



*City of*  
**Saskatoon**  
Office of the City Clerk

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April 7, 2014

Ms. Janice Braden, Chair  
Mr. Karl Martens, Vice-Chair  
Mr. Al Douma  
Mr. John McAuliffe  
Ms. Sydney Smith  
Mr. Shaun Betker  
Councillor Charlie Clark

Mr. Andy Yuen  
Mr. Stan Laba  
Ms. Colleen Christensen  
Ms. Kathy Weber  
Mr. James Yachyshen  
Mr. Jeff Jackson

Dear Commission Members:

**NOTICE OF MEETING  
MUNICIPAL PLANNING COMMISSION**

Please take note of the following meeting of the above-noted Commission.

**DATE:            Tuesday, April 15, 2014**

**TIME:            12:00 Noon**

**PLACE:           Committee Room "E", Ground Floor, South Wing, City Hall**

A copy of the agenda is attached.

Please notify the City Clerk's Office two days in advance of the meeting if you are unable to attend.

Yours truly,

*Elaine Long*  
**Elaine Long, Secretary**  
Municipal Planning Commission

EL:sj

Attachment

cc:    City Manager  
      City Solicitor  
      General Manager, Community Services  
      Director of Saskatoon Land  
      Director of Planning and Development  
      Councillor T. Davies  
      Councillor R. Donauer  
      Councillor D. Hill

Mayor D. Atchison  
Councillor A. Iwanchuk  
Councillor Z. Jeffries  
Councillor M. Loewen  
Councillor P. Lorje  
Councillor E. Olauson  
Councillor T. Paulsen

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# AGENDA

(OPEN TO THE PUBLIC)

## MUNICIPAL PLANNING COMMISSION

TUESDAY, APRIL 15, 2014 AT 12:00 NOON, COMMITTEE ROOM "E"

### GROUND FLOOR, SOUTH WING, CITY HALL

1. Minutes - of meeting held on April 1, 2014.
2. Proposed Rezoning from IL1(H) to IL1 – Canadian National Railway Company  
Melville Street  
(Files CK. 4351-014-004, PL. 4350-Z34/13)

RECOMMENDATION: that a report be submitted to City Council at the time of the public hearing recommending that the proposed amendment to Zoning Bylaw 8770 to rezone a portion of Lot 16, Block 536, Plan 66S18566 and a portion of Plan 102018529 from an IL1(H) – Light Industrial District to an IL1 – Light Industrial District – removal of Holding Symbol (H), be approved.

Attached is a report of the General Manager, Community Services Department, dated March 27, 2014, regarding an application from Canadian National Railway requesting to rezone, by the removal of the Holding Symbol (H), the property on Melville Street in the CN Industrial Area to accommodate the development of the land in accordance with permitted uses in the IL1 District.

3. Neighbourhood Infill Development Strategy  
Proposed Garden and Garage Suite Regulations  
(Files CK. 4350-63, PL. 4115-OCP-11/14 and PL. 4350-Z12/14)

RECOMMENDATION: that a report be submitted to City Council at the time of the public hearing recommending that the proposed amendments to Official Community Plan Bylaw 8769 and Zoning Bylaw 8770, to allow for garden and garage suites, as outlined in the report of the General Manager, Community Services Department, dated March 26, 2014, be approved.

Attached is a report of the General Manager, Community Services Department, dated March 26, 2014, requesting approval of bylaw amendments required to provide for the implementation of garden and garage suites within the City of Saskatoon.

4. Reports to Council  
(File No. CK. 175-16)

RECOMMENDATION: that the information be received.

The Chair will provide an update on the following items, previously considered by the Commission, and which were considered by City Council at its meeting held on April 14, 2014.

- a) Discretionary Use Application – Preschool  
30 Mills Crescent  
Applicant: Christa Folster
- b) Discretionary Use Application – Residential Care Home – Type II  
456 Witney Avenue South  
Applicant: Eagle’s Nest Youth Ranch
- c) Discretionary Use Application – Residential Care Home – Type II  
2932 33<sup>rd</sup> Street West  
Applicant: Eagle’s Nest Youth Ranch
- d) Discretionary Use Application – Residential Care Home – Type II  
3004 33<sup>rd</sup> Street West  
Applicant: Eagle’s Nest Youth Ranch
- e) Proposed Zoning Bylaw Amendment  
Rezoning M2 District to M3 by Agreement – 802 Queen Street  
Applicant: Fore-Sight Investment Corp.
- f) Proposed Amendment to Existing Zoning Agreement  
1010 Ruth Street East  
Applicant: Churchill Seniors Living Inc.
- g) Proposed Official Community Plan Amendment  
Amendments to Section 18.1.3 to Create Density Bonus Provisions  
Applicant: Community Services Department
- h) Proposed Zoning Bylaw Text Amendment  
Amendment to Regulations Governing the B6 Zoning District  
– to Create Density Bonus Provisions  
Applicant: Community Services Department

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(Open to the Public)  
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5. Land Use Applications Received by the Community Services Department  
For the Period Between March 13, 2014, to April 2 2014  
(Files CK. 4000-5, PL. 4350-1, PL. 4131-3-9-1, PL. 4132, PL. 4115. PL. 4350,  
PL 4300)

Attached is a copy of Clause A1, Administrative Report 6-2014 which was received as information by City Council at its meeting held on April 14, 2014.

6. Next Meeting Date  
Municipal Planning Commission  
(File No. CK. 175-16)

The next meeting of the Commission is scheduled for Tuesday, May 6, 2014, at 12:00 noon in Committee Room "E", Ground Floor, South Wing, City Hall.

**TO: Secretary, Municipal Planning Commission**  
**FROM: General Manager, Community Services Department**  
**DATE: March 27, 2014**  
**SUBJECT: Proposed Rezoning from IL1(H) to IL1 – Canadian National Railway Company – Melville Street**  
**FILE NO.: CK. 4351-014-004 and PL. 4350 – Z34/13**

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**RECOMMENDATION:** that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendment to Zoning Bylaw No. 8770 to rezone a portion of Lot 16, Block 536, Plan No. 66S18566 and a portion of Plan No. 102018529 from an IL1(H) – Light Industrial District, to an IL1 – Light Industrial District - removal of the Holding Symbol (H) (see Attachment 1), be approved.

## **TOPIC AND PURPOSE**

An application has been received from the Canadian National Railway Company (CN) requesting to rezone, by the removal of the Holding Symbol (H), the property on Melville Street in the CN Industrial Area (see Attachment 1). The removal of the "H" holding symbol would accommodate the development of the land in accordance with permitted uses in the IL1 District.

## **REPORT HIGHLIGHTS**

1. The subdivision and servicing plan for the area and the new alignment of Melville Street were completed in 2006.
2. This rezoning is consistent with the land use designation identified on the Official Community Plan Bylaw No. 8769 (OCP) - Land Use Policy Map.

## **STRATEGIC GOAL**

Under the Strategic Goal of Sustainable Growth, this report supports the long-term strategy of an integrated approach to growth related to transportation, servicing, and land use.

## **BACKGROUND**

The subject site on Melville Street is vacant land within the CN Industrial Area. The "H" holding symbol was applied to the property in 1998 due to the absence of an appropriate subdivision and servicing plan for the area, including a proposed realignment of Melville Street. The subdivision and servicing plan for the area and the new alignment of Melville Street were completed in 2006, and the holding provision is no longer required.

The underlying IL1 District will permit a range of light industrial activities and related

businesses that do not create land use conflicts or nuisance conditions. Typical uses would include light manufacturing and assembly, offices and office buildings, warehouses, and retail stores. The site is currently designated as Light Industrial under the OCP Land Use Policy Map.

## **REPORT**

### **Official Community Plan Bylaw No. 8769**

The subject property on Melville Street is identified as Light Industrial on the OCP Land Use Policy Map. The proposed changes identified in this application remain consistent with that designation.

### **Comments from Other Divisions**

Transportation and Utilities Department has advised that on-site storm water storage will be required for each of the proposed sites created from this parcel. The existing sanitary sewer main on Melville Street will be available for the proposed site(s) to connect into.

No other concerns were identified through the Administrative referral process.

Please refer to Attachment 2 for complete comments.

## **OPTIONS TO THE RECOMMENDATION**

City Council could choose to deny the application to remove the “H” holding symbol. This option is not recommended as this proposal is consistent with the OCP Land Use Map, as well as Melville Street realignment has been completed, and a subdivision and servicing plan for the area has been implemented.

## **POLICY IMPLICATIONS**

There are no policy implications.

## **FINANCIAL IMPLICATIONS**

There is no financial impact.

## **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

As the development intent of the subject site has stayed the same, and the amendment was requested to reflect the completed subdivision and servicing plan for the area and the new alignment of Melville Street, a public information meeting was not held.

## **COMMUNICATION PLAN**

Public hearing notices will be mailed to all property owners within 75 metres of the subject site for notification of the Public Hearing date. Aside from this, no further consultation is planned.

## **ENVIRONMENTAL IMPLICATIONS**

No environmental and/or greenhouse gas implications have been identified at this time.

## **PRIVACY IMPACT**

There are no privacy implications.

## **SAFETY/CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)**

This is a privately initiated application; therefore, the CPTED review process does not apply.

## **PUBLIC NOTICE**

Once this application has been considered by the Municipal Planning Commission, it will be advertised in accordance with Public Notice Policy No. C01-021, and a date for a public hearing will be set. A notice will be placed in The StarPhoenix two weeks prior to the public hearing. Notice boards will be placed on the site. The property owners affected by this rezoning will also be notified in writing.

