



Agenda
Town of Faro Regular Council Meeting
December 16, 2025, at 7:00 p.m.
Council Chambers

- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
 - 2.1 Council Meeting Agenda
- 3. DELEGATIONS & HEARINGS**
 - 3.1 Sgt Cedric Proulx, RCMP Ross River/Faro Detachment Commander
 - 3.2 Graham White, Elevator Yukon – Zoning Bylaw Updates
- 4. BUSINESS ARISING FROM DELEGATIONS & HEARINGS**
- 5. ADOPTION OF MINUTES**
 - 5.1 Minutes of the December 2, 2025, Regular Meeting of Council
 - 5.2 Minutes of the December 8, 2025, Special In-Camera Meeting of Council
- 6. BUSINESS ARISING FROM MINUTES**
- 7. FINANCIAL**
 - 7.1 Finance Report
- 8. REPORTS**
 - 8.1 Mayor's Report
 - 8.2 Council Reports
 - 8.3 Administration's Reports
 - 8.3.1. Chief Administrative Officer
 - 8.3.2. Manager of Operations
 - 8.3.3. Manager of Recreation and Culture
 - 8.4 Committee Meeting Minutes and Reports
 - 8.4.1. Joint Health and Safety Meeting Minutes – July 24, 2025
 - 8.4.2. Joint Health and Safety Meeting Minutes – September 18, 2025
 - 8.4.3. Joint Health and Safety Meeting Minutes – October 16, 2025
- 9. BYLAWS**
 - 9.1 Bylaw No. 2025-07 – Zoning Bylaw – Second Reading
 - 9.2 Bylaw No. 2025-09 – Council Indemnity Bylaw – Third Reading
 - 9.3 Bylaw No. 2025-10 – Municipal Auditor Bylaw – First and Second Reading
- 10. UNFINISHED BUSINESS**

- 10.1 Purchasing Policy (2026-01)
- 10.2 Communities Lottery Program – Faro Ravens
- 10.3 Communities Lottery Program – 2025 Remaining Funds
- 10.4 Strategic Plan 2025 – 2028
- 10.5 Faro Mine Remediation Project's Tse Zul Camp Potable Water and Septic Project

11. NEW BUSINESS

- 11.1 2026 Regular Meeting Schedule - Proposed

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

13. PUBLIC QUESTION PERIOD

14. IN-CAMERA

- 14.1 Employment Matter - in accordance with Municipal Act Section 213 (3)(c & d)
re: Employment Matter
- 14.2 Conduct of Investigation - in accordance with Municipal Act Section 213 (3)(g)
re: Code of Conduct Sanctions

15. ADJOURNMENT



TO: Mayor and Council

FROM: Jordan Stackhouse, & Graham White, Elevator Yukon

DATE: December 11, 2025

SUBJECT: Faro Zoning Bylaw Update Report

PURPOSE: The purpose of this note is to provide Council with an overview of recommended changes to the attached DRAFT Zoning Bylaw and seek feedback from Council to move forward with further bylaw readings and the public hearing.

BACKGROUND: The Town of Faro adopted its Official Community Plan (OCP) in October of 2024. Section 288 of the *Municipal Act* compels the municipality to adopt a revised Zoning Bylaw that complies with their OCP within two years of adoption. This Zoning Bylaw update is also an action item under the Town of Faro's Housing Accelerator Plan.

Following the Zoning Bylaw open house on November 12th, 2025, Elevator Yukon was tasked with making some additional changes, based on the public's feedback on the draft Zoning Bylaw. Below is a breakdown of the key issues that we heard. Additional changes were also made to the zoning map.

ZONING BYLAW CHANGES AND RECOMMENDATIONS:

1. Addition of Kennel as a permitted use.

There was no existing permitted use for a kennel within the zoning bylaw. To address this, a definition was added to the Definition Section, guidance on what conditions can be set on for such a use added to the General Development Section and Kennels added as a Principle use within the IC – Industrial-Commercial zone.

2. Mobile homes in Residential - Single zone.

Any reference to mobile homes was removed from the Residential – Single Zone to ensure this type of housing is not created within this zone.

3. Removal of non-conforming site coverage allowance for specific lots within the Commercial zone

The zone allowed for site coverage outside what is specified within this zone for specific lots. The zoning bylaw has other mechanisms to manage this, such as the non-conforming use section. This is redundant and allows for the lots to return to conforming status if the lots were to be redeveloped in the future.

