

Council Agenda Information

☒ Regular Council July 21, 2026



VILLAGE OF ANMORE

REPORT TO COUNCIL

Date: July 17, 2026 File No: 3900-30

Submitted by: Josh Joseph, Manager of Development Services

Subject: **Zoning Amendment Bylaw – Clarification on Basement Exemption**

Purpose / Introduction

The purpose of this report is to present Bylaw No. 745-2026 (**Attachment 1**), Zoning Amendment Bylaw regarding clarification on basement exemption, for first and second reading.

Recommended Options

THAT Council give first and second reading to Anmore Zoning Amendment Bylaw No. 745-2026 relating to Section 5.25 Basement Exemption and Section 5.6 Building and Structure Height;

AND THAT a Public Hearing be scheduled for Bylaw 745-2026.

Background

At the May 5, 2026, Regular Council Meeting, staff presented amendments to Section 5.25 (Basement Exemption) of the Zoning Bylaw for Council's consideration. Council deferred consideration of the proposed amendments and directed staff to prepare visual impact modelling demonstrating the implications of the basement exemption regulations as currently drafted.

In response, staff prepared a report dated June 12, 2026 (**Attachment 2**), which included visual representations of permitted massing under the current basement exemption regulation and identified sections to be amended for greater clarification and alignment. At the meeting, Council provided the following motion:

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“THAT Staff be directed to initiate an amendment to the Zoning Bylaw relating to Section 5.25 Basement Exemption and Section 5.6 Building and Structure Height as outlined in the June 12th, 2026, staff report prepared by the Manager of Development Services”.

Bylaw No. 745-2026, attached to this report as **Attachment 1**, has been prepared based on Council feedback for consideration of first and second reading.

Discussion

Section 5.25 exempts qualifying basement floor area from the calculation of the maximum Floor Area Ratio (FAR), using the formula set out in subsections (a) to (d), based on first storey floor height above average finished grade. The proposed amendments do not change this formula. They add three new subsections, (e), (f), and (g) which address how the exemption applies across a building. These clarifications are recommended to address the implications of the basement exemption regulation as it is currently worded with regard to the impacts of apparent massing identified through the visual modelling presented in the June 12, 2026, report.

Subsection (e) - One-Storey Limit

The Zoning Bylaw defines "basement" as a storey having more than one-half its height below the average finished grade. The current wording of Section 5.25 does not limit how many storeys in a building may separately meet this definition. Each storey that qualifies is separately eligible for the exemption. On sloped lots, this allows grading and building design to produce two or more storeys that each meet the criteria for basement exemption, including storeys that are partially exposed which may lend to the appearance of a 4-6 storey building.

Subsection (e) addresses this by limiting the basement floor area exemption under (a) to (d) to no more than one uppermost basement storey per building. Staff note that while the exemption applies to a single basement storey, sub-basement storeys will still be permitted subject to the maximum FAR of the lot.

Subsection (f) - Maximum Exempt Storey Height

The current Zoning Bylaw permits a maximum building height of 11 m for principal buildings, generally accommodating up to three storeys above grade. Section 5.25, as currently worded, places no limit on the floor-to-floor height of the storey eligible for exemption under (a) to (d). A single exempt storey could therefore be built at a floor-to-floor height well beyond a typical

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storey, capturing more habitable volume while still counting as only one storey for the purposes of subsection (e).

Subsection (f) addresses this by capping the exempt storey at 3.66 m in height, measured consistent with the Bylaw's existing definition of storey. This height represents one-third of the 11 m maximum permitted building height or the height of one storey within the three-storey envelope.

Subsection (g) - Fully Buried Sub-Basement Exemption

Subsections (a) to (f) allow one partially exposed storey to receive a graduated exemption, with a cap on that storey's height. They do not address a sub-basement storey situated entirely below finished grade. A storey with no exterior exposure does not add to the apparent massing of the building.

Subsection (g) addresses this by providing a 100% Floor Area exemption for a storey below the basement storey exempted under (a) to (f), where that storey is entirely below finished grade at every point along the building's perimeter. This exemption is based on actual finished grade at each point along the perimeter, not the average finished grade used in (a) to (d). Therefore, the exemption under subsection (g) applies only where a storey is completely buried.

Building Height Measurement Correction

The proposed bylaw also amends Section 5.6.1 to read "Height is measured from the lower of average **natural grade** or average **finished grade**" rather than the average natural grade.

