



MEMORANDUM

TO: JOSEPH FERNANDEZ, CAO
FROM: JAMES VAN HEMERT, CONSULTING TOWN PLANNER
SUBJECT: UPDATED SUBDIVISION, WORKS AND SERVICES BYLAW
DATE: 1/5/2023

PURPOSE OF REVISIONS

The proposed revisions to the Subdivision, Works and Services Bylaw contained within the new Bylaw are necessary to:

- 1) implement the Official Community Plan and the Active Transportation Network Plan;
- 2) create consistency of standards with the Zoning Bylaw;
- 3) reflect modern practices of subdivision design;
- 4) undertake general housekeeping;
- 5) be consistent with Provincial regulations; and
- 6) provide more clarity for street design.

THE REVISION PROCESS

- A review of the Bylaw began with the Advisory Planning Commission in September of 2021 and a full discussion occurred in October. The APC reviewed and accepted the completed draft of the Bylaw in the fall of 2022.
- A civil engineering technician with a reputable consulting firm was engaged in early 2022 to create street profile and plan view drawings. These drawings

provide illustrations with detailed dimensions consistent with the Road Design table of Schedule A to the Bylaw.

- Throughout the process of updating the Bylaw the consulting planner received and incorporated feedback from the CAO and the Public Works Superintendent.

IMPLEMENTING THE OFFICIAL COMMUNITY PLAN (OCP)

- The opportunity for more narrow rights of way, sidewalks on all street types, and amenities implements OCP goals and policies for more walkable neighbourhoods and promotion of active transportation.
- While the language in the Bylaw hasn't changed, an increased emphasis on wildfire mitigation and the use of required covenants is consistent with the new OCP Wildfire Hazard Development Permit Area guidelines.

IMPLEMENTING THE ACTIVE TRANSPORTATION NETWORK PLAN (ATNP)

- The Bylaw requires bike lanes on both sides of Collector and Local Multi-unit/ Commercial streets. This serves to implement the plan for a network of bicycle lanes.
- Generally, the ATNP promotes bicycle lanes and sidewalks. Specifically, it recommends sidewalk widths that support people of all abilities: a minimum of 2.2 metres on Collector Streets, and 1.8 metre width for all other streets. These new standards have been incorporated by way of the new Street Profile and Plan figures.

CONSISTENCY WITH THE ZONING BYLAW

Since the last major revision to the Bylaw several new residential zone categories were created. The Bylaw includes standards for minimum lot frontage and minimum lot depth. Standards were added for the new districts of R-4 Medium Density, R-5 Single Detached and Duplex, and R-6 Small House.

MODERN PRACTICES

The minimum street rights of way in the current Bylaw are the same for all types of streets: 20 metres. Modern practice varies the width of rights of way by the type of street: the more traffic a street carries, the wider the right of way to accommodate larger infrastructure; the less traffic a street carries, the narrower the right of way and the infrastructure it supports.

In recent years the Approving Officer has accepted proposed subdivisions with rights of way narrower than 20 metres for local streets. This is consistent with the smaller lots now permitted in some of the new zone districts.

A greater variety in pavement widths is also a part of modern practice, particularly with respect to local residential streets, where narrower streets are safer for pedestrians because vehicles will travel slower.

We recognize that with smaller lots and the narrower lot widths that off-street parking may be reduced. To that end we have required developers to submit an off-street parking plan as a way of coordinating future driveway placements to maximize the area for parking. An off-street parking plan was prepared for the latest addition to the Point Ideal neighbourhood.

In exchange for narrower rights of way, landscaping and traffic calming amenities are required.

GENERAL HOUSEKEEPING

The new Bylaw adds language that expressly prohibits lot fronted open ditches and swales as a means of managing rainwater.

A new road classification of 'Local Single Detached with Opposite Side Developed OR Opposite Side with No Development Opportunity' was developed to address cases where only one side of a road would be developed.

CONSISTENCY WITH PROVINCIAL REGULATIONS

The bylaw must be consistent with the Provincial riparian area regulations. A point of controversy with developers has been the amount of land within a required Streamside Protection and Enhancement Area (SPEA) that may be contained within private lots, as opposed to land within the SPEA that is separately dedicated to the Town as open space for the purpose of riparian area protection. To that end the Bylaw is changed to reflect that the maximum permissible area of the SPEA within a lot intended for development may not exceed 25% of the lot area. Note that the 25% standard is not specified by the Provincial regulations, but is the Town's interpretation of how best to achieve the regulations overall.

STREET DESIGN

The current Bylaw address street design by:

- 1) acknowledging the role of the Master Municipal Construction Documents (MMCD) as the reference for road building materials and civil engineering design standards; and

- 2) establishing a simple Bylaw table in Schedule A that specifies by road classification (3 types) rights of way width, pavement width, curb type, number of sidewalks, number of bike lanes, and parking.

The lack of profiles and plans for street design has left some design elements up for negotiation and resulted in inconsistent application. Examples include the location of sidewalks relative to the curb, the width of the sidewalk, and the location of underground services.

The updated Bylaw contains standards for five different street types, reflecting greater diversity and flexibility.



James van Hemert