4. Typo in Residential – Multiple zone

Removal of additional 2.0m from side yard setback.

5. Residential – Multiple zone – guesthouses

Addition of Guesthouse as secondary use within this zone.

6. Keeping of derelict vehicles on properties section removed

Under the General Development Regulations section, there was a section that spoke to the disallowing derelict vehicles being kept in the front or side yard of residential properties. This section has been removed and will be captured within a Maintenance Bylaw which is better suited to address and manage this. There was also a concern raised from the public regarding the storage of flammable material such as wood for heating in sideyards, near houses and the potential need to manage this. As the above storage of derelict vehicles, this can be better managed with the Maintenance Bylaw.

7. Duplex definition – independent utilities

The current definition stated that all duplexes have independent utilities. There are currently some older duplexes where this is not the case and the definition was adjusted to capture this situation, while maintaining that any new duplexes would be subject to having independent utilities to each dwelling.

8. Guesthouse definition – may provide first meal

The definition stated that the business owner may provide the first meal of the day. This wording was removed to be more intentional and affirm that the first meal does not need to be provided for this type of use.

DRAFT ZONING MAP CHANGES AND RECOMMENDATIONS:

1. Updated boundary of the Mitchel Road Industrial site to capture the entire site within the IC – Industrial-Commercial zone.
2. Removal of the IC – Industrial-Commercial zone polygon where the quarry along Mitchell Road was proposed before the developer found another location to use. This polygon was removed and the area became part of the larger P – Parks & Open Space zone polygon

ANALYSIS: The changes captured in the presented draft reflect the input of Council, Administration, and the community thus far. Council and community members will have opportunity to further refine and shape the Zoning Bylaw through discussion at the public hearing which will be scheduled at a later time and prior to the third reading.

FINANCIAL IMPLICATIONS: There are no financial implications for approving or providing feedback / recommendations to this draft of the Zoning Bylaw.

STRATEGIC PRIORITIES: This initiative brings the Zoning Bylaw into compliance with Faro's Official Community Plan and fulfills one of the action items under Faro's Housing Accelerator program.

RECOMMENDATION:

- 1) Approve the draft Zoning Bylaw to proceed to 2nd reading and set dates for a public hearing **(RECOMMENDED)**
- 2) Provide further feedback and direction to Administration before proceeding to 2nd reading and public hearing.
- 3) Do not approve the draft Zoning Bylaw

NEXT STEPS: Once Council approves the content of the draft Zoning Bylaw, Administration will proceed with scheduling the public hearing.

Submitted By:



Jordan Stackhouse, MBA, Ec.D.
Elevator Yukon
jordan@elevatoryukon.com

Submitted By:



Graham White
Elevator Yukon
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**Town of Faro
Regular Meeting Minutes
December 02, 2025, at 7:00 p.m.
Council Chambers**

PRESENT:

Mayor	Jack Bowers	CAO	Kimberly Ballance
Councillors	Gary Jones	Ops Manager	Mark Vainio
	Wendy Michell-Larocque	Rec Manager	Morgan Manuel
	Michelle Vainio	Executive Assistant/	Trudy Amos
	Neil Yee	Financial Assistant	

Delegation: Faro Golf Club, Amanda Nyland – 2025 Year-End Review, Community Lottery Program – Faro Ravens Ball Team, Stephane Grenon

Public Present: 15 Public on Zoom: 4

1. CALL TO ORDER

Mayor Bowers called the meeting to order at 7:00 p.m.

2. ADOPTION OF AGENDA

2.1 Council Meeting Agenda

Resolution 25-431

Michell-Larocque, Vainio

RESOLVED THAT the agenda for the December 02, 2025, Meeting of Council be adopted as presented.

Carried

3. DELEGATIONS

Resolution 25-432

Michell-Larocque, Yee

RESOLVED THAT Council do now move into Committee of the Whole for delegations.

Carried

Councillor Vainio and Councillor Jones declared a pecuniary interest and moved to the gallery.

3.1 Faro Golf Club, Amanda Nyland – 2025 Year-End Review

Ms. Nyland thanked Council and the Gardening staff for their support of the Golf Club this year. The Memorandum of Understanding (MOU) between the Town of Faro and the Golf Club continues to work well, with Golf Club Members providing services to community events, including the provision of BBQs for various town events, assisting with the Graduation Class event at the driving range, and also

working with the School, Recreation Centre and RPAY at their events. This year, the club provided \$2,561 to the Town of Faro as its financial contribution as set out in the MOU. The Golf Course continues to look great and positively contributes to the beautification of Faro.