The proposed amendments correct a misalignment with Section 5.5.2, where the two sections currently reference different grade calculations for the same purpose. This is a housekeeping correction to ensure the lower of average natural grade or average finished grade is applied consistently wherever building height is calculated under the Bylaw which is the standard application and current staff practice.

Other Options

1. THAT Council give first and second reading to Anmore Zoning Amendment Bylaw No. 745-2026 relating to Section 5.25 Basement Exemption and Section 5.6 Building and Structure Height;

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AND THAT a Public Hearing be scheduled for Bylaw 745-2026.

(Recommended)

or

2. THAT Staff proceed with amendments to the Zoning Bylaw with changes as identified by Council: _____

or

3. THAT Council does not proceed with Bylaw No. 745-2026 at this time.

Financial Implications

There are no financial implications associated with this report.

Communications / Civic Engagement

Should Council wish to proceed with the amendments outlined in this report, a public hearing will be necessary for the general amendments to the Zoning Bylaw.

Corporate Strategic Plan Objectives

The proposed amendment is consistent with the following Council Strategic Plan Goal:

Goal: We unleash the potential for great development that advances the interests of the community. Further limiting the maximum size of residential buildings is consistent with the Objective of “Practice environmental stewardship”.

Attachments:

1. Draft Anmore Zoning Amendment Bylaw No. 745-2026
2. 2026-06-16 RTC Proposed Zoning Bylaw Amendments (Clarification on Basement Floor Area Exemption)

Report Approval Details

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

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Zoning Amendment Bylaw – Clarification on Basement Exemption

Document Title:	2026-07-21 RTC Zonign Amendment Bylaw No. 745-2026 - Clarification on Basement Exemption (First and Second Reading).docx
Attachments:	1. Draft Anmore Zoning Amendment Bylaw No. 745-2026.pdf 2. 2026-06-16 RTC Proposed Zoning Bylaw Amendments (Clarification on Basement Floor Area Exemption).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. 745 - 2026

A Bylaw to amend the *Anmore Zoning Bylaw No. 568-2017*

WHEREAS the *Local Government Act* authorizes a municipality to amend its Zoning 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 for all purposes as “Anmore Zoning Amendment Bylaw No. 745 - 2026”.

AMENDMENTS

- 1) That Anmore Zoning Bylaw No. 568-2017 be amended Under Part 5 – General Regulations as follows:

- a. Delete subsection 5.6.1 and replace it with the following:

Height is measured from the lower of average **natural grade** or average **finished grade**.

- b. Add the following in alphabetic order to subsection 5.25:

- (e) Where a **building** contains more than one **storey** that meets the definition of **basement**, the exemption under subsections (a) to (d) shall apply only to the uppermost such **storey**.
- (f) The **storey** eligible for exemption under subsections (a) to (d) shall not exceed 3.66 m (12 ft) in height, measured, in accordance with the definition of **storey** from the top of the **basement** floor to the top of the floor of the **storey** above.
- (g) Notwithstanding subsection (e), 100% of the Floor Area of a storey below the storey exempted under subsections (a) to (f) shall be exempted where every exterior wall of that storey is entirely below finished grade at each point along the perimeter of the building.

READ a first time the th day of , 2026
READ a second time the th day of , 2026
READ a third time the th day of , 2026
ADOPTED the th day of , 2026

MAYOR

CORPORATE OFFICER

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VILLAGE OF ANMORE REPORT TO COUNCIL

Date: June 12, 2026 File No: 3900-30

Submitted by: Josh Joseph, Manager of Development Services

Subject: **Proposed Zoning Amendments – Clarification on Basement Exemption**

Purpose / Introduction

The purpose of this report is to seek Council direction with respect to amendments to the Zoning Bylaw related to basement floor area exemption clarifications.

Recommended Options

THAT Staff be directed to initiate an amendment to the Anmore Zoning Bylaw No. 568-2017 relating to section 5.25 Basement Exemption and section 5.6 Building and Structure Height as outlined in the June 12th, 2026, staff report prepared by the Manager of Development Services.

Background

At the May 5th Regular Council Meeting, staff presented for Council's consideration amendments to the Zoning Bylaw to clarify aspects of Section 5.25 related to basement floor area exemption. Council provided the following motion and requested that staff bring visual impact modelling demonstrating the implications of the regulations for basement exemption as currently drafted:

“THAT Council defer consideration of Proposed Zoning Amendments - Basement Exception and Single-Detached Dwelling Floor Area Cap.”

