

Refers to Item #1  
Public Hearing of July 31, 2018  
July 24, 2018

## MEMORANDUM

TO: Mayor Robertson and Councillors

CC: Sadhu Johnston, City Manager  
Paul Mochrie, Deputy City Manager  
Katrina Leckovic, City Clerk  
Lynda Graves, Manager, Administration Services  
Rena Kendall-Craden, Communications Director  
Kevin Quinlan, Chief of Staff, Mayor's Office  
Naveen Girn, Community Relations Director, Mayor's Office  
Grant Murray, Assistant Director, Administration, Legal Department

FROM: Karen Hoese, Assistant Director, Current Planning, Planning, Urban Design & Sustainability

SUBJECT: Interim Hotel Development Policy and Related Amendments to the Downtown Official Development Plan

This memorandum recommends an amendment to the *Interim Hotel Development Policy* as presented in the Policy Report dated June 28, 2018, entitled "Interim Hotel Development Policy and Related Amendments to the Downtown Official Development Plan" as follows:

### RECOMMENDATION

THAT Recommendation B in the Summary and Recommendation of the Public Hearing agenda be replaced with the following:

THAT Council adopt the *Interim Hotel Development Policy*, generally as presented in Appendix B of the Policy Report dated June 28, 2018, entitled "Interim Hotel Development Policy and Related Amendments to the Downtown Official Development Plan", to inform community planning initiatives and for the consideration of rezoning and development applications and enquiries.

EXCEPT THAT Section 2 of the proposed interim policy be amended to delete the following text:

**“Hotel Facilities** - New hotels will be required to have lobby areas for checking in guests and back of house facilities for housekeeping staff. Hotel floor plans and facilities should be clearly distinguishable from a residential building.”

After referral to Public Hearing, it came to staff’s attention that the proposed requirements under ‘Hotel Facilities’ of the *Interim Hotel Development Policy* may not align with some new hotel concepts, which by definition are designed to be hotels, but look like apartments. Lobbies are not required for these concepts and the language as proposed may limit flexibility and inhibit the fulfillment of the policy intent to support innovative hotel options with modest room sizes.

This above change is contained in Recommendation B of the Summary and Recommendation for this item.

A handwritten signature in black ink, appearing to read "K Hoese". The signature is written in a cursive, flowing style.

Karen Hoese  
Assistant Director, Current Planning, Planning, Urban Design & Sustainability