

**CITY OF WHITEHORSE**  
**REGULAR Council Meeting #2020-03**

**DATE:** February 10, 2020  
**TIME:** 5:30 p.m.

**Mayor** Dan Curtis  
**Deputy Mayor** Stephen Roddick  
**Reserve Deputy Mayor** Laura Cabott

## **AGENDA**

**CALL TO ORDER** 5:30 p.m.

**AGENDA** Adoption

### **PROCLAMATIONS**

**MINUTES** Regular Council Meeting #2020-02 dated January 27, 2020

### **DELEGATIONS**

### **PUBLIC HEARING**

### **STANDING COMMITTEE REPORTS**

**City Operations Committee** – *Councillors Hartland and Cabott*

Infrastructure Agreement – Hillcrest Water Supply Project

**Community Services Committee** – *Councillors Curteanu and Boyd*

**Public Health and Safety Committee** – *Councillors Roddick and Stick*

**Development Services Committee** – *Councillors Boyd and Curteanu*

**Corporate Services Committee** – *Councillors Cabott and Roddick*

Capital Re-budget and Contract Award – Quartz Road Lift Station SCADA

Capital Re-budget and Contract Award – Trail Plan Consulting Services

Local Improvement Charge Bylaw – Urban Electrification

Rescind Council Member Appointment to AYC

Authorize Council Travel – FCM Annual Conference

**City Planning Committee** – *Councillors Stick and Hartland*

Public Hearing Report – Zoning Amendment – Keno Way CNC2 Zone

Public Hearing Report – Zoning Amendment – 25 Rhine Way/468 Range Road

### **NEW AND UNFINISHED BUSINESS**

Housing Development Incentives Policy

### **BYLAWS**

2019-20	Zoning Amendment (Keno Way CNC2 Zone)	2 <sup>nd</sup> & 3 <sup>rd</sup> Reading
2019-21	Zoning Amendment (25 Rhine Way/468 Range Road)	2 <sup>nd</sup> & 3 <sup>rd</sup> Reading
2020-06	Fees and Charges Amendment (Incentives Policy)	1 <sup>st</sup> & 2 <sup>nd</sup> Reading
2020-08	Local Improvement Charges (Urban Electrification)	1 <sup>st</sup> & 2 <sup>nd</sup> Reading

### **ADJOURNMENT**

MINUTES of **REGULAR** Meeting #2020-02 of the council of the City of Whitehorse called for 5:30 p.m. on Monday, January 27, 2020, in Council Chambers, City Hall.

PRESENT: Mayor Dan Curtis  
Councillors Dan Boyd  
Laura Cabott  
Jocelyn Curteanu  
Samson Hartland  
Stephen Roddick  
Jan Stick

ALSO PRESENT: City Manager Linda Rapp  
Director of Community and Recreation Services Jeff O'Farrell  
Director of Corporate Services Valerie Braga  
Director of Development Services Mike Gau  
Director of Infrastructure and Operations Peter O'Blenes  
Manager of Financial Services Lindsay Schneider  
Manager of Legislative Services Catherine Constable  
Manager of Strategic Communications Myles Dolphin

Mayor Curtis called the meeting to order at 5:30 p.m.

**CALL TO ORDER**

**2020-02-01**

It was duly moved and seconded  
THAT the agenda be adopted as presented.

**AGENDA**

Carried Unanimously

**2020-02-02**

It was duly moved and seconded  
THAT the minutes of the regular council meeting dated January 13, 2020  
be adopted as amended with the change being that Councillor Roddick  
was Deputy Mayor, not Councillor Cabott.

**MINUTES**

January 13, 2020

Carried Unanimously

**COMMITTEE REPORTS**

**City Operations Committee**

There was no report from the City Operations Committee.

No Report

**Community Services Committee**

Keith Lay, on behalf of Active Trails Whitehorse Association, spoke to  
the importance of getting regulations in place for the use of e-bikes.

E-Bikes  
For Information Only

Mr. Lay suggested that the City needs to consult with trail users and develop a policy or bylaw that clearly regulates the use of e-bikes before they become a controversial subject in our community.

Spencer Edelman, on behalf of Lister’s Motor Sports, distributed information about how e-bikes are regulated in various jurisdictions throughout the country, and encouraged Council to properly authorize the use of e-bikes in bike lanes and on bike trails. Mr. Edelman stated that e-bikes promote active commuting, could help with parking issues, and are a green alternative for commuters.

E-Bikes  
For Information Only  
(Continued)

**Public Health and Safety Committee**

There was no report from the Public Health and Safety Committee. No Report

**Development Services Committee**

There was no report from the Development Services Committee. No Report

**Corporate Services Committee**

**2020-02-03**

It was duly moved and seconded  
THAT the 2020 to 2023 capital expenditure program be amended to add a new 2020 capital project in the amount of \$65,000 for the Canada Games Centre Compressor 3 replacement project, funded by Gas Tax.

BUDGET AMENDMENT  
CGC Compressor 3  
Replacement Project

Carried Unanimously

**2020-02-04**

It was duly moved and seconded  
THAT Bylaw 2019-26, a bylaw to adopt the 2020 operating and maintenance budget and the 2021 and 2022 provisional budgets, be brought forward for second and third reading under the bylaw process; and

BRING FORWARD  
OPERATION BUDGET &  
ASSOCIATED BYLAWS

THAT the associated Tax Levy Bylaw 2019-27 and Fees and Charges Amendment Bylaw 2019-28 be brought forward for second and third reading under the bylaw process.

Carried Unanimously

Members of council spoke in support of specific projects provided for in the operating budget and the efficiencies achieved through process change. One member expressed a desire to see future budgets better articulate how council is trying to make the City more efficient.

Discussion

**2020-02-05**

It was duly moved and seconded  
THAT administration be authorized to affix the City Seal to the 2019  
Tax Lien Summary List to authenticate the list.

TAX LIEN SUMMARY LIST

Carried Unanimously

Progress reports for the fourth quarter of 2019 were received from the  
City Manager, Strategic Communications, and the various departments  
of the Corporate Services, Community and Recreation Services,  
Development Services and Infrastructure and Operations divisions.

PROGRESS REPORTS  
For Information Only

**City Planning Committee**

**2020-02-06**

It was duly moved and seconded  
THAT the Housing Development Incentives Policy be adopted as  
presented; and

HOUSING  
DEVELOPMENT  
INCENTIVES POLICY

THAT Bylaw 2020-06, a bylaw to amend the Fees and Charges Bylaw  
to provide for the implementation of the Housing Development  
Incentives Policy, be brought forward for consideration under the  
bylaw process.

Council members discussed a number of issues with respect to the  
proposed policy and some concerns were raised about the clarity of the  
policy with respect to its application in different zones. Additional  
concerns were raised regarding the provisions for allowing rental or  
supportive housing to be part of a condominium corporation, and the  
impact on the provisions concerning development cost charges.

Discussion

Some concerns were expressed about the targets in the policy, and the  
suggestion was made that the density goals might be set too high to  
achieve the desired outcomes. Concerns were also raised about the  
impact of the density targets on parking issues.

**2020-02-07**

It was duly moved and seconded  
THAT the Housing Development Incentives Policy and the associated  
Fees and Charges Amendment Bylaw be postponed for two weeks to  
allow for further review.

Motion to Postpone

Carried Unanimously

A Committee member commented on the need for regulations with  
respect to short term rentals.

SHORT TERM RENTALS  
For Information Only

**BYLAWS**

**2020-02-08**

It was duly moved and seconded  
THAT Bylaw 2020-01, a bylaw to authorize the allocation of various grants for the year 2019, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2020-01**  
2019 UMBRELLA  
GRANTS BYLAW  
THIRD READING

**2020-02-09**

It was duly moved and seconded  
THAT Bylaw 2020-02, a bylaw to amend the 2019 to 2022 capital expenditure program with respect to budget adjustments made throughout 2019, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2020-02**  
UMBRELLA CAPITAL  
BUDGET AMENDMENTS  
THIRD READING

A council member expressed concern regarding the process for some of the budget amendments included in the bylaw, and administration confirmed that the process will be more closely monitored in future.

