

NO: R022

COUNCIL DATE: February 1, 2016

REGULAR COUNCIL

TO: Mayor & Council **DATE: February 1, 2016**

FROM: General Manager, Planning and Development **FILE: 3900-20-18020**

**SUBJECT: Amendments to Existing Bylaws for Consistency
with the Official Community Plan**

RECOMMENDATION

The Planning and Development Department recommends that Council:

1. Receive this report as information;
2. Authorize the City Clerk to introduce a bylaw to repeal Surrey Land Use and Development Applications Fees Imposition By-law, 1993, No. 11631, as amended;
3. Approve the proposed new Development Application Fees Bylaw, 2016, No. 18641, as generally described in this report and documented in Appendix "I";
4. Approve the proposed new Development Permit Procedures and Delegation Bylaw, 2016, No. 18642, as generally described in this report and documented in Appendix "II";
5. Approve amendments to Surrey Development Application Procedure By-law, 2011, No. 17409, as amended, as generally described in this report and documented in Appendix "III";
6. Approve amendments to Surrey Subdivision and Development By-law, 1986, No. 8830, as amended, as generally described in this report and documented in Appendix "IV";
7. Approve amendments to Surrey Building Bylaw, 2012, No. 17850, as amended, as generally described in this report and documented in Appendix "V";
8. Approve amendments to Surrey Stormwater Drainage Regulation and Charges By-law, 2008, No. 16610, as amended, as generally described in this report and documented in Appendix "VI"; and
9. Authorize the City Clerk to bring forward the necessary bylaws for the required readings.

INTENT

The purpose of this report is to obtain Council approval to either repeal, approve or amend bylaws, which actions are required as a result of the adoption of Surrey Official Community Plan Bylaw, 2013, No. 18020. These changes will facilitate in streamlining the processing of development applications, reduce red tape and ensure Surrey's bylaws are up-to-date and consistent with the Official Community Plan.

BACKGROUND

On October 20, 2014, Council adopted the new Official Community Plan: Plan Surrey 2013 (the "OCP). The OCP is comprised of policies, along with implementation methods intended to guide the evolution of Surrey over a number of decades. New to this OCP is the establishment of Development Permit Areas and Guidelines to regulate development within hazardous areas as well as natural and riparian areas. In order to implement the new Development Permit Areas, adjustments to Surrey's existing fees and application procedures bylaws are required.

DISCUSSION

Fees Bylaw

The adoption of the new OCP would have necessitated a number of amendments to Surrey Land Use and Development Applications Fees Imposition By-law, 1993, No. 11631 (By-law No. 11631), including removing references for types of OCP amendments no longer in use and removing and adjusting fees for the two new Development Permit types. The number of overall amendments required to By-law No. 11631 was extensive enough to initiate creating a new bylaw so as to better organize the fees, clarify wording, and make the bylaw easier to read and navigate. Streamlining bylaws is important to ensure Surrey provides accessible, accurate and timely information about City services and costs.

The main changes between By-law No. 11631 and the proposed new Development Application Fees Bylaw, 2016, No. 18641, are as follows:

- collapsing all Schedules 1 – 9 and incorporating that information directly into the body of the bylaw;
- deleting references to fees no longer collected (e.g. rezoning to permit a secondary suite);
- rearranging additional fees such as Public Hearing fees, so they are easier to find within the bylaw;
- increasing the "per lot" fee charged for Comprehensive Development rezonings to reflect the additional work involved in those applications;
- deleting OCP amendment types no longer used (e.g. Type 3 OCP amendments);
- adding in a Public Information Meeting fee;
- adjusting the Temporary Use Permit application fees to be consistent with the OCP;
- adding new Development Permit fees for delegated authority, adjusting Development Permit application fees to be consistent with the new OCP and adding new Development Permit fees for sign Development Permits; and
- adding a "per lot" fee for air space subdivisions making those application types consistent with other subdivision applications reflecting the work involved in processing air space subdivisions.

Procedures and Delegation Bylaw

Historically, the Planning and Development Department has forwarded all Development Permit applications to Council for approval. Development Permit applications considered by Council deal with the form and character of projects.

On April 17, 2015, Council adopted several amendments to the OCP, which included delegating authority to staff to issue specific types of Development Permits as a way to expedite applications and reduce red tape. Pursuant to Section 154 of the *Community Charter* municipalities that delegate authority for Development Permit issuance must adopt a bylaw indicating what authority is delegated.

There are three Development Permit Areas currently supported in the OCP for delegated authority and one Development Permit Area to be added as part of a future OCP amendment. These Development Permit Areas include:

- Form and Character Development Area
 - minor amendments to a previously issued Development Permit (to be included in the next OCP amendment);
 - reissuance or extension of an expired Development Permit (to be included in the next OCP amendment);
 - free standing signs with no variances to the sign bylaw (currently in the OCP); and
 - sign design packages with no variances to the sign bylaw (to be included in the next OCP amendment).
- Farm Protection Development Area
 - any Farm Protection Development Permit that is submitted without any other type of development application.
- Hazard Land Development Area
 - any Hazard Land Development Permit that is submitted without any other type of development application.
- Sensitive Ecosystem Development Area (to be included in the next OCP amendment)
 - any Sensitive Ecosystem Development Permit that is submitted without any other type of development application.

Council-delegated Development Permits would not apply to those developments that require a new Form and Character Development Permit or any development that also requires another development application such as a rezoning, development variance permit or subdivision.

Delegated authority for Development Permits is a common practice among municipalities throughout the Province and is used as a mechanism to reduce red tape and keep processing timelines to a reasonable length. Specific procedures to process Development Permit applications have been established in the new Development Permit and Procedures Bylaw, 2016, No. 18642, as documented in Appendix "II". This bylaw details how applications will be reviewed, who can make decisions on issuing a Development Permit and how applications can be reconsidered in the event a Development Permit is denied. In the event staff has denied issuing a Development Permit, the application can be forwarded to Council as the final deciding authority.

Existing Surrey Bylaws

The creation of a new Development Procedures and Delegation Bylaw for Development Permits triggered amendments to the existing Surrey Development Application Procedure By-law, 2011, No. 17409 to remove any reference to Development Permits. These amendments are documented in Appendix "III".

Three other bylaws require minor housekeeping amendments, as documented in Appendices "IV", "V" and "VI", to reference the new OCP bylaw. These bylaws include:

- Surrey Subdivision and Development By-law, 1986, No. 8830;
- Surrey Building Bylaw, 2012, No. 17850;
- Surrey Stormwater Drainage Regulation and Charges By-law, 2008, No. 16610;

Legal Services

Legal Services has reviewed the proposed new Development Application Fees Bylaw and Development Permit Procedures and Delegation Bylaw.

CONCLUSION

Based on the above discussion it is recommended that Council:

- Authorize the City Clerk to introduce a bylaw to repeal Surrey Land Use and Development Applications Fees Imposition By-law, 1993, No. 11631, as amended;
- Approve the proposed new Development Application Fees Bylaw, 2016, No. 18641, as generally described in this report and documented in Appendix "I";
- Approve the proposed new Development Permit Procedures and Delegation Bylaw, 2016, No. 18642, as generally described in this report and documented in Appendix "II";
- Approve amendments to Surrey Development Application Procedure By-law, 2011, No. 17409, as amended, as generally described in this report and documented in Appendix "III";
- Approve amendments to Surrey Subdivision and Development By-law, 1986, No. 8830, as amended, as generally described in this report and documented in Appendix "IV";
- Approve amendments to Surrey Building Bylaw, 2012, No. 17850, as amended, as generally described in this report and documented in Appendix "V";
- Approve amendments to Surrey Stormwater Drainage Regulation and Charges By-law, 2008, No. 16610, as amended, as generally described in this report and documented in Appendix "VI"; and

- Authorize the City Clerk to bring forward the necessary bylaws for the required readings.

Original signed by
Jean Lamontagne
General Manager
Planning and Development

CS/saw

Attachments:

Appendix "I" Proposed new Development Application Fees Bylaw, 2016, No. 18641

Appendix "II" Proposed new Development Permit Procedures and Delegation Bylaw, 2016
No. 18642

Appendix "III" Proposed amendments to Surrey Development Application Procedure By-law, 2011,
No. 17409

Appendix "IV" Proposed amendments to Surrey Subdivision and Development By-law, 1986,
No. 8830

Appendix "V" Proposed amendments to Surrey Building Bylaw, 2012, No. 17850

Appendix "VI" Proposed amendments Surrey Stormwater Drainage Regulation and Charges
By-law, 2008, No. 16610

**Proposed Amendments to
Surrey Development Application Procedure By-law, 2011, No. 17409, as amended**

The following amendments are proposed to Surrey Development Application Procedure By-law, 2011, No. 17409, as amended:

1. Amend page 1, Section (c), by deleting the words "Part 26 of the Local Government Act, R.S.B.C. 1996, c.323" and replacing it with "Part 14 of the Local Government Act, R.S.B.C. 2015, c. 1"
2. Amend page 1, Intent of By-law, Section (c), by deleting the words "development permit";
3. Amend page 2, Contents, Part 3, Development Permits, by deleting the words "Council Approval" and "Form of Development Permit" and replacing them both with the word "Deleted";
4. Amend page 3, Part 1, Introductory Provisions, Definitions, as follows:
 - (a) under the definition for "Agricultural Land Reserve", by deleting the words "R.S.B.C. 1996, c. 10" and replacing them with "S.B.C. 2002, c.36";
 - (b) under the definition for "Local Government Act", by deleting the words "1996, c.323" and replacing them with "2015, c.1"; and
 - (c) under the definition for "Official Community Plan" by deleting the words "1996, No. 12900" and replacing them with "2013, No. 18020";
5. Amend page 5, Part 2, Development Applications, Development Application Form, by deleting the words "a development permit for property" and replacing them with "deleted";
6. Amend page 5, Part 2, Development Applications, Development Application Fees, by deleting the words "Surrey Land Use and Development Applications Fees Imposition By-law, 1993, No. 11631" and replacing them with "Development Application Fees Bylaw, 2016, No. *****"
7. Amend page 5, Part 3, Development Permits, as follows:
 - (a) by deleting the content under Section "Council Approval" and replacing it with the word "Deleted"; and
 - (b) by deleting the content under Section "Form of Development Permit" and replacing it with the word "Deleted";
8. Delete Schedule "A".

