



City of Richmond

**Report to Committee**

*To Council - Nov 10, 2003*

*To Planning - Nov 4, 2003*

**To:** Planning Committee  
**From:** Alan Clark  
Manager, Zoning  
**Re:** **PROVISION FOR SIGNAGE AMENDMENTS IN ZONING BYLAW 5300**

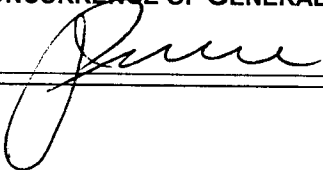
**Date:** October 22, 2003

**File:** 8060-20-7610

**Staff Recommendation**

That Bylaw No. 7610 to amend Section 703.01 (a) of Zoning Bylaw 5300, be introduced and given first reading.

Alan Clark  
Manager, Zoning

<p><b>FOR ORIGINATING DIVISION USE ONLY</b></p> <hr/> <p><b>CONCURRENCE OF GENERAL MANAGER</b></p> 
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## Staff Report

### Origin

This report was prompted by observations that where rezoning applications in process are required to make changes to the required Rezoning signage, provisions in the current Zoning Bylaw No. 5300 leave the potential for a challenge unless the application is sent back to first reading.

### Findings Of Fact

Section 703.01 (a) of Zoning Bylaw No. 5300 currently reads as follows:

- .01 (a) An applicant for **Rezoning** shall, prior to Council's consideration of first reading of the bylaw to amend the Zoning and Development Bylaw, post and maintain on the subject property clearly visible signage which indicates the intent of the application, and which complies with the standards set out in Schedule A accompanying and forming part of this Division.

The aspect relevant to this report is that applicants for rezoning are required to post signage prior to first reading of zoning amendment bylaws.

### Analysis

In those cases where an error is discovered in the wording or diagram, or where through community input the statement of intent is deemed to be unclear, or where Council elects to modify the zoning district requested to another, more appropriate zoning district, the current wording in Section 703.01 (a) of the Zoning Bylaw No. 5300 indicates that the application should be sent back to first reading. This approach is usually not practical and, in practice, the applicant is typically only required to amend the signage in advance of the next public hearing. Given the current wording in the Zoning Bylaw, this approach leaves the possibility of a challenge on the basis as to whether proper procedure has been strictly applied. To remedy this, it is proposed that the following wording be appended to Section 703.01 (a) of the Zoning Bylaw No. 5300:

*"Where the Manager of Development Applications advises the applicant that the sign required is deficient, all corrections and modifications to such signage must be completed as soon as possible and approved by the Manager not less than two weeks prior to the public hearing on the application in question."*

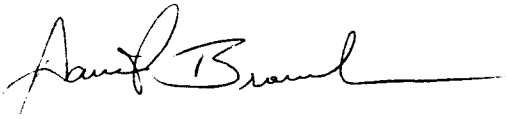
This approach retains the requirement for signage to be erected and maintained in advance of first reading, but allows for and requires that any subsequent adjustments made to the signage be completed two weeks in advance of the public hearing. The two week buffer accommodates changes to the public notices which are typically sent out 10 days in advance of the public hearing date.

**Financial Impact**

None arising from this report.

**Conclusion**

Staff are recommending an adjustment to the Zoning Bylaw to reduce the potential for procedure challenge where adjustments to Rezoning signage are required in advance of Public Hearing.



David Brownlee  
Planner 2  
(4200)

DCB:cas



**Richmond Zoning and Development Bylaw 5300  
Amendment Bylaw 7610**

The Council of the City of Richmond, in open meeting assembled, enacts as follows:

1. Richmond Zoning and Development Bylaw 5300 is amended by appending to Section 703.01 (a), the following:

“Where the Manager of Development Applications advises the applicant that the sign required is deficient, all corrections and modifications to such signage must be completed as soon as possible and approved by the Manager not less than two weeks prior to the Public Hearing on the application in question.”

2. This Bylaw may be cited as “**Richmond Zoning and Development Bylaw 5300, Amendment Bylaw 7610**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

NOV 10 2003

CITY OF RICHMOND
APPROVED for content by originating dept. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

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MAYOR

\_\_\_\_\_  
CITY CLERK