



# *Development Approval Process Improvement Task Force - Minutes*

1E - Committee Room A & B  
City Hall  
13450 - 104 Avenue  
Surrey, B.C.  
THURSDAY, NOVEMBER 14, 2024  
Time: 9:09 a.m.

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**Present:**

Councillor Kooner, Chair  
S. Neuman, General Manager,  
Engineering  
R. Gill, Acting General Manager,  
Planning & Development  
R. Blackwell  
J. Gaglardi  
A. Johl  
S. Yusuf

**Absent:**

Councillor Hepner, Vice-  
Chair

**Staff Present:**

L. Blake, Legislative Services Manager  
J. Searle, Assistant City Clerk

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**A. DISCUSSION ITEMS**

**1. Process Improvements and Streamlining Opportunities in Key Areas**

The following items were discussed:

- The City's current streamside setbacks exceed provincial Riparian Areas Protection Regulation (RAPR) setbacks.
- The City is contemplating changes to Streamside protection. The intent is to align the City's setbacks with Provincial setbacks.
- Provincial RAPR setbacks are based on scientific research.
- Council referred the proposed amendments to streamside protection bylaws and policy to the Task Force to consider best practices.
- Increased professional reliance in all aspects of the development application review and approval processes.

The Task Force provided the following recommendations:

- Aligning the Zoning By-law setbacks with federal and provincial legislation to avoid regulatory overlap.
- Adhering to RAPR setbacks for watercourses within road allowance.
- Consider an additional riparian setback, up to 5 metres, for "Natural Class A, salmon bearing watercourses and large ravines" (such as Serpentine River, Little Campbell River, Bear Creek, Fergus Creek, McNally Creek, etc.) within privately-owned property being proposed for development.
- Implementing a professional reliance model and approach.

- Implementing a standardized City “sign-off” for each QEP assessment.

## **2. Further Scoping and Refinement of Work Plan**

The following items were discussed:

- Formalized pre-approval process.
- Minimum parking requirements in Transit Orientated Areas.
- Transportation Demand Management (TDM) provisions.
- Electrical vehicle charging equipment and ports.

Members will address the following items at the next Task Force meeting:

- Bike parking.
- Commercial parking.
- Industrial parking.
- EV charging.
- Outdoor amenity space calculations.
- Pre-application review meeting.

## **B. INFORMATION DISTRIBUTED**

The minutes from November 7, 2024 were distributed.

## **C. NEXT MEETING**

The next meeting of the Development Approval Process Improvement Task Force is scheduled for 9:00 a.m. on November 21, 2024 in 2E – Community Room B.

## **D. ADJOURNMENT**

The meeting was adjourned at 10:30 a.m.