



COUNCIL REPORT

REGULAR COUNCIL MEETING March 11, 2025

Bylaw 1080-25 Development Notifications Land Use Bylaw Amendment

RECOMMENDATION							
THAT Bylaw 1080-25, a bylaw to amend Bylaw 944-19 Land Use Bylaw, be given first reading.							
REQUESTED COUNCIL ACTION	Decision required						
STRATEGIC ALIGNMENT – BUILDING OUR TOMORROW, TODAY	Empowered citizens who connect and collaborate with civic government. Future-proof growth for a safe, inclusive, and vibrant community.						
COUNCIL BYLAW, POLICY, MASTER PLAN	Our Zoning Blueprint: Beaumont Land Use Bylaw 944-19						
COUNCIL AND COMMITTEE HISTORY	<table border="0"> <tr> <td>February 18, 2025</td> <td>Committee of the Whole provided feedback regarding development notifications.</td> </tr> <tr> <td>May 21, 2024</td> <td>Committee of the Whole received an update on the implementation of recommendations from the Development Process Services Review.</td> </tr> <tr> <td>July 19, 2022</td> <td>Committee of the Whole received the KPMG Development Services Review for information</td> </tr> </table>	February 18, 2025	Committee of the Whole provided feedback regarding development notifications.	May 21, 2024	Committee of the Whole received an update on the implementation of recommendations from the Development Process Services Review.	July 19, 2022	Committee of the Whole received the KPMG Development Services Review for information
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Report

Public notifications related to proposed development and land use changes have recently been evaluated as a part of the ongoing Service Review project. The following key areas of improvement were identified after a review of public feedback:

- Subdivision letters can be confusing and imply that residents have standing in the process when they do not, outside of the court system, if they are not in favour of the subdivision application.
- Residents who live near an application, but outside the identified notification boundary don't receive formal notice under the current notification process.
- Notification mailouts are sent only to landowners, creating unequal access to the development process for those who do not own property.
- Residents have limited means of awareness about applications in their area unless they specifically receive a letter or are made aware by others who have, resulting in low community awareness of proposed changes.

- Current notification letters written in technical language and can be difficult for the general public to understand, which makes it more difficult for residents to meaningfully engage in development processes.
- Mailouts are labour intensive for administration and cause additional fees for applicants, which increases both time and cost for all parties.

A growing number of municipalities are revising their notification materials to improve clarity, decision-making transparency, and equity. Traditional mailouts are being replaced with the use of signs, municipal websites, or a combination of the two to notify the public about proposed development changes in order to reach a wider audience. Notification materials are also being updated to be clear and visually interesting so that residents can engage with the material more easily.

Based on this knowledge, the following changes are recommended to improve the City of Beaumont's development notification processes:

1. Update templates for all public notification, including mailouts, signage, website materials, and newspaper ads to improve visual interest and use plain language
2. Replace mailouts with the use of signage and/or websites materials wherever possible to promote wider visibility, self-identification for residents that deem themselves affected by an application, and general community awareness of development activities in their area
3. Add signage for approved higher profile and/or large projects to promote community awareness of upcoming development activity in their area

Some of these changes, such as the use of updated templates, will be implemented immediately through municipal operations. However, the Land Use Bylaw requires amendment to allow the flexibility to increase the use of signage and reduce or remove the use of mailouts. The following administrative amendments to the Land Use Bylaw are therefore recommended to fully implement the recommended notification changes:

1. Amend LUB 5.19.3, which currently states:

"When an application for a development permit is approved for a discretionary use, or for a permitted use in which a variance has been granted, the Development Authority shall send notice of the decision that will include a description of the proposed development, state the decision, advise of the right of appeal, and will be sent to:

- a) The applicant;
- b) The owner(s) of the lot(s);
- c) Each owner of adjacent land at the name and address shown for that owner; or
- d) Each owner at such additional distance and direction from the boundaries of the proposed development as, in the opinion of the Development Authority, may be materially impacted by the development"

To:

"When an application for a development permit is approved for a discretionary use, or for a permitted use in which a variance has been granted, the Development Authority shall *provide* notice of the decision that will include a description of the proposed development, state the decision, and advise of the right of appeal. *This notice will be provided in the following formats:*

- a) A written notice for the applicant;*
- b) A written notice for the owner(s) of the lot(s);*
- c) A posted notice on the land that is the subject of the application for adjacent landowners; and*

d) A posted notice on the City of Beaumont website for the general public.

2. Amend LUB 5.3.4(c), which currently states:

"The Subdivision Authority; [...]"

c) Shall request comments from adjacent property owners on applications for subdivision, except when the proposed subdivision is within an Area Structure Plan and a public hearing has already been held;"

To:

"The Subdivision Authority; [...]"

c) Shall *provide notice to owners of adjacent land where and as required by the Municipal Government Act 653(3)(b), 653(4.1), and 653(4.2)*

The above noted amendments will allow for the replacement of mailouts with signage and website listings for development permits with discretionary uses and/or variances. For subdivision notices, referring to the rules of the Municipal Government Act will allow those notices to be provided where required using mailouts, signage, and/or newspaper advertising. It will also remove the requirement to seek comment for subdivisions where public notification was previously provided through other planning processes.

These changes are aligned both with provincial legislation and existing City of Beaumont Bylaws and policies.

Financial Analysis

Transitioning from mailed letters to notification signs and/or the website provides a reduction in workload for staff. However, it is anticipated that signs will encourage more public engagement, so it is likely that these reductions in notification administration workload will be mitigated by increased public interaction requirements.

The transition is anticipated to result in reduced costs for applicants, as they will no longer be required to pay for mailing costs associated with mailouts and/or additional newspaper ad fees. Again, this will be mitigated with additional costs associated with installing signs and manufacturing large signs where required. The financial impact to applicants is therefore also anticipated to be nominal overall.

Risk Analysis

The proposed changes will mean that notice will no longer be limited to landowners within the immediate area of the application and those deemed affected by administration, but rather the general public. Responses to applications will therefore need to be carefully evaluated to determine how to appropriately address the feedback received.

Community Insight

The notification changes proposed are in response to ongoing feedback received from the public through development application processing and Council Public Hearings. Residents have repeatedly requested more awareness of applications and opportunities to provide feedback.

Administration has developed a supporting communications strategy and has been involved in shaping the proposed changes to ensure that materials are written in plain language and are designed to meaningfully engage the public.

Attachments

- 1 Bylaw 1080-25 - Development Notifications Land Use Bylaw Amendment
- 2 Bylaw 1080-25 Development Notifications Land Use Bylaw Amendment - Presentation