## **ATTACHMENTS**

1. Location Map
2. Comments From Other Divisions

Written by: Melissa Austin, Planner

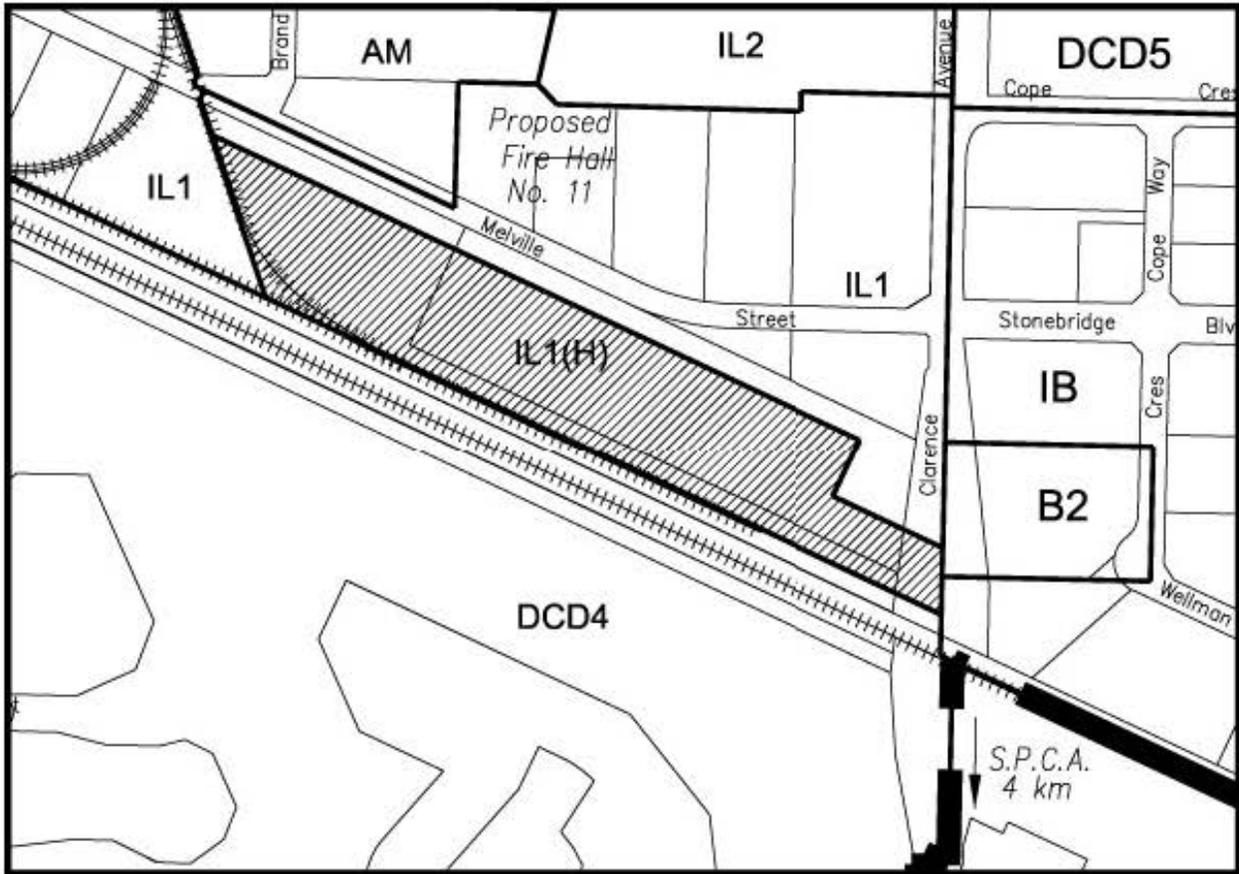
Reviewed by: “Alan Wallace”  
 Alan Wallace  
 Director of Planning and Development

Approved by: “Randy Grauer”  
 Randy Grauer, General Manager  
 Community Services Department  
 Dated: “April 2, 2014”

Approved by:                     “Murray Totland”                      
Murray Totland, City Manager  
Dated:           “April 4, 2014”                    

S/Reports/DS/MPC – Proposed Rezoning from IL1(H) to IL1 – Canadian National Railway Company – Melville Street/ks

Location Map



**PROPOSED REZONING**



From IL1(H) to IL1



## **Comments From Other Divisions**

### **Transportation and Utilities Department**

The proposed Zoning Bylaw No. 8770 Amendment, as noted in the report, is acceptable to the Transportation and Utilities Department with the following requirements:

1. On-site storm water storage will be required for each of the proposed sites created from this parcel.

The existing sanitary sewer main on Melville Street will be available for the proposed site(s) to connect into. A new force main, scheduled for construction in 2014 along Melville Street, will alleviate the capacity issues with the existing sanitary main; however, this development may proceed without any restrictions regarding available services. Upon receipt of a Building Permit for any or all of the sites included in this rezoning, the applicant will not be denied a sanitary sewer connection by the Transportation and Utilities Department prior to the force main completion.

### **Saskatoon Transit Division**

Saskatoon Transit has no easement requirements regarding the referenced property.

**TO:** Secretary, Municipal Planning Commission  
**FROM:** General Manager, Community Services Department  
**DATE:** March 26, 2014  
**SUBJECT:** Neighbourhood Infill Development Strategy – Proposed Garden and Garage Suite Regulations  
**FILE NO.:** CK. 4350-63, PL. 4115 OCP 11/14 and PL. 4350 Z12/14

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**RECOMMENDATION:** that at the time of the public hearing, City Council consider the Administration's recommendation that the proposed amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8770, to allow for garden and garage suites, as outlined in this report, be approved.

## **TOPIC AND PURPOSE**

The purpose of this report is to consider amendments required to provide for the implementation of garden and garage suites within the City of Saskatoon (City).

## **REPORT HIGHLIGHTS**

The Administration is recommending amendments to Official Community Plan Bylaw No. 8769 to allow for garden and garage suites as an additional form of infill development and amendments to Zoning Bylaw No. 8770 to implement development standards for the development of garden and garage suites.

## **STRATEGIC GOAL**

This report supports the City of Saskatoon's (City) long-term Strategic Goal of Sustainable Growth by allowing for an additional form of infill development. Increasing infill development is specifically identified as a ten-year strategy for achieving the Strategic Goal of Sustainable Growth.

## **BACKGROUND**

The Neighbourhood Level Infill Development Strategy (Strategy) was endorsed by City Council on December 16, 2013. The Strategy outlined best practices, design guidelines, and regulations that, upon implementation, will provide flexibility and increased opportunity for small scale residential infill development. The Strategy addresses development standards, parking requirements, site servicing, and infill lot grading to accommodate infill development and minimize impact on neighbouring property owners. New forms of development were identified in the Strategy, including garden and garage suites and four-unit dwellings on corner sites.

A report was considered by the Planning and Operation Committee on March 25, 2014, which included an overall implementation plan for the Strategy and approval to advertise the Bylaw amendments required to implement regulations for garden and garage suites. City Council approved advertising for garden and garage suites on March 31, 2014.

## **REPORT**

### **Garden and Garage Suites**

The overall Strategy recommended that a garden or garage suite be permitted, in conjunction with a one-unit dwelling. The definitions of garden and garage suites are:

- A. Garden Suite – a small, ground-oriented dwelling unit located in the rear yard of a single-detached dwelling that has cooking facilities, food preparation, sleeping, and sanitary facilities, which are separate from those of the one-unit dwelling located on the site.
- B. Garage Suite - a dwelling unit, which is attached to a detached accessory building located in the rear yard of a one-unit detached dwelling. The dwelling unit has cooking facilities, food preparation, sleeping, and sanitary facilities, which are separate from those of the one-unit dwelling located on the site.

### **Official Community Plan Bylaw No. 8769 Amendment**

An amendment to Official Community Plan Bylaw No. 8769 is required to implement this new form of development (see Attachment 1).

### **Zoning Bylaw Amendment**

The Administration is proposing that the following general regulations be applied to implement the development of garden and garage suites. A complete list of regulations is included in Attachment 2.

- A. Garden and garage suites, accessory to a one-unit dwelling, will be a discretionary use in all neighbourhoods. The Administration is recommending that discretionary use approval be delegated to the Administration as per Section 4.7.2 (3) of Zoning Bylaw No. 8770.
- B. Only one accessory suite may be developed, in conjunction with a one-unit dwelling.
- C. Garden and garage suites will not be a permitted accessory to a two-unit dwelling or a semi-detached dwelling.

- D. Garden and garage suites may be developed in areas where there is no lane, provided that the development complies with the development standards.
- E. It is preferred that separate water and sewer connections are made to the garden and garage suites. If the applicant wishes to connect these utilities from the existing one-unit dwelling, an engineering study must be submitted with the Discretionary Use Application indicating how the connection will be designed.

### Design Guidelines

Attachment 3 outlines design guidelines for garden and garage suites. This information is intended to provide applicants with guidance in designing the development to ensure that the suites are aesthetically pleasing and privacy concerns are mitigated.

### Approval Process and Implementation

The Administration recommends that garden and garage suites be considered as a discretionary use where they are accessory to a single-detached dwelling. Zoning Bylaw No. 8770 will contain criteria for evaluation of the discretionary use. The application will be circulated to the following civic departments to ensure that the requirements have been met and to ensure public safety:

- a) Saskatoon Transit;
- b) Saskatoon Water;
- c) Transportation and Utilities;
- d) Building Standards; and
- e) Saskatoon Fire.

It is recommended that the discretionary use approval for garden and garage suites be delegated to the Administration and an application fee of \$1,500 be applied, as this will be considered a “complex” application. The Administration may approve, approve with conditions, or deny the application. Applicants may apply to have City Council review the decision of the Administration. Applications referred to City Council would be first reviewed by the Municipal Planning Commission who would provide a recommendation for City Council. Neighbouring property owners would be notified prior to the Public Hearing. City Council’s decision on the application is final as there are no further appeals.

The Administration recommends that the regulations that allow for garden and garage suites be implemented city-wide

## **OPTIONS TO THE RECOMMENDATION**

The Commission has the option of not supporting the proposed bylaws.

## **POLICY IMPLICATIONS**

Amendments to Official Community Plan Bylaw No. 8769 and Zoning Bylaw No. 8700 are outlined in this report.

## **FINANCIAL IMPLICATIONS**

There are no financial implications at this time.

## **PUBLIC AND/OR STAKEHOLDER INVOLVEMENT**

A Community Advisory Committee (Committee) comprised of civic staff, land developers, and interested members of the public, was assembled to provide direction and to oversee the Strategy. The Committee provided input into the development standards for garden and garage suites and will continue to convene through implementation of the Strategy.

A public information meeting was held on March 4, 2014, at the Frances Morrison Library to present the proposed regulations for garden and garage suites. Approximately 150 people attended this event. Those in attendance generally were looking for clarification on development standards for garden and garage suites. A summary is included in Attachment 4.

## **COMMUNICATION PLAN**

Regulations and guidelines for garden and garage suites will be made available on the City's website.

## **DUE DATE FOR FOLLOW-UP AND/OR PROJECT COMPLETION**

The Administration will provide City Council with a report after the regulations have been in effect for approximately two years.

## **ENVIRONMENTAL IMPLICATIONS**

No environmental and/or greenhouse gas implications have been identified at this time.