Discussion

**2020-02-10**

It was duly moved and seconded  
THAT Bylaw 2020-03, a bylaw to amend the 2019 operating and maintenance budget with respect to budget adjustments made throughout 2019, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2020-03**  
UMBRELLA OPERATING  
BUDGET AMENDMENTS  
THIRD READING

**2020-02-11**

It was duly moved and seconded  
THAT Bylaw 2020-04, a bylaw to authorize the write-off of uncollectible accounts, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2020-04**  
WRITE OFF  
ACCOUNTS  
THIRD READING

**2020-02-12**

It was duly moved and seconded  
THAT Bylaw 2019-26, a bylaw to adopt the 2020 Operating and Maintenance Budget and the provisional budgets for 2021 and 2022, be given second reading.

Carried Unanimously

**BYLAW 2019-26**  
2020 to 2022  
OPERATING BUDGET  
SECOND READING

**2020-02-13**

It was duly moved and seconded  
THAT Bylaw 2019-26, a bylaw to adopt the 2020 Operating and Maintenance Budget and the provisional budgets for 2021 and 2022, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2019-26**  
2020 to 2022  
OPERATING BUDGET  
THIRD READING

**2020-02-14**

It was duly moved and seconded  
THAT Bylaw 2019-27, a bylaw to levy taxes for the year 2020, be given second reading.

Carried Unanimously

**BYLAW 2019-27**  
2020 TAX LEVY  
SECOND READING

**2020-02-15**

It was duly moved and seconded  
THAT Bylaw 2019-27, a bylaw to levy taxes for the year 2020, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2019-27**  
2020 TAX LEVY  
THIRD READING

**2020-02-16**

It was duly moved and seconded  
THAT Bylaw 2019-28, a bylaw to amend the Fees and Charges Bylaw to reflect the 2020 operating and maintenance budget, be given second reading.

Carried Unanimously

**BYLAW 2019-28**  
FEES AND CHARGES  
AMENDMENT  
SECOND READING

**2020-02-17**

It was duly moved and seconded  
THAT Bylaw 2019-28, a bylaw to amend the Fees and Charges Bylaw to reflect the 2020 operating and maintenance budget, having been read a first and second time, now be given third reading.

Carried Unanimously

**BYLAW 2019-28**  
FEES AND CHARGES  
AMENDMENT  
THIRD READING

There being no further business, the meeting adjourned at 7:00 p.m.

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**ADJOURNMENT**



## Minutes of the meeting of the City Operations Committee

<b>Date</b>	February 3, 2020	2020-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Stephen Roddick Councillor Jan Stick	
<b>Absent</b>	Councillor Dan Boyd Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Taylor Eshpeter, Manager of Engineering Services Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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Your Worship, the City Operations Committee respectfully submits the following report:

### **1. Infrastructure Agreement – Hillcrest Water Supply Project**

The City has a 2020 capital project to extend a water main across the Alaska Highway to provide another connection to the Hillcrest neighbourhood. In order to avoid conflict with a concurrent YG project to upgrade the Alaska Highway in the area, an agreement has been negotiated to combine the projects and have YG administer the contract for construction.

The proposed infrastructure agreement provides that YG will complete the design of the water main with review and approval by the City, and that the water main work will be incorporated into the YG tender for the overall highway improvements project. The City will be invoiced for the design and construction work.

The proposed agreement eliminates the risks associated with having two separate contracts in the same vicinity, managed by two different governments. Efficiencies and cost savings are also expected due to reduced coordination during design and construction.

**The recommendation of the City Operations Committee is**

THAT the Mayor be authorized to sign on behalf of the City of Whitehorse the Infrastructure Agreement with the Government of Yukon with respect to the Hillcrest Water Supply Project.





## Minutes of the meeting of the Community Services Committee

<b>Date</b>	February 3, 2020	2020-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Stephen Roddick Councillor Jan Stick	
<b>Absent</b>	Councillor Dan Boyd Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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Your Worship, there is no report from the Community Services Committee.



## Minutes of the meeting of the Public Health and Safety Committee

<b>Date</b>	February 3, 2020	2020-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Stephen Roddick – Chair Councillor Jan Stick – Vice Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu	
<b>Absent</b>	Councillor Dan Boyd Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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Your Worship, there is no report from the Public Health and Safety Committee.



## Minutes of the meeting of the Development Services Committee

<b>Date</b>	February 3, 2020	2020-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jocelyn Curteanu – Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Stephen Roddick Councillor Jan Stick	
<b>Absent</b>	Councillor Dan Boyd Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Myles Dolphin, Manager of Strategic Communications	

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Your Worship, the Development Services Committee respectfully submits the following report:

### 1. **Climate Change** – For Information Only

Matthew Trickett addressed the Committee to provide a packet of information regarding climate change issues. He stated the opinion that it is contradictory for Council to declare a climate change emergency and then host 2,000 amateur athletes in the Arctic Winter Games competitions, given the large carbon footprint of such events. Mr. Trickett also stated that, while the forests around Whitehorse need to be cleaned up due to the wildfire risk, healthy trees should not be cut down as they are carbon-beneficial.



## Minutes of the meeting of the Corporate Services Committee

<b>Date</b>	February 3, 2020	2020-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Laura Cabott – Chair Councillor Stephen Roddick – Vice-Chair Mayor Dan Curtis Councillor Jocelyn Curteanu Councillor Jan Stick	
<b>Absent</b>	Councillor Dan Boyd Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O’Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O’Blenes, Director of Infrastructure and Operations Taylor Eshpeter, Manager of Engineering Services Lindsay Schneider, Manager of Financial Services Catherine Constable, Manager of Legislative Services Landon Kulych, Manager of Parks and Community Development Myles Dolphin, Manager of Strategic Communications	

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Your Worship, the Corporate Services Committee respectfully submits the following report:

**1. Seniors’ Property Tax Deferment Program – For Information Only**

Gabriele Watts addressed the Committee to bring awareness to the City’s Senior Property Tax Deferment Program. She stated that most people are aware of other City initiatives for seniors, but the Property Tax Deferment Program is virtually unknown. She encouraged the City to provide better communication about the program and suggested that the information be included with the property tax notices.

**2. Capital Re-budget and Contract Award – Quartz Road Lift Station SCADA**

The SCADA Upgrade Project for the Quartz Road Lift Station was not completed in 2019 due to limited design capacity and competing administrative priorities. Radio communications are proposed for installations on remote stations to optimize costs,

realize real-time monitoring, improve the continuity and quality of data, better capture peak flows, and allow for the addition of security cameras. Flow data is required to meet conditions of the City's water licence and is essential data to optimize the operations of the water and sewer network.

One compliant bid was received in response to the tender issued for the Quartz Road Lift Station/Livingstone Trail Environmental Control Facility Outfall Flow Meter SCADA Project. An internal review committee agreed that the bidder is familiar with the scope of the work and has the knowledge and experience to complete the work successfully. The prices submitted are reasonable.

With a re-budget of 2019 funds, sufficient funds are available in the capital budget to complete this portion of the project. Additional radio control upgrades are planned at other sites in accordance with the project description and will be implemented in 2020. The project is entirely funded by Gas Tax.

**The recommendation of the Corporate Services Committee is**

THAT the remaining funds from the 2019 capital budget for the SCADA Program Project be re-budgeted to 2020 in an amount up to \$501,050; and

THAT Administration be authorized to award the contract for the 2019 Quartz Road Lift Station/Livingstone Trail Environmental Control Facility Outfall Flow Meter SCADA Project to Jaytech Electrical & Controls for a net cost to the City of \$164,025 plus GST.

**3. Capital Re-budget and Contract Award – Trail Plan Consulting Services**

An updated Trail Plan will inform future management and decision-making strategies, recommend growth opportunities, and support relationship-building initiatives. The project will be subject to an extensive public engagement process with the intention to develop a final plan that addresses strategic trail planning priorities spanning the next ten years. As the community continues to grow, the new Trail Plan will be an essential planning resource.

