

DATE: May 2, 2025

TO: MAYOR AND COUNCIL

NAME AND TITLE: Deanna Wasnik, Director of Planning and Development

SUBJECT: Official Community Plan Bylaw Amendment No. CP100214 (Bylaw No. 9549) and Zoning Bylaw Amendment Application No. RZ100837 (Bylaw No. 9550)

APPLICANT: L&M Engineering Ltd. for 646257 B.C. Ltd., Inc. No. BC1245290

LOCATION: 6174 Monterey Road West, 6166 Monterey Road West, and Monterey Road West (PID 015-217-493)

ATTACHMENT(S): Location and Existing Zoning Map
Appendix “A” to Bylaw No. 9549
Exhibit “A” to Bylaw No. 9550
Exhibit “A” to Application No. CP100214
Supporting Documents:

- Z17 Zone Redlined Version
- Trip Generation Letter
- Public Consultation Summary Report

RECOMMENDATION(S):

That Council:

1. GIVES FIRST READING of “City of Prince George Official Community Plan Bylaw No. 8383, 2011, Amendment Bylaw No. 9549, 2025.”
2. CONSIDERS “City of Prince George Official Community Plan Bylaw No. 8383, 2011, Amendment Bylaw No. 9549, 2025”, in conjunction with the current Financial Plan and confirm there are no issues.
3. CONSIDERS “City of Prince George Official Community Plan Bylaw No. 8383, 2011, Amendment Bylaw No. 9549, 2025”, in conjunction with the current Regional District Solid Waste Management Plan; and confirm there are no issues.
4. CONSIDERS “City of Prince George Official Community Plan Bylaw No. 8383, 2011, Amendment Bylaw No. 9549, 2025”, in conjunction with the City of Prince George Strategic Framework for a Sustainable Prince George and confirm there are no issues.
5. GIVES SECOND READING of “City of Prince George Official Community Plan Bylaw No. 8383, 2011, Amendment Bylaw No. 9549, 2025”.
6. APPROVES the following public consultation process to fulfill the requirements of Section 475 of the *Local Government Act*:

- a. Request for written comment from properties identified on Exhibit “A” to CP100214; and
 - b. Publish notification of public consultation in accordance with the “City of Prince George Public Notice Bylaw No. 9329, 2022”.
7. EXPANDS from 30 metres distance to the notification area shown on Exhibit “A” to CP100214, as required in the "City of Prince George Development Procedures Bylaw No. 9423, 2023", for the mailing of notice of the public hearing for the "City of Prince George Official Community Plan Bylaw No. 8383, 2011, Amendment Bylaw No. 9549, 2025" and "City of Prince George Zoning Bylaw No. 7580, 2007, Amendment Bylaw No. 9550, 2025."
8. GIVES FIRST AND SECOND READINGS to “City of Prince George Zoning Bylaw No. 7850, 2007, Amendment Bylaw No. 9550, 2025”; and
9. PERMITS the Public Hearing for proposed Bylaw No. 9549, 2025 BE WITHHELD until the following requirements have been met to the satisfaction of Administration:
- a. Receipt of a Servicing Brief
 - b. Receipt of a Traffic Impact Study
- In addition, any recommendations presented in the preceding items must be addressed to the satisfaction of the Director of Planning and Development.

PURPOSE:

The applicant would like to amend the Z17: Monterey Road Commercial zone to create a comprehensive zone that incorporates residential uses and local commercial uses. The Z17 zone currently is only found on a 1.6 ha portion of Monterey Road West (PID 015-217-493) and on 6166 and 6174 Monterey Road West (subject area). An Official Community Plan Amendment is required to facilitate a residential use on the subject area, as shown on Appendix “A” to Bylaw No. 9549, 2025.