Staff have created illustrations of the potential visual impacts resulting from the apparent massing permitted under the current basement exemption. To address these concerns, staff are seeking direction to amend the zoning bylaw to limit the basement to one storey. In addition, staff have identified a misalignment in the zoning bylaw as they relate to the calculation of building height and recommend amendments to the relevant sections as further

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described in the report. The amendments are recommended to clarify the intent of the regulation in order to facilitate development that is consistent with the semi-rural character of Anmore.

Discussion

The following outlines the proposed amendments for the relevant sections of the Zoning Bylaw as they relate to basement floor area exemptions and building height calculations.

Basement Exemption

The Zoning Bylaw defines Basement as “a storey having more than one-half its height below the average finished grade”.

Section 5.25 Basement Exemption includes the following:

“In residential use zones the following will apply, unless expressly provided for in a Zone:
Basement exemption In Family Residential Use zones, all or part of the basement floor area shall be exempted from the calculation of Floor Area by a percentage calculated under subsections (a) to (d).

(a) Subject to subsection (b), 100% of the Floor Area shall be exempted where the first storey floor height is less than 1.22 m (4 ft) above average finished grade.

(b) The exemption under subsection (a) shall not exceed the lesser of the basement floor area or 25% of the total lot area.

(c) There shall be no exemption of a basement from Floor Area where the first storey floor height is greater than 2.22 m (7 ft) above average finished grade.

(d) Where the first storey floor height is greater than 1.22 m (4 ft) and less than 2.22m (7 ft) above average finished grade, then the percentage of Basement Floor Area to be exempted shall be calculated on the basis of the following formula where “A” represents the percentage to be exempt and “x” represents the first storey floor height above the average finished grade (see Figure 1, provided for illustrative purposes only):

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$$A = 100 \times (2.22 - x)$$

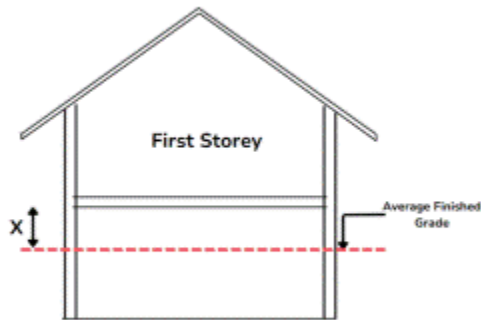


Figure 1

The intent of the above regulation is to exempt portions of a building from floor area calculations for areas of the building that do not provide additional massing.

The basement exemption is calculated from the average finished grade. These averages are established by calculating the elevation changes along wall segments on all sides of the building and averaging them out as illustrated in section 5.5.6 of the zoning bylaw:

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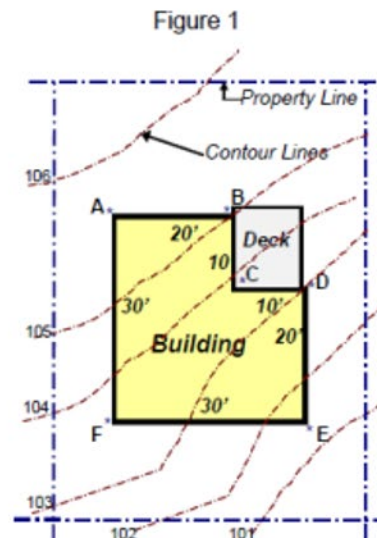
5.5.6 An example of calculating **average grade** is shown below (see Figure 1, provided for illustrative purposes only).

Example:

Wall Section Average Grade	X	Length	= Y
A-B $106.5 + 105.0 \div 2$	X	6 m	= 634.50
B-C $105.0 + 104.0 \div 2$	X	3 m	= 313.50
C-D $104.0 + 103.0 \div 2$	X	3 m	= 310.50
D-E $103.0 + 101.5 \div 2$	X	6 m	= 613.50
E-F $105.5 + 104.0 \div 2$	X	9 m	= 942.75
F-A $104.0 + 106.5 \div 2$	X	9 m	= 947.25
Totals:		36 m	= 3744

$$\text{Total Y} \div \text{Total perimeter length} = \text{Average grade}$$

$$3744 \div 36\text{m} = 104 \text{ m}$$



Because average finished grade is calculated using the full perimeter of the building, including sections that may be designed up to three storeys above grade, the resulting average can be disproportionately skewed where the finished grade is determined by the builder. Grading, in addition to building design, may then be used to achieve two, or even three, lower storeys to meet the technical requirements for a basement floor area exemption.

