

**TO:** Planning and Development Committee

**FROM:** B. Newell, Chief Administrative Officer

**DATE:** May 6, 2021

**RE:** Residential Zone Update – Phase 4 (RS & SH Zone Review)  
“Story Board” Demonstration – Engagement strategy  
FOR INFORMATION

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**Purpose:**

The purpose of this report is to advise the Board on the engagement tools, specifically a proposed “Story Board” program that has been prepared to provide residents and property owners with information on Phase 4 of the Residential Zone Update, being the Low Density Residential (RS) and Small Holdings (SH) zones.

**Background:**

Phase 4 of the Residential Zone Update represents one of the last steps in the preparation of a single zoning bylaw for the Okanagan Electoral Areas.

Given the large number of properties currently zoned Low Density Residential (RS) or Small Holdings (SH) and potentially affected by this Review, Administration has developed a number of engagement tools to assist with this phase.

These tools include a GIS ‘Story Board’, a video tutorial on how to use the Story Board, and a backgrounder (Q & A) information document, that are in addition to the usual information and media advisories.

**Analysis:**

Given the complexity, number and locations of affected properties, providing quality information to the public will be challenging.

In response, Administration is proposing that community engagement on this final phase of the Residential Zone Update will consist of a multi-pronged approach including:

- An Information Release to be sent to media including social media;
- Information to be posted on Civic Ready;
- Documents, tutorial video and the Story Board program, the draft Bylaw, and a feedback form will be available on the Planning webpage;
- Letters will be sent to individual property owners, *if* the proposed zoning change also requires changing the OCP designation.
- Emails with web link to the Planning page will be forwarded to any known community groups that may have an interest;
- Staff will be available to answer any further questions or concerns.

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Administration believes that in lieu of Public Information Meetings in each of the six Electoral Areas, the proposed engagement tools will provide the opportunity to explain a fairly complex issue and answer public's questions. As well will allow for sufficient public feedback opportunities for the proposed amendments.

**Respectfully submitted:**

A handwritten signature in blue ink, appearing to read 'C. Garrish', is written over a horizontal line.

C. Garrish, Planning Manager

Attachments: No. 1 – Backgrounder: Your Home – New Zone!

## *Your home – New Zone!*

### Residential and Small Holdings Zone Review, 2021

This document is intended to provide a brief synopsis of the analysis that went into the proposed zoning amendments, and to provide general answers to frequently asked questions of what it may mean for property owners.

Note, that this is provided as general guide only, if you have specific questions pertaining to your own property, please contact RDOS Planning staff for more information.

#### What is being proposed?

The southern portion of the Okanagan Valley encompasses six of the nine Electoral Areas that forms the Regional District of Okanagan-Similkameen; these six being Electoral Area “A”, “C”, “D”, “E”, “F” and “I”.

Historically, Zoning Bylaws for these Electoral Areas were created by different consultants at different times as finances allowed for reviews and updates. As a consequence, Zoning Bylaws both looked and regulated items very differently throughout the valley.

In October 2008, the Regional Board directed staff to investigate the preparation of a single Electoral Area zoning bylaw. Since that time staff have balanced work on a consolidated Okanagan Valley zoning bylaw with competing work demands.

The consolidated Okanagan zoning bylaw has been a massive undertaking and has been done in stages to align certain sections of different bylaws when time and circumstances have permitted. For example, all Tourist Commercial zones were reviewed and updated in 2018, the Manufactured Home zoning update in 2017, the Industrial zones in 2018 and the Accessory Dwelling review in 2020.

At the current time, nearly all the zones have been reviewed and updated into each Electoral Area zoning bylaw. It is anticipated that once all the zones have been reviewed and updated, the RDOS will be creating one single Zoning Bylaw to be used for all six Okanagan valley Electoral Areas.

The remaining two zones that require reviewing and updating include all the Low Density Residential (RS) zones and all of the Small Holdings (SH) zones. This RS and SH zone review pertains only to the single detached dwelling unit zones. Both the duplex and multi dwelling unit zones were reviewed and incorporated in bylaws previously.

#### Why is the RDOS doing this?

The consolidated zoning bylaw will allow the public, staff, landowners, and developers to access consistent information throughout the six Electoral Areas. For example, the definitions used will be consistent for all areas, all the siting requirements such as the height and setbacks, along with density and uses, will be similar for each type of land use and zone. If a property is zoned as Small Holdings

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One (SH1) in Naramata for example, then it will be regulated the same as a similar zoned SH1 property in rural Osoyoos.

Some Electoral Areas have zones that are specific to the circumstances surrounding that particular development and will retain a similar zone. An example of this would be the proposed Low Density Residential One (RS1) zone, that pertains to existing very small urban type of parcels found almost exclusively in Electoral Area “D” (OK Falls) where there is both community water and sewer services available. In other areas, the majority of Low Density Residential parcels are to be zoned as RS2 or RS3 where the minimum parcel sizes are larger and more in line with a historical (¼ acre) style of parcel.

