Council

Infill Development – Draft Official Community Plan Amendment and Policy

March 1, 2018

## Discussion

Staff have recommended that Council do two things if they wish to enable infill development. First that the OCP will need to be amended and, second, that an accompanying Infill Development policy be adopted to further define the community's expectations regarding what would be appropriate infill development.

## OCP Amendment

If Council wants to enable Infill Development, it will need to amend the OCP to outline the intent of infill development, define the criteria for which parcels will be considered for infill development and increase the permitted density to allow further development of infill parcels at sizes less than 1 acre. Staff have prepared a draft OCP amendment (**Attachment 2**).

## *Policy Intent*

The intent of infill development is to allow the creation of new residences that maintain and enhance the semi-rural nature of Anmore that is serviced by the existing infrastructure. The policy reflects much of the effort and recommendations from the Task Force.

## *Criteria for Eligibility*

Staff have included a series of criteria for parcels to be eligible for infill development. These criteria are based on the Task Force's recommendations and valuable input from the APC. The proposed criteria for eligible parcels are as follows:

1. Not have been created through a previous comprehensive development plan.  
The intent is that parcels eligible for infill development will not be ones that were created through a previous comprehensive development plan.
2. Be between 3925 m<sup>2</sup> and 8094 m<sup>2</sup> in area.  
The range was based on the minimum size of parcel that could create a second lot based on the proposed density increase and the maximum parcel size that cannot currently subdivide under existing zoning regulation. The rationale for setting the maximum parcel size is that for larger parcels, development proposals would be best considered under the comprehensive development policies of the OCP.

## Report/Recommendation to Council

Infill Development – Draft Official Community Plan Amendment and Policy

March 1, 2018

3. Have an average slope, as determined by a registered surveyor, equal to or less than 20%.

Developing on steep slopes is a challenging endeavour and that challenge is heightened on smaller parcels sizes. To avoid those challenges, infill development should be limited to parcels that are more level. Having a surveyor conduct this work is the most accurate means for determining average slope.

4. Can identify a building site(s) that are equal to or less than 20% slope.  
This criteria builds off of the rationale of the previous one and requires a more level building site.

5. Not require the extension or expansion of any Village road or water infrastructure.  
To ensure and improve the financial sustainability of the Village, no expansion of public infrastructure will be permitted for infill development.

6. Have at least 50 meters of frontage on a public highway.  
The 50m requirement is intended to ensure the semi-rural character is preserved and that there is adequate spacing between homes, as well as to prevent long driveways and foster tree retention.

7. Have been in existence for a least 10 years.  
This requirement is included to discourage larger parcels that would not otherwise be eligible for infill development from subdividing off a parcel and then applying for infill development. This would encourage larger parcel owners to pursue a comprehensive development plan should they want to redevelop their property beyond current development rights.

### *Density Increase*

The OCP amendment proposes that the permitted gross density for infill development proposals be increased to 2.04 parcels per acre. The intent of this increase is to permit half acre parcels to be included as part of an infill development proposal. The number is slightly higher than 2 parcels per acre to account for historical surveying errors in Anmore and to allow for the Village to widen road right of ways to a uniform 20 m throughout the Village.

Staff have conducted an analysis given the proposed criteria and density increases. This analysis shows that there is approximately 80 parcels that would be eligible and staff believe

## Report/Recommendation to Council

Infill Development – Draft Official Community Plan Amendment and Policy

March 1, 2018

that there may be 35-40 parcels that could proceed with infill development, if permitted as proposed, without having to demolish a relatively new existing home or overcoming environmental constraints. As was concluded in the original February 2017 staff report on the potential impacts of infill development, this increase in density would not have a significant impact on the projected growth scenarios in the current OCP.