Six compliant proposals were received in response to the request for proposals issued in 2019 for consulting services to update the City Trail Plan. An internal committee reviewed the proposals in accordance with the Consulting Services Selection Procedures Policy.

With a re-budget of 2019 funds, sufficient funds are available in the capital budget to complete this project. The budget is funded entirely from Gas Tax.

**The recommendation of the Corporate Services Committee is**

THAT the remaining funds from the 2019 capital budget for the Trail Plan Update project be re-budgeted to 2020 in an amount up to \$70,000; and

THAT Administration be authorized to award the contract for consulting services for the Trail Plan Update project to LEES + Associates for a net cost to the City of \$69,741 plus GST.

**4. Local Improvement Charges – Urban Electrification**

In 1989 the City began assisting with the cost of electrifying urban property by financing it as a loan to the property owners and charging the cost back to the property as a local improvement charge. In order to have an application approved the applicant must have title to the property, current taxes must be paid in full, and the cost of the work must not exceed 75% of the assessed value of the property. The owners of the property located at 190 War Eagle Way in the Raven's Ridge Subdivision have met all the conditions of the urban electrification program. A bylaw is required to provide for a work of local improvement.

**The recommendation of the Corporate Services Committee is**

THAT the application under the urban electrification program for Lot 28 Raven's Ridge Subdivision be accepted; and

THAT Bylaw 2020-08, a bylaw to authorize a local improvement charge for urban electrification at 190 War Eagle Way in the Raven's Ridge Subdivision, be brought forward for consideration under the bylaw process.

**5. Rescind Council Member Appointment to AYC**

In 2019 three members of council were appointed to represent the City with the Association of Yukon Communities. However, Councillor Curteanu is a member of the AYC executive committee and therefore is not a representative of the City of Whitehorse. Rescinding her appointment will not impact her role on the executive committee or council's representation with the organization.

**The recommendation of the Corporate Services Committee is**

THAT the appointment of Councillor Jocelyn Curteanu as a Council representative to the Association of Yukon Communities, for the period November 1, 2019 to October 31, 2020, be rescinded.

**6. Authorize Council Travel – FCM Annual Conference**

The Council Remuneration Bylaw requires prior approval from council for all requests for funding or reimbursement of expenses incurred in conjunction with travel by members of council outside the City of Whitehorse. The 2020 Federation of Canadian Municipalities Annual Conference and Trade Show will be held in Toronto in early June. Three members of council have indicated their intention to attend.

**The recommendation of the Corporate Services Committee is**

THAT travel and per diem expenses be authorized for Councillors Boyd, Curteanu and Roddick to attend the 2020 Federation of Canadian Municipalities Annual Conference and Trade Show to be held in Toronto, Ontario in June.



## Minutes of the meeting of the City Planning Committee

<b>Date</b>	February 3, 2020	2020-03
<b>Location</b>	Council Chambers, City Hall	
<b>Committee Members Present</b>	Councillor Jan Stick – Chair Mayor Dan Curtis Councillor Laura Cabott Councillor Jocelyn Curteanu Councillor Stephen Roddick	
<b>Absent</b>	Councillor Dan Boyd Councillor Samson Hartland	
<b>Staff Present</b>	Linda Rapp, City Manager Jeff O'Farrell, Director of Community and Recreation Services Valerie Braga, Director of Corporate Services Mike Gau, Director of Development Services Peter O'Blenes, Director of Infrastructure and Operations Catherine Constable, Manager of Legislative Services Mélodie Simard, Manager of Planning and Sustainability Services Myles Dolphin, Manager of Strategic Communications	

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Your Worship, the City Planning Committee respectfully submits the following report:

### **1. Public Hearing Report – Zoning Amendment – Keno Way CNC2 Zone**

Bylaw 2019-20 contains a number of changes to the CNC2-Comprehensive Neighbourhood Commercial 2 zone in Whistle Bend prior to the commercial lots being offered for sale. The edits are intended to implement an urban form that will function similar to Main Street and complement the location of the town square as the centre of the neighbourhood.

No one appeared to speak to the bylaw at the public hearing. One written submission was received that expressed some concerns regarding building setbacks, reduced parking requirements, and the need for better bus service on Keno Way.

Bylaw 2019-20 does not propose any changes to the existing building setbacks in this zone. The design of Keno Way is similar to Main Street, including wide pedestrian boulevards that can be used for interim snow storage prior to removal. The proposed bylaw reduces parking requirements for both residential and commercial uses to the same requirements used downtown.

This amendment is intended to provide additional development space on the lots as well as promote the walkable design for Whistle Bend, making parking reductions for commercial businesses appropriate. However, overflow parking from residential units may create parking issues for businesses on Keno Way. Therefore, Administration is recommending that the parking reduction for commercial areas be retained, but residential parking requirements be reverted to one space per dwelling unit.

The City may explore increased bus service and route changes through future Transit planning and budgeting processes.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2019-20, a bylaw to make several edits to the CNC2 zone on Keno Way in the Whistle Bend neighbourhood, be brought forward for second and third reading under the bylaw process; and

THAT Bylaw 2019-20 be amended at second reading to remove changes to residential parking requirements in the CNC2 zone.

**2. Public Hearing Report – Zoning Amendment – 25 Rhine/468 Range Road**

The owner of the properties located at 25 Rhine Way and 468 Range Road in the Takhini neighbourhood applied for a zoning amendment to allow for a boundary realignment and reduction of parking for a supportive housing development. Twelve people appeared at the public hearing to oppose the development, and the proponent spoke in support of the project. 50 written submissions were received, four in favour, 27 opposed and 19 expressing concerns. The opposition and concerns expressed were primarily centred around the reduced parking requirements and the resultant impacts on on-street parking and other traffic issues.

As a result of the input received, the proponent has amended the development plans to increase the number of parking spaces to more than the minimum required under the current zoning of the Range Road property. Therefore, the zoning amendment to reduce the number of required parking spaces is no longer needed.

To provide access for the underground parking that is part of the new design, the proponent proposes to increase the boundary realignment area by 15%. Administration supports this change as it improves the overall design of the project and provides a response to the public input, but will have minimal impact on the development potential of the remaining portion of the 25 Rhine Way property.

**The recommendation of the City Planning Committee is**

THAT Bylaw 2019-21, a bylaw to amend the zoning of a portion of 25 Rhine Way and 468 Range Road, located in the Takhini neighbourhood, to allow for a boundary realignment and reduced parking requirements for a supportive housing development, be brought forward for second and third reading under the bylaw process; and

THAT Bylaw 2019-21 be amended at second reading to maintain the minimum parking requirements as provided in Zoning Bylaw 2012-20; and



THAT Bylaw 2019-21 be amended at second reading to increase the boundary realignment area from 557 m<sup>2</sup> to 888 m<sup>2</sup>, as shown on Appendix A.

**3. International Development Week** – For Information Only

A Committee member advised that February 2 to 8, 2020 is International Development Week and local organizations are holding events to celebrate the 30<sup>th</sup> anniversary of this initiative to support sustainable development.

**4. Climate Change Emergency Report** – For Information Only

A Committee member commended administration on the Climate Change Emergency report recently shared with Council and asked when the report will be released to the public. Administration advised that an administrative report will be prepared for a future Standing Committee meeting.

**5. Strategic Planning** – For Information Only

A Committee member noted that Climate Change Emergency issues will be considered during the upcoming strategic priorities sessions and asked when the updated strategic priorities will be finalized. Administration advised that finalization will depend on how quickly Council members can confirm their priorities. The priorities could be shared shortly after the planning sessions are finished, but the public document could take a few weeks longer to produce.

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## ADMINISTRATIVE REPORT

**TO:** Mayor and Council  
**FROM:** Administration  
**DATE:** February 10, 2020  
**RE:** For Information Only – Housing Development Incentives Policy

### ISSUE

Additional information on what the Housing Development Incentives Policy is meant to achieve.

