

Council Agenda Information

☒ Regular Council July 21, 2026



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 17, 2026 File No: 3900-02

Submitted by: Josh Joseph, Manager of Development Services

Subject: OCP Bylaw Amendment 722-2025 Infill Development (First and Second Reading)

Purpose / Introduction

The purpose of this report is to present a further updated draft Official Community Plan (OCP) Amendment Bylaw No. 722-2025 regarding proposed updates to Policy RLU-16 (Infill Development), and to seek Council direction on the referral of the draft OCP amendment bylaw to those it considers appropriate in order to comply with *Local Government Act* Sections 475 and 476; and to present amendments to the Infill Policy No. 61. This report responds to a density concern identified with respect to the previously proposed minimum lot size provisions for double-fronting parcels.

Recommended Options

THAT Village of Anmore Official Community Plan Bylaw Amendment No. 722-2025 be given 1st and 2nd Reading;

AND THAT Anmore Official Community Plan Bylaw Amendment No. 722-2025 be referred to the following committees as it relates to the mandate of each Committee:

- 1.
- 2.
3. ;

AND THAT in relation to the Village of Anmore Official Community Plan Bylaw Amendment No. 722-2025, amendments associated with the proposed updates to Policy RLU-16 (Infill Development), Council will provide the following additional opportunity it considers appropriate for consultation with persons, organizations, or authorities it considers will be affected including:

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- the municipalities of the Village of Belcarra and the City of Port Moody;
- School District 43;
- Musqueam, Squamish, Tsleil-Waututh, and Kwikwetlem First Nations

AND THAT all information resulting from the Section 475 and 476 referral and received by the Village will be brought forward to Council as part of the Public Hearing package;

AND THAT a Public Hearing be scheduled following the referral process.

Background

At the May 20, 2025, Regular Council meeting, Council was presented with the *Infill Policy RLU- 16 Review* report from the Manager of Development Services and directed staff to propose amendments to the OCP Infill Policy RLU-16.

At the September 16, 2025, Regular Council meeting, Council was presented with the *Infill Policy Proposed Amendments* report from the Village Planner and passed the following resolution:

THAT the report dated September 12, 2025, entitled *Infill Policy Proposed Amendments* from the Village Planner, be received for information;

AND THAT Council direct Staff to prepare and report back with amendments to both the Infill Policy No. 61 and the Official Community Plan -Policy RLU-16 regarding considerations for shared access driveways, panhandle lots and Community Amenity Contribution targets.

At the May 19th Regular Council meeting, Council was presented with the [Infill Policy Updates report](#) from the Manager of Development Services and Council provided the following motion citing that adding an additional minimum lot size would permit a density greater than 6 units per acre in accordance with the most recent OCP updates:

THAT Council defer consideration of Draft OCP Bylaw Amendment Bylaw No. 722-2025 - Infill Policy Updates.

[Previous reports](#) can be found as attached to the May 19th Report.

In response, staff have prepared updates to the draft OCP Amendment Bylaw No. 722-2025 (**Attachment 1**) and updates to the Infill Policy No. 61 (**Attachment 2**) addressing the above

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OCP Bylaw Amendment 722-2025 Infill Development (First and Second Reading) concerns regarding density inconsistency associated with the proposed minimum lot size provisions for double-fronting parcels, described below in the discussion section. The review led staff to remove the proposed new density specifications from this draft altogether. In addition, the draft includes refined language and illustrations based on the feedback provided at the May 19th meeting.

Discussion

Village OCP Infill Policies were developed through extensive analysis including committee input and community engagement and provides a set of considerations that would be required for lots between 1-2 acres to be eligible for infill development. The intent of the policy enables transparent and clear requirements for infill lot eligibility and to ensure the Village's semi-rural character is preserved.

Minimum Lot Size for Double-Fronting Parcels

The previous draft bylaw proposed permitting parcels between 2,800 m² and 3,924 m² to be eligible for Infill Development where the parcel double-fronts onto two separate parallel public highways, at a maximum density of 2.89 parcels per acre. It has been identified that this provision is not consistent with the density permitted elsewhere in the OCP and staff are therefore removing it from the draft Bylaw and Policy No. 61.