Council thanked Ms. Nyland for her presentation.

Councillor Vainio and Councillor Jones returned to their seats.

Councillor Mitchell-Laroque declared a pecuniary interest and moved to the gallery.

3.2 Community Lottery Program (CLP) - Faro Ravens Ball Team, Stephane Grenon

Council welcomed Mr. Grenon to the meeting, commented on the condition of the grassy ballfield, and noted that it needs some maintenance work prior to the annual ball tournament.

Mr. Grenon noted that while the Faro Ravens participate in the annual tournament, they are not responsible for tournament operations. The Faro Ravens submission for CLP funds is to purchase equipment that could be used by anyone in the community, including a pitching machine, batting cage, helmets, bats, gloves, balls and a new set of bases for the gravel field. He noted that they were inspired by the "Girls at Bat" program that the town ran last year and would like to build on that success. They are seeking this funding to attract new adult and youth players. If approved the \$4,000 they would want permission to store it at the Recreation Centre to ensure it was available for community use, as well as by the Faro Ravens Ball Team.

Council discussed ownership of the equipment since the Faro Ravens are not a society and they intend to share use of the equipment with the Town and others in the community. Administration will review the CLP Lottery rules in this regard and bring forward a motion to the next meeting, noting that if eligibility was a concern that the Town would be eligible to purchase the equipment directly for use by the Ravens and other users.

Resolution 25-433

Michell-Larocque, Yee

RESOLVED THAT Council do now revert into Regular Meeting of Council.

Carried

Councillor Mitchell-Laroque returned to her seat.

4. BUSINESS ARISING FROM DELEGATION

None.

5. ADOPTION OF MINUTES

5.1 Minutes of the November 13, 2025, Special Meeting of Council

Resolution 25-434

RESOLVED THAT the minutes of the November 13, 2025, Special Meeting of Council be adopted as presented.

Carried

5.2 Minutes of the November 18, 2025, Special Meeting of Council
Resolution 25-435

Vainio, Jones

RESOLVED THAT the minutes of the November 18, 2025, Special Meeting of Council be adopted as presented.

Carried

5.3 Minutes of the November 18, 2025, Regular Meeting of Council
Resolution 25-436

Yee, Michell-Larocque

RESOLVED THAT the minutes of the November 18, 2025, Regular Meeting of Council be adopted as presented.

Carried

5.4 Minutes of the November 26, 2025, Special Meeting of Council
Resolution 25-437

Vainio, Jones

RESOLVED THAT the minutes of the November 26, 2025, Special Meeting of Council be adopted as presented.

Carried

6. BUSINESS ARISING FROM MINUTES

None.

7. FINANCIAL

7.1 Finance Report
Resolution 25-438

Jones, Michell-Larocque

THAT Council receive for information the Finance Officer's report, including the Payment Register Summary, and acknowledge the Cheque Register for the period November 13 - 26, 2025.

Council requested clarification of Cheque Nos. 3075, 3076, and 3089, and requested that Administration review the costs associated with the Mosquito Control program as part of the 2026 Budget development.

8. REPORTS

8.1 Mayor's Report

- Presented Council with a concept drawing for a pound and noted that while the Town had included funds in the budget for an Animal Shelter, the reality is that this is intended to be a facility used by the Town's bylaw enforcement officer, not as a long-term shelter. If there is going to be a shelter in the community, it would require a group of people or volunteers willing to take that project on and would need to be operated much like the Humane Society in Whitehorse. This will be subject to discussion by Council during the 2026 Budget process.
- It is great to see the Christmas Lights on at the Circle of Trees as well as at the Big Red Truck at the entrance to Town. Appreciate the work that Taylor Fetterly and Tom Baylis put into decorating.

- Minister of Health and Social Services, Brad Cathers, advised today that the Ross River Nursing Station will be having a temporary closure coming up. Similar to Faro's closure, it will have a negative impact on their community and will impact Faro's services as well.
- Yukon University will be having an Open House at their Faro site tomorrow from 11 am to 2 pm, which is open to the public to attend.