**Proposed Amendments to
Surrey Subdivision and Development By-law, 1986, No. 8830, as amended**

The following amendments are proposed to Surrey Subdivision and Development Bylaw, 1996, No. 8830, as amended:

- **Part III – Dedication of Parkland** (page 12)

Amend Part III – Dedication of Parkland, by deleting Section 13. Parkland Dedication and replacing it with a new Section 13. Parkland Dedication, as follows:

"The subdivider shall dedicate, without compensation, up to five percent (5%) of the land proposed for subdivision for parkland at the locations required by the Approving Officer, in accordance with the Parks and Greenways Network maps and with the parkland dedication policies contained in the Surrey Official Community Plan, 2013, No. 18020, as amended".

**Proposed Amendments to
Surrey Building Bylaw, 2012, No. 17850, as amended**

The following amendments are proposed to Surrey Building Bylaw, 2012, No. 17850, as amended:

- **Part 18 – Moving of a Building** (pages 21 and 23)

Amend Sections 92.(b)(ii) and 92.(c), by deleting the words "1996, No. 12900" and replacing them with "2013, No. 18020".

**Proposed Amendments to
Surrey Stormwater Drainage Regulation and Charges By-law, 2008, No. 16610, as amended**

The following amendments are proposed to Surrey Stormwater Drainage Regulation and Charges Bylaw, 2008, No. 16610, as amended:

- **Part 2 – Definitions** (page 5)

Amend the definition of "Official Community Plan" by deleting the words "1996, No. 12900" and replacing them with "2013, No. 18020".

CITY OF SURREYBYLAW NO. 18641

A bylaw to impose fees for rezoning, subdivision and development applications.

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WHEREAS pursuant to the authority of Section 462 of the *Local Government Act*, R.S.B.C. 2015, c. 1, as amended, the Council of the City of Surrey may, by Bylaw, impose fees to cover the costs of processing applications to rezone, subdivide or develop property;

NOW, THEREFORE, the Council of the City of Surrey, ENACTS AS FOLLOWS:

TITLE

- A. This Bylaw may be cited for all purposes as "Development Application Fees Bylaw, 2016, No. 18641".

PROVISIONS

- B. Fees, and any applicable taxes, shall apply for the following applications at the time of submission:

| APPLICATION TYPE | APPLICATION FEE |
|--|---------------------------|
| 1. REZONING <i>Single Family or Duplex Zones</i> | \$2,877 |
| 1.1 The following additional fees apply: | |
| ZONE | ADDITIONAL FEES* |
| RA, RA-G, RH, RH-G, RC, RF-O, RF, RF-SS, RF-G, RF-12, RF-12C, RF-10, RF-10S, RF-9, RF-9C, RF-9S, RF-SD | + \$100 / lot |
| RM-D | + \$100 / dwelling unit |
| * (a) LOT: Fees are calculated for each proposed lot included in the rezoning. (b) DWELLING UNIT: Fees are calculated on the maximum number of proposed dwelling units (excluding secondary suite dwelling units). (c) EXTRAS: Fees in Sections 9 and 18 may apply. | |
| 2. REZONING <i>Multiple Residential Zones</i> | \$3,989 |
| 2.1 The following additional fees apply: | |
| ZONE | ADDITIONAL FEES* |
| RM-M, RM-10, RM-15, RM-23 | + \$48.00 / dwelling unit |
| RM-30 | + \$42.00 / dwelling unit |
| RM-45 | + \$33.00 / dwelling unit |
| RM-70, RM-135, RMC-135, RMC-150 | + \$0.16 / square metre |
| * (a) DWELLING UNIT: Fees are calculated on the maximum number of dwelling units allowed (including applicable amenity density increases) for the proposed zone. (b) SQUARE METRE: Fees are calculated on floor area of the maximum allowable density (including applicable amenity density increases). (c) EXTRAS: Fees in Sections 9 and 18 may apply. | |

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| 3. REZONING <i>Multiple Residential Special Care Zones</i> | \$2,877 |
| 3.1 The following additional fees apply: | |
| ZONE | ADDITIONAL FEES* |
| RMS-1, RMS-1A, RMS-2 | + \$0.13 / square metre |
| * (a) <i>SQUARE METRE: Fees are calculated on floor area of the maximum allowable density (including applicable amenity density increases).</i> (b) <i>EXTRAS: Fees in Sections 9 and 18 may apply.</i> | |
| 4. REZONING <i>Institutional Zones</i> | \$2,877 |
| 4.1 The following additional fees apply: | |
| ZONE | ADDITIONAL FEES* |
| PC | + \$238 / hectare |
| PI, PA-1, PA-2 | + \$0.03 / square metre |
| * (a) <i>HECTARE: Fees are calculated on the total land area included in the rezoning.</i> (b) <i>SQUARE METRE: Fees are calculated on floor area of the maximum allowable density (including applicable amenity density increases).</i> (c) <i>EXTRAS: Fees in Sections 9 and 18 may apply.</i> | |
| 5. REZONING <i>Commercial Zones</i> | \$3,989 |
| 5.1 The following additional fees apply: | |
| ZONE | ADDITIONAL FEES* |
| C-4, C-5 | + \$0.28 / square metre |
| C-8, C-8A, C-8B | + \$0.26 / square metre |
| C-15 | + \$0.21 / square metre |
| C-35 | + \$0.16 / square metre |
| CHI | + \$0.09 / square metre |
| CG-1, CG-2 | + \$0.74 / square metre |
| CTA | + \$0.46 / square metre |
| CCR | + \$0.24 / square metre |
| CPR, CPG, CPM | + \$352 / hectare to a maximum of 42 hectares |
| * (a) <i>SQUARE METRE: Fees are calculated on floor area of the maximum allowable density (including applicable amenity density increases).</i> (b) <i>HECTARE: Fees are calculated on the total land area included in the rezoning.</i> (c) <i>EXTRAS: Fees in Sections 9 and 18 may apply.</i> | |
| 6. REZONING <i>Industrial Zones</i> | \$3,989 |
| 6.1 The following additional fees apply: | |
| ZONE | ADDITIONAL FEES* |
| IL, IL-1 | + \$0.10 / square metre |
| IB-1, IB-2, IB-3 | + \$0.06 / square metre |
| IH | + \$0.10 / square metre |
| IA | + \$0.14 / square metre |
| * (a) <i>SQUARE METRE: Fees are calculated on floor area of the maximum allowable density (including applicable amenity density increases).</i> (b) <i>EXTRAS: Fees in Sections 9 and 18 may apply.</i> | |
| 7. REZONING <i>Agricultural Zones</i> | \$2,877 |

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| 7.1 The following additional fees apply: | |
| ZONE | ADDITIONAL FEES* |
| A-1 | + \$238 / hectare to a maximum of 4 hectares |
| A-2 | + \$359 / hectare to a maximum of 4 hectares |
| <p>* (a) <i>HECTARE: Fees are calculated on the total land area included in the rezoning.</i> (b) <i>EXTRAS: Fees in Sections 9 and 18 may apply.</i></p> | |
| 8. REZONING <i>Comprehensive Development Zones</i> | \$5,083 |
| 8.1 The following additional fees apply: | |
| DEVELOPMENT TYPE | ADDITIONAL FEES* |
| SINGLE FAMILY | + \$136 / lot |
| MULTIPLE RESIDENTIAL AND/OR ALL OTHER USES (Sites up to 10 hectares) Residential Portion AND/OR Non-Residential Portion | + \$0 / hectare AND + \$84.00 / dwelling unit AND/OR + \$0.28 / square metre |
| MULTIPLE RESIDENTIAL AND/OR ALL OTHER USES (Sites greater than 10 hectares) Residential Portion AND/OR Non-Residential Portion | + \$339 / hectare to a maximum of 40 hectares AND + \$84.00 / dwelling unit AND/OR + \$0.28 /square metre |
| <p>* (a) <i>LOT: Fees are calculated for each proposed lot included in the rezoning.</i> (b) <i>HECTARE: Fees are calculated on the total land area included in the rezoning.</i> (c) <i>DWELLING UNIT: Fees are calculated on the maximum number of dwelling units allowed (including applicable amenity density increases) for the proposed zone.</i> (d) <i>SQUARE METRE: Fees are calculated on floor area of the maximum allowable density (including applicable amenity density increases).</i> (e) <i>EXTRAS: Fees in Sections 9 and 18 may apply.</i></p> | |
| 9. REZONING SURCHARGE | BY NCP OR INFILL AREA |
| <p>Rezoning surcharge fees are in addition to the rezoning application fee. Surcharges reflect the costs of preparing Neighbourhood Concept Plans (NCP) and related traffic impact studies and include a fifteen percent (15%) repayment administration fee. Surcharges apply to all sites within the Neighbourhood Concept Plans or Infill Areas listed below.</p> | |
| The following additional rezoning surcharge fees apply: | |
| NCP OR INFILL AREA | SURCHARGE FEES* |
| NORTH CLOVERDALE EAST NCP See MAP 1 | Residential Uses: + \$77.00 / lot or dwelling unit All Other Uses: + \$770.00 / hectare |
| NORTH CLOVERDALE WEST NCP See MAP 2 | Residential Uses: + \$142.78 / lot or dwelling unit All Other Uses: + \$1,420.78 / hectare |
| EAST NEWTON NORTH NCP See MAP 3 | Residential Uses: + \$136.47 / lot or dwelling unit All Other Uses: + \$1,360.47 / hectare |
| WEST NEWTON SOUTH NCP See MAP 4 | Residential Uses: + \$84.62 / lot or dwelling unit All Other Uses: + \$840.62 / hectare |
| ROSEMARY HEIGHTS CENTRAL NCP See MAP 5 | Residential Uses: + \$59.47 /lot or dwelling unit All Other Uses: + \$590.47 / hectare |
| WEST NEWTON NORTH NCP See MAP 6 | Residential Uses: + \$64.45 / lot or dwelling unit All Other Uses: + \$640.45 / hectare |

