

**TOWN OF KIPPENS**  
**DEVELOPMENT REGULATIONS AMENDMENT NO. DR25-01**  
**SUBDIVISION DEVELOPMENT STANDARDS,**  
**ACCESSORY BUILDING PROVISIONS, AND**  
**PUBLIC NOTICE REQUIREMENTS**

URBAN AND RURAL PLANNING ACT, 2000

RESOLUTION TO ADOPT

TOWN OF KIPPENS DEVELOPMENT REGULATIONS AMENDMENT NO. DR25-01

Under the authority of section 16 of the *Urban and Rural Planning Act, 2000*, the Town Council of Kippens adopts the Town of Kippens Development Regulations Amendment No. DR25-01.

Adopted by the Town Council of Kippens on the Jan 8, 2025.<sup>b</sup>

Signed and sealed this Jan 8, 2025.<sup>b</sup>

Mayor:

Paul Norwood

Clerk:

Florence Baster



Canadian Institute of Planners Certification

I certify that the attached Town of Kippens Development Regulations Amendment No. DR25-01 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

MCIP: Andrew Smith, MCIP



A. Smith

Development Regulations/Amendment  
**REGISTERED**  
Number 2615-0015-2026  
Date April 14, 2026  
Signature [Signature]



## **Background**

The purpose of this administrative text amendment is to update the subdivision development standards, accessory building provisions, and public notice requirements. Where the proposed changes are harmonious with the Municipal Plan, this amendment does not have a corresponding Municipal Plan amendment.

The Town does not currently have detailed engineering requirements for the construction of new subdivisions and public streets. The new Municipal Development Standards is an accompanying policy of the Town Council that provides the necessary detail of the process from the initial preparation of preliminary planning and design to the Final Acceptance Certificate (FAC) for the infrastructure and the release of securities. The following administrative amendments are to align the Development Regulations with the new Municipal Development Standards. Several provisions are repealed as they will now be house in the Municipal Development Standards. Including reference to the Municipal Development Standards in the Development Regulations will also support the legal defensibility of the regulatory enforcement of the new standards.

This text amendment also includes an update to the accessory building provisions. This will help streamline the development approval process for larger accessory buildings, negating the need for a discretionary development approval of Council.

Lastly, this text amendment also includes an update to the public notice provisions to be consistent with the new provincial legislative requirements that took effect on December 4, 2024. Previously, newspaper publication was required for amendments to the Municipal Plan or Development Regulations. The new changes (section 110.1 of the *Urban and Rural Planning Act, 2000*, amended 2024 c30 s11) require the posting of a notice in two conspicuous places in the affected area and a community-wide notice of the Town's choosing (e.g., website publication or social media posting can be used in lieu of newspaper publication).

## **Public Consultation**

As per subsection 35(5) of the *Urban and Rural Planning Act, 2000*, the Town published notice of the proposed amendments through the following, allowing 10 business days to receive representations:

- (1) Town's website; and
- (2) Poster in Town Office.

The Town received no representations on the proposed changes.

## **Development Regulations Amendment No. DR25-01**

The Town of Kippens Development Regulations is hereby amended by:

(1) Repealing subparagraph A.2.2.8 (c) ii. and inserting the following:

“(c) ii. Posting notice on one of the *Town’s* social media accounts for a minimum of 10 business days.”;

(2) Repealing paragraph A.2.2.8 (d) and inserting the following:

“(d) *Council* shall give notice of the *application* to the local neighbourhood by posting notification *signs* in at least two (2) conspicuous places in the area affected by the *development* proposal.”;

(3) Repealing subparagraph A.2.2.9 (f) ii. and inserting the following:

“(f) ii. Posting notice on one of the *Town’s* social media accounts for a minimum of 10 business days.”;

(4) Repealing paragraph A.2.2.9 (h) and inserting the following:

“(h) *Council* shall give notice of the *application* to the local neighbourhood by posting notification *signs* in at least two (2) conspicuous places in the area affected by the *development* proposal.”;

(5) Repealing subparagraph A.2.2.10 (i) ii. and inserting the following:

“(i) ii. Posting notice on one of the *Town’s* social media accounts for a minimum of 10 business days.”;

(6) Repealing paragraph A.2.2.10 (j) and inserting the following:

“(j) *Council* shall give notice of the *application* to the local neighbourhood by posting notification *signs* in at least two (2) conspicuous places in the area affected by the *development* proposal.”;

(7) Repealing subparagraph A.2.2.11 (b) ii. and inserting the following:

“(b) ii. Posting notice on one of the *Town’s* social media accounts for a minimum of 10 business days.”;

(8) Repealing paragraph A.2.2.11 (c) and inserting the following:

“Where the *Applicant* applies to re-designate land as represented on the *Future Land Use Classes Map* and in addition to the notice requirement under (b), *Council* shall give notice of the *application* to the local neighbourhood by posting notification *signs* in at least two (2) conspicuous places in the area affected by the *development* proposal.”;

(9) Repealing paragraph A.2.2.11 (f);

(10) Amending paragraph A.2.2.11 (i) by striking out “in a locally circulated newspaper and the *Gazette*”;

(11) Repealing paragraph A.2.2.11 (j);

(12) Repealing paragraph A.2.2.11 (l) and inserting the following:

“Council shall give public notice of a proposed amendment to the *Regulations* in accordance with subsection 35(5) of the *Act*.”;

(13) Repealing paragraph A.2.2.11 (m);

(14) Repealing paragraph A.2.2.11 (n) and inserting the following:

“Further to (l) and where the *Applicant* applies to re-zone land represented on the *Zoning Map*, *Council* shall give notice of the *application* to the local neighbourhood by posting notification *signs* in at least two (2) conspicuous places in the area affected by the *development* proposal.”;

(15) Amending paragraph A.2.2.11 (o) by striking out “, (m), or (n)”.

(16) Amending paragraph A.2.2.11 (q) by striking out “in a locally circulated newspaper and the *Gazette*”;

(17) Repealing paragraph A.2.2.11 (r);

(18) Repealing paragraph A.2.2.11 (t);

(19) Amending paragraph A.2.2.12 (a) by striking out “A.2.2.8 (c) i., ii., and (d) ii.; A.2.2.9 (f) i., ii., and (g); A.2.2.10 (i) i., ii., and (j) ii.; A.2.2.11 (b) i., ii., and (c) ii.; and A.2.2.11 (f), (l), (m), and (n) ii.” and inserting “A.2.2.8, A.2.2.9, A.2.2.10, and A.2.2.11”;

(20) Repealing “Table 3: Summary of Applications Types and Required Notification” under paragraph A.2.2.12 (d) and inserting the following table:

Application Type	Community Wide – Required Notice	Neighbourhood – Required Notice	Notification Radius (Where Applicable)
<i>Discretionary Use</i> (A.2.2.8)	(c) i. <i>Town</i> website; <u>OR</u> ii. <i>Town</i> social media account	(d) Two (2) notification signs	N/A
<i>Variance</i> (A.2.2.9)	(f) i. <i>Town</i> website; <u>OR</u> ii. <i>Town</i> social media account	(g) Notices to <i>owners</i> of land; <u>AND</u> (h) Two (2) notification signs	30.0m (98.4ft)
Changing a <i>Non-conforming Use</i> (A.2.2.10)	(i) i. <i>Town</i> website; <u>OR</u> ii. <i>Town</i> social media account	(j) Two (2) notification signs	N/A
Re-designating Land – <i>Plan Amendment</i> (A.2.2.11)  (Note: To fulfill public consultation requirement under section 14 of the Act)	(b) i. <i>Town</i> website; <u>OR</u> ii. <i>Town</i> social media account	(c) Two (2) notification signs	N/A
Re-designating Land – <i>Plan Amendment</i> (A.2.2.11)  (Note: To fulfill notice of adoption/public hearing requirement under section 17 of the Act and notice of approval/registration requirement under subsection 24(2) of the Act)	(e) [Section 17] i. <i>Town</i> website; <u>OR</u> ii. <i>Town</i> social media account  (i) [Subsection 24(2)] i. <i>Town</i> website; <u>OR</u> ii. <i>Town</i> social media account	(e) [Section 17] Two (2) notification signs  (i) [Subsection 24(2)] Two (2) notification signs	N/A