### HISTORY

The first Development Incentives Policy was introduced in 2012 (then updated in 2015 and again in 2018). While it originally focused on stimulating both residential and commercial development, since its inception the policy has supported the development of 342 new housing units, including:

- Supportive Housing: 21 units (6% of all units funded under the policy)
- Private Market Rental: 232 units (68%)
- Home Ownership: 89 units (26%)

The housing continuum (below) is a cornerstone for understanding Canada’s housing system. It identifies where different types of housing fit among the spectrum of housing options available in Whitehorse. Understanding the housing system in this way helps to frame and identify housing issues, challenges and potential solutions.



Figure 1. The Housing Continuum

### ANALYSIS

#### **Municipal Priorities and Goals**

In 2019, Council adopted Attainable Housing as one of its six Strategic Priorities. In addition to these Strategic Priorities, the longer term vision for the City is set forward in the Official Community Plan (OCP). The OCP’s direction on residential development is to “promote a city-wide compact development pattern” as per OCP Policy 5.1.3.

The new Housing Development Incentives Policy is meant to build on the success of the original policy and more closely align with the municipal priorities and goals listed above by targeting assistance to residential projects that either:

- (a) address gaps in the housing continuum; or
- (b) increase development in targeted locations.

The policy more clearly targets assistance towards supportive housing and private market rental housing projects. It continues the ten-year tax grant for rental or supportive housing projects of four or more units (this was part of the former policy), and expands the assistance available for these types of projects by also waiving the Development Cost Charges (DCCs) that would normally apply.

In particular areas of the city, the new policy also encourages developers and property owners to take greater advantage of the density allowed on their lots under the Zoning Bylaw. This includes areas close to amenities such as shops, schools, services, parks, etc., or areas that are already zoned for medium or high density residential development.

The City’s population is projected to increase by more than 11,000 people (or 38%) over the next 20 years. This means that the supply of housing will need to increase by approximately 5,000 dwellings.

Whitehorse’s existing set of neighbourhoods have not yet been fully developed in the sense that their current zoning allows for a greater number of dwellings or units than has been taken advantage of by property owners at this time. To ensure City assets (for example: water, sewer, road infrastructure; garbage pick-up, snow ploughing, fire department services) are used in the most sustainable and fiscally responsible way, it will be important to ensure that this additional housing is accommodated within the city’s existing neighbourhoods where possible. The revised Housing Development Incentives Policy is one tool that City can use to incentivize this compact pattern of development.

Municipal Priority or Goal	Goal of Housing Development Incentive Policy
<p><b>Strategic Priority: Attainable Housing</b></p> <p>Working in partnership with other levels of government, NGOs, businesses and citizens to help people attain housing across the continuum.</p>	<p>Address gaps in the housing continuum.</p>
<p><b>OCP Direction: Promote a city-wide compact development pattern</b></p>	<p>Increase development in targeted locations.</p>

## **Housing Development Incentives Policy – Next Steps**

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At the regular council meeting on January 27<sup>th</sup> the decision regarding adoption of the Housing Development Incentives Policy and the associated Fees and Charges Amendment Bylaw was postponed for two weeks to allow for further review.

Additional information on what the Housing Development Incentives Policy is meant to achieve is being presented as a “For Information Only” report under New and Unfinished Business on the February 10<sup>th</sup> regular meeting agenda. The associated Fees and Charges Amendment Bylaw is also on the agenda for first and second reading.

If council members are satisfied with the additional information received, the next step is to vote on the resolution presented on January 27<sup>th</sup>.

The resolution reads as follows:

THAT the Housing Development Incentives Policy be adopted as presented;  
and

THAT Bylaw 2020-06, a bylaw to amend the Fees and Charges Bylaw to provide for the implementation of the Housing Development Incentives Policy, be brought forward for consideration under the bylaw process.

If the resolution passes, the policy is adopted and the associated Fees and Charges Amendment Bylaw will come forward as scheduled for first and second reading. Third reading will be scheduled for the regular council meeting on February 24<sup>th</sup>.

Council has the option of proposing amendments to the policy before adoption. In that event, the proposed amendments should be in writing and clearly state the changes proposed to the policy as presented.

If the resolution is defeated, the policy and the associated bylaw both die.



## Housing Development Incentives Policy

<b>Policy Number:</b>	<b>2020-01</b>
<b>Approved by:</b>	<b>Council Resolution <u>2020-02-xx</u> dated</b>
<b>Effective date:</b>	<b>January 28, 2019</b>
<b>Department:</b>	<b>Planning and Sustainability Services/Legislative Services</b>

### POLICY STATEMENT

Creating attainable housing for citizens is a priority for the *City*, which will be achieved in part through adding increased housing stock to the market via incentivizing particular development projects that achieve higher density housing or other specific *City* objectives.

The *City* will provide financial incentives for projects that provide *rental or supportive housing*, high density *residential units*, and *residential units* located near community services.

For greater certainty, in the case of a mixed-use development, the *City* will only provide financial incentives for residential components of the building.

### BACKGROUND

There is currently a need for attainable housing of all types in the city. These needs can be addressed through a variety of housing-supply options including mixed-use, apartments, secondary suites, and other types of housing developments. Some aspects of the housing continuum are being adequately supplied by the market, while others are not. The *City* does not provide housing directly, but it has a role in land development, permitting and taxation whereby it may encourage development that is not being provided under existing market conditions.

### DEFINITIONS

**Base Rate** – The Tax Grant Incentive base rate is calculated as the value of the tax levy for improvements on the property paid on July 2<sup>nd</sup> in the year that the building permit for the eligible development is issued. In the case where existing buildings or structures were demolished prior to issuance of a building permit for an eligible development, the base rate will be zero.

**City** – Means the municipality of the City of Whitehorse.

**Council** – Means the municipal Council for the City of Whitehorse.

**Deferred Payment Incentive (DPI)** – The deferral of full or partial payment to the *City* by a *non-profit agency or non-government organization* when purchasing a parcel of *City* owned land.

**Development Cost Charge (DCC)** – The charge levied by the *City* against a new development to acquire sufficient funds to assist with the expansion of municipal services or facilities and other growth related infrastructure. *DCCs* are enacted through the Residential Development Cost Charges Bylaw and the value is set out in the Fees and Charges Bylaw.

**Development Fees** – The fees associated with a project including the costs of development and building permit applications, inspections, water and sewer connection, and the development incentive application. For the purposes of this policy, development fees do not include *DCCs* or construction and demolition tipping fees.

**Development Incentives** – Monetary contributions made by the *City* for developments meeting the eligibility criteria set out in this policy.

**Eligible Suite** – Either a living suite or garden suite, as defined by the Zoning Bylaw, that is located within the *Urban Containment Boundary*.

**Neighbourhood Facility** – Basic services that contribute to ‘complete communities’, including elementary or secondary schools, commercial areas, government recreation or health service buildings, community gardens, or developed *City* parks or playgrounds.

**Non-Profit Agency or Non-Government Organization** – An organization that has been registered with Government of Yukon Community Services under the *Societies Act* and has remained in good standing for a period of two years or longer.

**Rental Housing** – Refers to any configuration of multiple housing units that is retained by a single owner, with units that are available to rent on a monthly or longer basis.

**Residential Units** – A development consisting of more than three units, developed as ‘housing: apartment’ as defined in the Zoning Bylaw. Individual units may consist of studio, one, or two bedroom apartments. A development may include larger individual units and still qualify for an incentive under this policy; however, the developer will only receive an incentive for units of two bedrooms or less. For the purposes of this policy, ground level entrance developments, such as townhouses, are not considered as *residential units*.

**Supportive Housing** – Use of a building for residential dwelling units that is owned and operated by a *non-profit agency or non-government organization* and intended to accommodate tenants who require assistance. Assistance for residents must be provided through a permanent on-site staffing component. Typical uses would include assisted housing for seniors or assisted housing for people with disabilities.

**Tax Grant Incentive (TGI)** – A yearly monetary grant intended to incentivize development. The grant will be in the amount that the developer has paid in annual municipal taxes as a result of improvements to the property, i.e., new construction. The base amount is determined at the time of issuance of a building permit.