**Proposed Amendments to Official Community Plan Bylaw No. 8769**

Official Community Plan Amendment - Section 5.2.2:

That a section be added on Garden and Garage Suites incorporating the following principles:

- a garden or garage suite shall be a permitted accessory use to a one-unit dwelling in low-density residential zoning districts.
- appropriate development standards intended to minimize land-use conflicts shall be applied through the Zoning Bylaw, including massing and off-street parking requirements.
- garden and garage suites must be aesthetically pleasing and mitigate privacy concerns.
- appropriate building and plumbing codes, and fire safety standards shall also be applied to the approval and construction of garden or garage suite.

## Draft Zoning Bylaw Provisions for Garden and Garage Suites

### 2.0 Definitions

Garden Suite – small, ground oriented dwelling unit located in the rear yard of a single-detached dwelling that has cooking, food preparation, sleeping, and sanitary facilities, which are separate from those of the one-unit dwelling located on the site.

Garage Suite – a dwelling unit which is attached to or made part of a detached accessory building located in the rear yard of a one unit-detached dwelling. The dwelling unit has cooking, food preparation, sleeping, and sanitary facilities which are separate from those of the one-unit dwelling located on the site.

Category 1 Neighbourhoods – those neighbourhoods indicated on the map in Appendix B of the Zoning Bylaw as “Category 1” and include City Park, Caswell Hill, Westmount, Riversdale, Pleasant Hill, King George, Nutana, Varsity View, , Buena Vista, North Park, and Haultain neighbourhoods. These neighbourhoods are generally characterized by a grid design with narrow residential lots and large mature trees and vegetation. Much of the original development in this area occurred prior to 1945.

Category 2 Neighbourhoods - – all neighbourhoods within the City of Saskatoon, except for identified as Category 1 Neighbourhoods, as shown on the map in Appendix B of the Zoning Bylaw.

### 4.0 General Administration

#### 4.7.3 Discretionary Use Evaluation Criteria

The evaluation of discretionary use applications for garden and garage suites should have due consideration for the following:

- (a) Location of openings (windows and doors) must be located in areas that will not result in a loss of privacy for adjacent neighbours;
- (b) A site plan including details regarding utility service connections must be submitted and approved by the City of Saskatoon and other utility agencies;
- (c) Location and configuration of vehicular and pedestrian access;
- (d) A lot grading plan that provides adequate site drainage must be submitted for review; and
- (e) Consideration shall be given to the proximity of the proposed garden or garage suite to other garden and garage suites in the area, the location of the suite on the block and in the neighbourhood, and the street classification to ensure that the cumulative land use impacts of the garden or garage suite will not be inconsistent with the neighbourhood in which the proposed suite is to be located.

## 5.0 General Provisions

In addition to submitting the appropriate plans and design details identified in the Discretionary Use Evaluation Criteria section, the following provisions will apply to garden and garage suite applications:

1. Only one garden, garage, or secondary suite accessory to a one- unit dwelling per site;
2. Only one accessory building per site containing a garden or garage suite;
3. The area of the garden and garage suite cannot exceed the area of the one-unit dwelling;
4. Only non-habitable areas below grade (basements) are permitted in a building containing a garden suite;
5. The City will not approve any condominium plan to provide separate title for a garden or garage suite;
6. The site plan must indicate the location of all City-owned trees on the site, on the adjacent boulevard, and on sites on either side of the subject property;
7. Must meet all relevant building, plumbing, and development codes and will be regulated by the City's building permit and inspection process.;
8. One parking space per dwelling unit must be provided on-site and be hard surfaced. Parking spaces for the garden or garage suite must be located in the rear yard and should be accessed via the lane, where lanes exist;
9. May have a maximum of two bedrooms and shall include a minimum of a full bathroom and shall contain a kitchen;
10. Must be connected to the front yard of the site with an internal path and the width of the path should accommodate barrier free access. Where lanes exist; the path shall also connect to the rear yard;
11. The preferred location of the main entrance is to be directly accessible and visible from rear lanes; however, location of main entrances will be evaluated as part of the discretionary use application process;
12. Amount glazing of walls facing rear yards and rear lanes is dependent on provisions in the National Building Code. Exceptions may be considered for corner lots;
13. Balconies may be provided on the second story facing the rear lane, or in the case of corner lots, to the side street and should be screened appropriately to avoid overlooking into side properties;
14. Rear yard decks and porches attached to a garden or garage suite are permitted provided they conform to all applicable zoning bylaw and building standards requirements; and
15. The location of mechanical units such as air conditioners and venting should be located in order to not create nuisance to adjacent properties.
16. On corner sites Garage Suites in Category 2 areas, a two storey structure may be permitted provided that they do not exceed the maximum height of 5.0 metres

### Category 1 Sites Only

1. Garage suites may be located on the second story of an accessory building when the level at-grade is used as a garage;
2. Rooftop decks are only permitted in Category 1 Areas and are only permitted on the second story facing the lane, or in the case of corner lots, to the side street and require a 4 metre setback from the adjacent property line;
3. In Category 1 Areas, glazing of side wall may be provided; however, the maximum area that can be glazed is 20 percent of the wall area or the amount permitted by the National Building Code, whichever is more restrictive. Exceptions may be considered for corner lots;
4. Dormers are permitted on the second story and dormer wall length at side property to be maximum 50 percent of the length of the dwelling unit wall.

## Specific Development Standards for Garage Suites

Development Standard	Category 1	Category 2
minimum side yard setback #1	1.2 metres	1.2 metres
minimum side yard setback #2	0.75 metres	3 metres
minimum distance from principle dwelling	4 metres	4 metres
minimum rear yard setback - with a lane	1.2 metres	2 metres
minimum rear yard setback - no lane	2 metres	2 metres
maximum rear yard coverage	50% when the site contains a one unit dwelling and a garden or garage suite.	
on-site parking (total, including primary dwelling)	2 metres	2 metres
maximum building height – flat roof	5.8 metres	5 metres
maximum building height – peaked roof	6 metres	5 metres
maximum side wall height	3.2 metres	4 metres
maximum building length	9 metres	9 metres
maximum floor area of dwelling unit	77 square metres	77 square metres
minimum setback of second story	0.6 metres	n/a
maximum stories	2	1 *

- Structures with 2 stories may be permitted on corner lots

## Specific Development Standards for Garden Suites

Development Standard	Category 1	Category 2
minimum side yard setback #1	1.2 metres	3 metres
minimum side yard setback #2	0.75 metres	3 metres
minimum distance from principle dwelling	4 metres	4 metres
minimum rear yard setback - with a lane	1.2 metres	2 metres
minimum rear yard setback - no lane	2 metres	2 metres
maximum rear yard coverage	50% when the site contains a one unit dwelling and a garden or garage suite.	
on-site parking (total, including primary dwelling)	2	2
maximum building height – flat roof	5.8 metres	3.2 metres
maximum building height – peaked roof	6 metres	3.5 metres
maximum side wall height	3.2 metres	3.2 metres
maximum building length	9	9 metres
maximum floor area of dwelling unit	77 square metres	77 square metres
maximum building footprint	77 square metres	77 square metres
minimum stepback of second storey	0.6 metres	n/a
maximum stories	2	1

# DESIGN GUIDELINES FOR GARDEN AND GARAGE SUITES

## 1. Rear Yards

- a. Rear yard decks and porches, attached to a garden or garage suite, should be permitted provided minimum rear yard setbacks, separation distances, and necessary site access and parking areas are provided.

## 2. Internal Pathways

- a. All publicly accessible areas, including sidewalks and internal pathways, should be barrier-free and constructed of materials chosen for their functionality as well as their maintenance efficiency.
- b. The preferred surface treatment is brushed concrete.
- c. Internal pathways should have a minimum width of 1.2 metres to facilitate barrier-free access and should integrate seamlessly with the adjacent sidewalk, on-site surface parking areas, main and secondary dwelling entrances, garage entrances, porches, decks, and other access points between primary and accessory dwellings.
- d. Garden or garage suites should be connected to adjacent streets and laneways, through the site, via an internal pathway.
- e. Access structures such as ramps should be designed as integrated components of infill development.
- f. Trees, landscaping and site furnishings should not obstruct the path of travel.

## 3. Lighting

- a. Internal pathways should incorporate pedestrian-scaled lighting at key locations including main and secondary dwelling entrances.
- b. Pedestrian-scaled lighting may be free-standing or wall-mounted depending on the desired application.
- c. Pedestrian-scaled lighting should be down lit to avoid unnecessary light pollution.
- d. Pedestrian-scaled lighting should be provided adjacent to rear lanes to enhance the perception of safety.

## 4. Landscaping

- a. Existing significant trees, tree stands, and vegetation should be protected and incorporated into infill development to the extent possible.
- b. New trees should be planted to contribute to the existing tree canopy of the neighbourhood.
- c. Where appropriate, retaining walls should be incorporated into the overall landscaping plan for the site. They should be low in profile and should be designed in a manner which is compatible with the streetscape.

- d. The design of private outdoor amenity spaces and site landscaping features should incorporate sustainable site design principles.

## **5. Orientation, Layout, and Privacy**

- a. Garden or garage suites should be positioned and oriented to maximize overview of adjacent rear lanes or rear yards, and minimize overview of adjacent properties.
- b. Garden and garage suites should be directly accessible from the sidewalk or roadway located at the front of the property and also from the rear lane, where rear lanes exist

## **6. Entrances**

- a. Main entrances should be directly accessible and visible from rear lanes however other locations are acceptable given site layout.
- b. Main entrances should generally be one storey in height, with sufficient cover and integration into the overall building design.
- c. Main entrances should be designed to provide weather protection, and can include features such as recessed entries, front porches and verandas.
- d. All entrances should be located at-grade or close to grade, so as to protect the privacy of neighbouring properties and to avoid site overlook.
- e. Secondary entrances should not be dominant, but should be easily accessible and convenient to access via adjacent parking areas.
- f. The design and location of building entrances should adhere to the principles of Crime Prevention Through Environmental Design.

## **7. Facades**

- a. Buildings should use a variety of materials and architectural details, both vertical and horizontal, to break up the facade. Such articulation should include three- dimensional depth and composition, which can be achieved by varying the massing of the facade through the use of bays, recesses, reveals, substantial trim and secondary building elements including porches, verandahs, balconies and bay windows.
- b. Buildings should not have blank facades. Flanking facades should have a design and material standard equal to the primary facade.
- c. The design of garden or garage suites should be complementary in character and quality of detail to the principal dwelling.
- d. Up to 60% of walls facing rear yards and rear lanes may be glazed.
- e. Additions or renovations to heritage properties should reintegrate key aspects of heritage design that have been lost through degradation or previous renovation.

## **8. Doors and Windows**

- a. Restrictions on the placement of windows are recommended for Category 1 garden or garage suites as a means of maintaining the privacy of adjacent properties on either side of the suite.