Re-zoning Land – <i>Regulations Amendment (A.2.2.11)</i> (Note: To fulfill notice of proposed amendment under subsection 35(5) of the Act and notice of adoption/registration requirement under subsection 24(2) of the Act)	(l) [Subsection 35(5)] i. <i>Town website; OR</i> ii. <i>Town social media account</i>  (q) [Subsection 24(2)] i. <i>Town website; OR</i> ii. <i>Town social media account</i>	(l) [Subsection 35(5)] Two (2) notification <i>signs</i>  (q) [Subsection 24(2)] Two (2) notification <i>signs</i>	N/A
--	--	--	-----

Table 3: Summary of Application Types and Required Notification

(21) Repealing “Table 7: Use Zone Development Standards for Accessory Buildings” under paragraph C.1 (e) and inserting the following table:

	<b>I. RES use zone</b>	<b>II. CD use zone</b>	<b>III. RD use zone</b>	<b>IV. All other use zones</b>
i. Maximum number of accessory buildings per lot	2	3	No Limit	No Limit
ii. Maximum footprint of any accessory building	Shall not exceed the footprint of the <i>main building</i> or 139.4m <sup>2</sup> (1500ft <sup>2</sup> )	Shall not exceed the footprint of the <i>main building</i> or 139.4m <sup>2</sup> (1500ft <sup>2</sup> )	Shall not exceed the footprint of the <i>main building</i>	Shall not exceed the footprint of the <i>main building</i>
iii. Maximum combined floor area of all accessory buildings per lot, where lot area is ≤2000m <sup>2</sup> (0.49 acres)	10% of lot area	10% of lot area	12% of lot area	12% of lot area
iv. Maximum combined floor area of all accessory buildings per lot, where lot area is >2000m <sup>2</sup> (0.49 acres)	185.8m <sup>2</sup> (2000ft <sup>2</sup> )	185.8m <sup>2</sup> (2000ft <sup>2</sup> )	12% of lot area	12% of lot area
v. Maximum building height of any accessory building on lot	4.5m (14.8ft) or building height of highest <i>main building</i> , whichever is lesser	4.5m (14.8ft) or building height of highest <i>main building</i> , whichever is lesser	Shall not exceed the building height of the highest <i>main building</i>	Shall not exceed the building height of the highest <i>main building</i>
vi. Setback from all lot lines where accessory building is ≤13.4m <sup>2</sup> (144.0ft <sup>2</sup> ) in floor area and ≤2.5m (8.2ft) in height	0.9m (3.0ft)	0.9m (3.0ft)	1.5m (4.9ft)	1.5m (4.9ft)
vii. Setback from all lot lines for all other accessory buildings	2.0m (6.6ft)	2.0m (6.6ft)	3.0m (9.8ft) or ½ accessory building	3.0m (9.8ft) or ½ accessory building

			height, whichever is the greater	height, whichever is the greater
viii. <i>Setback from an accessory building</i>	2.0m (6.6ft)	2.0m (6.6ft)	3.0m (9.8ft)	3.0m (9.8ft)
ix. <i>Setback from a main building</i>	3.0m (9.8ft)	3.0m (9.8ft)	5.0m (9.8ft)	5.0m (16.4ft)
x. Allowed to be erected or placed in the <i>front yard</i>	No	No	Yes	Yes

Table 7: Use Zone Development Standards for Accessory Buildings

(22) Repealing the “No development permit shall be issued for the development of a subdivision, unless the design of the subdivision conforms to the following standards:” under subsection D.9.1 and inserting the following after the section D.9 title and before the subsection D.9.1 subtitle:

“No development permit shall be issued for the development of a subdivision, unless the design of the subdivision conforms to the following standards and the Municipal Development Standards policy of Council:”;

(23) Repealing paragraphs D.9.1 (c), (e), (f), (g), (h), and (i);

(24) Repealing paragraph D.9.2 (b) and replacing with the following:

“(b) Where permitted by *Council*, dead-end cul-de-sac and p-loop *streets* are subject to the design requirements within the Municipal Development Standards policy of *Council*.”;

(25) Repealing paragraphs D.9.2 (c) and (d);

(26) Repealing section D.13;

(27) Striking out the “Table 11” caption and inserting “Table 10” under paragraph D.15 (e);

(28) Striking out the “Table 12” caption and inserting “Table 11” under subsection App.E.1 Application Fees; and

(29) Striking out “Table 13” caption and inserting “Table 12” under subsection App. E.2 Administrative Request Fees.