**Urban Containment Boundary** – Refers to a mapped boundary, shown in the Official Community Plan, which outlines the serviced urban areas of the city (i.e., areas of urban density, growth, and service delivery including sewer, water and storm infrastructure).

## **DEVELOPMENT INCENTIVES**

### Suite Development Incentive

The Manager of Land and Building Services, or designate, may approve a Suite Development Incentive for any person or organization that develops an *eligible suite*, permitted by the *City*.

Approval of a Suite Development Incentive will result in the *DCCs* for the approved suite being reduced pursuant to the Fees and Charges Bylaw.

### Neighbourhood Density Development Incentive

The Manager of Land and Building Services, or designate, may approve a Neighbourhood Density Development Incentive for any person or organization that builds one of the following developments in the following locations or zones:

- *residential units* in a CN–Neighbourhood Commercial, CNC–Comprehensive Neighbourhood Commercial, or CNC2–Comprehensive Neighbourhood Commercial 2 zone;
- *residential units* outside Downtown, or within the RD–Residential Downtown or CM1–Mixed Use Commercial zones, that are within 400 metres of a *neighbourhood facility*, where zoning allows; or
- *residential units* that achieve at least 90% of the maximum allowable *residential units* in the RCM–Comprehensive Residential Multiple Family zone.

Approval of a Neighbourhood Density Development Incentive will result in the *DCCs* for the approved project being reduced pursuant to the Fees and Charges Bylaw, to a maximum of \$50,000.

### RCM2 Zone Development Incentive

*Council* may approve a RCM2 Zone Development Incentive for any person or organization that builds *residential units* in the RCM2–Comprehensive Residential Multiple Family 2 zone, achieving a density 50% higher than the minimum requirement specified in the Zoning Bylaw.

Approval of a RCM2 Zone Development Incentive will result in the *DCCs* for the approved project being reduced pursuant to the Fees and Charges Bylaw.

### Rental and Supportive Housing Development Incentive

*Council* may approve a Rental and Supportive Housing Development Incentive for any person or organization that builds a development with one or both of the following:

- a minimum of four *rental housing* units that will remain as *rental housing* for a minimum term of ten years; or
- a minimum of four *supportive housing* units. *Council* may consider projects proposed as partnerships between *non-profit agency or non-government organizations* and for-profit organizations.



Approval of a Rental and Supportive Housing Development Incentive will result in the *DCCs* for the approved suite being reduced pursuant to the Fees and Charges Bylaw, and in a ten-year *Tax Grant Incentive (TGI)*. The total value of the incentive will not exceed \$500,000.

#### Non-Profit or Non-Governmental Organization Incentives

- For any residential housing project undertaken by a *non-profit or non-governmental organization*, a grant equal to the cost of *development fees* and/or *DCCs* may be issued, to a maximum of \$20,000. All such grant requests are subject to *Council* approval. Project costs must be provided to the *City* as part of any request.
- *Council* may consider a *Deferred Payment Incentive (DPI)* for a *non-profit or non-governmental organization* that may set out a deferred payment plan for the purchase of *City* owned land. Financial information may be requested by the *City* in relation to any application for a *DPI*.
- *Council* may consider a cash grant for an amount that it deems necessary to support major projects by *non-profit or non-governmental organizations*. These projects must include either purpose built, subsidized *rental housing or supportive housing* as a significant component of the project (over 60% of dwelling units). Eligibility for a cash grant will consider factors such as project viability, other external funding sources, project budget, and current market conditions.

#### **IMPLEMENTATION**

Based on the eligibility criteria listed in this policy, an applicant may apply for a *development incentive* as follows:

1. Taxes applied to the value of land are not available for reduction or grant.
2. Federal and Territorial governments and their agencies will not be eligible for the *development incentives* and/or *TGIs* under this policy.
3. Receipt of a development incentive outlined in this policy does not disqualify an applicant from receiving a different grant, subsidy, or loan provided by the *City* or another entity. An individual or organization may receive more than one *development incentive*, per the terms of this policy.
4. All applications must be accompanied by a valid development permit issued by the *City* and projects must adhere to the Official Community Plan, as well as any other relevant *City* policies or bylaws.
5. Where multiple secondary suites are permitted, a Suite Development Incentive may be approved for each permitted suite.
6. Eligible developments may span over several legal lots. For multi-phased developments that are eligible for an incentive, applications may be made for each phase as the development progresses.



7. A single phase of an eligible project shall not receive more than one Neighbourhood Density, RCM2 Zone, or Rental and Supportive Housing Development Incentive, and no combination of these incentives will be considered.
8. *Development incentives* will not be applied retroactively for projects that have already been issued a building permit. This includes permits that have been cancelled or lapsed and reapplied for in an effort to receive an incentive.
9. Approved Rental and Supportive Housing Development Incentives will be set out in a Development Incentive Agreement between the applicant and the *City* that will specify the terms of payment. Annual grants will be processed after property owners have paid their taxes for the year in full. If property taxes are in arrears, the Development Incentive Agreement will be void and the applicant will no longer be eligible for the *TGI*.
10. The annual value of each *TGI* will be calculated by subtracting the *base rate* from annual tax levy paid by July 2<sup>nd</sup> for the duration of the Development Incentive Agreement.
11. Payment of *TGI*s will begin once an eligible development has received occupancy permits for all units. Any taxes paid to the *City* prior to occupancy will not be eligible for a grant under this policy.
12. The Development Incentive Agreement may be revoked and cancelled if occupancy has not been granted within five years of issuance of building permits for Rental and Supportive Housing Development Incentives.
13. Rental or supportive housing developments may be developed as part of a condominium corporation, but sale of individual units will be strictly prohibited unless approved in writing by the City. If a rental or supportive housing unit is sold individually prior to completion of the term set out in the Development Incentives Agreement, the Agreement will become void and the owner will be required to repay the *development incentives* and/or *TGI* received for that unit to date.
14. Any *rental housing* that has received funding through an approved *development incentive* shall not be used for short-term (less than one month) or nightly rental. If an eligible unit is used for short-term or nightly rental prior to completion of the term set out in the Development Incentives Agreement, the Agreement will become void and the owner will be required to repay the *development incentives* and/or *TGI* received to date.
15. Any *eligible suite* that has received a *development incentive* shall not be used for short-term (less than one month) or nightly rental. If an *eligible suite* is used for short-term or nightly rental the owner will be required to repay the *development incentives* received to date.
16. If a development or building permit is substantially amended, revoked, or cancelled, the Development Incentive Agreement will be considered invalid and the applicant must reapply for an incentive under the terms of this policy.

17. The *City* reserves the right to amend this policy from time to time, through the standard *Council* approval process. In the event of an amendment, active applications will be permitted to continue under the terms in which the application was submitted. Any applications received after the *Council* process has started will be subject to the updated policy.

### **REPEAL OF EXISTING POLICY**

The Development Incentives Policy adopted by Council resolution 2018-22-05, including all amendments thereto, is hereby repealed.

### **Supporting References**

*Municipal Act* RSY 2002, c.154

### **History of Amendments**

<u>Date of Council Decision</u>	<u>Reference (Resolution #)</u>	<u>Description</u>
January 27, 2020	2020-02-	Initial Policy Adopted

■2020-01-28

# CITY OF WHITEHORSE

## BYLAW 2019-20

A bylaw to amend Zoning Bylaw 2012-20

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WHEREAS section 289 of the *Municipal Act* provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended with respect to a number of administrative edits to the CNC2–Comprehensive Neighbourhood Commercial 2 zone in Whistle Bend;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Section 10.10.2 of Zoning Bylaw 2012-20 is hereby amended by deleting community and recreation services and pet clinics from the list of principal uses and adding hotels, scientific and cultural exhibits and studios. The revised subsection 10.10.2 will read as follows:

“10.10.2      Principal Uses

- a)      business support services
- b)      child care centres
- c)      eating and drinking establishments
- d)      financial services
- e)      health services
- f)      hotels
- g)      household repair services
- h)      indoor participant recreation services
- i)      offices
- j)      personal service establishments
- k)      retail services, convenience
- l)      retail services, general less than 500 m<sup>2</sup>
- m)      scientific and cultural exhibits
- n)      studios”

2. Section 10.10.5 of Zoning Bylaw 2012-20 is hereby amended by deleting existing subsections c), d) and e) and substituting therefore new subsections c), d) and e) as follows:

“10.10.5      c)      The maximum floor area ratio is 2.5.  
                  d)      The maximum site coverage is 90%  
                  e)      The maximum height is 12 m.”