- b. Since Category 2 suites are restricted to a single storey and require 3 metre side yard setbacks, the extent of glazing should not be regulated provided that sufficient screening (fencing or landscaping) is present on side property lines to screen the suite from neighbouring rear yards.
- c. While overlook is an issue for properties on either side of a 2 storey garden or garage suite the rear lane should be considered a public frontage and the garden or garage suite should be permitted to have a high degree of glazing facing the laneway and shared yard between the primary dwelling and the garden or garage suite.
- d. The following recommendations should be used as a general guide recognizing that the specific conditions of a given property may call for an alternative solution. The requirements for passive solar gain may also dictate solutions which call for greater amounts of glazing and should be permitted while maintaining the privacy of flanking lots.
- e. In Category 1 Areas, the percentage of glazing on side walls should be limited to 20% of the total side wall surface areas. Generally, the majority of this 20% glazing allocation should be provided on the lower level provided sufficient screening with a fence or landscaping is present on the side property lines. Any side wall glazing on the second storey should be limited and carefully positioned so as not to overlook neighbouring properties.
- f. In Category 1 Areas, front and rear walls should generally provide a proportion of glazing that is no more than 60% of the total surface area of those walls.
- g. The location of doors and windows within the side yard should not conflict with that of existing adjacent dwellings.
- h. Garden or garages suites facing a flanking street or lane should provide a generous amount of window openings to encourage strong visual connections between the suite and the public lane or side street.
- i. Windows should be arranged to enhance views, and provide natural ventilation and light, without sacrificing privacy to adjacent dwellings.

## **9. Roofs**

- a. Roof materials and colours should complement the building materials and the overall building design.
- b. In Category 1 areas only, decks should only be permitted on the second storey finished floor level facing a laneway and limited to a zone defined by a 4 metre setback from the rear property line. Any portion of the sides of a terrace overlooking a neighbouring yard shall be visually screened.

## **10. Dormers**

- a. Dormers and secondary roof components should be positioned and proportioned to remain secondary to the primary roof form.
- b. Dormers on upper storeys should remain relatively small in order to maintain appropriate building and roof proportions.

## **11. Balconies**

- a. In Category 1 Areas, balconies and terraces may be provided on the second floor of a garden or garage suite facing the rear lane and should be screened to avoid overlook onto side properties.

## **12. Materials**

- a. Finish materials should extend to all sides of the building, including building projections.
- b. Building materials should be chosen for their functionality and aesthetic quality as well as their energy and maintenance efficiency

## **13. Utilities and Waste Storage**

- a. Water meters and gas meters should be placed in discrete locations and/or screened from public view.
- b. The location of mechanical units such as air conditioners and venting should be located in order to not create nuisance to adjacent
- c. All garbage and recycling bins should be stored on-site in designated locations, screened from public view.
- d. Garbage and recycling storage areas should be integrated into the design of garden or garage suites where feasible.

## **14. Sustainable Building Design**

### **a. Waste Water**

- i. Waste management, water use reduction and wastewater technologies should be explored where possible.
- ii. Rain barrels or cisterns can be designed into new garden or garage suites to accommodate grey water irrigation.

### **b. Passive Solar Design**

- i. Factors including temperature, precipitation, wind conditions, cloud cover, air quality and solar loss and gain should be considered when designing suites and private outdoor amenity spaces.
- ii. Trees and vegetation, operable windows, treated glass, roof coverings and other building elements should be selected to take advantage of natural means of regulating interior temperature, lighting and other environmental variables.
- iii. Indirect natural light should be maximized.

### **c. Energy Efficiency**

- i. Life cycle cost analysis should be used to evaluate mechanical, electrical and plumbing systems as well as to evaluate design options for occupiable spaces.
- ii. Buildings and windows should be oriented and designed such that natural means of heating, cooling, ventilating and lighting interior spaces are maximized.

- iii. Outdoor lighting systems should incorporate LED technology to reduce energy and maintenance demand.
- iv. Garden and garage suite developments are encouraged to explore the potential use of geothermal technology to reduce grid energy dependency.
- v. Inventories of all plumbing fixtures and equipment, as well as all heating, ventilation and air conditioning systems, should be summarized in building packages as well as a strategy for minimizing water demand.
- vi. Adaptive re-use is encouraged to reduce dependence on new materials. The energy efficiency of existing buildings should be carefully considered when assessing their potential for re-use.

## **15. Material Efficiency**

- i. Although locally sourced materials are preferred, foreign products made with quickly replenishing raw materials, such as bamboo, are also desired and encouraged.

## **16. Roof Tops**

- i. Unplanted rooftop areas should be finished with cool or light coloured materials that remain cool by reflecting the sun's rays or have a high insulation value.



## Neighbourhood Level Infill Development Strategy Garden and Garage Suites Community Engagement Summary

### Project Description

Garage and garden suites are small standalone dwelling units constructed in conjunction with a detached garage, or as an accessory structure. The suites are part of the Neighbourhood Level Infill Development Strategy which recommended the development of garden and garage suites. The following information will be provided: development standards, design guidelines, building code requirements and the approval process

The Community Engagement was conducted to provide the public the opportunity to review the proposed regulations for garden and garage suites.

### Community Engagement Strategy

The purpose of the engagement was to inform and to gather information.

The information was used to gauge acceptance of the new form of development and to make the information available to proponents.

The information was gathered through comment forms. There were also staff members at the event who gathered verbal feedback.

A notice was placed in the StarPhoenix on the City Page on February 22 and March 1, 2014. An email contact list was used to notify those interested in the project. Also, a City of Saskatoon PSA was sent out the week prior to the meeting.

### Summary of Community Engagement Feedback

Approximately 150 people attended the open house.

29 written comments were received and additional comments and questions were received after the event via emails.

Few comments were received in opposition. In general most comments specifically referred to the regulations.

Comments on the following themes were received.

- Differences in regulations between category 1 and category 2 neighbourhoods
- Condition of back lanes
- Implementation of regulations of Montgomery Place
- Implementation of the regulations to semi-detached and two-unit dwellings
- Location of balconies and impact on privacy of adjacent property owners



## Next Steps

The amendments to allow for garden and garage suites will be forwarded to City Council for approval. The results will be presented back in a report to Municipal Planning Commission recommending amendments to the Official Community Plan and Zoning Bylaw.

Prepared by:  
Paula Kotasek-Toth  
Senior Planner  
March 26, 2014

**A) Land Use Applications Received by the Community Services Department  
For the Period Between March 13, 2014, to April 2, 2014  
(For Information Only)  
File No.: PL 4350-1, PL 4131-3-9-1, PL 4132, PL 4115, PL 4350, and PL 4300**

**RECOMMENDATION:** that the information be received.

The following applications have been received and are being processed:

**Concept Plan Amendment**

- **Address/Location:** Rosewood Concept Plan  
**Applicant:** Arbutus  
**Legal Description:** Parcel B, Plan No. 102093195, Ext. 28;  
Part SE Sec. 17-36-4 W3M - Ext. 6;  
Parcel EE, Plan No. 102028586 - Ext. 0;  
Part NW Sec. 17-36-4 W3M – Ext. 3;  
Parcel A, Plan No. 101317474 - Ext. 16;  
Parcel B, Plan No. 97S52425, Ext. 0;  
Parcel B, Plan No. 101317496 – Ext. 30;  
Part NE Sec. 17-36-4 W3M, Plan No. DT2262,  
Ext. 1;  
Parcel C, Plan No. 101317508, Ext 31;  
Part SE Sec. 17-36-4 W3M, Ext. 34;  
Parcel E, Plan No. 89S00850 - Ext. 2;  
Parcel F, Plan No. 89S00850 - Ext. 1  
**Purpose of Amendment:** To provide for the inclusion of lands east of  
Zimmerman Road as an employment area  
consisting of commercial and light industrial land  
uses. Proposed changes to the layout and land use  
pattern of the eastern portion of the neighbourhood,  
including new opportunities for higher density  
residential and mixed-use development along  
corridors. Roadway access to the neighbourhood  
from Highway 16, previously proposed to be via  
Rosewood Gate South, is now proposed for  
Zimmerman Road.  
**Neighbourhood:** Rosewood  
**Date Received:** February, 2014
- **Address/Location:** Pleasant Hill Village Enhanced Concept Plan  
**Applicant:** City of Saskatoon Neighbourhood Planning  
**Legal Description:** Parcels A and CC, as shown on Plan of Proposed  
Subdivision of Parcels C, F, and G, Plan  
No. 101995667;  
Lot 28, Block 24, Plan No.101203760;  
Lane, Plan F 5554 and MR1 Municipal Reserve,  
Plan No. 101184308

Purpose of Amendment: Low-Density Residential to  
Medium-Density Residential  
Neighbourhood: Pleasant Hill  
Date Received: February, 2014

#### Concept Plan Amendment

- Address/Location: Evergreen Concept Plan –  
Area bound by McOrmond Road to the northwest  
and Aspen Ridge to the east.
- Applicant: Saskatoon Land
- Legal Description: NE ¼ 7-37-4 W3M; Parcel A, Plan No. 66S18392;  
SE ¼ 18-37-4 W3M
- Purpose of Amendment: To accommodate changes to District Village to  
support transitions of McOrmond Drive to the  
Complete Streets Design Concept as it enters  
Aspen Ridge and to foster better connections  
between the two neighbourhoods.
- Neighbourhood: Evergreen
- Date Received: February, 2014

#### Condominium

- Application No. 5/14: 1932 St. George Avenue (Seven Conversion Units)
- Applicant: Webb Surveys for M & A Homes Group Ltd.
- Legal Description: Lots 44 to 48, Block 31, Plan No. H4128
- Current Zoning: IL1
- Neighbourhood: Exhibition
- Date Received: March 21, 2014

#### Official Community Plan

- Amendment No. OCP 3/14: Rosewood
- Applicant: City of Saskatoon
- Legal Description:
- Current Land Use Designation: Urban Holding
- Proposed Land Use Designation: District Commercial, Regional Commercial,  
Residential, and Light Industrial
- Neighbourhood: Rosewood
- Date Received: February, 2014
- Amendment No. OCP 5/14: Pleasant Hill Village
- Applicant: City of Saskatoon Neighbourhood Planning
- Legal Description: Parcels A, CC, MR2, and SMS (Saint Mary's School)
- Current Land Use Designation: Low/Medium-Density Residential and  
Community Facility
- Proposed Land Use Designation: Medium-Density Residential, Community Facility and  
Low/Medium-Density Residential
- Neighbourhood: Pleasant Hill
- Date Received: February, 2014