8.2 Council Reports

Councillor Yee

- Expressed concerns about the accuracy of information that was presented at the Special Meeting held with MP Hanley and Boreal Engineering, specifically about the number of local residents who are employed at Parsons, discounts provided to Parsons by the Town, and lack of contributions by Parsons to the Town. Noted the importance of accurate information being used during meetings. Advised that the potable water and sewer portion of the project was included in the Project's YESAB application, so the Town's process at this point may not be as valuable as it would have been during the YESAB public consultation process. Council should review its actions on this matter as it moves forward.
- Great to see the attendance at the Christmas Market and the Christmas Lights in the community is also really good to see.
- Has not received any snow removal complaints lately.
- In regard to Yukon Energy and Atco:
 - Has been pushing Yukon Energy and Atco to show the true cost of energy on bills and provided some information to CBC about this matter.
 - Attended the Yukon Court of Appeal to present information on Yukon Energy Rate Hearings due to charges being issued for unpermitted equipment. Requested that a refund be issued for the costs associated with that. A decision will be made in the next few weeks.
 - Still following up on the noise mitigation matters in the YESAB decision document.
- Has spoken with some people about the elimination of the public question period in the Procedural Bylaw draft that will be considered tonight.

Councillor Michell-Larocque

- Advised that the upcoming closure of the Ross River Health Centre will not impact the 2-day doctor visit in the community.
- The Faro Health Centre is seeing a rotation of nurses in the community, which will impact their ability to provide the flu shot for the next few weeks. Requested that the public be patient with staff because they will be assisting patients from Ross River during their closure.

Councillor Vainio

- Attended the last Community Training and Trust Society (CTTS) Meeting on November 19. The Board passed a resolution to dissolve the CTTS as a society and to bring the program under the Association of Yukon Communities (AYC) as a new committee, which will have the same training mandate. The AYC Board

subsequently passed a resolution to create a new Committee for this purpose, and they have appointed Councillor Vainio to that committee. The transition between the Society and the Committee should be relatively smooth.

- Attended the swearing-in of the new Yukon Government Cabinet on November 22. Noted that she is very pleased to see that Cory Bellmore will be the Minister of Community Services, since she is well versed in municipal issues, having been a Councillor and a CAO, and having done a research paper on the CMG. She has also been appointed as the Minister responsible for the Yukon Lottery Commission.
- The Christmas Market was great and well organized by the Recreation Centre staff. Had an opportunity at the market to chat with RCMP Sgt Proulx and discussed his interest in attending community events. Discussed the potential for the creation of an interagency committee.

Councillor Jones

- Attended the Association of Yukon Communities Quarterly Board Meeting and Strategic Planning Session:
 - Heard from the new Minister of Community Services, Cory Bellmore who highlighted several topics that are of interest to municipalities, such as infrastructure and funding programs.
 - Received a Presentation about the Arctic Winter Games being held from March 7-15 in Whitehorse, which will have about 2,000 athletes participating, 2,000 volunteers, and a lot of spectators. It sounds like it will be a great event. Will leave volunteer info at the office in case someone in the community would like to volunteer.
 - Next board meeting will be held on March 7, 2026 by Zoom.

8.3 Administration's Reports

8.3.1 Chief Administrative Officer

CAO Ballance summarized her written report and responded to questions from Council.

Council decided that they would judge the Christmas Lights competition on December 16. Administration will advertise this for community members.

8.3.2 Operations Manager

Acting Operations Manager Vainio summarized his written Report and responded to questions by Council.

8.3.3 Manager of Recreation and Culture

Manager of Recreation and Culture Manuel summarized his written report and responded to questions from Council.

Noted that staff started sealing the Arena floor today and will be flooding shortly.

9. BYLAWS

9.1 Bylaw No. 2025-08 – Procedures Bylaw – First and Second Reading

Resolution 25-439

Jones, Michell-Larocque

RESOLVED THAT Council provide First Reading of Bylaw 2025-08 – Procedures Bylaw.

Carried
Yee Opposed

Resolution 25-440

Yee, Michell-Larocque

RESOLVED THAT Council do now move into Committee of the Whole for questions and comments from the Gallery.

Carried
Jones Opposed

Council listened to comments from the gallery.

Resolution 25-441

Vainio, Michell-Larocque

RESOLVED THAT Council do now move back into Regular Meeting.