# Zoning Amendment Bylaw 2019-20

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3. Section 10.10.6 of Zoning Bylaw 2012-20 is hereby amended by deleting existing subsection f) and substituting a new subsection f) as follows:
- “10.10.6 f) Residential uses, offices, and indoor participant recreation services are only permitted above the first storey.”
4. Section 10.10.6 of Zoning Bylaw 2012-20 is hereby amended by adding new subsections g) and h) as follows and renumbering the remaining subsections accordingly:
- “10.10.6 g) The off-street vehicle parking, loading, and bicycle parking provisions are modified as per section 7.3.7.
- h) Upper storeys must be setback an additional 1.5 m from the building façade facing a public street or the town square.”
5. Section 10 of Zoning Bylaw 2012-20 is hereby amended by adding new subsection 10.10.7 as follows:
- “10.10.7 Special Modifications
- a) Lot 550, Plan 2019-0003 LTO, located at 120 Keno Way in the Whistle Bend neighbourhood, is zoned CNC2x(a) with the special modification being:
- (1) Only eating and drinking establishments are permitted on the first storey.
  - (2) A minimum of 25% of seating capacity must be dedicated to outdoor seating.
  - (3) Building access and façade should front both Keno Way and the town square.
  - (4) The western side yard setback is 2.5 m.
- b) Lot 548, Plan 2019-0003 LTO, located at 134 Keno Way in the Whistle Bend neighbourhood, is zoned CNC2x(b) with the special modifications being:
- (1) Only eating and drinking establishments, retail services (general or convenience), and personal service establishments are permitted on the first storey.
  - (2) A minimum of 30% of the first storey must be established as an eating and drinking establishment.
  - (3) A minimum of 10% of seating capacity must be dedicated to outdoor seating.
  - (4) Building access and façades should front both Keno Way and the town square.
  - (5) The eastern side yard setback is 2.5 m.

# Zoning Amendment Bylaw 2019-20

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- (c) Lots 530 and 533, Plan 2019-0003 LTO, located at 125 and 129 Keno Way in the Whistle Bend neighbourhood, are zoned CNC2x(c) with the special modifications being:
  - (1) Only eating and drinking establishments, retail services (general or convenience), and personal service establishments are permitted on the first storey.
  - (2) Outdoor seating will be established in association with any eating and drinking establishment.
- 6. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 550, Plan 2019-0003 LTO, located at 120 Keno Way in the Whistle Bend neighbourhood, from CNC2–Comprehensive Neighbourhood Commercial 2 to CNC2x(a)–Comprehensive Neighbourhood Commercial 2 (modified), as indicated on the sketch attached hereto as Appendix “A” and forming part of this bylaw.
- 7. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 548, Plan 2019-0003 LTO, located at 134 Keno Way in the Whistle Bend neighbourhood, from CNC2–Comprehensive Neighbourhood Commercial 2 to CNC2x(b)–Comprehensive Neighbourhood Commercial 2 (modified), as indicated on the sketch attached hereto as Appendix “A” and forming part of this bylaw.
- 8. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lots 530 and 533, Plan 2019-0003 LTO, located at 125 and 129 Keno Way in the Whistle Bend neighbourhood, from CNC2–Comprehensive Neighbourhood Commercial 2 to CNC2x(c)–Comprehensive Neighbourhood Commercial 2 (modified), as indicated on the sketch attached hereto as Appendix “A” and forming part of this bylaw.
- 9. This bylaw shall come into full force and effect upon final passage thereof.

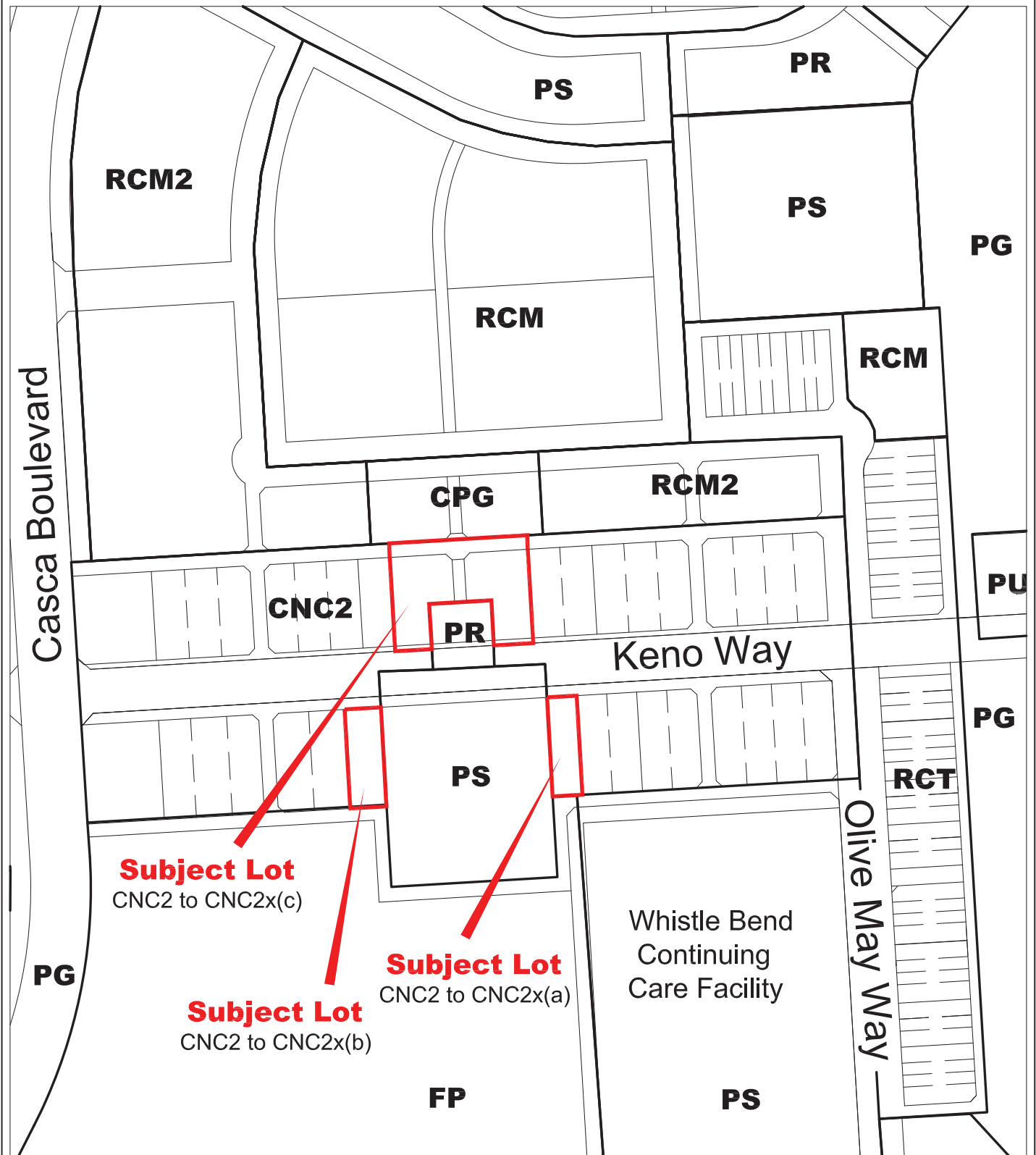
**FIRST READING:** November 25, 2019  
**PUBLIC NOTICE:** December 20, 2019 and January 3, 2020  
**PUBLIC HEARING:** January 13, 2020  
**SECOND READING:**  
**THIRD READING and ADOPTION:**