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| WEST CLOVERDALE SOUTH NCP See MAP 7 | Residential Uses: + \$116.36 / lot or dwelling unit All Other Uses: + \$1,160.36 / hectare |
| ROSEMARY HEIGHTS WEST NCP See MAP 8 | Residential Uses: + \$85.70 / lot or dwelling unit All Other Uses: + \$850.70 / hectare |
| EAST NEWTON SOUTH NCP See MAP 9 | Residential Uses: + \$68.87 / lot or dwelling unit All Other Uses: + \$680.87 / hectare |
| WEST CLOVERDALE NORTH NCP See MAP 10 | Residential Uses: + \$146.71 / lot or dwelling unit All Other Uses: + \$1,460.71 / hectare |
| EAST CLAYTON NCP EXT. NORTH OF 72 AVE; See MAP 11 | Residential Uses: + \$60.64 / lot or dwelling unit All Other Uses: + \$600.64 / hectare |
| ANNIE DALE-TYNEHEAD NCP See MAP 12 | Residential Uses: + \$86.46 / lot or dwelling unit All Other Uses: + \$860.46 / hectare |
| FLEETWOOD ENCLAVE INFILL AREA See MAP 13 | Residential Uses: + \$399.27 / lot or dwelling unit All Other Uses: + \$3,990.27 / hectare |
| WEST CLAYTON NCP See MAP 14 | Residential Uses: + \$74.11 / lot or dwelling unit All Other Uses: + \$740.11 / hectare |
| * (a) LOT: Fees are calculated for each proposed lot included in the rezoning. (b) DWELLING UNIT: Fees are calculated on the maximum number of dwelling units allowed (including applicable amenity density increases) for the proposed zone. | |
| 10. OFFICIAL COMMUNITY PLAN AMENDMENT <i>With or Without a Rezoning</i> | \$2,388 |
| 10.1 The following additional fees apply: | |
| AMENDMENT TYPE | ADDITIONAL FEES* |
| LAND USE DESIGNATION AMENDMENT | + \$956 per hectare |
| * (a) HECTARE: Fees are calculated on the total land area included in the Official Community Plan Land Use Designation amendment. (b) EXTRAS: Fees in Section 18 may apply. | |
| 11. NEIGHBOURHOOD CONCEPT PLAN AMENDMENT <i>Approved NCPs involving changes in Use, Density or Financial Allocations or any combination thereof</i> | \$2,388 |
| 12. NEIGHBOURHOOD CONCEPT PLAN AMENDMENT <i>Approved NCPs not involving changes in Use, Density or Financial Allocations or any combination thereof</i> | \$1,236 |
| 13. LAND USE CONTRACT AMENDMENT* <i>Existing Land Use Contracts involving changes to Use or Density</i> | BY LAND USE TYPE |
| LAND USE TYPE | |
| SINGLE FAMILY OR DUPLEX | \$2,388 |
| MULTIPLE RESIDENTIAL | \$3,338 |
| INSTITUTIONAL | \$2,388 |
| COMMERCIAL OR INDUSTRIAL | \$3,338 |
| AGRICULTURAL | \$2,388 |
| RECREATIONAL | \$3,338 |

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| ANY COMBINATION OF LAND USE TYPES | \$4,779 |
| * (a) EXTRAS: Fees in Section 18 may apply. | |
| 14. LAND USE CONTRACT AMENDMENT <i>Existing Land Use Contracts NOT involving changes to Use or Density</i> | BY APPLICATION TYPE |
| APPLICATION TYPE | |
| USING A DEVELOPMENT VARIANCE PERMIT | See Section 19 |
| USING A DEVELOPMENT PERMIT | See Section 20.1 |
| MINOR AMENDMENTS NOT REQUIRING COUNCIL APPROVAL BUT REQUIRING APPROVAL FROM THE PLANNING GENERAL MANAGER OR A BUILDING INSPECTOR | \$299 |
| 15. LAND USE CONTRACT DISCHARGE | |
| <i>With a Rezoning</i> | \$0* |
| <i>Without a Rezoning</i> | \$600 |
| * (a) EXTRAS: Additional fees in Section 18 may apply. | |
| 16. TEMPORARY USE PERMIT | \$1,657 |
| 17. PUBLIC INFORMATION MEETING FEE | \$400 |
| 18. PUBLIC HEARING FEE* | |
| When a Public Hearing is required, the following fees apply: | |
| 18.1 FIRST PUBLIC HEARING Required for: Rezoning, Official Community Plan Amendment, Land Use Contract Amendment or Discharge, Liquor License, Gaming License, Heritage Revitalization Agreement, Heritage Alteration Permit or Heritage Covenant Applications OR Any combination of the above | \$1,105 |
| 18.2 ADDITIONAL PUBLIC HEARINGS As determined by the City of Surrey | \$1,105 |
| * (a) REFUNDS: In the event that an application does not proceed to a Public Hearing for any reason, the Public Hearing Fee, as paid, may be refunded at the written request of the applicant, provided that preparation for the Public Hearing has not already commenced. | |
| 19. DEVELOPMENT VARIANCE PERMIT | |
| <i>General</i> | \$1,311 |
| <i>Land Use Contract Amendment</i> (Not for Use or Density) | \$1,311 |
| <i>Crescent Beach Building Elevation Relaxation</i> | \$732 |
| <i>Tree Retention</i> | \$0 |
| 20. DEVELOPMENT PERMIT | |

| 20.1 NEW APPLICATIONS | |
|---|--|
| <i>Form and Character</i> | \$2,877* |
| * (a) EXTRAS: Additional fees in Section 20.3 also apply. | |
| <i>Hazard Lands</i> | \$0 (With a Form and Character Development Permit) (See also: Section 21.1) |
| <i>Sensitive Ecosystems</i> | |
| <i>Farm Protection</i> | |
| <i>Any Combination</i> | |
| <i>Comprehensive Sign Design Package</i> | \$1,619 |
| <i>Land Use Contract Amendment</i> (For anything other than Use or Density) | \$1,311 |
| 20.2 AMENDMENT APPLICATIONS | |
| <i>For Previously Issued Development Permits Including Signs with Variances</i> (Signs without Variances – See Section 21.2) | \$2,877 |
| 20.3 For NEW Form and Character Applications only, the following additional fees apply: | |
| ZONE | ADDITIONAL FEES* |
| RC | + \$100.00 / dwelling unit |
| RM-D, RM-M, RM-10 | + \$79.00 / dwelling unit |
| RM-15, RM-23 | + \$79.00 / dwelling unit |
| RM-30 | + \$69.00 / dwelling unit |
| RM-45 | + \$56.00 / dwelling unit |
| RM-70 | + \$0.30 / square metre |
| RM-135 | + \$0.30 / square metre |
| RMC-135 | + \$0.30 / square metre |
| RMC-150 | + \$0.30 / square metre |
| RMS-1, RMS-1A, RMS-2 | + \$1.06 / square metre |
| C-4, C-5 | + \$0.82 / square metre |
| C-8, C-8A, C-8B | + \$0.82 / square metre |
| C-15 | + \$0.82 / square metre |
| C-35 | + \$0.46 / square metre |
| CHI | + \$0.73 / square metre |
| CG-1, CG-2 | + \$0.82 / square metre |
| CCR | + \$0.82 / square metre |
| CPG, CPM, CPR (less than 2 hectares) | + \$0.30 / square metre |
| CPG, CPM, CPR (more than 2 hectares) | + \$238 per hectare (maximum 40 hectares) |
| IL, IL-1 | + \$0.74 / square metre |
| IB, IB-1, IB-2, IB-3, IP (2) | + \$0.74 / square metre |
| IH | + \$0.74 / square metre |

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| I-4 | + \$1.12 / square metre |
| IA | + \$0.74 / square metre |
| CD (Sites up to 10 Hectares) | \$0 / hectare AND + \$0.80 / square metre AND + \$84.00 / dwelling unit |
| CD (Sites Greater than 10 Hectares) | + \$339 / hectare to a maximum of 40 hectares AND + \$0.80 / square metre AND + \$84.00 / dwelling unit |
| CTA** | + \$0.82 / square metre** AND + \$15.39 / pad** |
| <p>* (a) DWELLING UNIT: Fees are calculated on the number of proposed dwelling units. (b) SQUARE METRE: Fees are based on the total proposed floor area of all buildings. (c) HECTARE: Fees are based on total site area subject to the application.</p> <p>** (a) SQUARE METRE: Fees are based on the total proposed floor area of permanent buildings and structures. (b) PAD: Fees are calculated for each proposed trailer pad and/or mobile home pad.</p> | |
| 21. DEVELOPMENT PERMIT - DELEGATED | |
| 21.1 NEW APPLICATIONS | |
| Hazard Lands | \$1,508 (Without a Form and Character Development Permit) |
| Sensitive Ecosystems | |
| Farm Protection | |
| Any Combination | |
| Surface Parking Lots | \$600 |
| New Free-Standing Signs | |
| Sign Design Package | \$600 |
| 21.2 AMENDMENT APPLICATIONS | |
| For Previously Issued Development Permits (Excluding Signs) | \$1,304 |
| For Previously Issued Development Permits (Signs Only with no concurrent Variance) | \$299 |
| 21.3 APPLICATION SURCHARGE | |
| Forwarding a Delegated Development Permit Application to Council | \$1,000 |
| 22. SUBDIVISION | |
| Creating One or More New Lots Includes: Other Subdivision Types, for example, Lot Line Adjustments, Bare Land Strata and Long Term Lease Approvals | \$2,082 + \$101 per lot to be created |
| Air Space | \$5,219 + \$101 per lot to be created |
| Strata Conversions or Amendments | \$809 |