BACKGROUND:

Site Characteristics

Location	6174 Monterey Road West; 6166 Monterey Road West; Monterey Road West (PID 015-217-493)
Legal Description	Lots 1 and 2, District Lot 4039, Cariboo District, Plan PGP43805; Parcel B (O4455) District Lot 4039, Cariboo District, Except Plans: H226, 28088, 28628, 29887, 30133, PGP37486, PGP39527, PGP43199, PGP43200, and PGP43805
Current Use	Vacant
Subject Area	1.7 ha (4.2 acres)
Growth Management Class	Infill
Servicing	City Services Available

Official Community Plan (see Appendix “A” to Bylaw No. 9549)

Current Future Land Use	Service Commercial
Proposed Future Land Use	Neighbourhood Corridor

Zoning (see Appendix “A” to Bylaw No. 9550)

Current Zoning	Z17: Monterey Road Commercial
Proposed Zoning	Z17: Monterey Road Comprehensive with text amendment

Surrounding Land Use Table

North	Greenbelt; Highway 97
South	Residential

East	Monterey Road West
West	Residential

Relevant Applications

Zoning Bylaw and OCP Amendment Application Nos. RZ100528 and CP100127 (Bylaw Nos. 8768 and 8767): In April of 2017, Council gave Final Reading to a rezoning that created the Z17: Monterey Road Commercial zone. An associated OCP amendment to Service Commercial was required to implement the zone on the subject area. The original intent of the Z17 zone was to implement a self-storage facility on the subject area. The property owner is now proposing to direct the property to residential and supporting commercial uses, and as such, a new rezoning and OCP amendment are required.

STRATEGIC PRIORITIES:

This application is consistent with Council's strategic priority for economic diversity and growth.

POLICY / REGULATORY ANALYSIS:

Intent of the Official Community Plan

As identified in Section 1.2 of the Official Community Plan (Intent, Application, and Interpretation): The *Local Government Act* explains that all bylaws enacted or works undertaken by Council after adoption of the Official Community Plan must be consistent. An Official Community Plan, however, is not intended to be a static document, but should adapt to new trends within society and respond to changing circumstances. As such, following appropriate public consultation and careful consideration by Council, policies and land use designations in an Official Community Plan may be revised by an amending bylaw pursuant to provisions outlined within the *Local Government Act*.

Official Community Plan

Future Land Use

The subject property is designated as Service Commercial in Schedule B-6: Future Land Use of the Official Community Plan. This designation is intended to provide areas that are primarily traveling public-oriented commercial uses in highly accessible locations, including tourist-oriented uses and retailers that are accessed primarily by vehicle. Retail and service uses that can easily locate in a neighbourhood centre are not the focus of this designation. In order to facilitate the proposed residential and local commercial uses, the applicant has applied to change the designation to Neighbourhood Corridor. The Neighbourhood Corridor designation is intended to provide residential uses with commercial nodes at the intersections of collector and arterial streets.

The subject area is located at the intersection of a Major Collector street and Highway 97, making the Neighbourhood Corridor designation appropriate in this area. Furthermore, the properties north of Highway 97 at the same intersection are designated Service Commercial, making the proposed Neighbourhood Corridor designation a suitable transitional area between the Service Commercial designation and surrounding Neighbourhood Residential designation.

The amended Z17 zone is consistent with the Neighbourhood Corridor designation in the following ways:

- Commercial uses include retail, personal services, service-oriented office uses, and food & beverage establishments intended to draw residents from surrounding neighbourhoods (Policy 8.3.54)
- The height of development is limited to 4 storeys (Policy 8.3.55)
- The housing forms will include apartment, row, and stacked row housing with densities up to 125 units/ha (Policy 8.3.57)

Growth Management

The subject property is designated as Infill in Schedule B-4: Growth Management of the Official Community Plan. The City should encourage growth in Infill areas (Policy 8.1.1).

The proposed amendment to the Z17 zone is consistent with the Infill Growth Management designation by increasing uses available on the site and promoting housing in a currently underutilized site.

Administration is in support of this application as it is consistent with the Future Land Use and Growth Management policies of the OCP.

Development Permit

Section 488 of the *Local Government Act* gives municipalities the authority to designate development permit areas for specific purposes including the establishment of objectives for the form and character of multi-family or commercial developments. Once a development permit area has been designated, a development permit must be obtained prior to development.

A Commercial Form and Character Development Permit Area has been designated on all lands commercially designated, as well as commercially zoned properties. In mixed-use areas, only development proposals incorporating commercial development must consider these guidelines.