### Infill Development Policy

Staff have recommended that the proposed OCP amendment for infill development also be accompanied by a standalone policy (**Attachment 3**). The purpose of this policy is to outline more specific expectations for infill development proposals – giving both potential applicants and the community greater certainty as to what might be an acceptable infill development proposal. A standalone policy is also more easily amended should Council's or the community's expectations change. It should be noted that this policy is not binding on Council and meeting all of the policy does not guarantee an approval for the infill development proposal.

The policy addresses the following items:

1. Parcel Sizes

The maximum density is established in the OCP but the policy is proposing that there be a range of parcel sizes permitted, as small as 1/3 of an acre, to ensure optimal community benefits.

2. Road Frontage

It is proposed that parcels created through infill development have at least a 25m road frontage in order to protect the semi-rural character.

3. Setbacks and Parcel Coverage

New parcels will have the same setback and parcel coverage requirement as the existing RS-1 zone.

4. House Sizes

The policy addresses how to maintain the semi-rural character and appropriate house sizes when there is an existing home that will be maintained.

## **Report/Recommendation to Council**

Infill Development – Draft Official Community Plan Amendment and Policy

March 1, 2018

### 5. Community Amenity Contributions

An outline of the key amenities that the community is expecting from infill development is provided and a CAC target is established based on the analysis provided by GP Rollo and Associates and endorsed by Council. The intent of CAC is to ensure that the community as a whole benefits, in addition to the land owner, through the Village permitting increased development.

### 6. Tree Retention

Enhanced tree retention beyond the requirements of the current regulations is encouraged.

### 7. Infrastructure

Further articulation of the importance of financial sustainability for the Village and that no new public infrastructure will be supported for infill development.

## **Potential process for applications**

There have been questions regarding how infill development applications will be processed should infill development be permitted.

All individual applications for infill development will be required to go through the rezoning process. A new zone will be created for the new parcels created through infill development and the zoning will be tailored to individual applications.

Applicants will be encouraged to pursue a concurrent subdivision application once Council has given initial consideration to the proposal. This will enable to the applicant to move both the rezoning and subdivision processes forward at the same time and, ideally, enable the applicant to complete the subdivision of the new infill parcels shortly after the adoption of the new zoning for the parcels.

Staff would also propose that Council establish fixed public hearing dates, either quarterly or semi-annually as needed, to consider multiple applications at the same time. This would help expedite the process while ensuring public input, legislative requirements are met and reducing costs for the Village.

## **Next Steps for Infill Development**

## Report/Recommendation to Council

Infill Development – Draft Official Community Plan Amendment and Policy

March 1, 2018

Public input and comment on the proposed OCP amendment and Infill Development policy are imperative to ensure that, should they proceed, they reflect the community's expectations. Staff recommend that the draft OCP amendment and Infill Development policy be made available to the public (via the website and copies at the Village Hall). A public meeting should be held to solicit public input and comment, and for staff to provide answers to any questions that there might be. Staff are recommending holding a public meeting in early April.

If the public meeting were to be held in early April, staff would propose to bring back a report on the public meeting at the April 17, 2018 Council meeting and would also give Council the opportunity to give 1<sup>st</sup> reading to the OCP amendment bylaw and begin the formal referral process required of an OCP amendment. This would position Council to consider 2<sup>nd</sup> reading at their May 15, 2018 Council meeting and set a date for a public hearing in early June with potential adoption at the June 19, 2018 Council meeting.

## Other Options

The following options are provided for Council's consideration:

1. That Council endorse the draft Official Community Plan amendment and Infill Development Policy for public consultation and that staff be directed to host a meeting to solicit public input; [Recommended]

Or

2. That Council advise staff of any changes that they would like to see made to the draft Official Community Plan amendment and/or Infill Development policy.

Or

3. That Council advise staff that it does not wish to proceed with consideration of Infill Development.

## Financial Implications

There are no financial implications for implementing any of these options.

## Attachments:

1. February 21, 2017 Staff Report to Council with attachments
2. Draft OCP Amendment
3. Infill Development Policy