The Village's Infill Zone permits a maximum of 3 units per parcel. The previously proposed 2,800 m² minimum lot size was intended to accommodate two lots of approximately 1,349 m² or greater, each eligible for infill development under the Zoning Bylaw. However, when evaluated against the maximum density contemplated for infill under OCP Policy RLU-17, this configuration does not comply with the maximum density permitted for Infill Development which is 6 units per acre. A 2,800 m² parcel that is subdivided into two infill lots, each further eligible for up to 3 units under the Infill Zone would represent a density of approximately 8.67 units per acre.

The standard maximum density of 2.04 parcels per acre and standard minimum lot size range of 3,925 m² to 8,094 m² would continue to apply to all infill parcels, including those with double-frontage. Staff recommend that any further review of infill lot density and eligibility criteria be considered as part of a future OCP update.

Policy RLU-16 (Proposed Amendments)

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The proposed amendments to the OCP Policy RLU-16 remove the requirement for an eligible parcel to have an average slope of 20% or less (retaining the requirement at the building-site level), and provide additional flexibility for frontage requirements where supported by Infill Policy No. 61. With the density-specific provisions for double-fronting parcels removed as described above, the proposed requirements for Policy RLU-16 can be summarized as follows:

The maximum density allowed for infill development is 2.04 parcels per acre.

Parcels that are eligible for consideration under this policy must:

1. Not have been created through a previous comprehensive development plan;
2. Be between 3,925 m² and 8,094 m² in area;
3. Be able to identify a building site(s) that are equal to or less than 20% slope;
4. Not require the extension or expansion of any Village road or water infrastructure;
5. Have at least 50 m of frontage on a public highway; or have at least 25 m of frontage on a public highway where alternative access or panhandle lots are utilized as described in the Infill Development Policy; and
6. Have been in existence for at least 5 years as of the date of the application.

As specified in Policy RLU-16, Infill development will be further guided by an Infill Development Policy that outlines the specific requirements the community expects from infill development to ensure it meets the intent of the OCP policy. Both changes to RLU-16 and Infill Policy No. 61 are further detailed below.

Slope Requirements

Under the current OCP policy, parcels must have an average slope of 20% or less to be eligible for Infill Development. This limits otherwise viable sites where steep areas exist on marginal areas of lots which may not be included in the intended developed area. The proposed amendment removes the parcel-wide slope requirement while retaining the requirement to identify a building site with an average slope of 20% or less. This maintains siting controls, reduces disturbance to steep slopes, and ensures dwellings can be accommodated safely while allowing more flexibility for lots with varied topography.

The Steep Slope Development Permit Area and associated guidelines have been adopted with the OCP Amendment Bylaw No. 726-2025. Lots with an average grade of 20% or more, as

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indicated on [OCP Steep Slope Map](#), will require geotechnical assessments and adherence to the proposed development permit guidelines.

Panhandle and Access Alternatives

Panhandle lots and lots utilizing an access easement are treated as comparable scenarios, as both rely on an alternative to direct public road frontage and would be held to the same standards regarding emergency access. Both panhandle lots and access alternatives such as access easements should be carefully designed and reviewed on a case-by-case basis to address concerns around emergency access.

The previously proposed frontage eligibility requirement for panhandle lots (50 m) has since been revised to match the 25 m frontage requirement that was proposed in a previous iteration of the OCP Infill Policy amendment for the access easement alternative. As a result, parcels utilizing either a panhandle or an alternative access arrangement would now be subject to the same 25 m frontage requirement, provided they meet the standards set out in Section 5 of Infill Policy No. 61.

Panhandle lots will likely create circumstances where frontage falls below the required 10% of the parcel perimeter under the Local Government Act. Council will be required to grant a frontage waiver for these lots.

The OCP amendments provide a separate category for frontage requirements on a public highway (25 m) where a new lot will be accessed by shared access driveway rather than directly from a public road or via a panhandle lot. The Infill Policy No. 61 amendments provide additional requirements for minimum lot width and depth (25 m) that meet the intention of the 25m frontage for each created lot to ensure separation and tree preservation between buildings.

Figures 1 and 2 below illustrate potential Infill subdivisions through a panhandle lot or access easement. Staff note that the illustrations are not to scale and are intended to visually supplement the policy requirements.