A Multiple Residential Form and Character Development Permit Area has been designated on all lands where zoning allows multiple residential, comprehensive two-unit or strata developments. For mixed use developments, only proposals incorporating multiple residential development must consider the Multiple Residential Development Permit Area Guidelines in addition to Commercial Development Permit Area Guidelines.

City of Prince George Housing Needs Report

The [City's Housing Needs Report](#), updated December 2022, notes a need for a variety of housing types. The proposed development would provide apartment housing options for residents.

Zoning Bylaw

The subject area is zoned as Z17: Monterey Road Commercial which is intended to provide site specific regulations for a mix of compatible highway commercial uses including warehouse and storage. The property owner would like to amend the Z17 zone to have the intention to provide site specific regulations to create a neighbourhood node through a mix of compatible residential and commercial uses. To reflect the updated intent, the applicant is proposing to rename the Z17 zone from Z17: Monterey Road Commercial to Z17: Monterey Road Comprehensive. The full list of proposed changes to the Z17 are shown in the table below, and a redlined version of the zone is attached as a supporting document.

Section	Current Inclusion in Z17 Zone	Proposed Inclusion in Z17 Zone
Z17: Monterey Road Commercial	Z17: Monterey Road Commercial	Z17: Monterey Road Comprehensive
Purpose	The purpose of this zone is to provide site specific regulations for a specific area, illustrated on Appendix "B" of Bylaw No. 8768. The area is to provide for a mix of compatible highway commercial uses including warehouse and storage	The purpose of this zone is to provide site specific regulations to create a neighbourhood node through a mix of compatible residential and commercial uses. The permitted residential density is 125 dwellings/ha.
Principal Uses	<ul style="list-style-type: none"> • building & garden supply • health service, minor • office • parking, non-accessory • recreation indoor • recycling centre, intermediate • restaurant • retail-convenience • retail, farmers market • retail, general • self-storage facility • service, business support 	<ul style="list-style-type: none"> • community care facility, major • community care facility, minor • education, commercial • health service, minor • housing, apartment • housing, row • housing, stacked row • office • recreation, indoor • restaurant • retail, convenience • retail, farmers market • retail, general

	<ul style="list-style-type: none"> • service, household repair • service, massage therapy • service, pet grooming & day care • service station, minor • vehicle sale, minor • vehicle wash, minor • veterinary service, minor • warehousing 	<ul style="list-style-type: none"> • service, business support • service, financial • service, household repair • service, massage therapy • service, personal • service, pet grooming & day care • veterinary service, minor
Secondary Uses	<ul style="list-style-type: none"> • residential security/operator unit 	<ul style="list-style-type: none"> • home business 1 • secondary suite
Subdivision Regulations	<ol style="list-style-type: none"> 1. the minimum lot width is 30.0 m 2. the minimum lot area is 1000.0 m² 	<ol style="list-style-type: none"> 1. the minimum lot width is 22.0 m 2. the minimum lot area is 1000.0 m²
Development Regulations	<ol style="list-style-type: none"> 1. The maximum site coverage is 65%. 2. The maximum building height is 12.0 m. 3. The minimum front yard is 3.0 m, except for self-storage facility and warehousing is 25.0 m. 4. The minimum side yard is 2.0 m. 5. The minimum rear yard is 2.0 m. 	<ol style="list-style-type: none"> 1. The maximum residential density is 125 dwellings/ha. 2. The maximum site coverage is 55%. 3. The maximum height is 15.0 m, except it is 10.0 m for commercial buildings with no residential component. 4. The maximum number of storeys is 4, except it is 2 for commercial buildings with no residential component. 5. The minimum front yard is 4.5 m, except it is 3.0 m for commercial buildings with no residential component. 6. The minimum side yard is 3.0 m, except it is not required for a common wall for attached housing. 7. The minimum rear yard is 6.0 m, except it is 3.0 m for commercial buildings with no residential component. 8. The minimum setback between a building with a residential use and another building is 4.5 m.
Other Regulations	<ol style="list-style-type: none"> 1. A residential security/operator unit is only permitted in a principal building. 2. The maximum gross leasable floor area of a restaurant use in one tenancy is 420 m². 3. The maximum gross leasable floor area of a health service or office use in one tenancy is 280 m². 4. The maximum total gross leasable floor area of health service, office or recycling centre uses for any site is 560 m². 5. The maximum total gross leasable floor area of self-storage facility and warehousing uses for any site is 6,400 m². 6. Outdoor use is not permitted except for building and garden supply; 	<ol style="list-style-type: none"> 1. A commercial use may only be permitted on the first two floors of a building. 2. In mixed use buildings, dwellings may only be located above the first or second storey of a principal building. 3. The maximum gross leasable floor area of a restaurant use in one tenancy is 420 m². 4. The maximum gross leasable floor area of a health service, financial service, or office use in one tenancy is 280 m². 5. The maximum total gross leasable floor area of health service, financial service, or office uses for any site is 560 m².