Without a cap on how many storeys can claim this exemption, there is a regulatory incentive on sloped lots to undertake extensive excavation and cutting to achieve multiple exempt lower storeys.

On downslope properties (lots situated below the road bed), additional building massing is typically hidden below street level and is typically not apparent from the roadway. However,

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on upslope properties (lots situated above the road bed), the massing associated with multiple exempt storeys may be highly visible and directly oriented toward the street frontage.

Staff and the Village Consultant have provided visual examples of building designs and lot grades where portions of a building may be fully exempt from height calculations while still contributing to the apparent massing of the structure, including buildings with up to five storeys, as illustrated in Figures 1, 2, 3 and 4. The visual impact of this apparent massing may be further amplified on larger lots where the permitted FAR allows for larger buildings and corresponding increases in exempt building massing.

Wall Section	Wall Section Average Grade		Length (m)			Y
A-B	$100.5 + 100.5 \div 2$	X	30	=		3015
B-C	$100.5 + 115.1 \div 2$	X	55	=		5929
C-D	$115.1 + 115.5 \div 2$	X	30	=		3453
D-A	$115.1 + 100.5 \div 2$	X	55	=		5929
Totals:			170			18326
Total Y ÷ Total perimeter length = Average Grade						
$10348 \div 96\text{m} = 107.8\text{m}$						

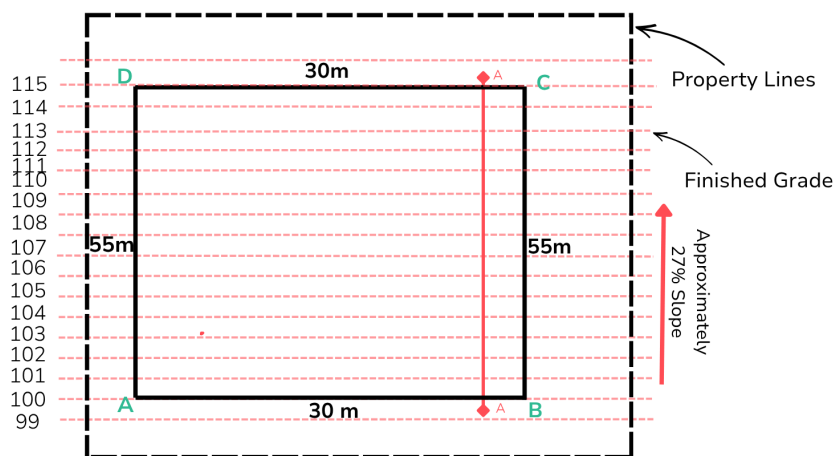


Figure 1. Average Grade Calculation – Upslope Lot

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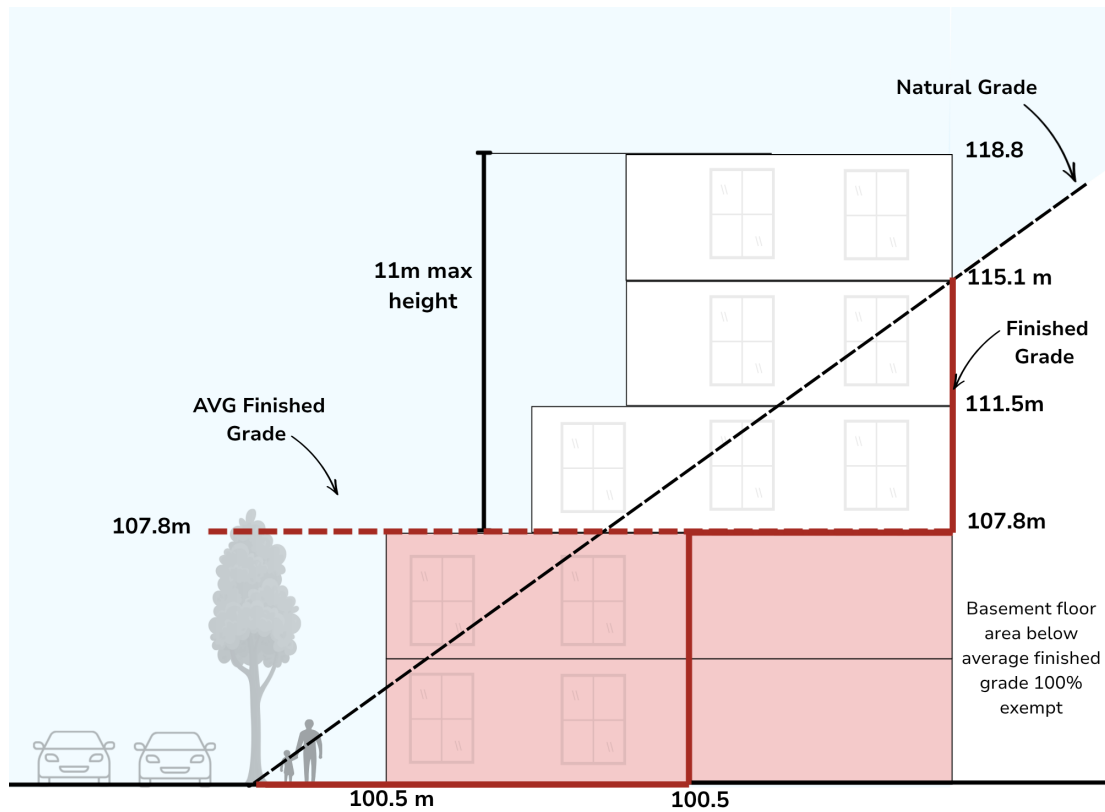