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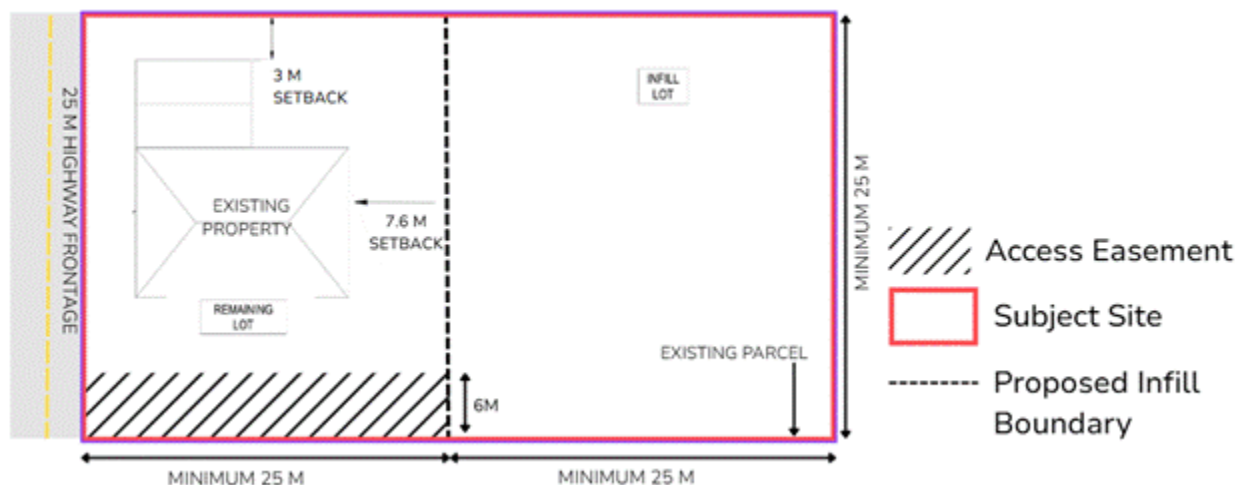


Figure 1 - Example of highway frontage exemption for proposed lot where minimum lot width and depth are 25m

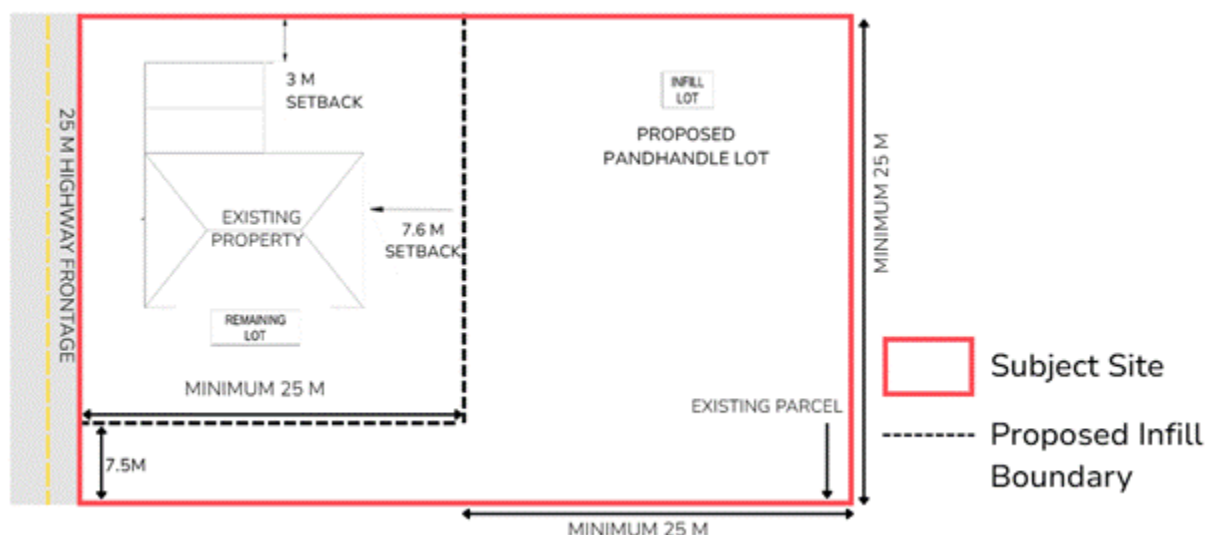


Figure 3 - Example of highway frontage exemption for proposed panhandle lot meeting Infill Policy Guidelines

Staff have consulted with the Sasamat Volunteer Fire Department regarding emergency access requirements for panhandle lots and lots created utilizing alternative access options such as a shared driveway through an access easement. Referrals to the Fire Chief may occur at any stage of the infill process.