	<p>retail, farmers market; restaurant; and self-storage facility and warehousing, provided that outdoor storage areas are enclosed by a screen.</p> <p>7. Note: In addition to the regulations listed above, other regulations may apply. These include the General Development Regulations of Section 4, the Specific Use Regulations of Section 5, the Landscaping and Screening provisions of Section 6, the Parking and Loading regulations of Section 7, and the Development Permit Guidelines of Section 8.</p>	<p>6. Outdoor use is not permitted except for retail, farmers market, or restaurant, provided that outdoor storage areas are enclosed by a screen</p> <p>7. Note: In addition to the regulations listed above, other regulations may apply. These include the General Development Regulations of Section 4, the Specific Use Regulations of Section 5, the Landscaping and Screening provisions of Section 6, the Parking and Loading regulations of Section 7, and the Development Permit Guidelines of Section 8.</p>
--	---	---

As indicated above, the proposed amendments to the Z17 zones will provide the subject area with a mix of commercial and residential uses, which is consistent with the Neighborhood Corridor designation for an intersection of arterial and collector roads.

OTHER CONSIDERATIONS:

Referrals

This application was referred to internal City divisions and external agencies for comments. There are no outstanding comments or concerns with this application.

Property Title

As the owner of the subject property is a registered company, a BC Company Search has been conducted to provide the names of the company directors. The following is provided for Council's information:

Incorporation Number	BC0646257
Name of Company	646257 B.C. LTD.
Director Information	Gill, Daljit

A review of the legal title of the subject property indicated no encumbrances or restrictions that would affect this application.

Section 219 Covenant No. CA5857639: Registered to title on March 7, 2017, this covenant prohibits access to the property from Lehman Street.

Servicing Brief

A Servicing Brief prepared and sealed by a Professional Engineer registered in the Province of British Columbia is required. The Servicing Brief will address technical issues related to water supply, sanitary sewer collection, and storm drainage system designs.

Administration recommends that Public Hearing of Bylaw No. 9549 be withheld until a Servicing Brief has been prepared and submitted to the satisfaction of Administration.

Traffic Impact Study

A Trip Generation Letter was submitted by the applicant and is attached as a supporting document. Administration's review of the summary determined further information would be required through a Traffic Impact Study. A Traffic Impact Study prepared and sealed by a Professional Engineer registered in the Province of British Columbia is required to address technical issues related to traffic for the proposed development (e.g.,

access to and from the subject property and adjacent intersections, trip generation information, and recommendations to reduce the impacts associated with traffic).

Administration recommends that Final Reading of Bylaw No. 9549 be withheld until a Traffic Impact Study has been prepared and submitted to the satisfaction of Administration.

Ministry of Transportation and Transit

As per Section 52 of the Transportation Act, Bylaw No. 9550 requires the Ministry of Transportation and Transit's approval prior to Final Reading and adoption.

Public Meeting

The applicant voluntarily completed public consultation prior to proceeding to Council. The consultation consisted of an open house held on April 29, 2025, as well as the opportunity for neighbours to provide feedback via email or phone call from April 15 to May 2, 2025. At the open house, the applicant was available to address concerns from the neighbouring property owners. A summary of the public consultation conducted by the applicant is available in the Public Consultation Summary Report attached to this report.

