

COMMUNITY INFRASTRUCTURE & STRATEGIC GROWTH – AGENDA REPORT

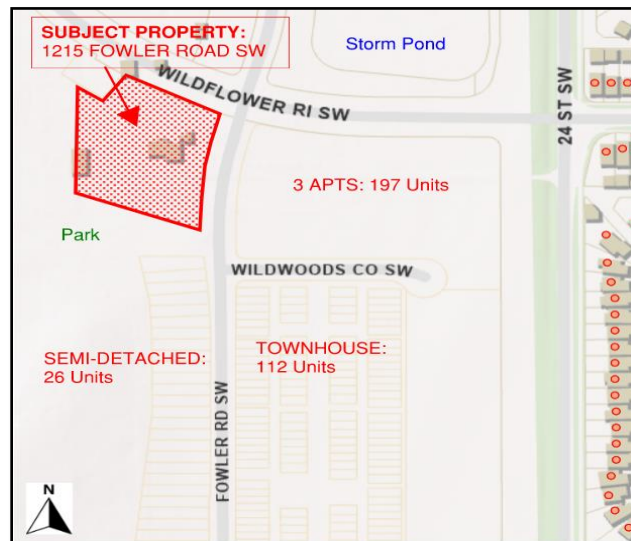
Meeting Date: 11 March 2025

Subject: Development Permit – Residential Sales Centre (Minto)

Directorate: Strategic Growth and Investment

Issue:

The Community Infrastructure and Strategic Growth Standing Committee (CISG) is being asked to decide on Development Permit PL2402656 for a Residential Sales Centre at 1215 Fowler Road SW.



Policy / Council Direction:

The policy documents reinforce the residential nature and significant housing development that is planned in this neighbourhood. The policies consulted were:

- [West Hills Community Area Structure Plan](#) (2019).
- [Wildflower Neighbourhood Structure Plan](#) (2021).
- [The Primrose Master Site Plan](#) (2023).

Background:

The applicant and developer for this project is Minto Communities Inc. The subject property is situated at the corner of Fowler Road SW and Wildflower Rise SW. The single storey Residential Sales Centre is situated with visibility to the corner and complies with the setbacks as prescribed in the R3, Low-Rise Multifamily Residential District. The development permit completed the circulation period with minor edits and clarification. There are two sales offices, one administration office and one washroom with open display space for the housing products. The proposed building area is 187.54m² (2,019ft²). The purpose of the Residential Sales Centre is to market the homes in this neighbourhood and facilitate sales. The developer is aware that the development permit approval is only temporary. (Attachment 1)

The Standing Committee is the development authority because Residential Sales Centre is listed as a discretionary use in the R3 District. This is due to the Land Use Bylaw (LUB) which states a Residential Sales Centre shall be considered a discretionary use in all residential land use districts. There is no master site plan in effect for this site.

The LUB has specific Residential Sales Centre regulations for consideration:

1. The development permit approval is limited at the discretion of the development authority to a maximum term of three (3) years.
2. The development authority may grant extensions to this approval. Administration is recommending the maximum term of three (3) years from the date of development permit issuance.
3. Ensure appropriate and safe access to the site for clients, construction activity and emergency access.
4. The development authority shall have regard to the context of the surrounding neighbourhood.
5. Residential Sales Centre shall comply with building height, setbacks and coverage requirement in the R3 District.
6. Residential Sales Centre shall be removed and any associated work to the satisfaction of the development authority.

Parking

The LUB does not define the parking requirement for a Residential Sales Centre. Therefore, Administration is recommending that "Other Commercial Service Uses when not otherwise listed" is appropriate to apply. The building area as proposed requires a minimum of six (6) parking stalls. One (1) of the stalls shall be barrier-free parking stall. The application is proposing a total of thirteen (13) parking stalls with one (1) stall designated as barrier-free parking.

Landscaping

The landscaping requirements have been met with plantings for deciduous and coniferous trees as well as shrubs. Hydroseed mix has been proposed for the area between the building envelope and the adjacent City park space. Bike racks and concrete pedestrian pathways are proposed within the site and to the public sidewalk. Signs noted

in the landscape plan will be subject to a development permit and not approved as part of this application.

Administration Recommendation:

That CISG accepts recommendation to approve development permit PL2402656 for a Residential Sales Centre.

Planning Rationale:

1. The LUB regulations specific to a residential sales centre do comply and there are no variances required.
2. A total of 335 residential units have been approved in 2024 within The Primrose Master Site Plan and adjacent semi-detached dwelling units. The residential sales centre is situated nearby to market the housing developments and facilitate sales.

Alternatives/Implications:

That CISG can choose to accept Administration’s recommendation for approval with amendments to the development permit conditions. (Attachment 2)

- *The implication is CISG agrees with Administration’s recommendation but have amendments to the conditions.*

Budget Implications:

No budget implications are anticipated because of this development.

Communications and Engagement:

Pursuant to Section 2.4.6(2) of the LUB, the decision will be advertised in the “City Connection” newspaper and on the City’s website. In addition, a notification letter will be mailed to landowners within 60m of the subject property. A 21-day appeal period will be required from the date of decision made by CISG.

Recommendation:

That the Community Infrastructure and Strategic Growth Standing Committee approves development permit PL2402656 to allow for the development of a Residential Sales Centre as per the conditions in Attachment 2.

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Senior Planner

Staff Presenter:	Tracey Tester
External Presenter:	None
Department:	Current Planning
Reviewed by:	Stephen Utz, Director, Strategic Growth & Investment
Attachments:	#1: Development Permit Drawings
	#2: Development Permit with Conditions