## Official Community Plan

- Amendment No. OCP 7/14: Brighton  
 Applicant: Dundee  
 Legal Description: Part of Sections 29, 30, 31, and 32,  
 Twp. 36, Range 4, W3M  
 Current Land Use Designation: Corman Park – Saskatoon Planning District  
 Proposed Land Use Designation: Residential, District Commercial, and  
 Arterial Commercial  
 Neighbourhood: Brighton  
 Date Received: February, 2014
  
- Amendment No. OCP 9/14: Aspen Ridge Concept Plan and Evergreen Concept  
 Plan  
 Applicant: City of Saskatoon  
 Legal Description: Area bound on the south by Evergreen  
 Neighbourhood and the U of S, on the northeast by  
 proposed perimeter Highway, and on the northwest  
 by the Northeast swale.  
 Current Land Use Designation: Corman Park – Saskatoon Planning District  
 Proposed Land Use Designation: Residential, Urban Holding, and District Village  
 Neighbourhood: Aspen Ridge and Evergreen  
 Date Received: February, 2014
  
- Amendment No. OCP 14/14: 604 and 610 Broadway Avenue  
 Applicant: Charles Britton  
 Legal Description: Lots 13 to 18 inclusive, Block A2, Plan No, A955  
 Current Land Use Designation: Medium-Density Residential  
 Proposed Land Use Designation: Special Area Commercial  
 Neighbourhood: Nutana  
 Date Received: March 26, 2014

## Rezoning

- Application No. Z4/14:  
 Applicant: Arbutus  
 Legal Description: Parcel B, Plan No. 102093195, Ext. 28;  
 Part SE Sec. 17-36-4 W3M - Ext. 6;  
 Parcel EE, Plan No. 102028586 - Ext. 0;  
 Part NW Sec. 17-36-4 W3M – Ext. 3;  
 Parcel A, Plan No. 101317474- Ext. 16;  
 Parcel B, Plan No. 97S52425, Ext. 0;  
 Parcel B, Plan No. 101317496 – Ext. 30;  
 Part NE Sec. 17-36-4 W3M, Plan DT2262, Ext. 1;  
 Parcel C, Plan No. 101317508, Ext 31;  
 Part SE Sec. 17-36-4 W3M, Ext. 34;  
 Parcel E, Plan No. 89S00850 - Ext. 2;  
 Parcel F, Plan No. 89S00850 - Ext. 1  
 Current Zoning: R1A, FUD, and RMTN

Proposed Zoning: RMTN, R1A, FUD, B2, B4, and IL1  
 Neighbourhood: Rosewood  
 Date Received: February, 2014

#### Rezoning

- Application No. Z6/14: 19<sup>th</sup> Street/Avenue P/20<sup>th</sup> Street/Columbian Place  
 Applicant: City of Saskatoon Neighbourhood Planning  
 Legal Description: Parcel A and Parcel CC  
 Current Zoning: RM1 and R2  
 Proposed Zoning: RM3  
 Neighbourhood: Pleasant Hill  
 Date Received: February, 2014
  
- Application No. Z15/14: 604 and 610 Broadway Avenue  
 Applicant: Charles Britton  
 Legal Description: Lots 13 to 18 inclusive, Block A2, Plan No. A955  
 Current Zoning: RM1 and RM5  
 Proposed Zoning: AC2-B5B  
 Neighbourhood: Nutana  
 Date Received: March 26, 2014
  
- Application No. Z16/14: Kensington Boulevard/Nightingale Road  
 Applicant: Saskatoon Land  
 Legal Description: Lots 1 to 9, Block 226, and Lots 1 to 10, Block 225,  
 Plan to be registered  
 Current Zoning: R1A  
 Proposed Zoning: RMTN  
 Neighbourhood: Kensington  
 Date Received: March 26, 2014

#### Subdivision

- Application No. 16 /14: 803 and 827 Gillies Crescent  
 Applicant: Larson Surveys for Fred and Elise Buschau  
 Legal Description: Lots 20 and 21, Block 25, Plan No. 102040568  
 Current Zoning: R1A  
 Neighbourhood: Rosewood  
 Date Received: March 20, 2014
  
- Application No. 17/14: 1147 Avenue L North  
 Applicant: Webb Surveys for Gail Larose-Heidt  
 Legal Description: Lots 48, 49, and 50, Block5, Plan No. G173  
 Current Zoning: R2  
 Neighbourhood: Hudson Bay  
 Date Received: March 20, 2014
  
- Application No. 18/14: 158/160 Devonshire Crescent  
 Applicant: Larson Surveys for Kevin and Carol Vinding  
 Legal Description: Lot 8, Block 816, Plan No. 76S31691

Current Zoning: R2  
 Neighbourhood: Pacific Heights  
 Date Received: March 21, 2014

**Subdivision**

- Application No. 19/14: 412 109<sup>th</sup> Street East
- Applicant: Webb Surveys for Double J Developments Ltd.
- Legal Description: Lot 7, Block 19, Plan No. G104
- Current Zoning: R2
- Neighbourhood: Sutherland
- Date Received: March 28, 2014

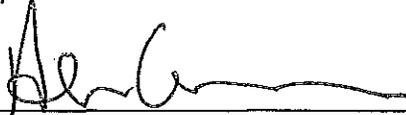
**PUBLIC NOTICE**

Public Notice, pursuant to Section 3 of the Public Notice Policy No. C01-021, is not required.

**ATTACHMENTS**

1. Plan of Proposed Condominium No. 5/14
2. Plan of Proposed Official Community Plan Amendment No. OCP 3/14
3. Plan of Proposed Official Community Plan Amendment No. OCP 5/14
4. Plan of Proposed Official Community Plan Amendment No. OCP 7/14
5. Plan of Proposed Official Community Plan Amendment No. OCP 9/14
6. Plan of Proposed Official Community Plan Amendment No. OCP 14/14
7. Plan of Proposed Rezoning No. Z4/14
8. Plan of Proposed Rezoning No. Z6/14
9. Plan of Proposed Rezoning No. Z15/14
10. Plan of Proposed Rezoning No. Z16/14
11. Plan of Proposed Subdivision No. 16/14
12. Plan of Proposed Subdivision No. 17/14
13. Plan of Proposed Subdivision No. 18/14
14. Plan of Proposed Subdivision No. 19/14

Reviewed by: \_\_\_\_\_

  
 Alan Wallace  
 Director of Planning and Development

Approved by: \_\_\_\_\_

  
 Randy Grauer, General Manager  
 Community Services Department  
 Dated: April 6/14

cc: Murray Totland, City Manager

REG'D  
PLAN  
NO. A  
63S06685

REG'D  
PLAN  
NO. B  
63S21942

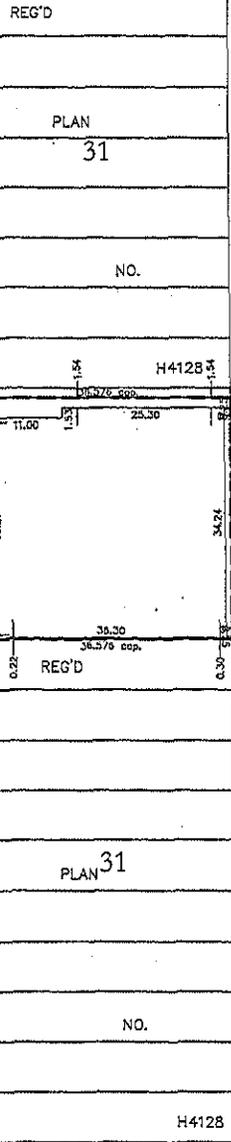
REG'D

PLAN

X

NO.

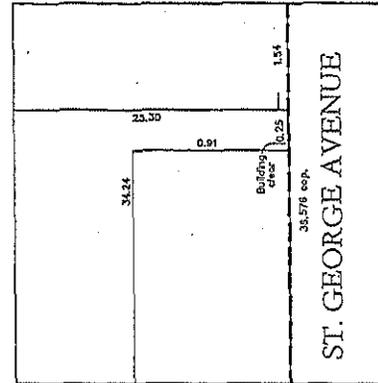
H4128



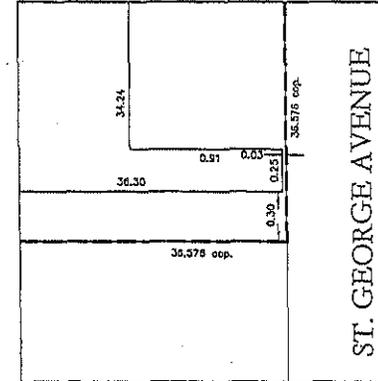
ST. GEORGE AVENUE

ISABELLA STREET

SITE PLAN  
SCALE 1:500



32



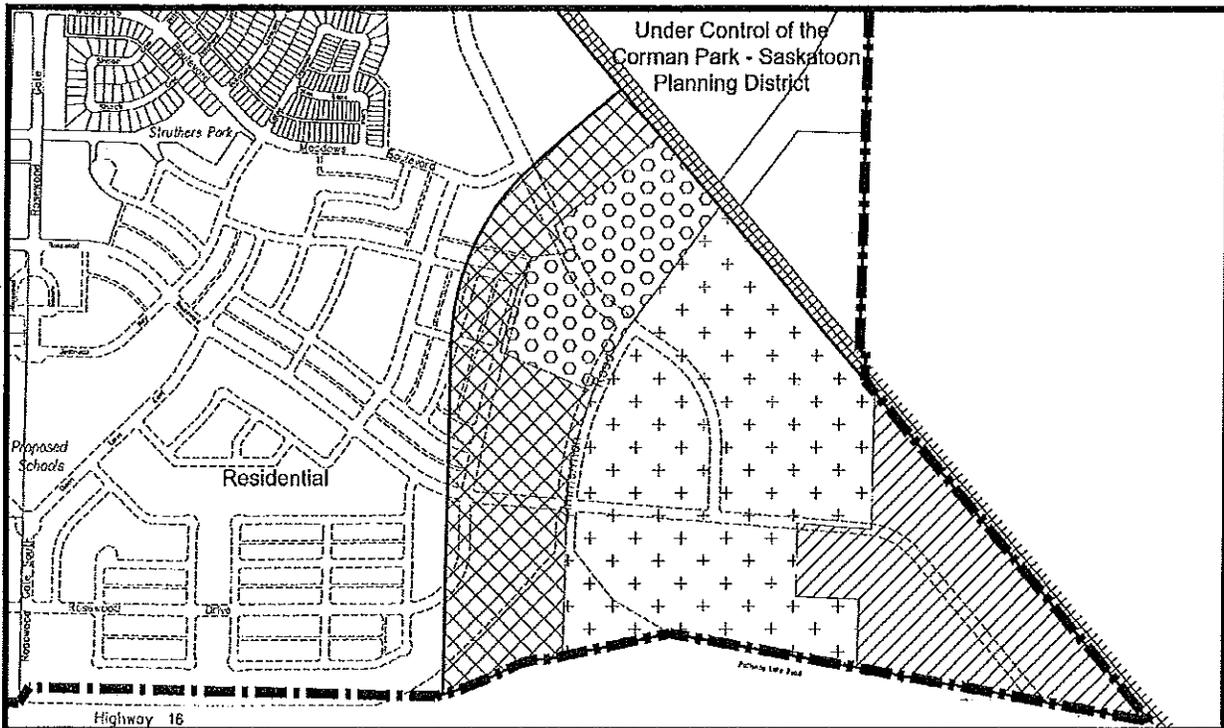
PLAN OF SURVEY SHOWING SURFACE BUILDING CONDOMINIUM FOR Lots 44 - 48 inclusive, in Block 31 Reg'd Plan No. H4128 S.E. 1/4 OF SECTION 20 TWP. 36, RGE. 5, W. 3rd MER. SASKATOON, SASKATCHEWAN BY T.R. WEBB, S.L.S. SCALE AS SHOWN FEBRUARY - MARCH 2014