The following section has been added to the Infill Policy:

Panhandle and Access Alternatives

Where Panhandle lots or lots utilizing access by easements are proposed for Infill, all of the following must be met for the portion of the panhandle lot or access easement to be used for lot access, and will be enforced via a covenant(s) on title:

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- Minimum 7.5 m wide access strip for panhandle lots ;
- Minimum 6 m wide paved access for panhandle lots and access alternatives;
- Access alternatives to use existing driveways where feasible;
- Maximum 12% driveway/access;
- Adequate overhead clearance for fire apparatus; an arborist report and tree management plan may be required at rezoning.
- Clear and visible address signage from the highway.
- Safe and accessible emergency entry at all times
- Only 1 parcel may be created utilizing access by easement.

Council approval of a waiver permitting subdivision where the frontage is less than 10% of the parcel perimeter will be required when warranted.

Referrals to the Fire Chief may occur at any stage of the infill process.

In Accordance with the *Land Title Act*, an access easement may be approved by an Approving Officer to grant relief from frontage requirements where a subdivision creates a single parcel that does not abut a highway.

Community Amenity Contributions (CACs)

The existing CAC framework identifies trails, riparian area protection, and new community space/municipal hall as priority community amenities. Since the Anmore Community Hub has been completed and significant upgrades to Spirit Park are proposed, the municipal hall has been replaced as an active CAC target with park enhancements and parkland acquisition as priority community amenities, consistent with the Parks Master Plan.

Council may consider a few options as it relates to the current CAC target value outlined in Policy No.61. These include:

- maintaining the existing \$150,000 target established in 2017 study;
- commissioning a new land-lift study for Infill Development to identify a financial target reflective of current land lift values and market conditions; or
- adjusting the target amount based on CPI indexing from 2018 to present as recommended by the study, resulting in an updated figure of \$189,633.14.

Currently, staff have not proposed changes to the CAC target value. Should Council wish to commission a new study or update the target amount based on CPI indexing direction may be provided to staff along with the recommendations of this report. Staff note that Council previously budgeted \$7000 for the 2017 Infill land lift study.

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Required Consultation (Local Government Act Sections 475 and 476)

OCP amendments require local governments to consider consultation opportunities with organizations and government agencies that may be affected. Staff have included adjacent municipalities, Musqueam, Squamish, Tsleil-Waututh, and Kwikwetlem First Nations and School District No. 43 to be consulted. Because infill development occurs within established areas of development and relies on existing infrastructure, staff recommend early consultation prior to public hearing.

Conclusion

The proposed amendments would update OCP Policy RLU-16 and Infill Policy No. 61 to provide a more nuanced and balanced approach to infill lot eligibility and development guidelines.

These policy considerations continue to create an opportunity for increased eligible infill development while preserving Anmore's semi-rural character and enhancing community amenities.

Other Options

1. THAT Village of Anmore Official Community Plan Bylaw Amendment No. 722-2025 be given 1st and 2nd Reading;

AND THAT Anmore Official Community Plan Bylaw Amendment No. 722-2025 be referred to the following committees as it relates to the mandate of each Committee:

- 1.
- 2.
3. ;

AND THAT in relation to the Village of Anmore Official Community Plan Bylaw Amendment No. 722-2025, amendments associated with the proposed updates to Policy RLU-16 (Infill Development), Council will provide the following additional opportunity it considers appropriate for consultation with persons, organizations, or authorities it considers will be affected including:

- the municipalities of the Village of Belcarra and the City of Port Moody;
- School District 43;
- Musqueam, Squamish, Tsleil-Waututh, and Kwikwetlem First Nations

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AND THAT all information resulting from the Section 475 and 476 referral and received by the Village will be brought forward to Council as part of the Public Hearing package;

AND THAT a Public Hearing be scheduled following the referral process.

(Recommended)

or

2. THAT Bylaw No. 722-2025 and proposed amendments to Infill Policy No. 61 be amended as follows_____.

or

3. THAT Council does not proceed with Bylaw No. 722-2025 and proposed amendments to Infill Policy No.61.

Financial Implications

Adjusting the eligibility criteria may require additional staff time; However, this could be offset by increased opportunities for infill development, generating long-term benefits for the Village.

Communications / Civic Engagement

All responses received from the Section 475 and 476 referrals will be provided to Council Prior to a Public Hearing. Notification associated with the Public Hearing will be undertaken in accordance with Village Bylaws.

