



REQUEST FOR DECISION

MEETING DATE: March 20, 2023

TITLE: Community Standards Bylaw and Urban Farming Consultation Plan

DIVISION: Planning & Infrastructure

SUMMARY:

- To present a plan to consult community members on minimum standards informed by Committee's input on each of the 16 topics in the Community Standards Bylaw (CSB) as well as urban farming (hen and beekeeping).
 - Feedback is also requested from the Committee on the definition of recreational vehicles and the maximum number allowable.
-

PROPOSED MOTION:

THAT the Committee recommend to Council the approval of the Community Standards Bylaw and Urban Farming Consultation Plan.

THAT the Committee recommend to Council that a maximum of \$10,000 be allocated from the City Manager's contingency budget to cover the cost of the consultation process.

BACKGROUND / ANALYSIS:

During the February 21, 2023 Committee of the Whole (COW) meeting, members provided feedback on the minimum standards for 18 CSB topics. The following recommendations were also made:

- The Committee recommended not including the topic of "repair of motor vehicles" in the CSB.
- As amendments were recently made to the City's Traffic Bylaw in 2022, the Committee recommended that the existing legislation on "motor vehicle/off highway vehicle noise" remains the same.

Now that the Committee has provided policy input on their desired topics, the first phase of the CSB project (Assessment and Preliminary Direction Setting) has been completed. The next phase is to consult with the public to gather feedback on the minimum standards informed by the Committee's input on each of the topics (see Attachment 2).

At the January 16, 2023 COW meeting, members recommended leveraging the consultation process for CSB to gather feedback from the public on hen and/or beekeeping practices. While there will be a few questions about urban farming in the proposed online survey, the focus will primarily be on the CSB topics.

With the recommendations made by Committee (above), the total number of topics (including urban farming) that will be consulted on is 18. The topics are as follows (grouped by theme):

Public Behaviour

1. Liquor
2. Camping
3. Graffiti Prevention and Abatement
4. Charity Collection Sites
5. Panhandling
6. Urination/Defecation/Human Waste
7. Causing a Disturbance

Property Maintenance/Neighbour Relations

8. Nuisance Property (including appliances, maintenance of business properties, utility boxes and pet waste clean-up)
9. Landscape Obstructions
10. Vegetation/Weeds/Trees and Grass
11. Boulevards
12. Recreational Vehicles
13. Construction Waste/Building Materials
14. Garbage/Waste

Noise Control

15. Prohibited Noise and Decibel Limits

Smoking and Cannabis

16. Smoking and Cannabis Restrictions in Public Spaces and Cannabis Odour

Urban Farming

17. Hen keeping
18. Beekeeping

Question for Committee Regarding Recreational Vehicles (RV)

At the February 21 COW meeting, members requested that Administration conduct research into what other jurisdictions in Alberta have with respect to the maximum number of RVs that are permitted per property. Bylaws were examined of the following jurisdictions:

- Beaumont
- Calgary
- Edmonton
- St. Albert
- Strathcona County
- Stony Plain

The only jurisdiction that makes mention of a specific number of RVs (1) is Stony Plain:

With respect to Recreational Vehicles on a premise or Property within a Residential District a Person owns or Occupies:

a) a Recreational Vehicle Parking Space is allowed and does not require a development permit if it is contained solely in the flankage, rear and side yards and does not encroach in the flankage or side yard set backs ([Stony Plain CSB](#), s3.2.4a)

*A recreational vehicle parking space is designed to accommodate the parking of **one** RV.*

An RV is defined as a “temporary accommodation for recreation/travel purposes and includes but is not limited to campers, tent trailers, fifth wheel travel trailers and motorhomes” ([Stony Plain CSB](#), s.2.36.0, 2.37.0).

Spruce Grove

The City’s current definition of RV is “a wheeled or wheel-less structure intended to be moved from one point to another; designed to provide temporary living quarters or used as a form of recreation or transportation, which may or may not be a motor vehicle itself. Typical examples are travel trailers, motorhomes, boats, campers, snowmobiles and all terrain vehicles.” [Spruce Grove Land Use Bylaw - Definitions.](#)

Options:

1. Amend RV definition to include a maximum number for each type of RV (such as only one trailer, one motorhome allowed); or
2. Do not implement a cap on maximum number of RVs and keep definition of RV the same. (Snowmobiles will still be removed from the definition as per the recommendation provided at the February 21 COW meeting. Standalone definitions can be developed for snowmobiles and snowmobile trailers).