LEGEND

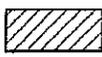
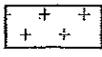
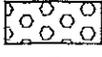
1. Dimensions shown are in metres and decimal thereof.
2. Measurements indicating the position of the building in relation to the outer boundaries of the parcel are taken to the concrete foundation at ground level.
3. Commercial unit numbers are shown as 1, 2, 3, etc. on sheet 2.
4. Regular commercial unit boundaries are shown on Sheet 2 by a heavy solid line and are defined as follows:
  - the exterior surface of any interior finishing material that forms the surface of any common and exterior wall, floor, or ceiling.
5. The doors and windows form part of the regular commercial units.
6. All exterior surfaces are common property.
7. Parking spaces are in accordance with Section 11(2)(b) of The Condominium Property Act.
8. All areas not designated with a unit number are common property.
9. Area to be approved is outlined by a heavy dashed line.
10. The parcel within the line of approval has an Extension C.

Prepared by  
*T.R. Webb & Sons*  
© 2014  
13-2501a) DJF

Proposed Official Community Plan Amendment No. OCP3/14



PROPOSED AMENDMENT TO THE OFFICIAL  
COMMUNITY PLAN - LAND USE MAP

-  From Urban Holding Area to Light Industrial
-  From Urban Holding Area to Regional Commercial
-  From Urban Holding Area to District Commercial
-  From Urban Holding Area to Residential



Proposed Official Community Plan Amendment No. OCP 5/14

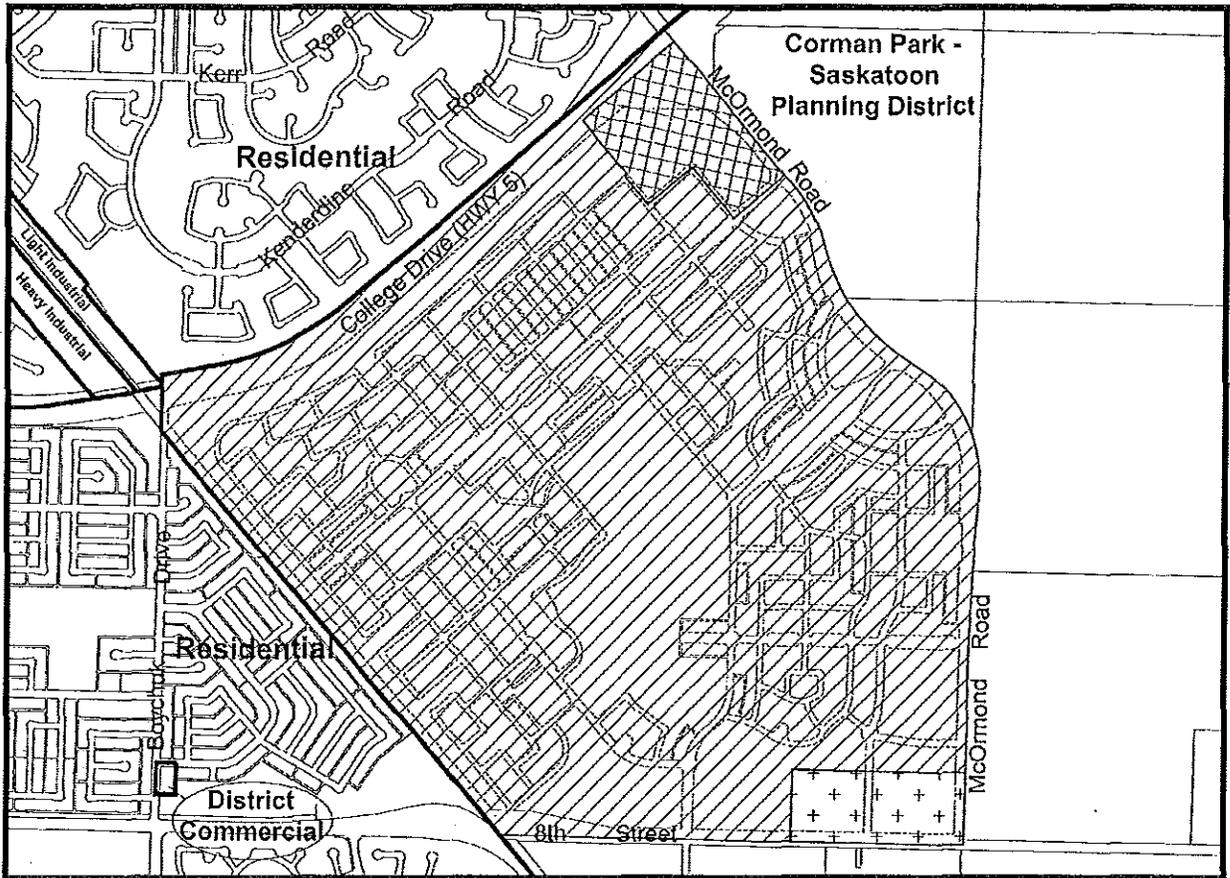


AMENDMENT TO THE OFFICIAL COMMUNITY PLAN  
- LAND USE MAP

-  From Low/Med Density Residential to Community Facility
-  From Community Facility to Low/Med Density Residential
-  From Low Density Residential - No Con to Low/Med Density Residential
-  From Office/Institutional to Low/Med Density Residential



Proposed Official Community Plan No. OCP 7/14

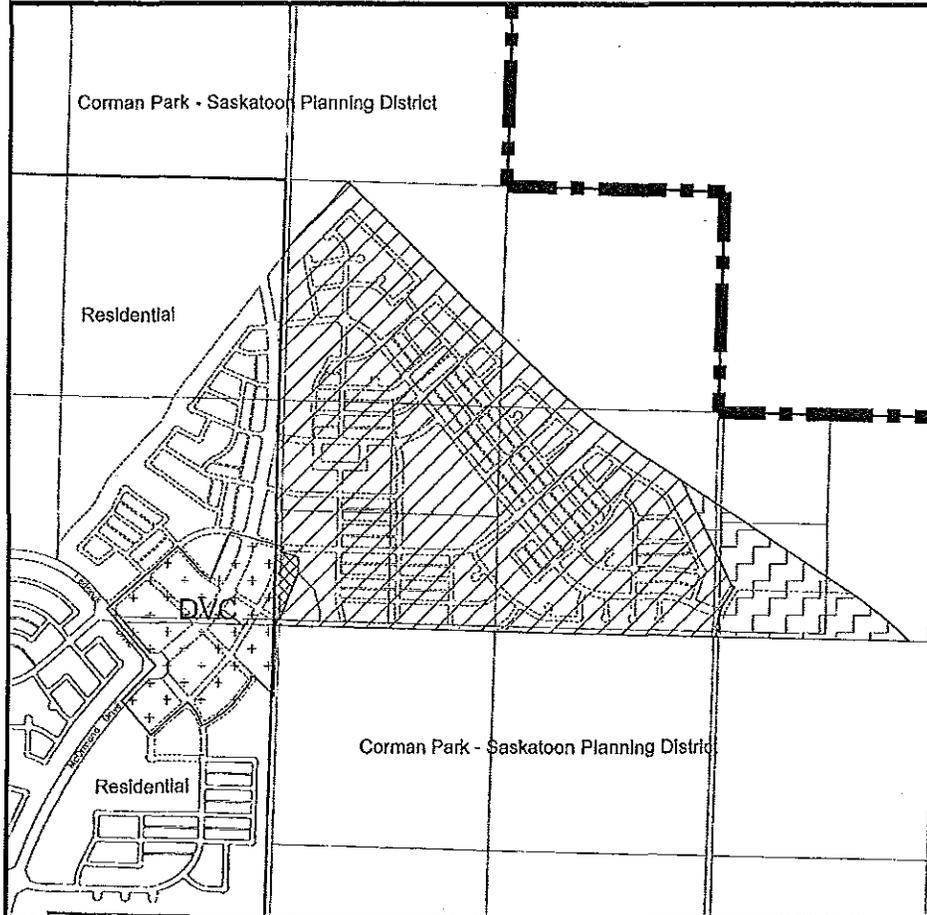


PROPOSED AMENDMENT TO THE  
OFFICIAL COMMUNITY PLAN - LAND USE MAP

-  From Corman Park - Saskatoon Planning District to Residential
-  From Corman Park - Saskatoon Planning District to District Commercial
-  From Corman Park - Saskatoon Planning District to Arterial Commercial