Corporate Strategic Plan Objectives

Consider new approaches to development that support opportunities for less expensive housing, amenities and small commercial services.

Attachments:

1. Draft OCP Amendment Bylaw No. 722-2025
2. Proposed Amendments to Infill Policy No. 61

Report/Recommendation to Council**Item 9.a**

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Report Approval Details

Document Title:	2026-07-21 RTC OCP Bylaw Amendment 722-2025 Infill Development (First and Second Reading)).docx
Attachments:	1. Draft OCP Amendment Bylaw No. 722-2025.pdf 2. Proposed Amendments to Infill Policy No. 61.pdf
Final Approval Date:	July 16, 2026

This document and all of its attachments were approved and signed as outlined below:

Josh Joseph

Esin Gozukara

Karen Elrick

VILLAGE OF ANMORE**BYLAW NO. 722-2025**

A bylaw to amend Village of Anmore Official Community Plan Designation (OCP) Bylaw No. 532-2014

WHEREAS the *Local Government Act* authorizes a municipality to amend its Official Community Plan bylaw from time to time;

NOW THEREFORE the Municipal Council of the Village of Anmore, in open meeting assembled, enacts as follows:

Citation

1. That this bylaw may be cited as “Village of Anmore Official Community Plan Bylaw Amendment No. 722-2025”.

Amendments

2. That the Village of Anmore Official Community Plan Designation Bylaw No. 532, 2014 be amended under Chapter 4 – Land Use as follows:
 - a. Delete Policy RLU-16 in its entirety and replace it with the following:

Policy RLU-16

The Village supports infill development and subsequent creation of new residences that maintain the existing semi-rural nature of Anmore. Infill development is the creation of new parcels within the existing developed area of the Village of Anmore that are serviced by existing infrastructure. The intent of infill development is that it will enhance and not take away from the look and feel of the neighbourhood – it is expected that any new infill homes will blend into the existing neighbourhood, minimize the disturbance to natural environment and will adhere to the same setbacks as the existing neighbourhood. Infill development should be guided by an Infill Development Policy that outlines the specific requirements that the community expects from infill development to ensure that it meets the intent of this policy.

The maximum density allowed for infill development is 2.04 parcels per acre.

Parcels that are eligible for consideration under this policy must:

1. Not have been created through a previous comprehensive development plan;
2. Be between 3925 m² and 8094 m² in area;
3. Be able to identify a building site(s) that are equal to or less than 20% slope;

4. Not require the extension or expansion of any Village Road or water infrastructure;
5. Have at least 50 m of frontage on a public highway; or have at least 25m frontage on a public highway where alternative access or panhandle lots are utilized as described in the Infill Development Policy; and
6. have been in existence for at least 5 years as of the date of the application.

Severability

7. If any Part, Section, Subsection, Sentence, Clause or Phrase of this Bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Bylaw.

READ a first time the _____ day of , 2026

READ a second time the _____ day of , 2026

PUBLIC HEARING HELD the _____ day of ,

READ a third time the _____ day of ,

ADOPTED the _____ day of ,

MAYOR

MANAGER OF CORPORATE SERVICES

COUNCIL POLICY

Policy	Infill Development	Policy No.	61
Effective Date	July 6, 2021	Approved by	Council
Date Amended	July 6, 2021	Resolution No.	R103/21
Date Established	July 17, 2018		

POLICY

Infill development is the creation of new parcels and homes within the already developed area of Anmore. To ensure that this new development maintains and enhances the semi-rural character of the Village the Infill Development Policy has been developed. The policy is intended to provide guidelines and to articulate the community's expectations as to how infill development should take shape. It should be noted that the policy is a framework for determining possible public benefits related to development and does not limit Council's ability to reject or approve such applications based on their merits.

1. Parcel Density

The maximum density shall be 2.04 parcels per acre. Only one additional lot shall be allowed every five years, consistent with OCP Policy RLU-16.