Carried

Resolution 25-442

Vainio, Jones

RESOLVED THAT Council provide Second Reading of Bylaw 2025-08 – Procedures Bylaw.

Carried
Yee Opposed

9.2 Bylaw No. 2025-09 – Council Indemnity Bylaw – First and Second Reading

Resolution 25-443

Vainio, Yee

RESOLVED THAT Council provide First Reading of Bylaw 2025-09 – Council Indemnity Bylaw.

Carried

Resolution 25-444

Yee, Vainio

RESOLVED THAT Council provide Second Reading of Bylaw 2025-09 – Council Indemnity Bylaw.

Carried

10. UNFINISHED BUSINESS

10.1 Tintina Subdivision – Waste Collection Services

Council reviewed the report as presented and discussed the removal of the bins outside of the landfill gate. Administration will implement this operational change.

10.2 Purchasing Policy (2026-01)

Resolution: 25-_____ Tabled

RESOLVED THAT Council approve the Purchasing Policy (2026-01), which will come into effect on January 1, 2026; and

FURTHER THAT the previous Purchasing Policy (002-2014) is repealed effective January 1, 2026.

11. NEW BUSINESS

11.1 2026 – 2028 Audit Services

Resolution: 25-445

Vainio, Yee

RESOLVED THAT Council approve the quote for Audit Services for the 2026-2030 period from Metrix Group LLP, dated November 1, 2025.

Carried

11.2 Draft Letter to MP Dr. Brendan Hanley

Resolution: 25-446

Jones, Vainio

RESOLVED THAT the Council authorizes the Mayor to execute the letter dated December 2, 2025, to MP Dr. Brendan Hanley, as amended.

Carried

Yee and Michell-Larocque opposed

11.3 Draft Letter to the Protected Area Strategy Steering Committee

Council reviewed the draft letter and concurred that the CAO would submit it and report back once a response has been received.

Resolution 25-447

Vainio, Jones

RESOLVED THAT Council extend the meeting past 10 p.m.

Carried

11.4 Recommendation to Council re: 2026 Provisional Budget

Resolution 25-448

Vainio, Michell-Larocque

WHEREAS Section 237(1) of the Municipal Act requires Council to approve a Provisional Operating Budget for the following year prior to December 31 of the current year;

NOW THEREFORE BE IT RESOLVED THAT Council approves the 2026 Provisional Budget in accordance with the attached Schedule A.

Carried

11.5 Removal of Caveat for Lots 124-1 and 124-2

Resolution 25-449

Michell-Larocque, Vainio

WHEREAS the Town of Faro has verified that the property owner has satisfied the building requirements set out in the sale agreement for Lot 124-1 and 124-2;

NOW THEREFORE BE IT RESOLVED THAT the Town of Faro does hereby acknowledge that it has no further interest under the caveat registered in the Land Titles Office as instrument number 100073528 and that the same is hereby withdrawn from Lot 124-1, plan number 2018-0061, and authorizes the Chief Administrative Officer or designate to sign the withdrawal of Caveat form RO:17; and,

FURTHER THAT the Town of Faro does hereby acknowledge that it has no further interest under the caveat registered in the Land Titles Office as instrument number 100073551 and that the same is hereby withdrawn from Lot 124-2, plan number 2018-0061, and authorizes the Chief Administrative Officer or designate to sign the withdrawal of Caveat form RO:17.

Carried

11.6 Workplace Violence, Discrimination and Harassment Policy
Resolution 25-450

Jones, Vainio

WHEREAS the Town of Faro's Joint Health and Safety Committee has reviewed and recommends the adoption of a Policy that meets the standards set out in Part 19 of the Workplace Health and Safety Regulations;

NOW THEREFORE BE IT RESOLVED THAT Council approve the Workplace Violence, Discrimination and Harassment Policy (2025-01), which will come into effect immediately upon passing; and,

FURTHER THAT the previous Anti-Bullying/Harassment Policy (HR/001-10-2013) and Workplace Violence and Harassment Policy (2001-001) are hereby repealed.

Carried

12. CORRESPONDENCE FOR INFORMATION (OUT & IN)

13. PUBLIC QUESTION PERIOD

Resolution 25-451

Jones, Yee

THAT Council do now move into Committee of the Whole for public question period.

Carried

Council responded to questions from the gallery.

Resolution 25-452

Vainio, Jones

THAT Council do now revert into Regular Meeting of Council.