Figure 2. Visual Impact of Basement Exemption – Upslope Lot (Cross Section)

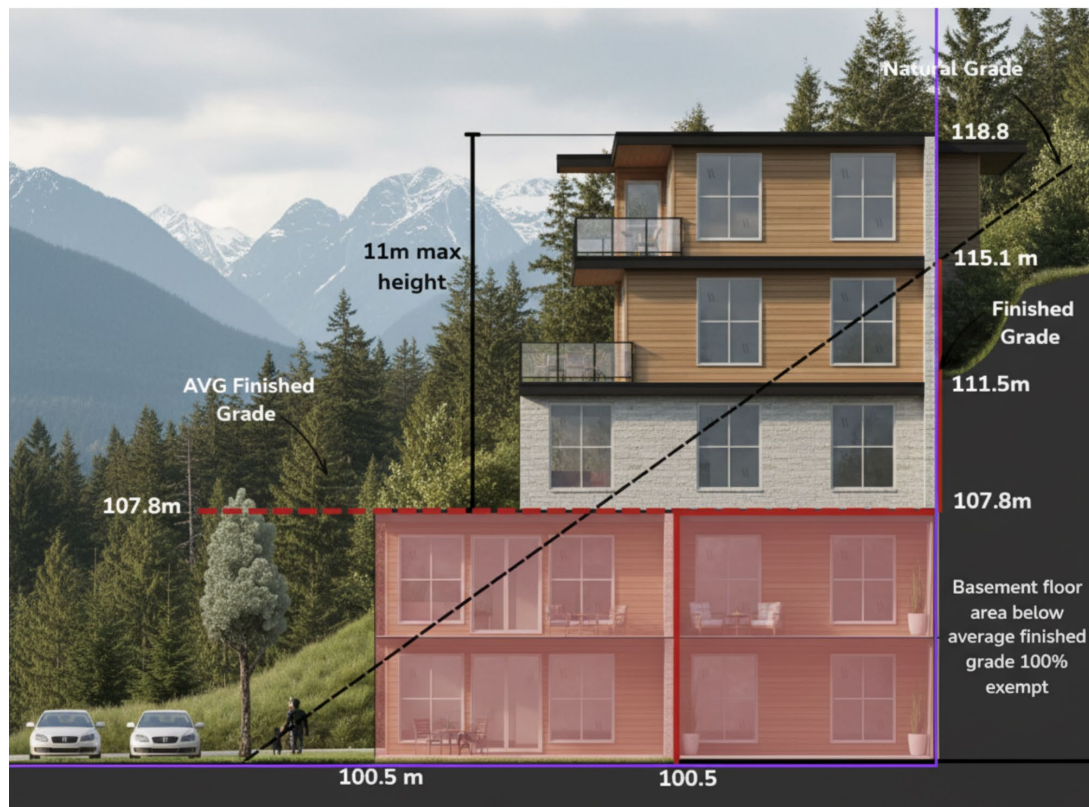


Figure 3. Rendering of Visual Impact of Basement Exemption – Upslope Lot (Cross Section)



Figure 4. Rendering of Visual Impact of Basement Exemption – Upslope Lot (Front Elevation)

The intent of Section 5.25 is to exempt portions of a building from floor area calculations only when those areas are fully or partially buried into the ground and do not contribute to the apparent massing of the building.

