

January 16, 2024

To: Members
Development Appeals Board

Re: Annual Review of the Development Appeals Board Policies and Procedures

RECOMMENDATION

That the Development Appeals Board:

1. Approve the revised Section 11 of its Policies and Procedures, attached as Appendix B; and
2. Direct the Development Appeal Board Secretary to amend Section 11 of the Development Appeals Board Policy and Procedures to include the revision outlined in Appendix B of this report and distribute an updated document to the members of the Board upon approval.

ISSUE

To review revisions to the Development Appeals Board Policies and Procedures for approval.

IMPACTS

Financial Impacts

The 2024 budget includes funding for the operation of the Development Appeals Board (DAB).

OTHER OPTIONS

The Board can direct further amendments to the Policies and Procedures.

COMMUNICATIONS & ENGAGEMENT

This report is available as part of a public agenda. As such, is available on the City of Regina's website.

All members of the Development Appeals Board will be provided with a copy of the approved Policies and Procedures document for 2024.

DISCUSSION

The DAB is established by City Council pursuant to Part XI, Appeals, Division 1 of *The Planning and Development Act, 2007 (The Act)*. City Council has delegated authority to the DAB to establish procedures for Hearings pursuant to subsection 215(5) of *The Act*.

The Board should, on an annual basis, review and discuss the information in its Policies and Procedures to determine if any further changes are necessary.

At its annual meeting held on January 10, 2023 the board reviewed and approved amendments to its policies and procedures. The approved document is attached as Appendix A.

Throughout the year, the Secretary notes any items that arise which should be addressed in the Board's policies and procedures, including changes in terminology and to legislation, and updated practices of the Board.

A potential amendment was flagged shortly after the 2023 Annual General Meeting and a hearing for an appeal whereby the jurisdiction of the Board was under question. It was identified that Section 11 – Appeal Jurisdiction Guideline, required updating and clarification to better reflect the Board's practices.


The Secretary has drafted a revision, attached as Appendix B, which was approved in principle by the Chair mid-year. Once approved by the entire Board, the Secretary will incorporate the revised section into the 2024 document.

DECISION HISTORY

On October 20, 1999, Regina's Development Appeals Board adopted the "Regina Development Appeals Board – Policies and Procedures". This document is reviewed by the Board on an annual basis.

Respectfully submitted,

Respectfully submitted,


Amber Ackerman, Deputy City Clerk 1/11/2024


Jim Nicol, City Clerk 1/12/2024

Attachments

Appendix A – Board Policy 2023

Appendix B – DAB Policies and Procedures 2024 – Section 11