Carried

Resolution 25-453

Time: 10:08 p.m.

Vainio, Michell-Larocque

THAT Council do now recess for five minutes and reconvene in-camera.

Carried

14. IN CAMERA

14.1 Personal Matter – in accordance with Municipal Act Section 213 (3)(c) Re: Medical Transportation Evaluation (Unit #2-11)

14.2 Property Matter – in accordance with Municipal Act Section 213 (3)(b) Re: 20 Lapie Crescent

14.3 Conduct of Investigation - in accordance with Municipal Act Section 213 (3)(g) re: Harassment Investigations

14.4 Conduct of Investigation - in accordance with Municipal Act Section 213 (3)(g) re:
Code of Conduct Sanctions

In Camera discussion.

15. ADJOURNMENT

Resolution 25-454

Vainio, Michell-Larocque

THAT the December 02, 2025, Regular Meeting of Council be adjourned at 10:59
p.m.

Carried

Approved at the Regular Meeting of
Council held on December 2, 2025, by
Resolution # 25-___

Jack Bowers, Mayor

Kimberly Ballance, CAO



Minutes
Town of Faro Special InCamera Council Meeting
December 08, 2025, at 5:00 p.m.
Council Chambers

PRESENT:

Mayor	Jack Bowers	
Deputy Mayor	Michelle Vainio	Executive Asst./ Trudy Amos
		Financial Clerk
Councillors	Wendy Michell-Laroque	
	Neil Yee	
	Gary Jones	

Public Present: 2

Public on Zoom: 0

1. CALL TO ORDER

Mayor Bowers called the meeting to order at 5:00 p.m.

2. ADOPTION OF AGENDA

2.1 Council Meeting Agenda

Resolution: 25-455 Vainio, Jones
THAT the Agenda for the December 8, 2025, Special Meeting of Council be
adopted as presented.

Carried

Resolution: 25-456 Michell-Larocque, Vainio
THAT Council do convene to the in-camera meeting.

Carried

3. IN-CAMERA

In-Camera discussion

Resolution: 25-457 Vainio, Michell-Larocque
THAT Council do now revert into Regular Meeting of Council.

Carried

4. ADJOURNMENT

Resolution: 25-458

Jones, Vainio

THAT the December 8, 2025, Special Meeting of Council be adjourned at 5:15 p.m.

Carried

Approved at the Regular Meeting of
Council held on December 16, 2025, by
Resolution # 25-_____

Jack Bowers, Mayor

Michelle Vainio, Deputy Mayor



TOWN OF FARO MEMORANDUM

To: Mayor & Council, CAO
Date: December 10, 2025
From: Lenka Kazda, General Manager, Finance
Re: Report to Council Meeting December 16, 2025

Payroll:

12/10/2025	Town Employees	\$ 42,555.99	Nov 24 – Dec 7, 2025, Pay Period
12/10/2025	Council Indemnities	\$ 5,962.20	November 1 – 30, 2025, Pay Period

Payment Register Summary November 27 – December 10, 2025

Administration	12,279.26
Environmental Services	4,953.88
Fire Dept and Protective Services	10,495.80
Professional Fees & Remittance	59,819.90
PW and Gardening	1,443.57
Recreation and CRIC	3,741.17
Utilities	10,628.71
Total	103,362.29

Resolution: 25-____

THAT Council receive for information the Finance Manager's report, including the Payment Register Summary and acknowledge the Cheque Register for the period November 27 – December 10, 2025.

AND THAT Council receive for information the Draft Budget Analysis report for the period of January to November 2025.

Moved: _____

Seconded: _____

Any discussion?

All in Favour?