Administration does not recommend implementing a cap on the maximum number of RVs. The City has a more expansive definition of RVs than Stony Plain does. Most owners have a different number of types of RVs and it may be challenging for the City to “grandfather” any new cap restrictions. Most jurisdictions do not have a cap on the number of allowable RVs.

OPTIONS / ALTERNATIVES:

n/a

CONSULTATION / ENGAGEMENT:

The goal of the public consultation is to provide timely and accessible opportunities to gather feedback from community residents on the minimum standards informed by Committee’s input on the 16 CSB topics as well as urban hen and beekeeping practices.

The proposed consultation will use a blend of tactics including:

Community Events

According to the [RMA/AUMA Public Engagement Guide](#), the role of a Council member can include attending, promoting and encouraging public participation in consultation activities.

The role of Administration is to support public consultation communication and activities. With this in mind, Administration recommends leveraging upcoming high attendance community events and activities as part of the consultation process.

A Consultation Toolkit (noted further in this RFD) will be provided to Council members that can be used to consult with the public on the CSB.

Staff from Administration will be partnered with Council members to provide support, as needed, at any of the events and locations. Examples include Horizon Stage, Tri-Leisure Centre (TLC), the library, summer camp start-ups, E-round ups at the Eco Station and Spring Cleanup. A session will be scheduled at Elks Hall pending availability.

Committee's feedback would be appreciated on any additional community events or venues that will be considered as part of the consultation process. It is recommended that the events take place between May and mid-July to coincide with the posting of the online survey.

Event booths

Information booths, staffed by Administration (with Council members possibly in attendance) will be set up at upcoming events such as Canada Day. The primary purpose will be to provide community members with information on the CSB and post cards to encourage completion of the online survey.

Online survey

An online survey, hosted through the City's *Connect Spruce Grove* website, will be launched on May 15 to obtain community feedback on the 16 CSB topics as well as hen and beekeeping practices. The survey will run from May 15 to July 9. It will be promoted on the City's webpage, the City's social media channels and postcards.

Consultation Toolkit

Administration is preparing a set of tools to support Council as they consult with the community. These include:

CSB Webpage

Community consultation will begin with the launch of the landing page of the CSB project in early May which will inform the community of the purpose of the CSB and its development. Information will also be available to provide context for the survey questions on urban farming, but the core focus of the consultation will be on CSB.

Online Survey (see above)

Key Messages

Key messages will be developed for Council members and Administration on the CSB themes and topics as well as on urban farming.

Utility Bills

Information about the consultation process will be included with utility bills going out to City businesses and residents.

Postcards

A postcard will be created for members of Council to distribute in person that includes a link to the CSB webpage and QR code for the online survey.

Social Media Content

Content will be developed for members of Council to share on their social media channels.

Next Steps

Once the consultation has concluded, the feedback will be summarized in a What We Heard report. Administration will return to COW in September with the following:

Community Standards Bylaw Project

- What Was Heard report from public consultation;
- Bylaw topics that can be “lifted and moved” (CSB 2.0);
- Policy implications;
- Financial implications; and
- Administration’s recommended options (including enforcement penalties).

Urban Farming Project

- What Was Heard on hen and beekeeping;
- Implementation and resourcing plans; and
- Administration’s recommendations for bylaw amendments to enable the desired licensing practices.

Administration had earlier indicated it would bring back the two project packages for consideration in August COW. However, since consultation is happening during the summer months, Administration is recommending posting the online survey for a longer period of time to allow community members ample time to complete it. The revised timeline from the August COW to the September COW will allow Administration time to summarize all the consultation feedback and use it to inform the development of the briefing packages for the two projects.

IMPACTS:

This will be the City’s first CSB and will provide a “one stop shop” for City residents to find information on community standards.

The 2022-2025 Strategic Plan contains an objective to develop an urban agriculture strategy, which includes exploration of an urban farming policy. The consultation will form a preliminary step to determining support and need for hen and/or beekeeping licensing in the City.

FINANCIAL IMPLICATIONS:

The cost of the consultation is estimated to be a maximum of \$10,000. Any staff overtime costs will be absorbed in salary budgets.

Financial implications of implementing the CSB, hen and beekeeping licensing programs will be brought forward to COW for consideration in September.