| | |
|---|--|
| <i>Phased Strata</i> | |
| <i>Form P Approval</i> | \$842 |
| <i>Form P Amendment</i> | \$375 |
| <i>Plan Approval</i> | \$375 |
| <i>Lot Consolidation</i> Where no additional lot is created | \$1,742 |
| <i>Preliminary Layout Approval Extension</i> | 25% of the original subdivision application fee for which the extension is requested |
| <i>Preliminary Layout Approval Amendment</i> | \$378 (When changes are initiated by the Applicant) |
| 23. AGRICULTURE LAND RESERVE <i>Inclusion, Exclusion, Subdivision, Non-Farm Use, Place Fill/Remove Soil and/or Transportation, Utility and Recreation Trail Uses</i> | Fees Collected by City of Surrey on behalf of the Agricultural Land Commission |
| 24. LIQUOR LICENCE | \$1,691 |
| 25. GAMING LICENCE | \$1,691 |
| 26. HERITAGE REVITALIZATION AGREEMENT HERITAGE ALTERATION PERMIT HERITAGE COVENANT | |
| <i>Initial Application</i> <i>Minor Amendment</i> <i>Major Amendment</i> When application submitted PRIOR TO commencement of restoration work | \$0 |
| <i>Initial Application</i> When work commences WITHOUT a Heritage Protection Instrument <i>Major Amendment</i> When application submitted AFTER commencement of restoration work | \$2,877* |
| * (a) EXTRAS: Fees in Section 18 may also apply. | |
| 27. RESTRICTIVE COVENANT AMENDMENT OR DISCHARGE | |
| <i>Requiring Council Approval</i> | \$754 |
| <i>Not Requiring Council Approval</i> | \$378 |
| 28. SITE PROFILE APPLICATION For all development applications | \$50 |
| 29. ADMINISTRATIVE FEES | |
| <i>Change of Owner</i> Each change identified in a development application | \$300 |
| <i>Change of Authorized Agent</i> Each change identified in a development application | \$300 |
| <i>Change of Scope</i> Applies each time after initial submission, for any additional density created or lots added by the change in scope | \$300 Plus the additional per dwelling unit, per lot, per square metre and/or per hectare Rezoning, Development Permit and/or Subdivision fee, as referenced in this Bylaw |

| | |
|--|---------------------|
| <p><i>Mayor and City Clerk Plan Signing</i> For each non-phased strata plan that does not require execution by the Approving Officer but does require execution by the Mayor and City Clerk</p> | <p>\$300</p> |
|--|---------------------|

C. "Surrey Land Use and Development Applications Fees Imposition By-law, 1993, No. 11631", and all amendments thereto is hereby repealed.

PASSED FIRST READING on the th day of , 2016.

PASSED SECOND READING on the th day of , 2016.

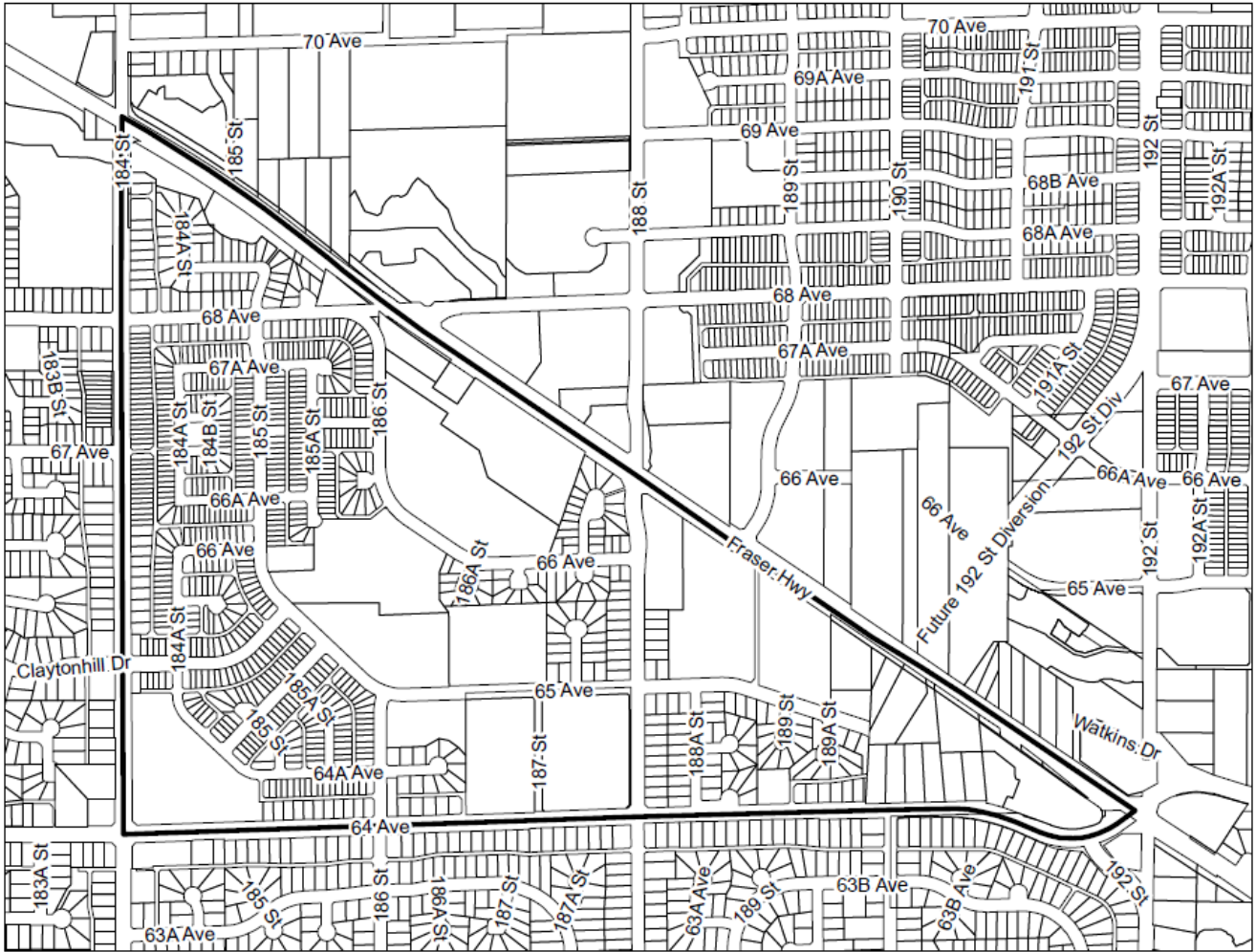
PASSED THIRD READING on the th day of , 2016.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the th day of , 2016.