To address this discrepancy, staff recommend amending the Zoning Bylaw to explicitly clarify that only one partially exposed basement storey per building may utilize the basement floor area exemption. Staff further recommend establishing a maximum basement storey height to limit the extent to which an exempt basement may project above grade. One example is the basement exemption regulations in West Vancouver, where the top of the floor structure immediately above an exempt basement may be no greater than 2.75 metres above the basement floor.

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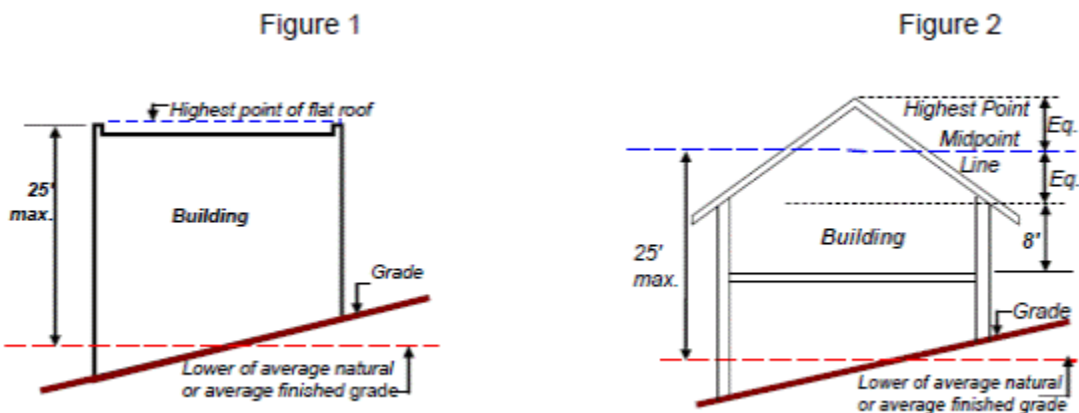
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Building Height Calculations

Section 5.5.2 of the Zoning Bylaw requires that “the lower of average natural grade or average finished grade, each calculated separately, will be used in building height and floor area ratio calculations”. The intent of this regulation is to ensure the use of a conservative measure of height to prevent site grading to be used to increase the apparent height and massing of a building. Under the current bylaw, the maximum permitted building height for principal buildings is 11 m, which generally accommodates up to three storeys above grade.

Staff have identified a misalignment with section 5.6.1 which states in contradiction to section 5.5.2 that “height is measured from the average natural grade”. This misalignment is made further apparent by Figure 1 and Figure 2 of section 5.6 which support of the intent and current practice of measuring height from the lower of the average natural grade or average finished grade.



For clarity and transparency, staff recommend that section 5.6.1 be amended to read: “Height is measured from the average grade” to bring the section in alignment with section 5.5.2 which is considered standard practice.

Should Council wish to proceed with the amendments as identified in this report, a zoning bylaw amendment will be prepared and brought to Council for consideration in the near future.

Other Options

1. THAT Staff be directed to initiate an amendment to the Zoning Bylaw relating to section 5.25 Basement Exemption and section 5.6 Building and Structure Height as outlined in the June 12th, 2026, Staff report prepared by the Manager of Development

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Services.

(Recommended)

OR

2. **THAT** no amendments to the Zoning Bylaw be undertaken at this time.

OR

3. **THAT** Staff proceed with amendments to the Zoning Bylaw with changes as identified by Council: _____

Financial Implications

There are no financial implications associated with this report.

Communications / Civic Engagement

Should Council wish to proceed with the amendments outlined in this report, a public hearing will be necessary for the general amendments to the Zoning Bylaw.

Corporate Strategic Plan Objectives

The proposed amendment is consistent with the following Council Strategic Plan Goal:

Goal: We unleash the potential for great development that advances the interests of the community. Further limiting the maximum size of residential buildings is consistent with the Objective of “Practice environmental stewardship”.

Attachments:

None.

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Report Approval Details

Document Title:	2026-06-16 RTC Proposed Zoning Bylaw Amendments (Clarification on Basement Floor Area Exemption).docx
Attachments:	
Final Approval Date:	June 11, 2026

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

Josh Joseph

Esin Gozukara

Karen Elrick