

**COMMUNITY DEVELOPMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: PROPOSED ZONING BYLAW TEXT AMENDMENTS 2009  
SEPTEMBER**

**RECOMMENDATION:**

1. THAT Council authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw as outlined in Section 2.0 of this report and that the bylaw be advanced to First Reading on 2009 October 05 and advanced to a Public Hearing on 2009 October 27 at 7:30 p.m.

**REPORT**

The Community Development Committee, at its meeting held on 2009 September 22, received and adopted the *attached* report proposing a text amendment to the Burnaby Zoning Bylaw regarding preliminary plan approval (PPA) requirement prior to issuance of a business licence.

Should Council adopt the recommendations of the Community Development Committee, a bylaw appears elsewhere on this agenda in order to meet the statutory requirements for sending the text amendment to the 2009 October 27, Public Hearing.

Respectfully submitted,

Councillor Colleen Jordan  
Chair

Councillor Dan Johnston  
Vice Chair

Councillor Pietro Calendino  
Member

Copied to: City Manager Director Planning and Building Chief Licence Inspector City Solicitor
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**TO:** CHAIR AND MEMBERS  
COMMUNITY DEVELOPMENT  
COMMITTEE

**DATE:** 2009 September 16

**FROM:** DIRECTOR PLANNING & BUILDING

**FILE:** 42000.20

*Reference: Bylaw Text Amendment*

**SUBJECT: PROPOSED ZONING BYLAW TEXT AMENDMENTS  
2009 SEPTEMBER**

**PURPOSE:** To propose a number of text amendments to the Burnaby Zoning Bylaw.

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**RECOMMENDATION:**

1. **THAT** Council be requested to authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw as outlined in Section 2.0 of this report and that the bylaw be advanced to First Reading on 2009 October 05 and advanced to a Public Hearing on 2009 October 27 at 7:30 p.m.

**REPORT**

**1.0 BACKGROUND INFORMATION**

As part of the ongoing review of the Burnaby Zoning Bylaw, which usually takes place in the context of development enquiries and discussions regarding the intent of the bylaw and the general need to update the bylaw, text amendments are brought forward from time to time. These text amendment reports are submitted in order to provide clarification and improvements to the wording of the bylaw, and to respond to changes in related legislation and changes in forms of development, land uses and social trends.

**2.0 PROPOSED BYLAW TEXT AMENDMENTS**

**2.1 *Preliminary Plan Approval (PPA) requirement prior to issuance of a business licence***

**Issue**

Section 7.3 of the Zoning Bylaw is not explicit about the requirement for Preliminary Plan Approval prior to the issuance of a business licence for applicants wishing to undertake a development.

To: Community Development Committee  
From: Director Planning & Building  
Re: Proposed Zoning Bylaw Text Amendments – 2009  
September  
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## **Discussion**

Section 7.3 of the Zoning Bylaw currently states that “any person wishing to undertake a development shall apply for and receive preliminary plan approval from the Director of Planning before the issuance of a building permit” with provisions for a number of exceptions.

The intent of the Bylaw is to ensure that any development, including a change of use of any land, building, or structure is in conformance with all pertinent regulations through the application and receipt of preliminary plan approval from the Director of Planning, prior to the issuance of a building permit and/or business licence, and has been established practice. Preliminary plan approval for an applicant wishing to undertake a development prior to the issuance of a business licence is not clearly stated in Section 7.3. In view of the above, staff propose to clarify the Zoning Bylaw to state that PPA is required prior to the issuance of a business licence for any development proposal.

## **Recommended Bylaw Amendment**

1. **THAT** the word “or business licence” be added to Section 7.3 following the word “building permit”.

### **3.0 CONCLUSION**

The above zoning bylaw text amendments are proposed in order to clarify certain aspects of the bylaw, make minor amendments in support of existing practices and Council policies, as well as other minor regulatory changes. It is recommended that Council approve the above proposed text amendments as outlined in Section 2.0 of this report and that the bylaw be advanced to First Reading on 2009 October 05 and advanced to a Public Hearing on 2009 October 27 at 7:30 p.m.



B. Luksun  
DIRECTOR PLANNING & BUILDING

ZM:gk

cc:: City Manager  
Chief Licence Inspector  
City Solicitor  
City Clerk

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