



## REPORT TO COUNCIL

**DATE:** July 9, 2024  
**TO:** Mayor & Council  
**FROM:** Acting Director of Development  
**SUBJECT:** OCP Permit Areas Project Report 4

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**Request for:**  Direction  Decision  Information

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### **Recommendation:**

**THAT** Council receive the “OCP Permit Areas Project Report 4” report dated July 9, 2024, for information.

### **Background:**

This is the fourth of five reports describing the proposed revised Development and Temporary Use Permit Areas. Attachment 1 contains the proposed Official Community Plan (OCP) text addressing a single Comprehensive Development and Temporary Use Permit designation. Attachment 2 contains the proposed draft guidelines. Attachment 3 contains Map 5, the Comprehensive Development and Temporary Use Area Map.

Proposed Amendment Bylaws will be presented for Initial consideration as a sixth report to Council. Once first reading is complete, staff will begin the formal referral and consultation process with external agencies. Once comments have been received from relevant Provincial agencies staff will return to Council to discuss any changes required to the proposed amending bylaws.

### **Discussion:**

As development and reconstruction of the community proceeds it is important that not just hazards, but also other potential negative impacts of development be addressed in a proactive way. The OCP policies, objectives and guidelines hope to inform and impact future development. The goal remains to support the rebuilding priorities while upholding the Village’s responsibilities for managing risk, liability, and legislative compliance.

### **Proposed Changes**

Official Community Plan Bylaw No. 475 Parts 5 and 6 refer to Development Permit Areas and Temporary Commercial and Industrial Permit Areas. A single comprehensive DP and TUP Area designation will communicate objectives for commercial, industrial and multi-unit residential developments, whether temporary or permanent in an equitable way. Guidelines will describe the “why, what, how and where” for objective and area.

The following summarizes how each of the permit areas is proposed to be addressed. Maps showing where each permit area designation applies will be presented with the supporting

textual information in accordance with the tentative schedule approved by Council on May 14, 2024.

Table 1: Permit Areas Summary Table – Existing and Proposed Designations

	Existing Permit Areas	Proposed Replacement Permit Areas
2.	Development Permit Area No. 1 – Gold Rush Centre	5.8 Comprehensive DP & TUP Area
	Temporary Commercial Permit Area No. 1 – Downtown	
	Temporary Commercial and Industrial Permit Area No. 2 – Highway Corridor	
	Temporary Industrial Permit Area No. 3 – Southeast Lytton	

From both a legal and practical perspective, it is important that the OCP contains guidelines that reflect Council and community preferences about how new development should occur. Council’s discretion for issuing Development Permits is limited to matters addressed by guidelines formalized in the OCP. While more discretion is available for consideration of Temporary Use Permits, it is wise to communicate the same objectives for TUPs.

Until a more robust OCP update is complete, the proposed approach is to add very basic language to explain what the guidelines hope to convey. Beyond the general guidelines that apply to all permit areas are several additional objectives specific to commercial, industrial and multi-unit residential developments.

The following components are addressed in the first two attachments:

1. Introduction for each Permit Area
2. *Local Government Act* [Legal] Authority
3. Justification for Designation
4. OCP Policies & Objectives
5. OCP DPA Guidelines

The entire Village will be designed Comprehensive Development and Temporary Use Permit Area to ensure equitable treatment of proposed new developments.

**Financial Impact :**

The funding for this project comes from Provincial Recovery funding. Ongoing implementation of the OCP guidelines will be part of the regular operating budgets including application processing, Geographic Information System (GIS) data maintenance, etc.

**Communication to the Public:**

The decision of Council in this matter would be best communicated to the public on the Village of Lytton Web Site.

Respectfully submitted,

Birte Decloux and Cory Gain

For Diane Mombourquette  
Acting Director of Development

Attachments:

1. Draft OCP Development and Temporary Use Permit Area Text
2. Proposed draft guidelines