~~The expectation is that new parcels created through infill development will be 1/2 acre in size. However, in circumstances where a 1/2 acre cannot be achieved due to site constraints the infill parcel shall be created as large as possible, as illustrated in Figure 1. The minimum allowable parcel size shall be 1/3 acre. Hooked lots or non-uniform lots will not be considered.~~

Infill Development (Council) Policy No. 61
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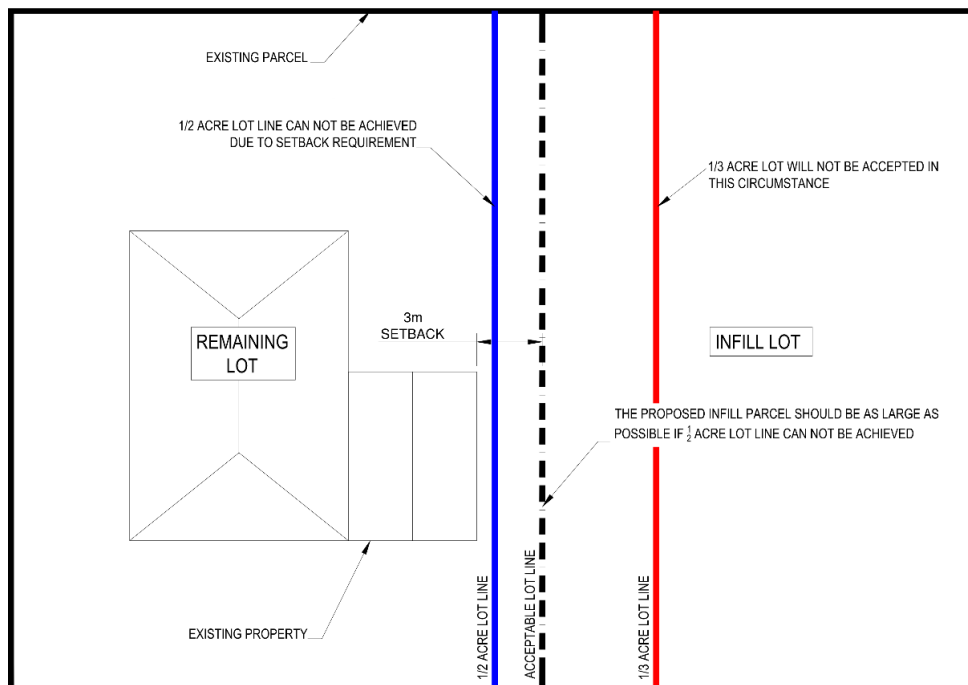


Figure 1- Example of maximizing the size of an infill lot

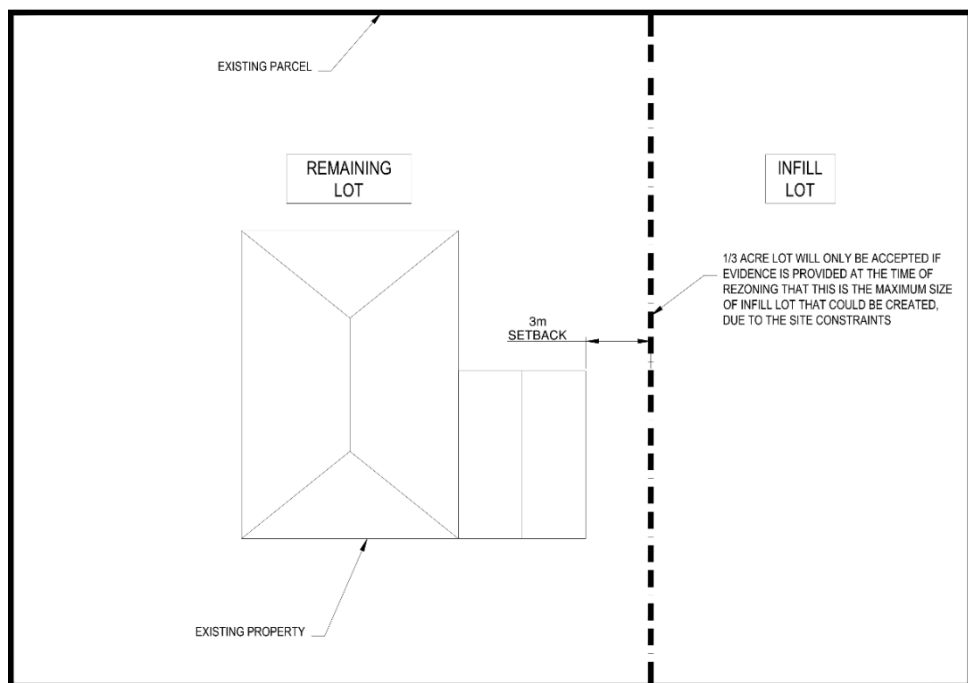


Figure 2 - Example of when a 1/3 acre will be accepted

2. Parcel Size

The expectation is that new parcels created through infill development will be ½ acre in size. However, in circumstances where a ½ acre cannot be achieved due to the location of the existing property the infill parcel should be created as large as possible, as illustrated in Figure 1 and 2. The minimum allowable parcel size shall be 1/3 acre. Hooked lots or non-uniform lots will not be considered. Panhandle lots may be permitted where supported by section 5 of this policy; however, the access strip of a panhandle lot shall not be included in the calculation of minimum lot size.

