

**Full Authority**  
**22 February 2024**  
**Agenda Item: 9**

**CVCA Regulations Policy Manual Update & Hearing Guidelines**

**Background**

As indicated in the January 2024 General Manager's report, staff have proceeded with revisions to the CVCA's Watershed Planning and Regulations (O. Reg 159/06) Policy Manual. This manual's latest revision was in 2020 which primarily focused on housekeeping edits.

**Proposed Changes**

The revision this year is more expansive in nature and includes revisions of policies to assist staff with their day to day work and help eliminate unnecessary hearing meetings. The changes focused on enabling the policy to be less restrictive for various development proposals.

Some of the key changes include the following items:

- Updated Glossary and added/clarified definitions
- Clerical/grammatical updates throughout Policy
- Definitions to align with the Building Code
- Included certain development activities that do not require a permit
- Allowing accessory buildings up to 160 sq. ft. without a permit footprint with limited restrictions, (ie., must be outside the 15m setback from a flood hazard, outside of a wetland)
- Clarified section for attached decks
- Removed temporary dock anchors from requiring a permit
- Added policy permitting permanent docks
- Added shoreline alteration size limit to permanent dock structures
- Added section for new septic systems and replacement of septic systems
- Modified "flood setback" wording/description (term "access" was removed)
- Clarified section for residential accessory structures
- Added "like-for-like" and "size increase" sections for Replacement/Relocation in a Hazard
- Clarified size limits to additions (subsequent requests) within a hazard
- Added section for development within the base of a steep slope or embankment
- Updated/clarified peer review requirements

Provided the Board approves, staff suggest circulating the Board with a copy of the changes early in March, set a special meeting two weeks later to discuss the revisions and then in April give final approval for the changes.

I believe the Board has also not received all of the appendices to the Hearing Guidelines last year, therefore staff need to make sure the Board has all of the tools to conduct a hearing appropriately. Based on this oversight and since the beginning of the year would be an excellent opportunity for a review to occur, the Hearing Guidelines with the appendices have been attached. Section 5, page 6 and/or Appendix B may be a good launching point for a discussion if the Board so chooses.

**Board Discussion**

**TP**