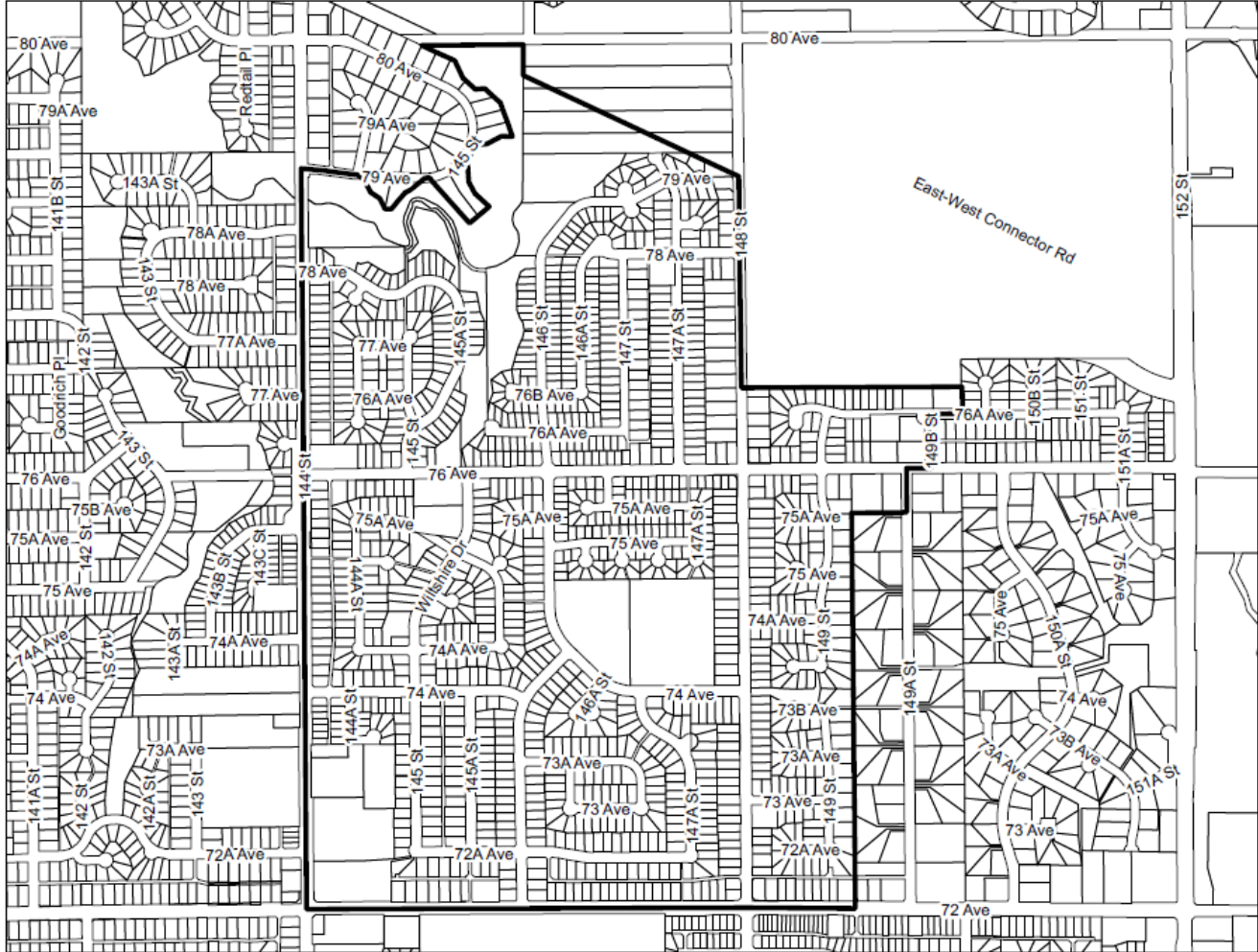
_____MAYOR

_____CLERK

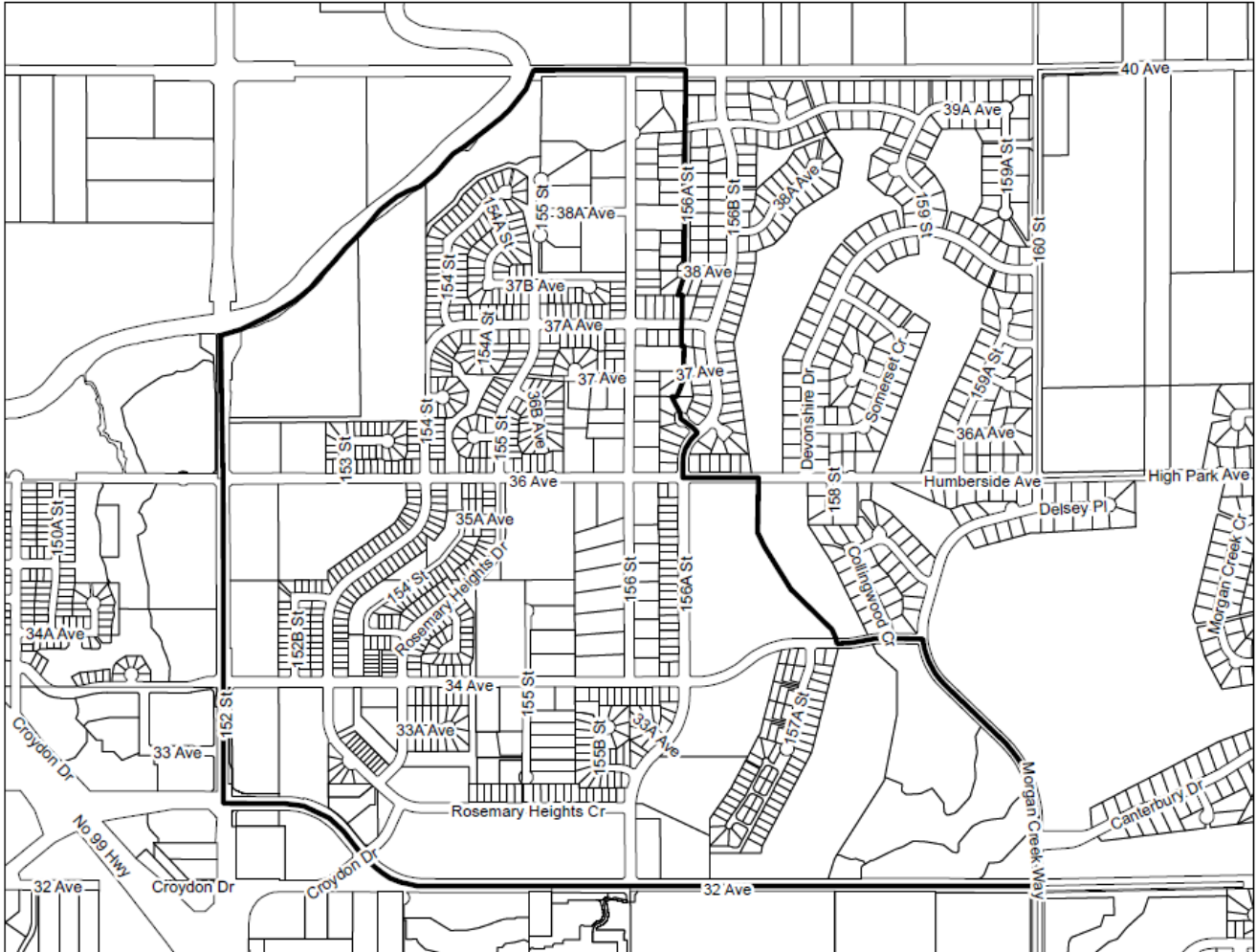
MAP NO. 1
NORTH CLOVERDALE EAST
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



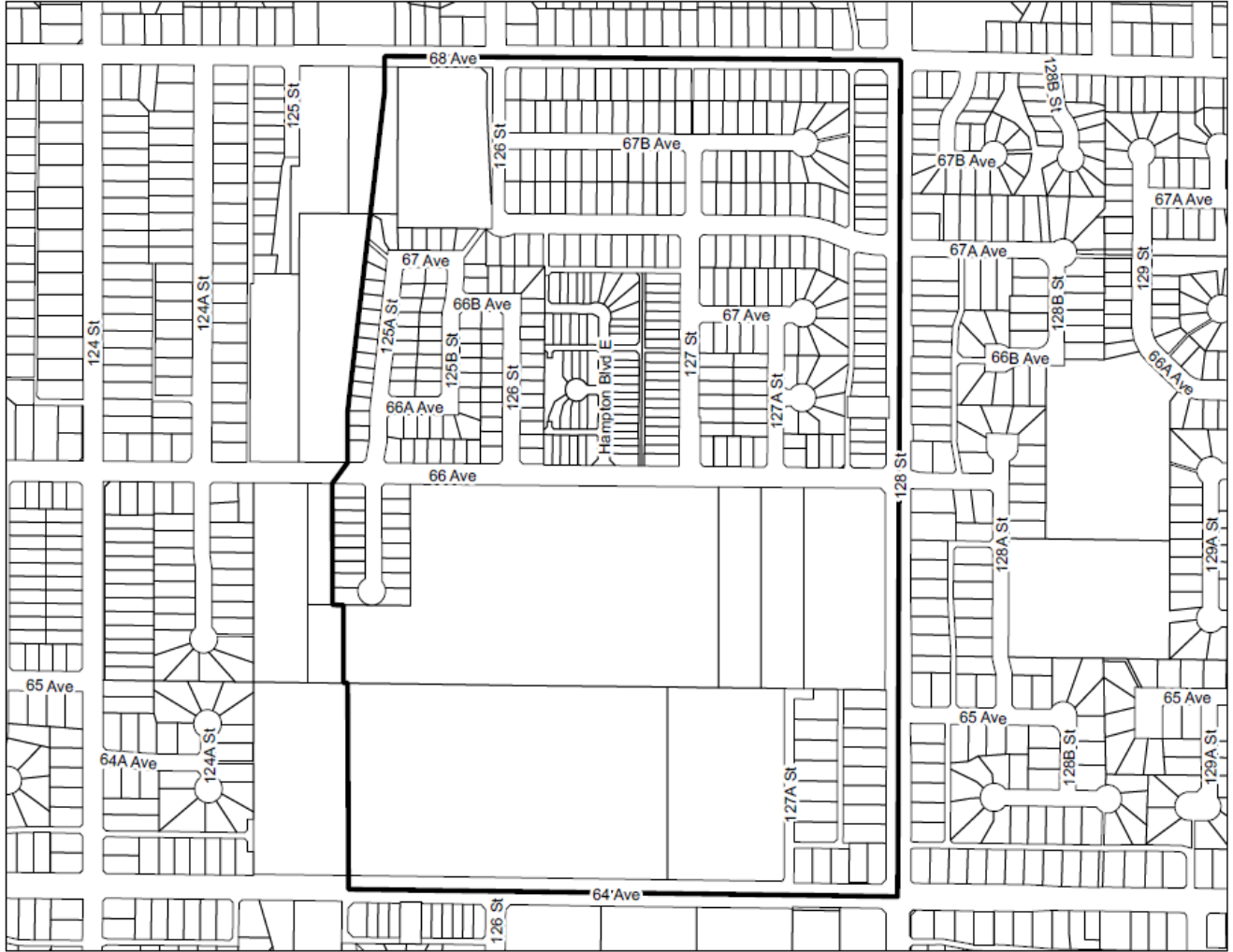
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NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



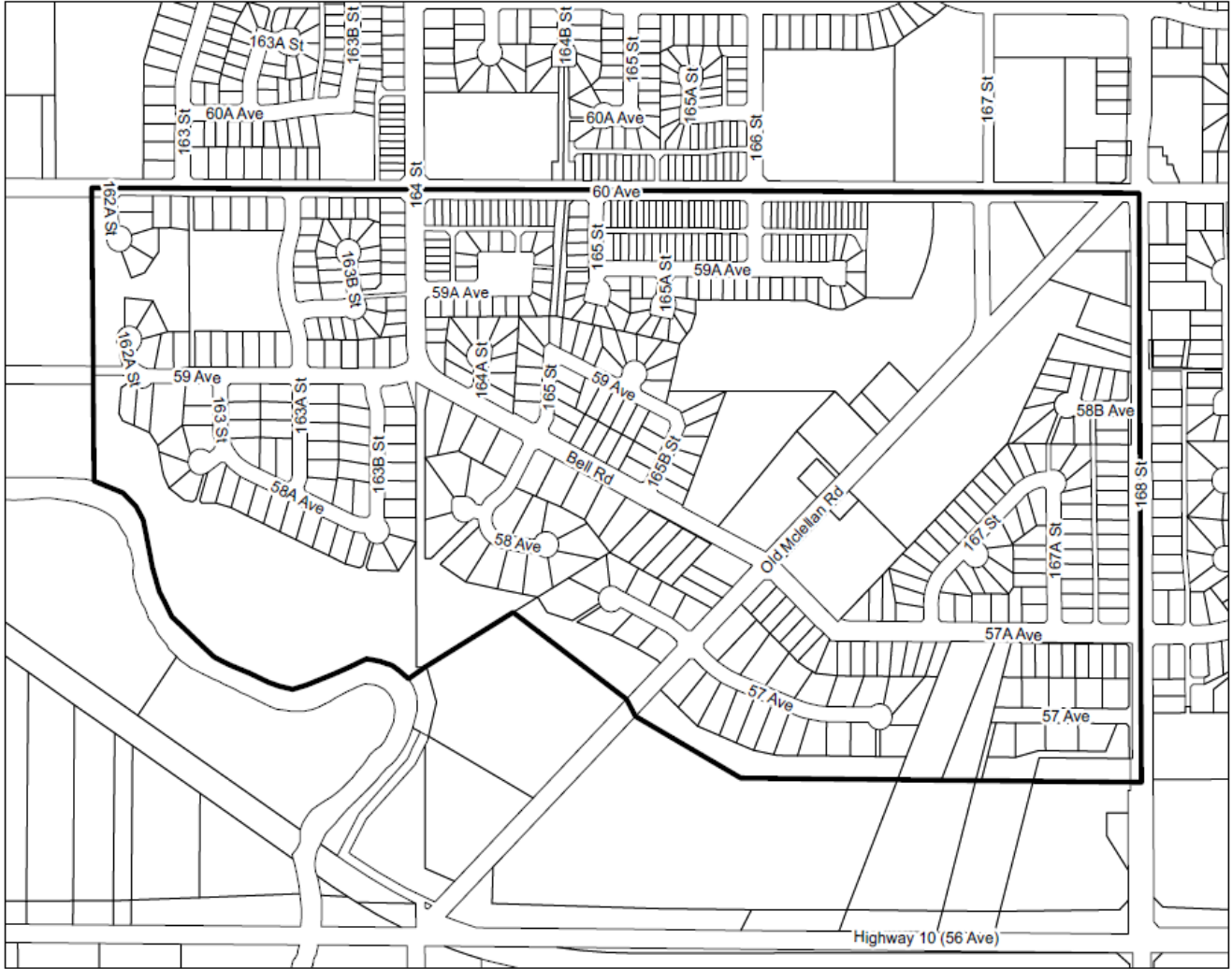
MAP NO. 5
ROSEMARY HEIGHTS CENTRAL
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