Special consideration will be given to 1/3 acre parcels, if they can demonstrate a compelling circumstance, such as additional tree preservation above that which is required by Anmore's tree preservation bylaw, provide access to public trails or other community benefit.

3. Creation of Parcels

The intent of infill is to allow the creation of one additional parcel every 5 years, no matter the size of the property. This will be enforced via a covenant on title.

4. Road Frontage

To maintain the semi-rural character and to maintain green space between homes, all parcels created through infill development must have a 25 metre frontage on a public highway.

Exemption for 25 m highway frontage may be considered when a proposed subdivision is consistent with section 5 of this policy and where all parcels created maintain at a minimum a 25m parcel width and depth to maintain greenspace between homes as illustrated in Figure 3 and 4. For clarity, for panhandle parcels, the minimum lot width and depth are to be measured at the point where the access strip ends and the parcel widens.

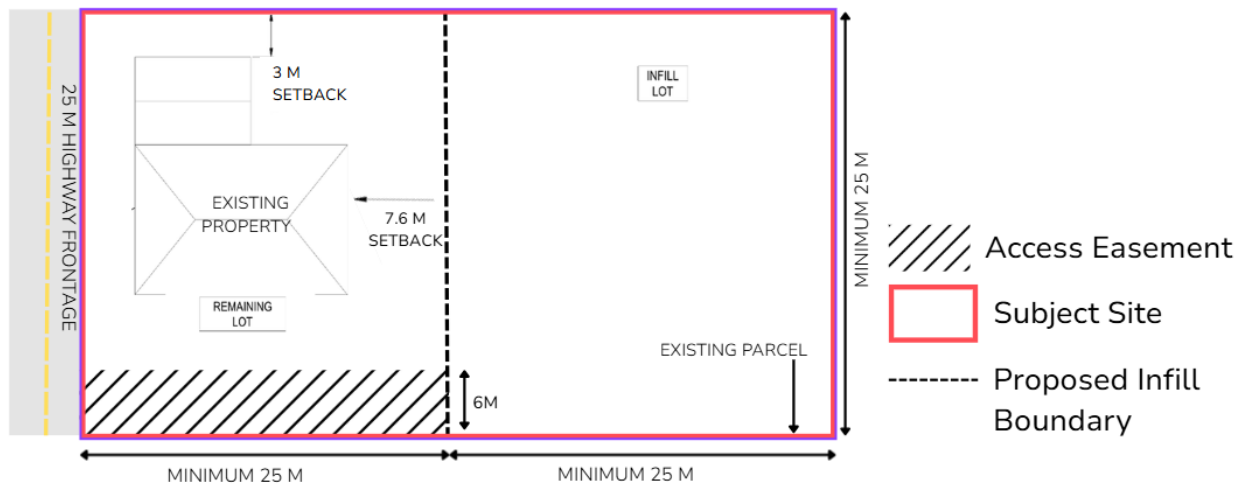


Figure 3 - Example of highway frontage exemption for proposed lot where minimum lot width and depth are 25m