It is anticipated that this single zoning bylaw will provide greater convenience for the public and for developers. It will also decrease the amount of potential errors when presenting information to the public by staff or by third party users such as realtors.

### Subdividing in the RDOS

Whatever your parcel is zoned and regardless if you need to rezone prior to developing a subdivision, here are some quick facts to be aware of about subdividing within the RDOS:

- The Ministry of Transportation & Infrastructure (MOTI) is the approving agency
- You require community water and sewer services to subdivide a parcel under 1.0 ha in area
- RDOS encourages growth to be directed into designated Growth Areas
- If you are in the Agriculture Land Reserve (ALR), you will need apply for subdivision through the Agricultural Land Commission (ALC)- the application gets reviewed by RDOS staff and possibly ‘authorized’ by the Regional Board to proceed
- You may need a number of further studies or permits depending on where the property is located and what you are proposing

### How is this being done?

The process to determine which current zones will match up with the proposed residential or small holdings zones begins with comparison tables for each zone for all of the Electoral Areas. This determines the similarities and inconsistencies between each and helps in the creation of a zone that is the most consistent between them all.

For the most part, there are minor inconsistencies and mostly relate to a minimum parcel size (e.g. the RS2 in Electoral Area “A” is 505 m<sup>2</sup>, in Electoral Area “D” it is 500 m<sup>2</sup>) or to the minimum parcel width (e.g. In Electoral “A” it 14 m while in “D” it is ‘not less than 25% parcel depth’ and in “I” it is 16 m). Both these regulations pertain only when a property is to be subdivided.

The next step in the process is to review the mapping for all of the Residential and Small Holdings zoned parcels throughout each Electoral Area and determine which of the proposed zones most accurately aligns with the RS or SH existing parcels.

Staff considered numerous factors to determine which of the proposed zones to apply to a parcel. These included: is it in growth area? Is there servicing available? Is it in the Agricultural Land Reserve (ALR)? How large is the parcel area? Is it even remotely possible to develop given the terrain?

As there are hundreds of affected properties the RDOS for the majority of cases will not be sending out individual letters to the majority of owners as the changes are minimal. However, letters are to be sent out to individual property owners where a more significant change in zoning is proposed.

The consolidated zoning bylaw will contain three Residential (RS) zones and four Small Holdings (SH) zones. A Site Specific zone (one pertaining only to a specific property) will either retain its site specific regulations or will be converted to one of the RS or SH zones.

What are Residential zones?

Residential zones (RS1, RS2, and RS3) are intended for urban to suburban types of development, typically being serviced with community water and sewer services. The minimum parcel sizes range from 350 m<sup>2</sup> (RS1) to 500 m<sup>2</sup> (RS2) and 1000 m<sup>2</sup> (RS3). The uses and densities associated with these zones have been made consistent with little actual regulator changes. For example, the RS2 and RS3 zones allow for one single detached dwelling and, one additional dwelling in the form of either a secondary suite, or an accessory dwelling.

Below is a table that shows the three proposed Residential zones.

PROPOSED RS1 ZONE	PROPOSED RS2 ZONE	PROPOSED RS3 ZONE
<b>Principal Uses:</b> single detached dwelling.	<b>Principal Uses:</b> single detached dwelling.	<b>Principal Uses:</b> single detached dwelling.
<b>Accessory Uses:</b> bed and breakfast operation; home occupation; accessory buildings/structures.	<b>Accessory Uses:</b> accessory dwelling; bed and breakfast operation; home occupation; secondary suite; accessory buildings/structures.	<b>Accessory Uses:</b> accessory dwelling; bed and breakfast operation; home occupation; secondary suite; accessory buildings/structures.
<b>Minimum Parcel Size:</b> 350.0 m <sup>2</sup> (community services)	<b>Minimum Parcel Size:</b> 500.0 m <sup>2</sup> (community services)	<b>Minimum Parcel Size:</b> 1000.0 m <sup>2</sup> (community services)
<b>Minimum Parcel Width:</b> Not less than 25% parcel depth	<b>Minimum Parcel Width:</b> Not less than 25% parcel depth	<b>Minimum Parcel Width:</b> Not less than 25% parcel depth
<b>Maximum Number of Dwellings:</b> one (1) principal dwelling	<b>Maximum Number of Dwellings:</b> one (1) principal dwelling one (1) secondary suite or one (1) accessory dwelling	<b>Maximum Number of Dwellings:</b> one (1) principal dwelling one (1) secondary suite or one (1) accessory dwelling
<b>Minimum Setbacks:</b> <u>Principal buildings:</u> Front: 6.0 metres Rear: 6.0 metres Interior side: 1.5 metres Exterior side: 4.5 metres <u>Accessory buildings:</u> Front: 7.5 metres Rear: 1.0 metres Interior side: 1.0 metres	<b>Minimum Setbacks:</b> <u>Principal buildings:</u> Front: 7.5 metres Rear: 7.5 metres Interior side: 1.5 metres Exterior side: 4.5 metres <u>Accessory buildings:</u> Front: 7.5 metres Rear: 1.0 metres Interior side: 1.0 metres	<b>Minimum Setbacks:</b> <u>Principal buildings:</u> Front: 7.5 metres Rear: 7.5 metres Interior side: 1.5 metres Exterior side: 4.5 metres <u>Accessory buildings:</u> Front: 7.5 metres Rear: 1.0 metres Interior side: 1.0 metres

