



REQUEST FOR DECISION

MEETING DATE:

July 7, 2025

TITLE:

C-1390-25 Land Use Bylaw Amendment - Land Use and Development Notification Signs

DIVISION:

Sustainable Growth and Development Services

SUMMARY:

Proposed Bylaw C-1390-25, a Land Use Bylaw text amendment to Land Use Bylaw C-824-12, is being brought forward for first reading to add requirements for land use and development notification signs for specific types of redistricting and development permit applications and development permit approvals.

The associated CP-1062-25 Land Use and Development Notification Signs Policy will be coming forward at the same time as the public hearing, second and third reading of C-1390-25.

PROPOSED MOTION:

THAT first reading be given to C-1390-25 Land Use Bylaw Amendment - Land Use and Development Notification Signs.

BACKGROUND / ANALYSIS:

Administration has developed on-site notification sign requirements for land use and development applications to improve communication and transparency between the City, developers, and the public. To implement the requirements for these land use and development notification signs, Administration has prepared:

- C-1390-25 which adds the requirements for land use and development notification signs to the Land Use Bylaw for specific types of redistricting and development permit applications and development permit approvals.

- CP-1062-25 Land Use and Development Notifications Signs Policy, which establishes corporate processes, responsibilities and requirements for land use and development notification signs.
- The Land Use and Development Notification Sign Guidelines, which supplements C-1390-25 and CP-1062-25 by providing additional information on the timing, responsibilities, size, and placement of notification signs.
- Report - Analysis of Land Use and Development Notification Signs, which found all the comparable municipalities reviewed require notification signs, with variations in types of planning and development applications requiring these signs. The report also found notification signs are more useful where a proposed land use change or development occurs within a developed area, the decision can be influenced by residents, the proposed land use has not already been approved by an existing Area Structure Plan (ASP) or Area Redevelopment Plan (ARP), and where new regulations are proposed.

Administration has developed requirements for two separate types of notification signs: Notice of Application Signs and Notice of Development Approval signs. These signs would complement, and not replace the City's current notification requirements. To ensure signs are clear, concise and readable, Administration has prepared a template for both types of signs, with the applicant responsible for producing, installing and removing the sign.

Notice of Application Sign

Notice of Application Signs would be required within 14 days of the application being deemed complete for the following types of applications:

- Municipal Development Plan amendment in developed area.
- New Area Redevelopment Plan or amendment.
- Area Structure Plan amendment in developed area.
- Redistricting in a developed area, involving an ASP / ARP amendment, or if no ASP / ARP is in effect.
- New proposed Direct Control Districts.
- Multi-lot subdivisions without an ASP or ARP in effect.
- Development Permit for a discretionary use and/or where a variance is granted and where greater community awareness is desired by Administration.

Notice of Application Signs would be required to be removed within 30 days of the approval or refusal of the application. Only one sign would be required if there are multiple applications for a site (i.e. an Area Structure Plan amendment and redistricting application). The Director of Planning and Development may waive requirements for a Notice of Application Sign if the proposed land use change or development will not impact the site, adjacent residences, or

neighbourhood. This includes potential impacts to the road network, infrastructure, and/or access to parks, commercial, or other amenities.

Notice of Development Approval Sign

Administration is also proposing to require a Notice of Development Approval Sign for development permits for a discretionary use and/or where a variance is granted and where greater community awareness is desired by Administration. The Notice of Development Approval Signs would be required to be posted within seven days of the approval of the development permit and removed within 21 days of the approval.

OPTIONS / ALTERNATIVES:

Bylaw C-1390-25 is being brought forward for consideration of first reading. Discussion and consideration of changes to the bylaw may be made at future readings.

CONSULTATION / ENGAGEMENT:

Developers and builders will be notified of the proposed changes and the public hearing date for C-1390-25 will be updated on the City website.

IMPLEMENTATION / COMMUNICATION:

If approved, the Land Use Bylaw will be updated as per Bylaw C-1390-25 and published on the City's website.

IMPACTS:

Improves communication and transparency between the City, developers, and the public.

FINANCIAL IMPLICATIONS:

n/a