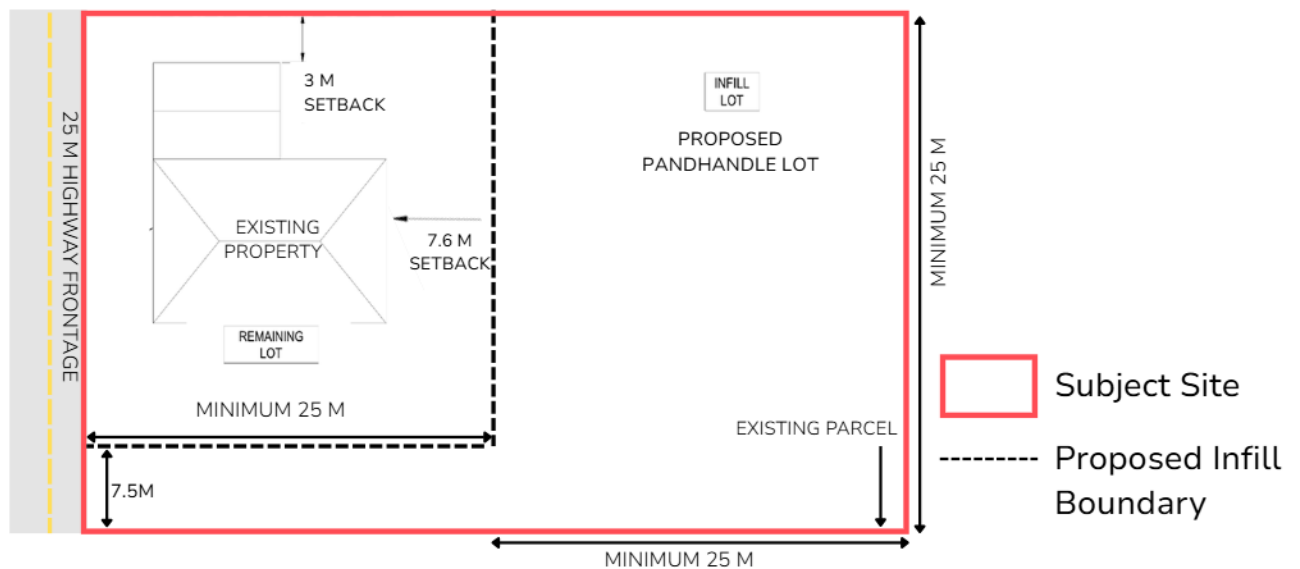


Figure 4 - Example of highway frontage exemption for proposed lot where minimum lot width and depth are 25m

5. Panhandle and Access Alternatives

Where Panhandle lots or lots utilizing access by easements are proposed for Infill, all of the following must be met for the portion of the panhandle lot or access easement to be used for lot access, and will be enforced via a covenant(s) on title:

- Minimum 7.5 m wide access strip for panhandle lots ;
- Minimum 6 m wide paved access for panhandle lots and access alternatives;
- Access alternatives to use existing driveways where feasible;

- Maximum 12% driveway/access;
- Adequate overhead clearance for fire apparatus; an arborist report and tree management plan may be required at rezoning.
- Clear and visible address signage from the highway.
- Safe and accessible emergency entry at all times
- Only 1 parcel may be created utilizing access by easement.

Council approval of a waiver permitting subdivision where the frontage is less than 10% of the parcel perimeter will be required when warranted.

Referrals to the Fire Chief may occur at any stage of the infill process.

6. Setbacks and parcel coverage

To maintain the Village of Anmore's character and to ensure that new development is consistent with the intent of infill, side yard setbacks will be reduced to 3 metres.

7. House sizes

The allowable Floor Area Ratio (FAR) shall be ratioed on parcel size. The intent is to limit the modification required on existing properties, to ensure they are conforming parcels once they are subdivided.

8. Community Amenity Contributions

To ensure that infill development enhances the larger community, amenities will be expected, the following amenities are seen as particularly desirable for the community:

- Trails – provision of trails, dedicated as part of a public right of way, will be considered to enhance connectivity throughout the Village;
- Riparian Areas – Protection of the natural environment is an important value for the Village and preserving riparian areas in public ownership is an important component of protecting this valuable resource; and/or
- Parks – The Village will seek opportunities to enhance existing park space or consider new parkland acquisition in line with the recommendations of the Parks Master Plan to provide parkland to meet the needs of the Village.
- ~~New Community Space/Municipal Hall – The Village needs a community gathering space and a new municipal hall. This is a costly project for a Village with limited financial means.~~

To realize these amenities a community amenity contribution target of \$150,000.00 has been established based on an analysis provided by G.P. Rollo and Associates. A combination of land and financial contribution will be considered where feasible and it is in the community's interest.

9. Tree Retention

Trees and green space are an important component of the character of the Village. Trees along the road frontage and between homes are particularly important in maintaining the semi-rural character. Tree retention should be in accordance with the current Anmore Tree Management Bylaw.

10. Infrastructure

Financial sustainability is imperative for the Village, therefore any proposed infill development must not require the expansion of public infrastructure, in particular new roads and water lines.