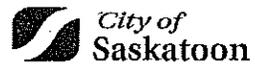
File No. OCP07-2014

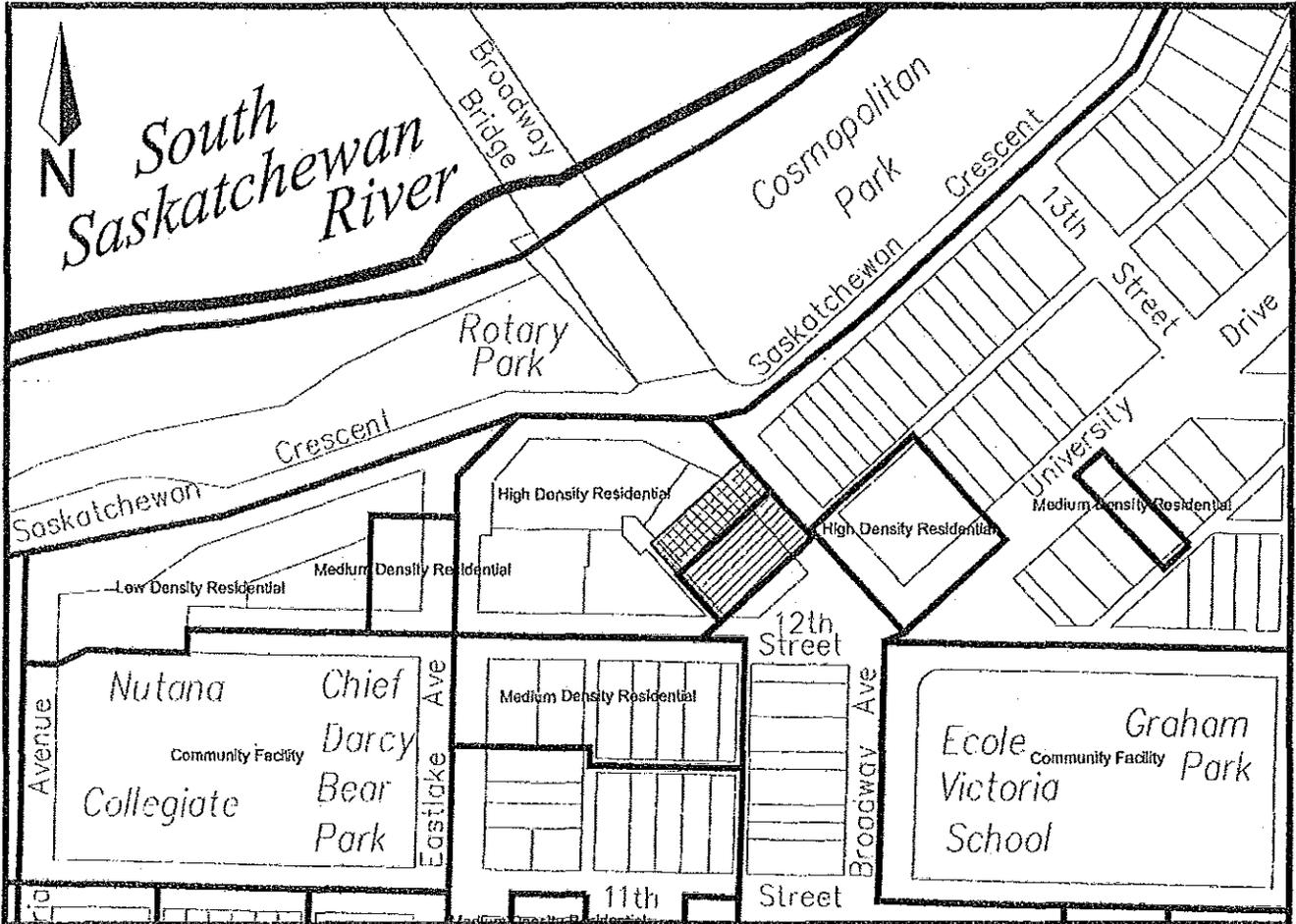




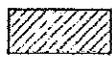
### AMENDMENT TO THE OFFICIAL COMMUNITY PLAN - LAND USE MAP

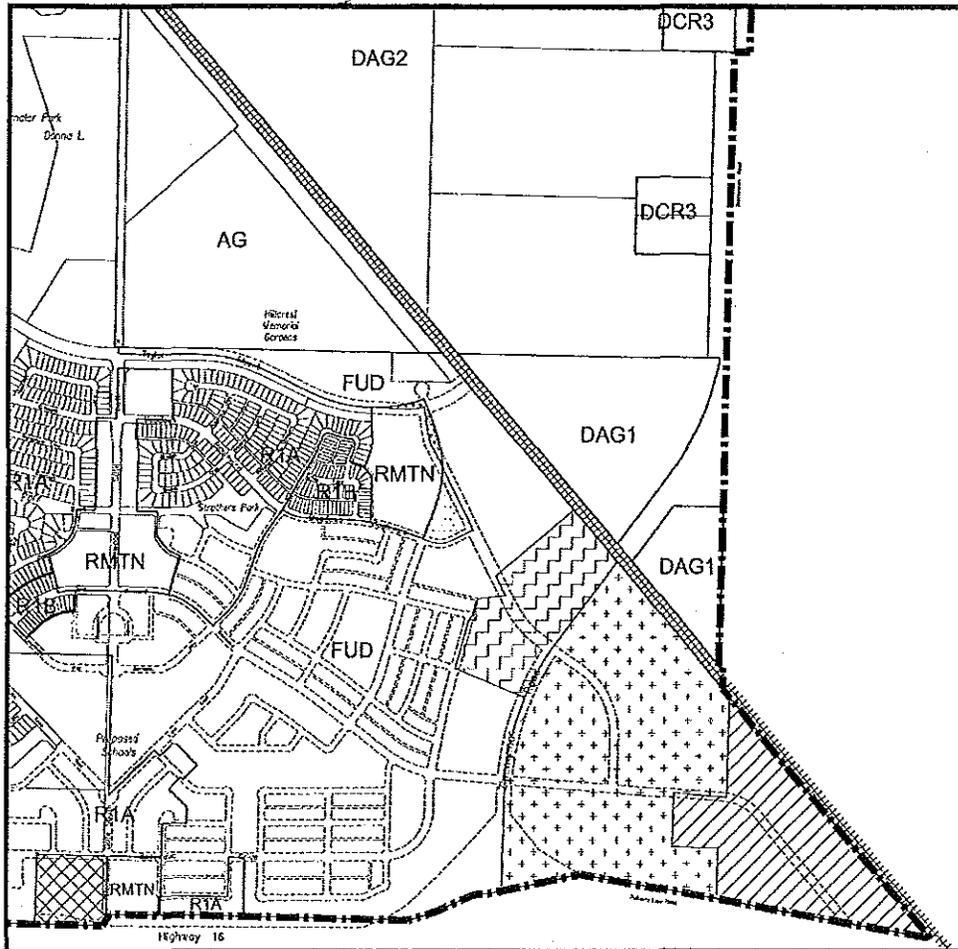
-  From Corman Park - Saskatoon Planning District to Residential
-  From Corman Park - Saskatoon Planning District to District Village
-  From Corman Park - Saskatoon Planning District to Urban Holding Area
-  From Residential to District Village





**PROPOSED AMENDMENT TO THE  
OFFICIAL COMMUNITY PLAN - LAND USE MAP**

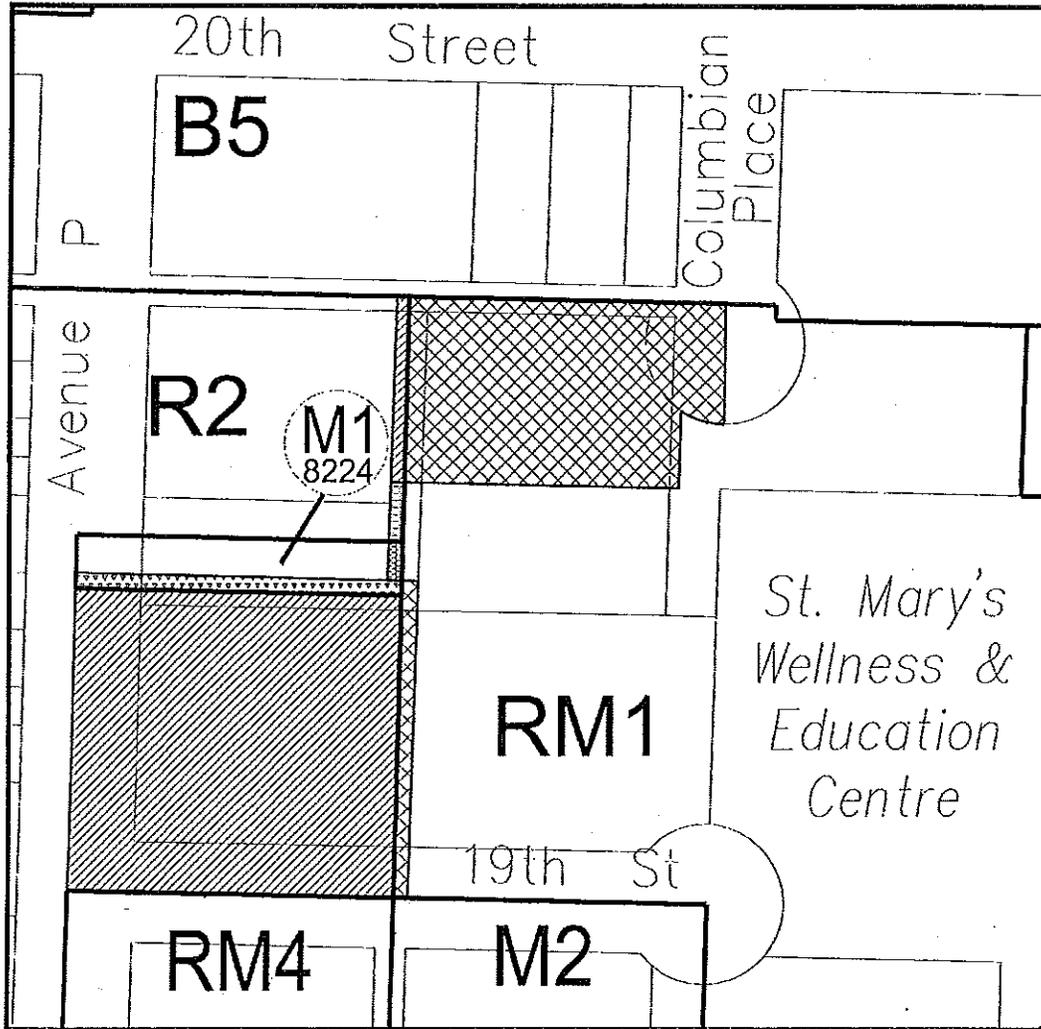
-  From Medium Density Residential to Special Area Commercial
-  From High Density Residential to Special Area Commercial



**REZONING**

- |   |                  |   |                  |
|---|------------------|---|------------------|
|  | From R1A to RMTN |  | From RMTN to FUD |
|  | From RMTN to R1A |  | From FUD to RMTN |
|  | From FUD to B4   |  | From FUD to B2   |
|  | From FUD to IL1  |   |                  |