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Mayor


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Assistant City Clerk



**Bylaw 2019-20**  
 A bylaw to amend the zoning of commercial lots located on Keno Way in Whistle Bend.

LEGEND

 SUBJECT AREA

# CITY OF WHITEHORSE

## BYLAW 2019-21

A bylaw to amend Zoning Bylaw 2012-20

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WHEREAS section 289 of the *Municipal Act* provides that a zoning bylaw may prohibit, regulate and control the use and development of land and buildings in a municipality; and

WHEREAS section 294 of the *Municipal Act* provides for amendment of the Zoning Bylaw; and

WHEREAS it is deemed desirable that the City of Whitehorse Zoning Bylaw be amended to allow for the development of a supportive housing complex for seniors in the Takhini neighbourhood;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. Section 9 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 9.4.7 as follows:  
    “9.4.7           Special Modifications  
                    a)     A 557 m<sup>2</sup> portion of lot 426, Plan 2018-0037, located at 25 Rhine Way in the Takhini neighbourhood, is designated CM1x with the special modifications being that the number of required parking spaces for supportive housing is calculated at a rate of 1 per 4 units.
  
2. Section 10 of Zoning Bylaw 2012-20 is hereby amended by adding a new subsection 10.5.7 as follows:  
    “10.5.7          Special Modifications  
                    a)     Lot 435-190-3, Group 804, Plan 35041 LTO, located at 468 Range Road in the Takhini neighbourhood, is designated CM1x with the special modifications being that the number of required parking spaces for supportive housing is calculated at a rate of 1 per 4 units.
  
3. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of a 557 m<sup>2</sup> portion of lot 426, Plan 2018-0037, located at 25 Rhine Way in the Takhini neighbourhood, from RCM2–Comprehensive Residential Multiple Family 2 to CM1x(a)–Mixed Use Commercial (modified), as indicated on the sketch attached hereto as Appendix “A” and forming part of this bylaw.

# Zoning Amendment Bylaw 2019-21

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4. The zoning maps attached to and forming part of Zoning Bylaw 2012-20 are hereby amended by changing the zoning of Lot 435-190-3, Group 804, Plan 35041 LTO, located at 468 Range Road in the Takhini neighbourhood, from CM1–Mixed Use Commercial to CM1x(a) – Mixed Use Commercial (modified), as indicated on the sketch attached hereto as Appendix “A” and forming part of this bylaw.
5. This bylaw shall come into full force and effect upon final passage thereof.

**FIRST READING:** November 25, 2019  
**PUBLIC NOTICE:** November 29 and December 6, 2019  
**PUBLIC HEARING:** January 13, 2020  
**SECOND READING:**  
**THIRD READING and ADOPTION:**

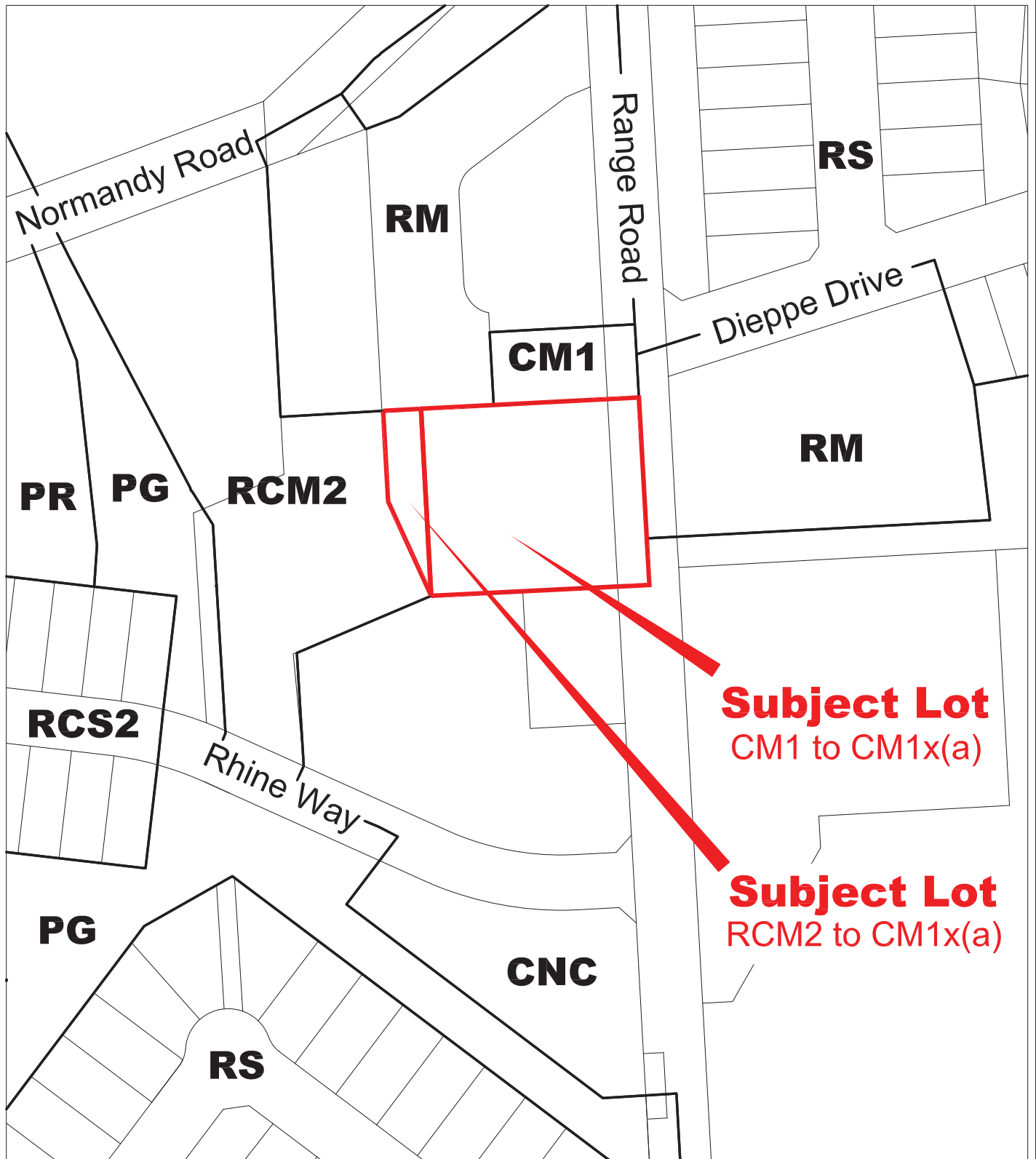
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Mayor

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Assistant City Clerk






**BYLAW 2019-21**

A bylaw to amend the zoning of 468 Range Road and a portion of 25 Rhine Way to allow for a boundary realignment and reduced parking requirements for a supportive housing development.

**LEGEND**

 SUBJECT AREA

**CITY OF WHITEHORSE**  
**BYLAW 2020-06**

A bylaw to amend Fees and Charges Bylaw 2014-36

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WHEREAS all City of Whitehorse municipal fees and charges are consolidated into one bylaw; and

WHEREAS section 220 of the *Municipal Act* (R.S.Y. 2002) provides that council may by bylaw amend or vary bylaws; and

WHEREAS it is deemed desirable that the Fees and Charges Bylaw be amended to reflect the Housing Development Incentives Policy;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. The fee schedule attached to and forming part of Fees and Charges Bylaw 2014-36 is hereby amended by repealing existing Schedule 9 (Planning) and substituting therefore a new Schedule 9 attached hereto as Appendix "A" and forming part of this bylaw.
2. This bylaw shall come into full force and effect upon final passage thereof.

**FIRST and SECOND READING:**

**THIRD READING and ADOPTION:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Assistant City Clerk

## **CITY OF WHITEHORSE**

### **BYLAW 2020-06**

#### **Explanatory Notes**

The attached bylaw amends the Fees and Charges Bylaw to reflect changes required as part of adoption of a new Housing Development Incentives Policy.