Statutory Notification and Public Consultation

As set out in the *Local Government Act* and "City of Prince George Development Procedures Bylaw No. 9423, 2023", in advance of Council's consideration of third reading of the proposed bylaws, a public hearing will be held regarding the applications and the City of Prince George will mail or otherwise deliver a notice to adjacent property owners and tenants whose interest in property may be affected by these applications. In addition, notice will be published on the City's website and Facebook page in accordance with the "City of Prince George Public Notice Bylaw No. 9329, 2022."

Members of the public wanting to comment on the applications may submit written correspondence or speak to Council during the public hearing either via telephone or in person. Written submissions received in response to the public notice for these applications will be provided to Council for their information and consideration during deliberations on the applications. Additional information on methods to provide comments to Council can be found on the [City's website](#).

Administration is recommending that the Notice of Public Hearing and OCP consultation mail out area that is required as per the "City of Prince George Development Procedures Bylaw No. 9423, 2023" is increased from 30 meters to the area shown on Exhibit "A" to CP100214. This notification area reflects the notification area used by the applicant for an open house they hosted on April 29, 2025, and includes properties sharing the intersection that may be affected by the proposal.

Sequence of Adoption for the Official Community Plan

Pursuant to the *Local Government Act*, City of Prince George Official Community Plan Bylaw No. 8383, 2011 was adopted by considering the Financial Plan, Solid Waste Management Plan and Strategic Framework. Therefore, any amending bylaws to the Official Community Plan must also consider these plans.

Section 477 of the *Local Government Act* identifies the adoption procedures for the development, repeal or amendment to the Official Community Plan bylaw. This sets in motion the following sequence which identifies the *Local Government Act* requirements and the City's own procedures:

1. After a bylaw has been given first reading the following must occur:
 - a) Consideration of the plan in conjunction with the current [Financial Plan](#);
 - b) Consideration of the plan in conjunction with the current [Regional District Solid Waste Management Plan](#);
 - c) Consideration of any other plan and policies that the local government considers relevant (i.e. [Strategic Framework for a Sustainable Prince George](#));
 - d) Referral to the Agricultural Land Commission if the Plan applies to Agricultural Land

- Reserve land (*not applicable to these applications*);
 - e) Second Reading;
 - f) Public notice of the Public Hearing; and
 - g) Public Hearing.
2. Third Reading of the bylaw
 3. Final Reading and Adoption of the bylaw

The *Local Government Act* requires that each reading of the OCP bylaw must receive an affirmative vote of a majority of all Council members. The adoption procedures found in Section 477 of the *Local Government Act* are required, and should any changes occur to the bylaw, the sequence of steps would be repeated.

Statutory Consultation of Proposed OCP Amendments

The Department recommends that Council approve the consultation method outlined in the recommendation section of this staff report to provide:

- a. Request for written comment from properties identified on Exhibit “A” to CP100214; and
- b. Publish notification of public consultation in accordance with the “City of Prince George Public Notice Bylaw No. 9329, 2022”.

This consultation would occur after First and Second Reading to Bylaw No. 9549, 2025 and prior to the Public Hearing.

ALTERNATIVES:

1. Approve the bylaw
2. Approve the bylaw as amended
3. Refuse the bylaw
4. Defer or otherwise deal with the bylaw

Administration recommends that Bylaw Nos. 9549, 2025, and 9550, 2025, be approved.

SUMMARY AND CONCLUSION:

To facilitate a mix of residential and local commercial uses on the subject area, the applicant is proposing to amend the existing Z17: Monterey Road Commercial zone to include the desired uses. To facilitate residential uses on the property, an OCP amendment from Service Commercial to Neighbourhood Corridor is required, as shown on Appendix “A” to Bylaw No. 9549. Administration supports this application for the reasons outlined in this report.

RESPECTFULLY SUBMITTED:

Deanna Wasnik, Director of Planning and Development

PREPARED BY: Keone Gourlay, Planner 1

APPROVED:

Walter Babicz, City Manager

Meeting Date: 2025/05/26