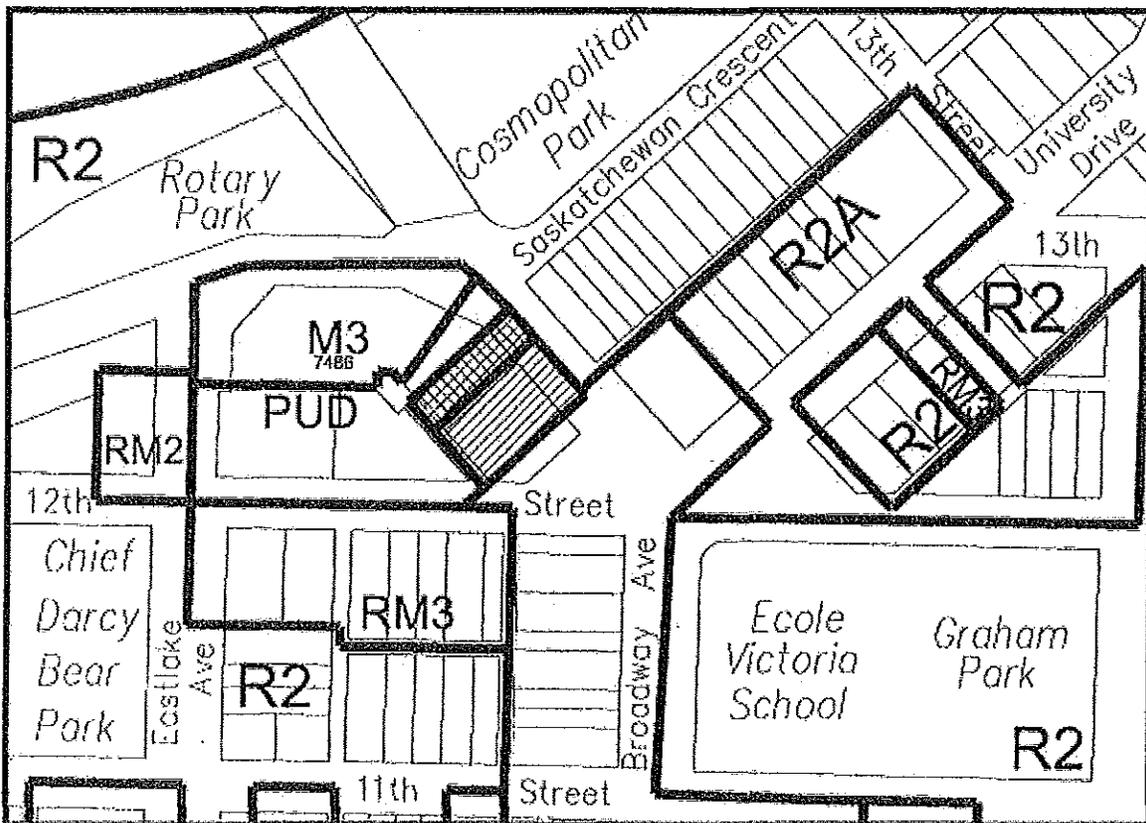


**REZONING**

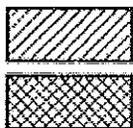
-  From M1 by Agreement to RM3
-  From RM1 to RM3
-  From R2 to RM3
-  From M1 by Agreement to RM1
-  From R2 to RM1

N:\Planning\MAPPING\Rezoning\2014\ZR206\_14.dwg





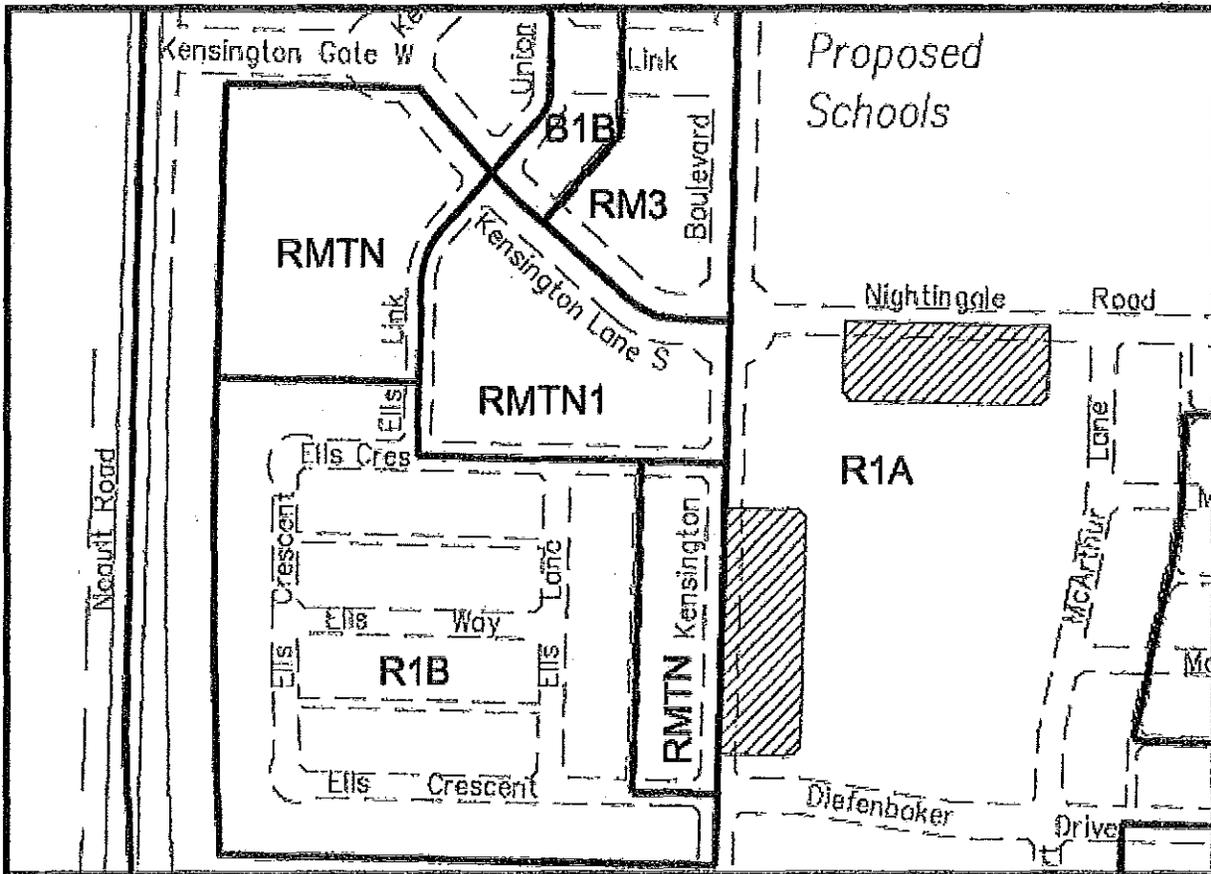
### PROPOSED REZONING



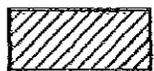
From RM1 to B5B (AC2)

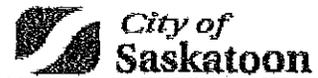
From RM5 to B5B (AC2)



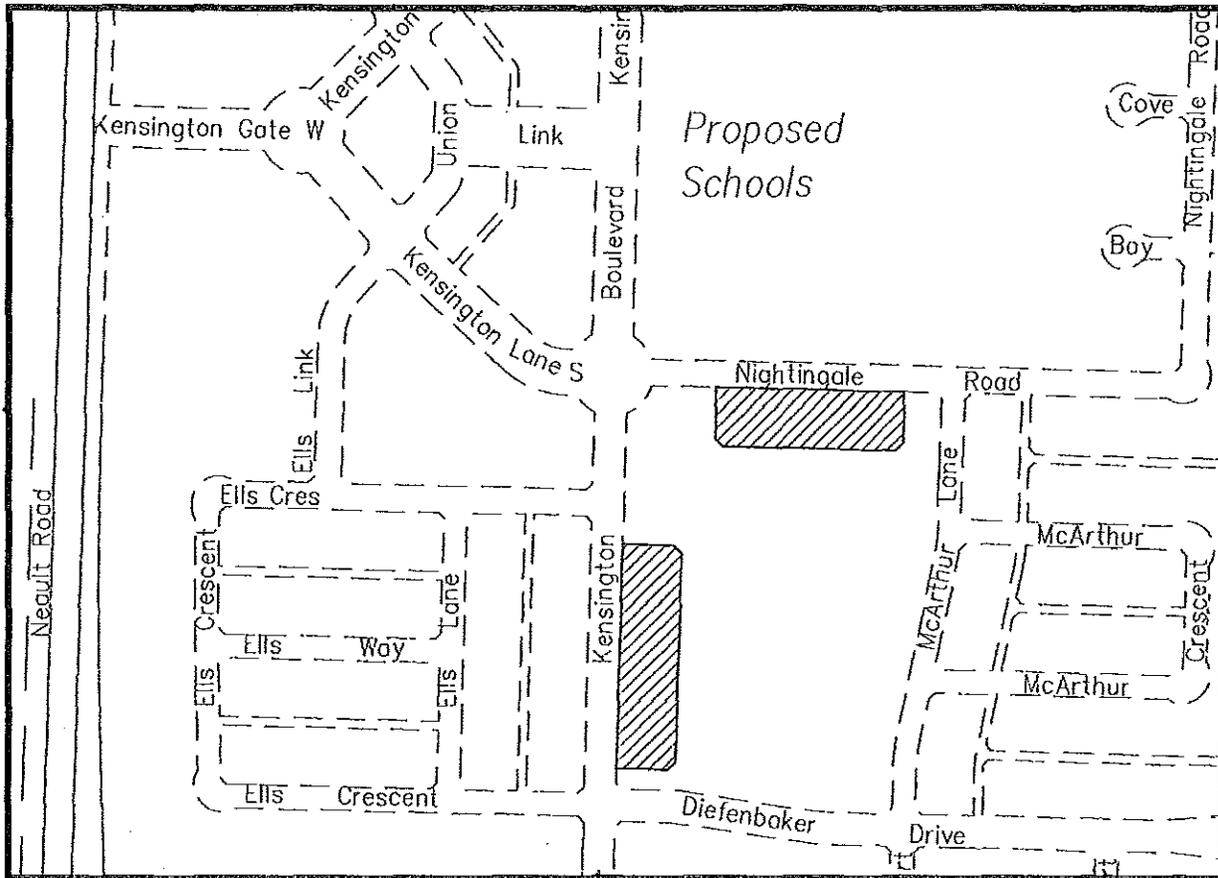


## PROPOSED REZONING

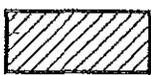
 From R1A to RMTN



File No. RZ16-2014



# PROPOSED AMENDMENT TO THE KENSINGTON CONCEPT PLAN



From Single Family Detached to Multi Unit (Street Townhouses)

