



REQUEST FOR DECISION

MEETING DATE: March 27, 2023

TITLE: Community Standards Bylaw and Urban Farming Consultation Plan

DIVISION: Planning & Infrastructure

SUMMARY:

At the March 20, 2023 Committee of the Whole meeting, Committee recommended to Council Administration be directed to proceed with the plan presented to Committee to consult with the public regarding minimum standards for the 16 topics in the Community Standards Bylaw (CSB) and urban farming (hen and beekeeping).

PROPOSED MOTION:

THAT Administration be directed to proceed with the consultation plan as recommended by Committee of the Whole on March 20, 2023.

THAT Administration be directed to proceed with allocating a maximum of \$10,000 from the City Manager's contingency budget to cover the cost of the consultation process, as recommended by Committee of the Whole on March 20, 2023.

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 CSB leverage the consultation process to gather feedback from the public on hen and/or beekeeping practices. While there will be a few questions regarding urban farming in the proposed online survey, the primary focus will be on CSB topics.

According to the recommendations made by Committee (above), a total of 18 topics will be consulted on (including urban farming). 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, 2023 COW meeting, members requested that Administration research what other jurisdictions in Alberta allow for the maximum number of RVs permitted per property.

Bylaws were examined in the following jurisdictions:

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

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

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 setbacks ([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, 2023 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. 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.

During the March 20, 2023 COW meeting, members supported Administration’s recommendation of option two for the reasons stated above. There was a desire to maintain flexibility and not introduce complexity to the definition of a recreational vehicle.

A member also recommended addressing the accumulation of RVs that are in disrepair on a residential property in the CSB. Administration will address this issue as part of the minimum standards on the topic of Nuisance Property. Administration will also investigate whether there are any fire code violations associated with accumulation of RVs in disrepair.

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.

During the March 20, 2023 COW meeting, members suggested additional locations such as block parties, off-leash dog park, splash park, and the Grant Fuhr arena. Ads on public transit were also suggested for consideration.

Event booths

Information booths, staffed by Administration (possibly with Council members 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, 2023 to obtain community feedback on the 16 CSB topics as well as hen and beekeeping practices. The survey will run from May 15-July 9, 2023. It will be promoted on the City's webpage, the City's social media channels, and postcards. Hard copies of the survey will also be available for community members who do not have access to the internet.

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 and Business Cards

Postcards and business cards (a smaller version of the postcard) will be created for members of Council to distribute in person that include 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 We 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 We 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 at the 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 time for Administration to summarize 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.