

Appendix B

Comprehensive Development Report

COMPREHENSIVE DEVELOPMENT REPORT

Prior to consideration of a development application by Council, a Comprehensive Development Report (CDR) shall be submitted for any proposal to develop, or subdivide land, for Commercial, Community Service, Industrial, or Residential having multi-parcel or multi-unit purpose. The scope and required detail of the CDR will be based on the scale of the proposed development, its location and council's discretion.

The purpose of this report is to identify and address social, environmental, infrastructure, health and economic issues appropriately and to encourage development of the highest possible quality. This report should address the following topics:

- a) Proposed land use(s) for the entire development;
- b) Proposed site design for the development parcel;
- c) The effect on adjacent land uses and integration of the natural landscape;
- d) Location and access to transportation routes and utility corridors;
- e) The provision of municipal services, taking into account planning for future infrastructure within the municipality;
- f) Mitigation practices for any negative impacts to adjacent or effected properties;
- g) Identify how the proposed development meets the overall goals and objectives of the Official Community Plan.

The Comprehensive Development Report should include as appropriate and where applicable, a description and explanation of the concept for development including plans, illustrations, and any technical and professional analysis required identifying:

- a) A description of physical site characteristics;
- b) Natural and heritage resources including screening of environmental, archaeological, and historically significant areas within the proposed development area;
- c) Identification of potential hazard lands within the proposed development area;
- d) Preliminary identification of the potential impact of the proposed development on existing infrastructure and adjacent land uses;
- e) Proposed land uses, and land use density calculations for the proposed development;
- f) Proposed building footprints, including elevation images representing the intended façade design, roof lines and architectural detail of the proposed structures.
- g) A concept plan showing lot layout, phasing, identification of natural and constructed open space amenities, and allocation of Municipal and Environmental Reserve and buffers;

- h) The identification of existing and required utility capacity including but not limited to power, natural gas, telecommunications, water supply, onsite wastewater disposal systems, solid waste and recycling;
- i) The local hydrology, providing evidence that the design provides sufficient capacity to accommodate storm water and surface runoff to a 1:100 year flood event at full build-out, with no significant impacts to downstream properties resulting from development of the area;
- j) The proposed integration, transition, or buffering between adjacent land uses;
- k) A transportation plan for the area identifying road requirements, access/egress and the potential impact of development on current roadway infrastructure; and
- l) Any potential issues regarding the local capacity of fire and protective services, schools, and other supportive community and recreational facilities to service this development.

Depending on the scope of the proposed development the applicant may provide evidence of public consultation initiatives undertaken to advise community members of the proposed development and to obtain their comments and input. Public consultation may be done through any combination of: recorded interview formats, open-house style meeting, mailouts, calls, or surveys. Council will take into account the comments received during the application review process. The applicant may be required to provide some form of proposed solution, mitigation, amelioration as part of their development if an identified issue is reasoned significant enough to involve amendment to the design application.

The responsibility and related costs to undertake any required technical investigations and/or host public consultation shall be borne solely by the applicant.

Council may defer consideration of any development application until all required information has been received.