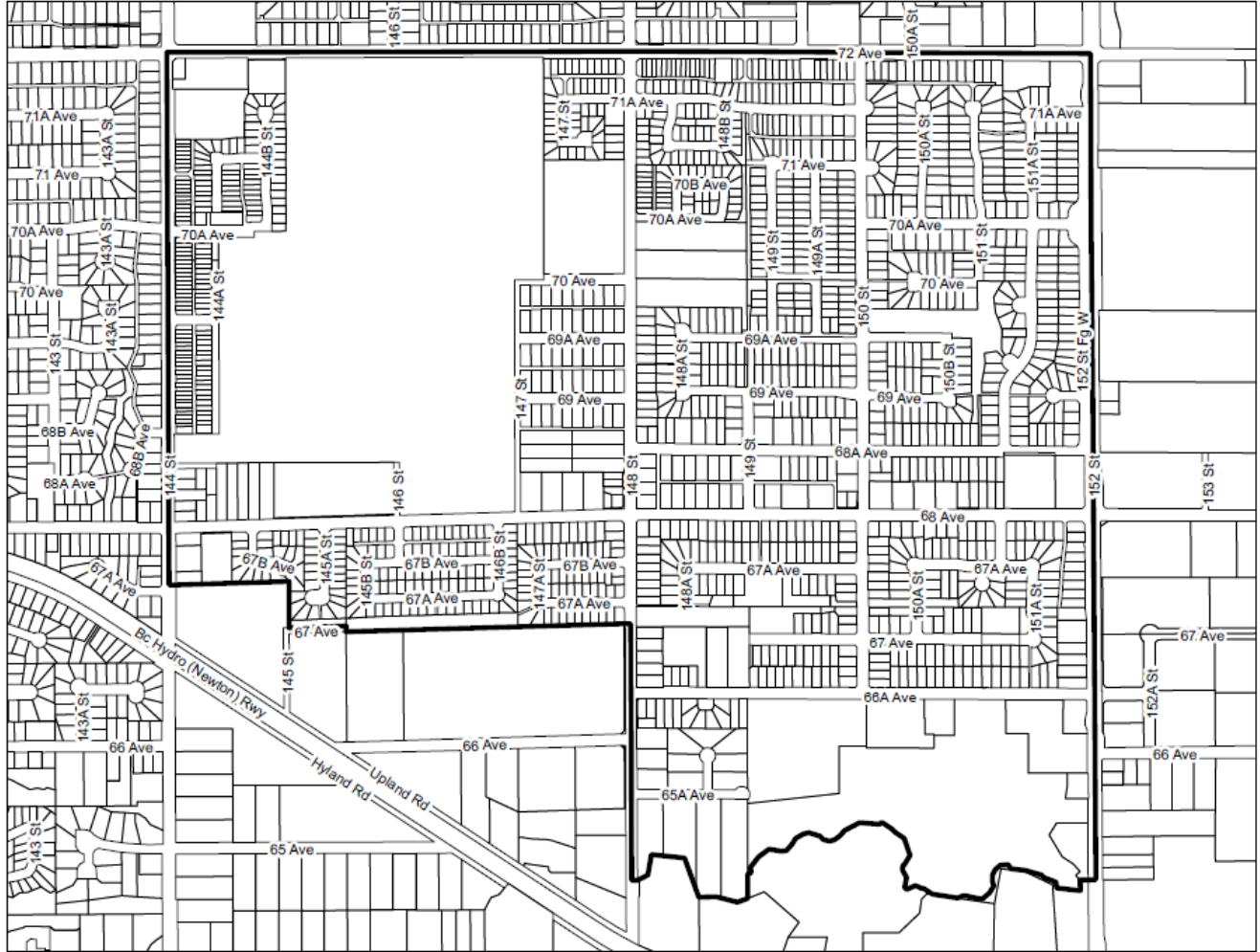
MAP NO. 6
WEST NEWTON NORTH
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



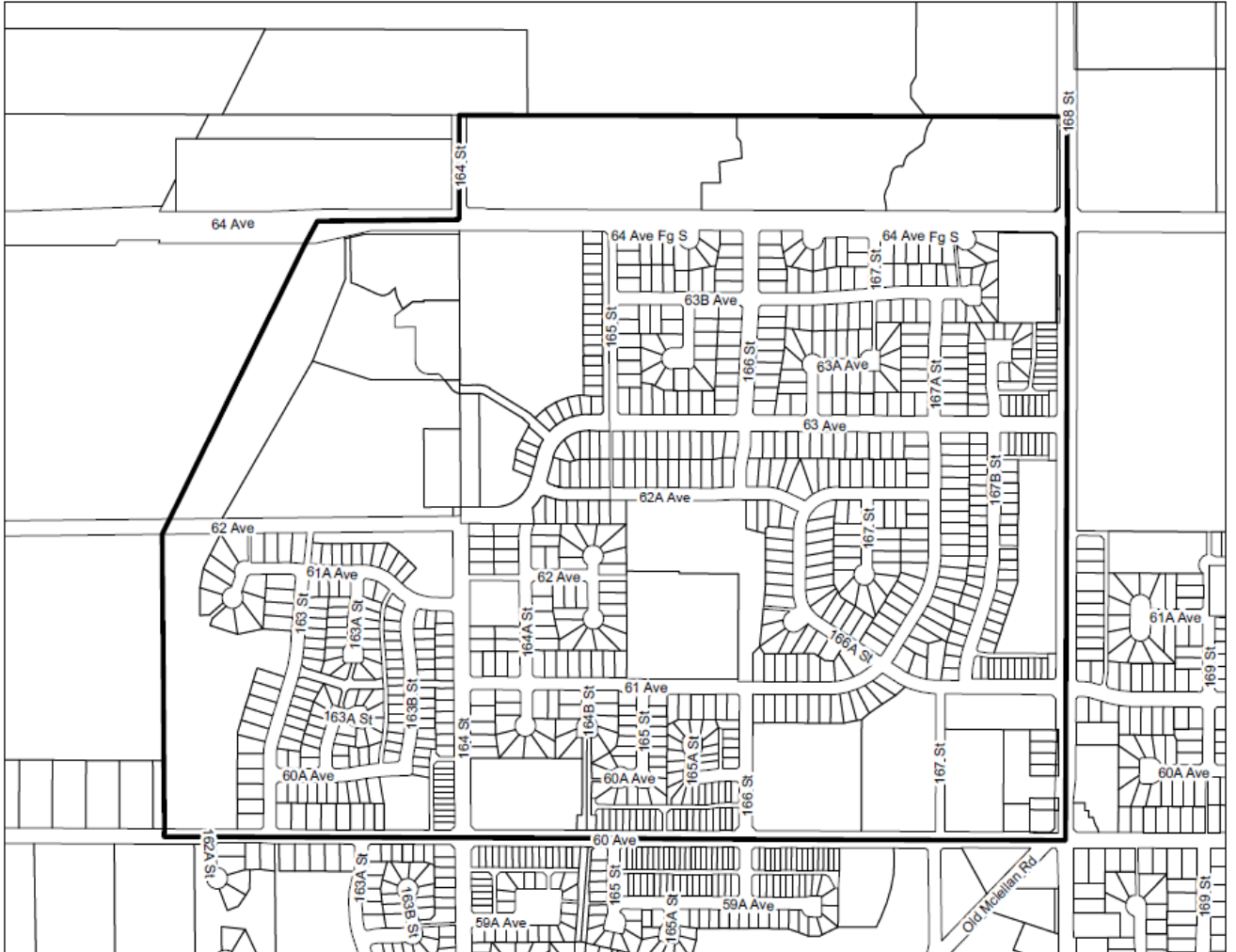
MAP NO. 7
WEST CLOVERDALE SOUTH
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



