

**Refers to Referral Report Item #1  
Public Hearing of September 14, 2023**

## YELLOW MEMORANDUM

September 1, 2023

TO: Mayor and Council

CC: Paul Mochrie, City Manager  
Armin Amrolia, Deputy City Manager  
Karen Levitt, Deputy City Manager  
Maria Pontikis, Chief Communications Officer, CEC  
Rosemary Hagiwara, Acting City Clerk  
Teresa Jong, Administration Services Manager, City Manager's Office  
Mellisa Morphy, Director of Policy, Mayor's Office  
Trevor Ford, Interim Chief of Staff, Mayor's Office  
Jeff Greenberg, Assistant Director of Legal Services  
Neil Hrushowy, Director, Community Planning, Planning, Urban Design and Sustainability

FROM: Theresa O'Donnell  
General Manager, Planning, Urban Design and Sustainability

SUBJECT: Adding Missing Middle Housing and Simplifying Regulations – Amendments to the Draft By-law to Amend the Subdivision By-law No. 5208

RTS #: 15854

On July 25, 2023 Council referred the above-mentioned amendments to a Public Hearing. After referral, staff determined that two additions are required to the draft Subdivision By-law amendments in Appendix C related to the Standards for Minimum Parcel Size and Configuration in Table 1 of Schedule A of the Subdivision By-law. A clause, shown in red below, had been inadvertently omitted from the second column in the proposed amendments to Table 1 in Schedule A. The clause indicates the geographical locations of the sub-areas on the maps attached to Schedule A, as outlined in Table 1. Additionally, the A1 sub-area parcel standards in the second row of Table 1 have been added to reflect the minimum parcel size and configurations currently prescribed in Table 1 of Schedule A.

Additionally, the new section 7 of the amending by-law provides instructions to amend the maps attached to Schedule A, adding the lots formerly in RS-1A, RS-1B, RS-2 and RS-7 districts into the sub-areas outlined in Table 1 of Schedule A.

This memo will form part of the September 14, 2023 Public Hearing agenda package and be available for public viewing

**Updates to the Draft By-law to Amend Subdivision By-law No. 5208**

Section 4 (a) of the amending by-law is struck out and the following is substituted;

(a) adds a new entry under the entry for FM-1 as follows:

<p>“ R1-1 Residential Inclusive</p> <p>According to lettered sub-areas, as delineated by heavy solid and dashed lines on the maps attached to this Schedule A</p>	A	30'	[ 9.144 m]	3000 sq. ft.	[278.709 m <sup>2</sup> ]
	A1	30'	[ 9.144 m]	3600 sq. ft.	[334.451 m <sup>2</sup> ]
	B	40'	[ 12.192 m]	3600 sq. ft.	[334.451 m <sup>2</sup> ]
	B1	40'	[ 12.192 m]	4800 sq. ft.	[445.935 m <sup>2</sup> ]
	B2	40'	[ 12.192 m]	6000 sq. ft.	[557.418 m <sup>2</sup> ]
	C	50'	[ 15.240 m]	5000 sq. ft.	[464.515 m <sup>2</sup> ]
	D	60'	[ 18.288 m]	5400 sq. ft.	[501.676 m <sup>2</sup> ]
	E	75'	[ 22.860 m]	6750 sq. ft.	[627.095 m <sup>2</sup> ]
	F	100'	[ 30.480 m]	12000 sq. ft.	[1 114.836 m <sup>2</sup> ]
G	150'	[ 45.720 m]	18000 sq. ft.	[1 672.254 m <sup>2</sup> ]	

Section 7 of the amending by-law is renumbered as section 8.

A new section 7 is added to the amending by-law as follows:

“In Schedule A, Council amends the maps by:

- (a) adding all lots formerly in the RS-1A district and labelling them as sub-area B1;
- (b) adding all lots formerly in the RS-1B district east of Elliott Street and labelling them as sub-area A1;
- (c) adding all lots formerly in the RS-1B district west of Elliott Street and labelling them as sub-area B2;
- (d) adding all lots formerly in the RS-2 district and labelling them as sub-area B1; and
- (e) adding all lots formerly in the RS-7 district and labelling them as sub-area B1.”.

Section 8 of the amending by-law is struck out and the following is substituted:

“This by-law is to come into force and take effect on the date of its enactment, except that sections 2 through 7 do not come into force or take effect and the Subdivision By-law existing on [day before enactment date] remains in force and effect with regard to any complete development permit applications for single detached house or single detached house with secondary suite accepted on or before [enactment date].”.

No action is required by Council as the posted by-law has been updated to reflect the changes detailed above.

A handwritten signature in black ink that reads "Theresa O'Donnell". The signature is written in a cursive style with a large initial 'T' and 'O'.

Theresa O'Donnell  
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