The changes are highlighted and include new and amended fees.

- Delete Development Agreement Fees for Minor Incentives;
- Amend Development Agreement Fees for Standard/Major Incentives to read 'Rental and Supportive Housing Development Incentive';
- Amend DCC charge for Approved Minor Development Incentive to read 'Approved Suite Development Incentive';
- Add DCC charges for 'Approved Neighbourhood Density Development Incentive', 'RCM2 Zone Development Incentive' and 'Rental and Supportive Housing Development Incentive', with a charge of \$0.

		Bylaw 2020-06		Units
		Approved Fee	Date Fee Effective	
Address Changes	changing a municipal address			
Development Cost Charge	residential, single family	200.00	22-Jun-98	each
Development Cost Charge	residential, single family	1,040.00	1-Jul-14	per dwelling
Development Cost Charge	residential, single family	3,641.00	1-Jul-14	per dwelling
Development Cost Charge	residential, single family	3,641.00	1-Jul-14	per dwelling
Development Cost Charge	residential, duplex	1,769.00	1-Jul-14	per dwelling
Development Cost Charge	residential, multiple housing	5,826.00	1-Jul-14	per 2 dwellings
Development Cost Charge	residential, multiple housing	2,913.00	1-Jul-14	per dwelling
Development Cost Charge	residential, multiple housing	2,185.00	1-Jul-14	per dwelling
Development Cost Charge	residential, multiple housing	2,913.00	1-Jul-14	per dwelling
Development Cost Charge	residential, single family	-	31-Mar-19	per dwelling
Development Cost Charge	Incentive	-	10-Feb-20	per dwelling
Development Cost Charge	Incentive	-	10-Feb-20	per dwelling
Development Cost Charge	Incentive	-	10-Feb-20	per dwelling
Development Agreement	Incentive	75.00	8-Oct-13	each
Development Agreement	Incentive	200.00	8-Oct-13	each
Development Permit	Conditional Use - \$500 plus applicable Permitted Use fee.	500.00	1-Jan-15	each +
Development Permit	Designated municipal historic resource	-	27-Jan-03	each
Development Permit	Permitted Use: Non-residential Zone (No new construction)	275.00	29-Jan-07	each
Development Permit	Permitted Use: Non-residential Zone(New Construction) \$275.00 + 1.10/sq metre	275.00+	29-Jan-07	each +
Development Permit	Permitted Use: Residential Zone	275.00 +	22-Jun-98	each
Development Permit	Permitted Use: Residential Zone	275.00	1-Feb-09	each
Development Permit	Permitted Use All Zones	75.00	1-Jun-17	each
Development Permit	Permitted Use: Residential Zone	30.00	1-Jan-19	each
Development Permit	Permitted Use: Residential Zone	75.00	1-Jan-19	each
Development Permit	Permitted Use: Residential Zone	75.00	1-Jan-19	each
Development Permit	Placement of Sign	25.00	1-Feb-09	each
Development Permit	Schwatka Lake Waterfront Policy Dock Permit	300.00	1-May-16	each
Development Permit	Schwatka Lake Waterfront Policy Dock Permit	1,500.00	1-May-16	each
Development Permit	Demolition of a Structure	75.00	1-Jun-17	each
Development Permit	Demolition of a Structure	275.00	1-Feb-09	each
Development Permit	Demolition of a Structure	200.00	1-Feb-09	each

		Bylaw 2020-06		Units
		Approved Fee	Date Fee Effective	
Development Permit	Relocation of a Structure	25.00	1-Feb-09	each
Development Permit	Temporary Use Permit	25.00	1-Feb-09	each
Development Permit	Temporary Use Permit	275.00	1-Feb-09	each
Development Permit	Temporary Use Permit	25.00	1-Feb-09	each
Development Permit	Mobile food Vendor on public site	275.00	1-May-15	each
Development Permit	Mobile food Vendor on public site: electricity charge	50.00	1-May-15	each
Development Permit Refund	written request from applicant within 6 months of original date of issue-no permit related work on site: has begun-deduction of \$55. or 20% of fee whichever is MORE.	Varies	1-Feb-09	each
Land Management	Development agreement	200.00	29-Jan-07	each
Land Management	Road Closure Bylaw	500.00	29-Jan-07	each
Land Management	Subdivision Approval Extension	250.00	29-Jan-07	each
Official Community Plan Amendment Fee	(OCP Amendment Fee)	1,500.00	1-Jan-17	each
Parking	Payment in lieu of providing parking space	18,706.00	13-Nov-01	each space
Parking	Payment in lieu of providing parking space	7,967.00	13-Nov-01	each space
Subdivision Application	Condominium (non refundable fee)	50.00	8-Jan-01	each
Subdivision Application	Consolidation (non refundable fee)	50.00	22-Jun-98	each
Subdivision Application	Subdivision (non refundable fee)	100.00	22-Jun-98	each
Subdivision Application	Property line adjustment or realignment (non refundable fee)	50.00	8-Jan-01	each
Variance, Board of Appeal	non refundable fee each appeal	500.00	1-Feb-05	each
Zoning Amendment		1,500.00	8-Oct-13	each
Zoning Amendment	Designated municipal historic resource	-	27-Jan-03	each

**CITY OF WHITEHORSE**  
**BYLAW 2020-08**

A bylaw to authorize a local improvement charge for urban electrification

WHEREAS in 1989 council approved the concept of assisting taxpayers to bring electrical service to their property via the imposition of a local improvement charge; and

WHEREAS the owners of the property located at LOT 28 Ravens Ridge Subdivision, 190 War Eagle Way, have applied under the Urban Electrification Program for a local improvement to assist them in providing power to the property; and

WHEREAS sections 267 to 271 of the *Municipal Act* require that a bylaw to provide for and authorize a local improvement will contain specific information pertaining to the local improvement and the procedures to be followed in passing the bylaw; and

WHEREAS the actual cost of the said construction is estimated to be \$7,980.00 of which \$7,980.00 will be raised by way of a special tax assessment, and

WHEREAS in order to construct and complete the project it will be necessary to fund up to the sum of \$7,980.00 from the City; and

WHEREAS the estimated life of the project exceeds ten years;

NOW THEREFORE the council of the municipality of the City of Whitehorse, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. A work of local improvement, being the electrification of the property described as Lot 28 Ravens Ridge Subdivision, Plan 2013-0080, Roll #3550002800, property class RSC, located at 190 War Eagle Way, is hereby authorized.
2. The parcel of land benefiting from this work of local improvement is as set out in section 1 of this bylaw.
3. The total cost of the local improvement has been determined by ATCO Electric Yukon.
4. The cost of the work is to be paid for by way of a special assessment to be levied on the parcel described in section 1 of this bylaw.
5. For the purposes aforesaid, the sum of up to \$7,980.00 is to be funded by the City at large.
6. The sum of \$7,980.00 is to be collected by way of a special assessment as provided in section 7 of this bylaw.
7. There is hereby imposed on the land described in section 1 of this bylaw a special assessment under the *Assessment and Taxation Act*. This equates to an annual fee in the amount of \$981.41 for each of ten years. This sum is the amount necessary to pay the annual amount of interest and principal falling due in each year, computed at the prime business rate of 3.95% as at January 22, 2020. The said special assessment shall be in addition to all other rates and taxes.

## **Local Improvement for Urban Electrification Bylaw 2020-08**

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- (1) The property owners have the option of paying the total property charge prior to its due date, or of paying the equal annual instalments each of ten years, commencing on July 2, 2021.
  - (2) The property owners may reduce the balance owing on the total property charge by making a lump sum payment in any year during the life of the bylaw. Such lump sum payments shall be accepted only in the month of January each year.
  - (3) The property owners may also pay off the balance owing at any point during the ten-year life of the bylaw.
8. The provisions of this bylaw shall come into full force and effect upon final passage thereof.

**NOTICE GIVEN:**

February 3, 2020

**FIRST and SECOND READING:**

**THIRD READING and ADOPTION:**

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Mayor

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Assistant City Clerk