PROPOSED RS1 ZONE	PROPOSED RS2 ZONE	PROPOSED RS3 ZONE
Exterior side: 4.5 metres	Exterior side: 4.5 metres	Exterior side: 4.5 metres
<b>Maximum Height:</b> 10.0 metres (principal structures) 4.5 metres (accessory structures)	<b>Maximum Height:</b> 10.0 metres (principal structures) 4.5 metres (accessory structures)	<b>Maximum Height:</b> 10.0 metres (principal structures) 4.5 metres (accessory structures)
<b>Maximum Parcel Coverage:</b> 50%	<b>Maximum Parcel Coverage:</b> 35%	<b>Maximum Parcel Coverage:</b> 35%
<b>Minimum Building Width:</b> Principal Dwelling Unit: 5.0 metres	<b>Minimum Building Width:</b> Principal Dwelling Unit: 5.0 metres	<b>Minimum Building Width:</b> Principal Dwelling Unit: 5.0 metres

## What are Small Holdings zones?

Small Holdings zones are intended for many of the rural type of residential subdivisions commonly seen throughout the RDOS. These properties are somewhat larger in size than those in the Residential zone categories and often seen in more rural style of settings usually serviced with individual water and septic systems.

The table below shows the regulations for the proposed four Small Holdings zones.

SH1	SH2	SH3	SH4
<b>Principal Uses:</b> single detached dwelling.	<b>Principal Uses:</b> single detached dwelling.	<b>Principal Uses:</b> single detached dwelling.	<b>Principal Uses:</b> single detached dwelling.
<b>Accessory Uses:</b> accessory dwelling; bed and breakfast operation; home occupation; secondary suite; accessory buildings/structures.	<b>Accessory Uses:</b> accessory dwelling; agriculture; bed and breakfast operation; home occupation; secondary suite; accessory buildings/structures.	<b>Accessory Uses:</b> accessory dwelling; agriculture; bed and breakfast operation; home occupation; secondary suite; accessory buildings/structures.	<b>Accessory Uses:</b> accessory dwelling; agriculture; bed and breakfast operation; home industry; home occupation; secondary suite; accessory buildings/structures.
<b>Minimum Parcel Size:</b> 0.25 ha community water and sewer 1.0 ha	<b>Minimum Parcel Size:</b> 0.5 ha community water and sewer 1.0 ha	<b>Minimum Parcel Size:</b> 1.0 ha	<b>Minimum Parcel Size:</b> 2.0 ha
<b>Minimum Parcel Width:</b> Not less than 25% of parcel depth	<b>Minimum Parcel Width:</b> Not less than 25% of parcel depth	<b>Minimum Parcel Width:</b> Not less than 25% parcel depth	<b>Minimum Parcel Width:</b> Not less than 25% of parcel depth
<b>Maximum Number of Dwellings:</b> one (1) principal dwelling	<b>Maximum Number of Dwellings:</b> one (1) principal dwelling	<b>Maximum Number of Dwellings:</b> one (1) principal dwelling	<b>Maximum Number of Dwellings:</b> one (1) principal dwelling