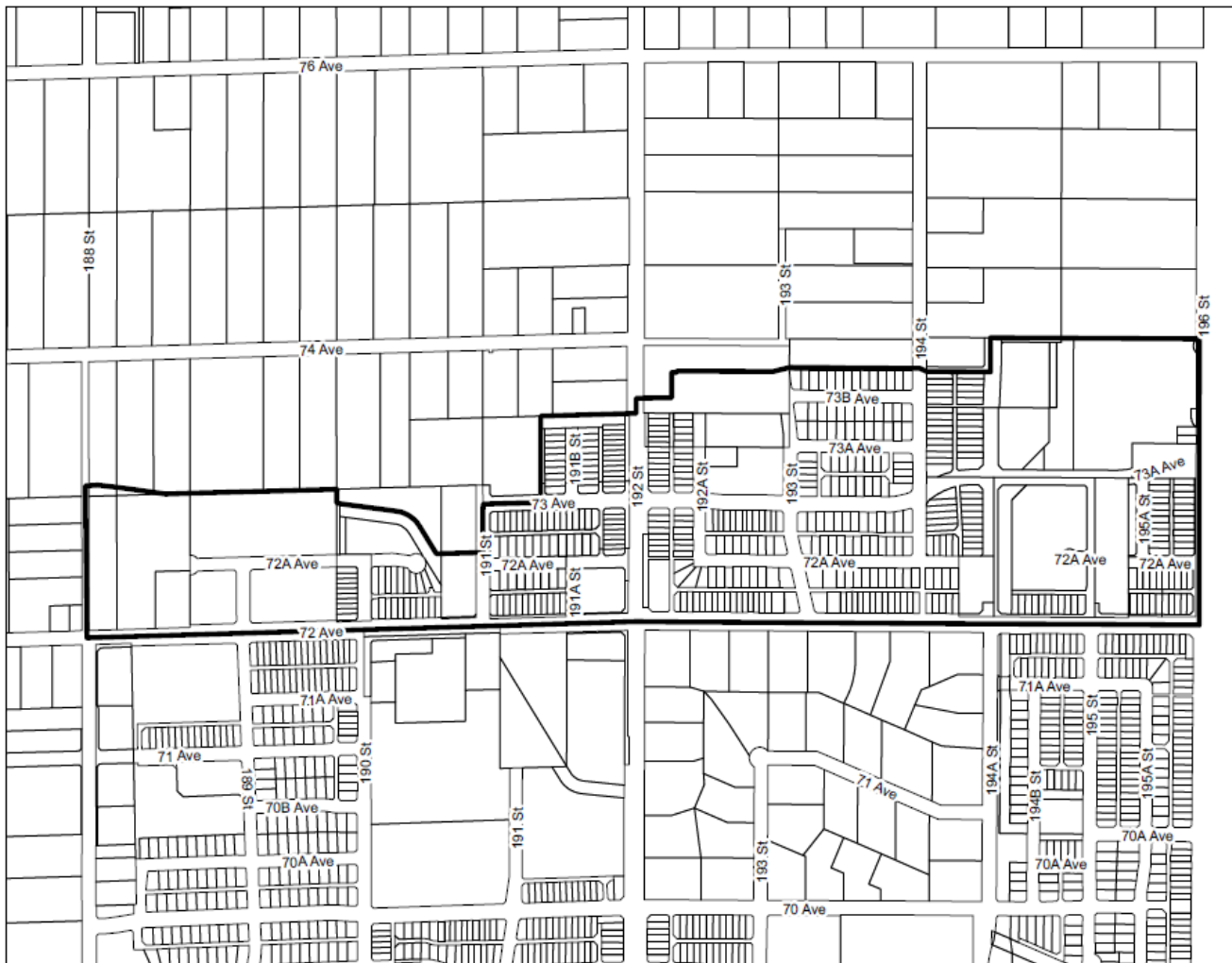
MAP NO. 9
EAST NEWTON SOUTH
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



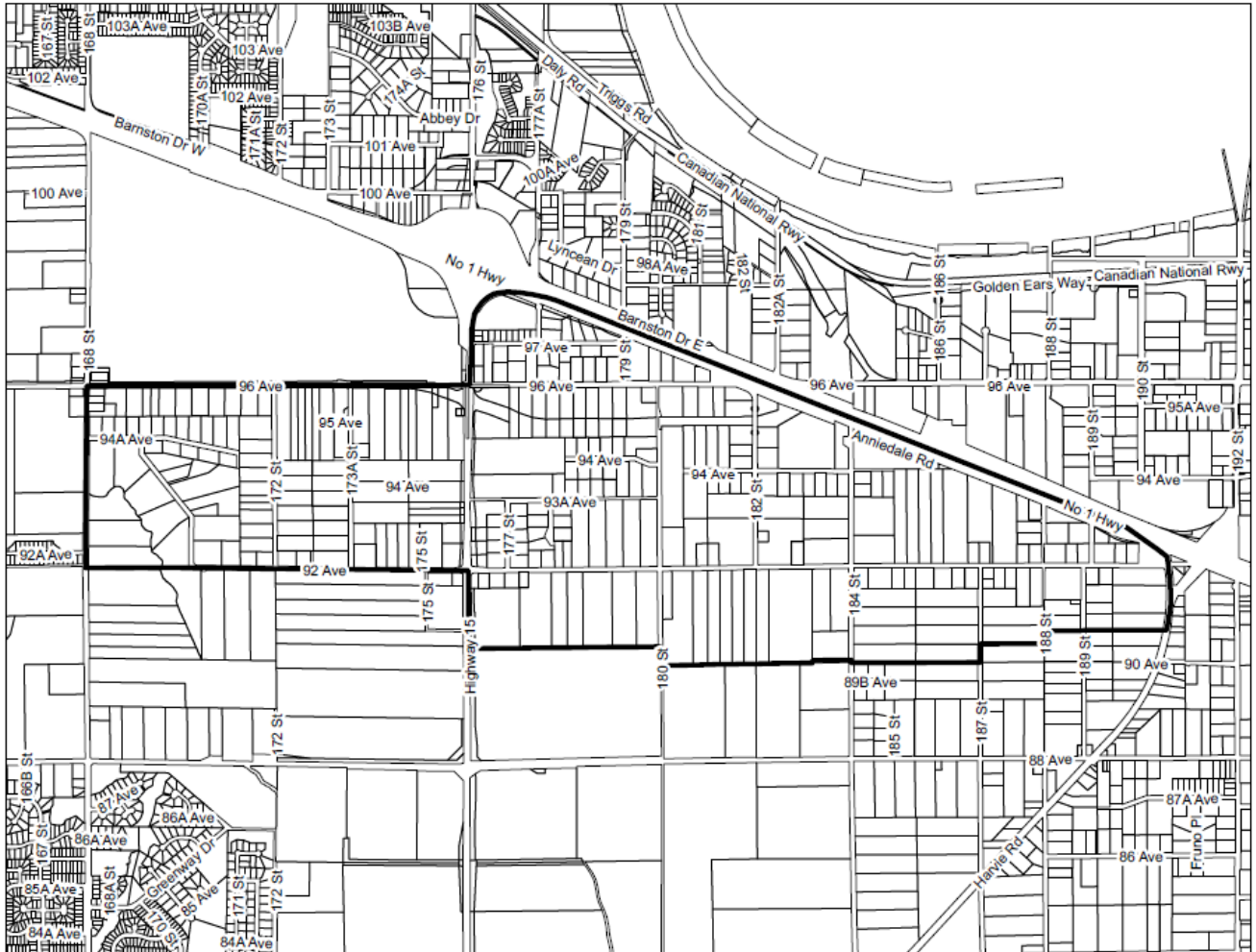
MAP NO. 10
WEST CLOVERDALE NORTH
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



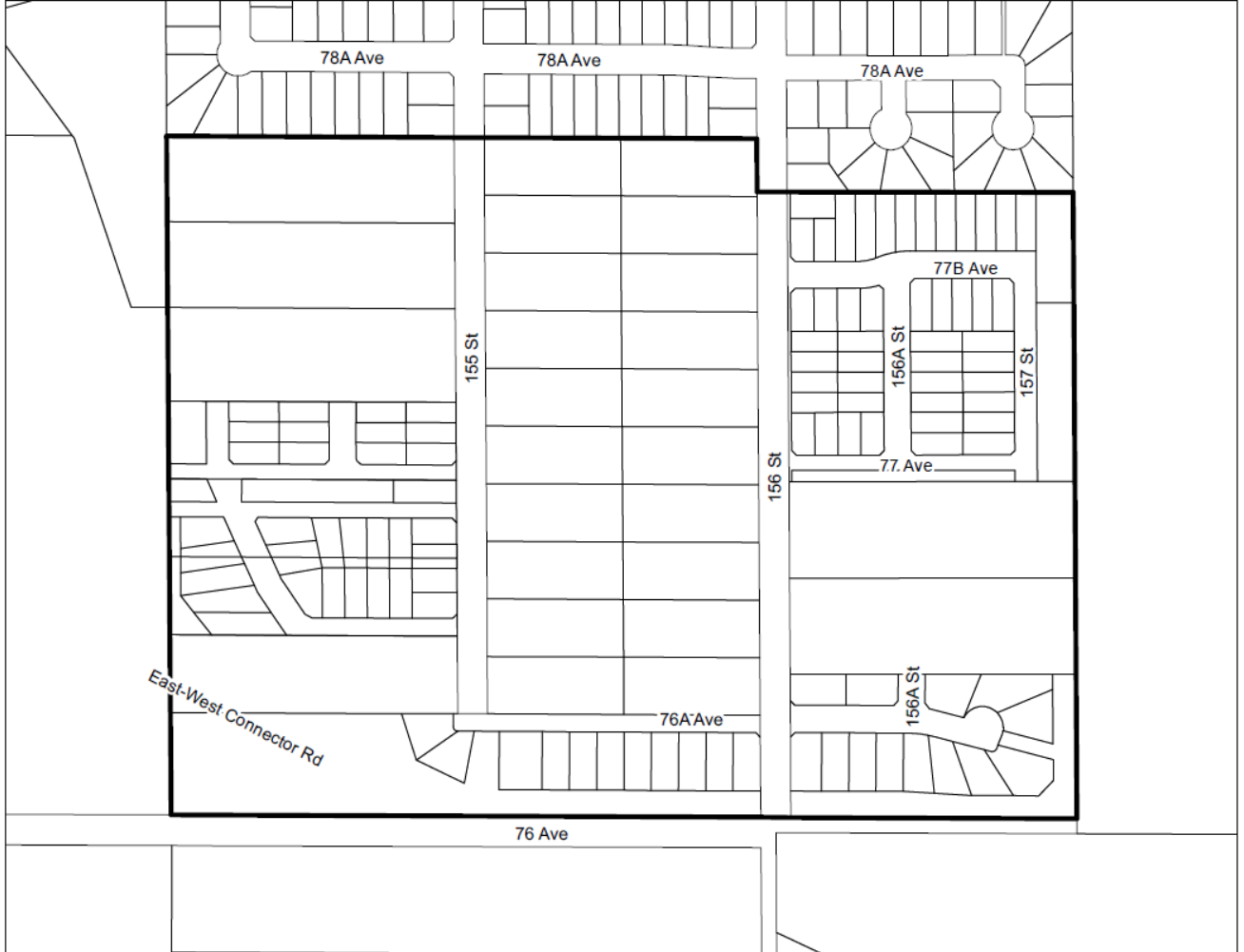
MAP NO. 11
EAST CLAYTON NORTH OF 72 AVENUE EXTENSION
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



MAP NO. 12
ANNIEDALE-TYNEHEAD
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



MAP NO. 13
FLEETWOOD ENCLAVE INFILL AREA PLAN
NEIGHBOURHOOD CONCEPT PLAN
LANDS SUBJECT TO SURCHARGE



CITY OF SURREY

BYLAW NO. 18642

A bylaw to establish procedures for the issuance of development permits and for the delegation of council authority for development permits

.....