SH1	SH2	SH3	SH4
one (1) secondary suite or one (1) accessory dwelling	one (1) secondary suite or one (1) accessory dwelling	one (1) secondary suite or one (1) accessory dwelling	one (1) secondary suite or one (1) accessory dwelling
<b>Minimum Setbacks:</b> <u>Principal buildings:</u> Front: 7.5 metres Rear: 4.5 metres Interior side: 4.5 metres Exterior side: 4.5 metres <u>Accessory buildings:</u> Front: 7.5 metres Rear: 4.5 metres Interior side: 4.5 metres Exterior side: 4.5 metres	<b>Minimum Setbacks:</b> <u>Principal buildings:</u> Front: 7.5 metres Rear: 4.5 metres Interior side: 4.5 metres Exterior side: 4.5 metres <u>Accessory buildings:</u> Front: 7.5 metres Rear: 4.5 metres Interior side: 4.5 metres Exterior side: 4.5 metres  Livestock shelters etc: 15.0 m Incinerator/compost facility: 30.0 m	<b>Minimum Setbacks:</b> <u>Principal buildings:</u> Front: 7.5 metres Rear: 4.5 metres Interior side: 4.5 metres Exterior side: 4.5 metres <u>Accessory buildings:</u> Front: 7.5 metres Rear: 4.5 metres Interior side: 4.5 metres Exterior side: 4.5 metres  Livestock shelters etc: 15.0 m Incinerator/compost facility: 30.0 m	<b>Minimum Setbacks:</b> <u>Principal buildings:</u> Front: 7.5 metres Rear: 4.5 metres Interior side: 4.5 metres Exterior side: 4.5 metres <u>Accessory buildings:</u> Front: 7.5 metres Rear: 4.5 metres Interior side: 4.5 metres Exterior side: 4.5 metres  Livestock shelters etc: 15.0 m Incinerator/compost facility: 30.0 m
<b>Maximum Height:</b> 10.0 metres (principal structures) 4.5 metres (accessory structures)	<b>Maximum Height:</b> 10.0 metres	<b>Maximum Height:</b> 10.0 metres	<b>Maximum Height:</b> 10.0 metres
<b>Maximum Parcel Coverage:</b> 35%	<b>Maximum Parcel Coverage:</b> 25%	<b>Maximum Parcel Coverage:</b> 20%	<b>Maximum Parcel Coverage:</b> 15%
<b>Minimum Building Width:</b> Principal Dwelling Unit: 5.0 metres	<b>Minimum Building Width:</b> Principal Dwelling Unit: 5.0 metres	<b>Minimum Building Width:</b> Principal Dwelling Unit: 5.0 metres	<b>Minimum Building Width:</b> Principal Dwelling Unit: 5.0 metres

## What does this mean for me?

If your property is already zoned as a Residential or Small Holdings zone, you may see a zone title change (e.g. RS2 to RS3, or RS1 to SH1) but very minor actual changes to zoning regulation. Or, your property may have been highlighted for a different change, for example, going from a RS zone to an Agriculture zone. This would have been done because the land is in the ALR and not exempt from any of the ALC regulations.

The RDOS has taken the time to review all parcels within each Electoral Area to catch any of the existing mapping anomalies and to take a deeper view of each parcel within the Residential and Small Holdings zones.

Probably the biggest change to the proposed zoning relates to the regulations for subdivision, namely the minimum parcel size requirement, making these areas consistent throughout the valley.

As you can see from the tables above, the zones vary from smallest to largest in each category of land use. Given the size of your property you may have gone from a RS zone to a SH zone. For example, if your parcel area is 3000 m<sup>2</sup>, and not serviced with community water and sewer, your new zone would be a SH1 to reflect the size and general uses. The majority of properties will see a zoning name change only, for example, going from a RS1 to a RS2.

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One of the diverse regulations that varies among the different Electoral Areas is the parcel coverage amounts. Parcel coverage refers to the footprint area of buildings and structure divided by the area of the parcel. The proposed RS2 zone will have a maximum 35% parcel coverage. The new RS1 coverage will be 50% and the new RS3 will be 35%.

In terms of uses and densities permitted on a property, very little has changed. Of note would be that amongst the SH zones, all except SH1, permit 'agriculture' as a secondary use. Along with the agricultural use comes with certain setbacks that pertain to only agricultural uses such as incinerators, livestock shelters, or compost facilities.

All the Residential (except RS1) zones and all the Small Holdings zones permit one principal dwelling; and, either one secondary suite or one accessory dwelling. The RS1 zone only allows one dwelling unit.

**Will these changes impact my taxes?**

There should be no changes to your taxes with these proposed zoning changes. RDOS taxes are based on the BC Assessment's evaluation and land use categorization.

## Other Questions?

Additional information regarding the Small Holdings and Residential update can be found on the RDOS website ([www.rdos.bc.ca](http://www.rdos.bc.ca)) → Property & Development → Planning, Zoning & Subdivision → Strategic Projects → Okanagan Electoral Area Zoning Bylaw Consolidation → Residential Zone Update. Or use the following link:

[Residential Zone Update | RDOS](#)

On the web site you will find a tutorial video online to show how to use the mapping 'Story Board' and the mapping Story Board itself. The Story Board is a map based program that allows you to zoom into an area where there are 'pins' that highlight the proposed changes.

You will also find comparison tables between zones, along with the draft bylaw along with a feedback form to provide your comments.

The complete current Zoning Bylaw for your Electoral Area can be found on the RDOS website under that tab 'Regional Bylaws' and then 'Planning'.

For any further questions please feel free to contact the project manager, Evelyn Riechert, by calling the planning department (250-490-4107) or email [eriechert@rdos.bc.ca](mailto:eriechert@rdos.bc.ca). Note that Evelyn works only on Tuesday and Wednesday.