WHEREAS pursuant to Section 472 of the *Local Government Act*, the Council of the City of Surrey has adopted an Official Community Plan;

AND WHEREAS Council has designated areas in the Official Community Plan within which Development Permits are required;

AND WHEREAS Council may, by bylaw, establish procedures for the issuance of Development Permits;

AND WHEREAS pursuant to Section 154 of the *Community Charter*, Council may delegate its powers, duties and functions to an officer or employee of the City;

NOW THEREFORE the Council of the City of Surrey, enacts as follows:

TITLE

1. This Bylaw may be cited as "Development Permit Procedures and Delegation Bylaw, 2016, 18642".

INTERPRETATION

2. In this Bylaw:

"Delegated Official" means any one of the General Manager, Planning and Development Department and an approving officer for the City of Surrey;

"Development Permit Area" means a development permit area established in the Official Community Plan and a reference to a named development permit area means a reference to the development permit area so named in the Official Community Plan;

"Development Permit Guidelines" means the development permit guidelines set out in the Official Community Plan and a reference to named development permit guidelines means a reference to the development permit guidelines so named in the Official Community Plan;
and

"Official Community Plan" means "Surrey Official Community Plan Bylaw, 2013, No. 18020".

3. In this Bylaw, any reference to an enactment will be a reference to that enactment as it may be amended or replaced from time to time.

APPLICATIONS

4. Any person, being the owner of land, or having the written permission of the owner, may apply for the issuance of a development permit.
5. All applications must be made on the land development application form made available for that purpose from time to time.

APPLICATION REQUIREMENTS

6. The following material must be included with the application to facilitate the processing of the permit:
 - a) any fee required by the "Surrey Development Applications Fees Bylaw, 2016, No. 18641" and review of the application will only proceed when fees have been paid in full;
 - b) a State of Title of Certificate for the land(s) in question (available from the Land Title and Survey Authority office); and
 - c) a written description, plot plan and/or project plan of the proposed development, as specified within each Development Permit Area in Surrey's Official Community Plan, outlining how the project complies with the Development Permit Guidelines applicable to the proposed development. If the lands in question fall within more than one Development Permit Area, information must be provided indicating compliance with the Guidelines of each separate Development Permit Area.

APPLICATION REVIEW PROCEDURE

7. Upon receiving a properly completed Land Development Application, the Planning and Development Department will review and circulate the application to other City departments, internal committees and to outside agencies, as necessary. Additional information, as identified within each Development Permit Area may be required as part of the application review process, to the satisfaction of the General Manager, Planning and Development Department, or designate.
8. After reviewing the application and receiving the comments requested from other departments, internal committees or outside agencies, the Planning & Development Department will either:
 - a) prepare a report for Council's consideration; or
 - b) consider issuance of the development permit by the Delegated Official, where authorized by this Bylaw.

COUNCIL CONSIDERATION

9. Council may:
 - a) authorize the issuance of a development permit; or
 - b) provide initial approval for the issuance of a development permit subject to the completion of any outstanding issues; or
 - c) provide no decision on the issuance of a development permit but send back to staff to address outstanding issues; or
 - d) require the applicant to provide security in amounts stated in the permit to ensure that any outstanding requirements are satisfied as a condition of the issuance of the permit; or
 - e) deny the application for a development permit.

DELEGATION OF CONSIDERATION OF DEVELOPMENT PERMIT

10. Within the Form and Character Development Permit Area, Council hereby delegates to the Delegated Official, the powers of Council to consider an application for a development permit for the following:
 - a) minor amendments to an existing development permit;
 - b) reissuance or extension of an expired Council-issued development permit;
 - c) free standing signs; and
 - d) sign design packages.
11. For any development within the Hazard Land Development Permit Area that does not also require a Council-approved land development application(s), Council hereby delegates to the Delegated Official, the powers of Council to consider an application for a development permit or issue a minor amendment to an existing development permit.
12. For any development within the Sensitive Ecosystem Development Permit Area that does not also require a Council-approved land development application(s), Council hereby delegates to the Delegated Official, the powers of Council to consider an application for a development permit or issue a minor amendment to an existing development permit.
13. For any development within the Farm Protection Development Permit Area that does not also require a Council-approved land development application(s), Council hereby delegates to the Delegated Official, the powers of Council to consider an application for a development permit or issue a minor amendment to an existing development permit.
14. Where a development permit also includes any variance to the "Surrey Zoning By-law, 1993, No. 12000", "Surrey Sign By-law, 1999, No. 13656", or "Surrey Subdivision and Development By-law, 1986, No. 8830", as amended, authority to consider an application for a development permit will remain with City Council.

15. Where the content of a development permit cannot be agreed upon between the Delegated Official and the applicant, authority to consider an application for a development permit will remain with City Council.

DENIALS, RECONSIDERATIONS AND REAPPLICATIONS

16. Where the Delegated Official has denied a development permit, Council may reconsider the delegated official's decision. Reconsideration may happen with the forwarding of a report for Council's consideration providing details about the application.
17. When a development permit is denied by Council, that application cannot be reconsidered except as follows:
 - a) Within thirty (30) days of the date of denial, a member of Council on the prevailing side, at the next Regular meeting of Council, gives notice of their intention to bring the matter back for reconsideration; or
 - b) Within three (3) months of the date of denial, the majority of Council passes a resolution to rescind the denial and reconsider the application.
18. An application may only be reconsidered by Council once. Where an application is reconsidered and denied, any further development proposals must be the subject of a new application.
19. Where a resolution to approve an application fails to gain the necessary majority of Council, the application will be deemed to be denied.

INACTIVE APPLICATIONS

20. If, in the opinion of the General Manager, Planning and Development, there is no evidence of an applicant actively pursuing the completion of an application, the Planning and Development Department will notify the applicant, by registered letter (to the applicant's address as shown on the application form), of the City's intent to close the application.
21. If another thirty (30) days lapses after the notification in Section 20 has been made without evidence of active pursuit of completion of an application, the General Manager, Planning and Development will do one of the following:
 - a) where an application has already been considered by, send a memo to City Council asking for the application to be closed; or
 - b) where an application has not already been considered by Council, close the application.

PERMIT APPROVAL PROCEDURE

22. Where an application includes commercial or industrial buildings exceeding four thousand five hundred square metres (4,500 m²) in gross floor area within a radius of eight hundred metres (800 m) of the intersection of a controlled access highway and that of another highway, the application will require the approval of the Ministry of Transportation and Infrastructure prior to issuance of the development permit.
23. Where Council passes a resolution to issue a development permit, the date of that resolution will be deemed to be the date of issuance.
24. Where the Delegated Official approves the issuance of a development permit, the date of that approval will be deemed to be the date of issuance.
25. If authorized by Council or approved by the Delegated Official, the Planning and Development Department will prepare the issued development permit and forward it to the City Clerk. The City Clerk will register, in the Land Titles and Survey Authority Office, a notice that the land described in the notice is subject to a development permit.
26. The terms of the development permit, or any amendment to it, will be binding on all persons who acquire an interest in the land affected by the permit.
27. Subject to the terms of the permit, where the holder of the development permit does not substantially commence any construction with respect to that for which the permit was issued within two (2) years of the issue date, the permit lapses.
28. Council, or the Delegated Official, may issue more than one (1) permit for an area of land, and the land must be developed strictly in accordance with the permits issued.

LANDSCAPING

29. Where a development permit also includes landscaping, the following conditions apply:
 - a) Installation and Maintenance:
 - i) The Landscaping, including its installation, must conform to the drawings submitted and approved for which the Development Permit applies;
 - ii) For Form and Character development permits, landscaping must be installed and completed within six (6) months after the date of the final inspection of the buildings and structures referred to in the drawings attached to and forming part of the development permit;
 - iii) For Hazard Land, Sensitive Ecosystem and Farm Protection development permits, landscaping must be installed and completed prior to the issuance of a building permit;

- iv) Landscaping shall be maintained in good order according to the type and purpose of planting specified, attached to and forming part of the development permit, and shall be maintained for the period of time specified in the development permit.
- b) Security:
- i) Security must be submitted prior to the installation of any landscaping;
 - ii) Security collected for Form and Character development permits, or for that portion of a development permit pertaining to a Form and Character component, must be submitted prior to the issuance of the building permit to ensure satisfactory completion of the landscaping required for which the development permit applies;
 - iii) Security collected for Hazard Land, Sensitive Ecosystem and Farm Protection development permits or for that portion of a development permit pertaining to Hazard Land, Sensitive Ecosystem and Farm Protection components, must be submitted prior to the issuance of a development permit to ensure satisfactory completion of the landscaping required for which the development permit applies;
 - iv) If applicable, security amounts required for each phase will be indicated in the development permit;
 - v) If applicable, security amounts required to ensure completion of landscaping installation will also serve as security required for any landscaping maintenance period as specified in the development permit;
 - vi) Security release will only be considered:
 - a. in the case of a Hazard Land, Sensitive Ecosystem or Farm Protection development permit, once the landscaping maintenance period specified in the development permit has expired and after final approval of the landscaping installation and maintenance has been given by the City; and
 - b. in the case of all other development permits, once installation of the landscaping has been completed and after final approval of the installation has been given by the City.
 - vii) If final approval of:
 - a. the landscaping installation and maintenance in the case of a Hazard Land, Sensitive Ecosystem or Farm Protection development permit; or
 - b. the landscaping installation in the case of all other development permits, is not given by the City, the City has the option of using the security to complete the landscaping (or hiring a contractor to complete the work on the City's behalf) with any remaining money returned to the owner. The owner hereby authorizes the City or its agents to enter upon the land to complete the landscaping; and
 - viii) If the City elects not to enter upon the land to complete the landscaping and the owner does not complete the landscaping, the security is forfeited to the City five (5) years from the date of the provisional or final inspection of the buildings and structures referred to in the drawings attached and forming part of the development permit.

PASSED FIRST READING on the th day of , 2016.

PASSED SECOND READING on the th day of , 2016.

PASSED THIRD READING on the th day of , 2016.

RECONSIDERED AND FINALLY ADOPTED, signed by the Mayor and Clerk, and sealed with the Corporate Seal on the th day of , 2016.

_____MAYOR

_____CLERK