Carried/Defeated

Town of Faro
Draft Budget Analysis
January through November 2025

	<u>Jan - Nov 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
0301 · Council/Legislative	1,333	1,300	33	103%
0302 · Administrative	3,655,610	3,730,231	-74,621	98%
0333r · Protective Service	34,972	34,256	716	102%
0338r · Public Works r	85,756	83,800	1,956	102%
0345r · Environmental Use & Protec	623,467	450,300	173,167	138%
0355r · Economic Development	5,400	6,000	-600	90%
0362r · Recreation and Culture	67,888	75,669	-7,781	90%
4950000 · Amortization not Funded	0	1,200,000	-1,200,000	0%
4999999 · Transfer from Gen. Surpl	0	97,986	-97,986	0%
Total Income	<u>4,474,426</u>	<u>5,679,542</u>	<u>-1,205,116</u>	<u>79%</u>
Gross Profit	<u>4,474,426</u>	<u>5,679,542</u>	<u>-1,205,116</u>	<u>79%</u>
Expense				
0333e · Protective Services e	126,100	159,307	-33,207	79%
0338e · Public Works e	1,162,959	1,460,867	-297,908	80%
0345e · Environmental Use and Pro	503,752	591,370	-87,618	85%
0355e · Economic Development e	39,857	43,110	-3,253	92%
0362e · Recreation & Culture	676,451	785,731	-109,280	86%
0370 · Council / Legislative	111,329	147,141	-35,812	76%
0375 · Administrative e	975,343	1,292,016	-316,673	75%
5670000 · Amortization	0	1,200,000	-1,200,000	0%
Total Expense	<u>3,595,791</u>	<u>5,679,542</u>	<u>-2,083,751</u>	<u>63%</u>
Net Ordinary Income	<u>878,635</u>	<u>0</u>	<u>878,635</u>	
Other Income/Expense				
Other Income				
7000000 · Capital Funding	2,392	732,297	-729,905	0%
Total Other Income	<u>2,392</u>	<u>732,297</u>	<u>-729,905</u>	<u>0%</u>
Other Expense				
8000000 · Capital Expenditures	392,786	732,297	-339,511	54%
Total Other Expense	<u>392,786</u>	<u>732,297</u>	<u>-339,511</u>	<u>54%</u>
Net Other Income	<u>-390,394</u>	<u>0</u>	<u>-390,394</u>	
Net Income	<u><u>488,241</u></u>	<u><u>0</u></u>	<u><u>488,241</u></u>	



TOWN OF FARO MEMORANDUM

To: Mayor & Council December 12, 2025

From: Kimberly Ballance, CAO

Re: CAO's Report to Council – December 16, 2025 Regular Meeting

Budget 2026

- Submitted the provisional operating budget to the Department of Community Services in accordance with S. 237 of the Municipal Act.
- Budget Meetings to be held March 2-6 and March 9-12 s/t Council's availability.
- Planning for Council travel to be similar to 2025 but I am seeking input on Council's travel to FCM 2026, since it is being held in Edmonton from June 4-7.
- Initial electrical work has been completed for old Ice Plant removal; Equipment removal, interior and exterior components, is planned for Summer 2026. Brine header will require assessment prior to continued planning work to consider options for potential ice plant location.
- Initial discussions regarding potential pound development, with consideration for a shared shelter operation, are underway with input from Animal Health Unit and the Whitehorse Humane Society. Segregation of spaces for animal health purposes, financial resources required for a 3rd party shelter operator and specific needs for municipal purposes were reviewed.
- Initial review of tendering for Scrap Metal removal at the Landfill is underway.
- Reviewing operational requirements for Recreation and Culture department.
- 2026 Municipal Insurance renewal is underway and should be completed shortly.

Strategic Plan

- No comments were received from the public on the Draft Strategic Plan. The final version has been included for approval as a separate Agenda Item.

New Zoning Bylaw

- The second reading of the Zoning Bylaw is included as a separate Agenda Item. The second reading was planned to be completed in conjunction with a Public Hearing; however, Administration is recommending that these be done separately to ensure that Council is fairly satisfied with the amendments made since the first reading prior to the public hearing.

- Additional amendments will likely need to be made prior to the third reading. But at the Public Hearing, Council will discuss the public input received prior to Administration bringing it forward for third reading.

Council Holiday Open House

- Set for Monday December 22 from 11 am to 2 pm at the Recreation Centre, has been advertised, and preparations are underway. Prizes for the Christmas Light Competition will be announced at that time.

Employment Matters

- WSCB has provided feedback on the Town's new Violence, Discrimination and Harassment policy. They have requested the addition of rules for protecting workers against domestic violence in the workplace, expansion of the investigation procedure, expansion of risk control procedure and methods to assess post-incident counselling needs. These will be updated in coordination with the JH&SC and brought back to Council for consideration.
- Violence & Harassment Training for Employees has been delayed until these changes are made to the policy.
- A new General Manager of Finance, Akram Shah, has been hired, and will start on January 5, 2026.
- A new Manager of Operations, Daniel Granberg, has been hired, and will start on January 19, 2026.
- Training requirements for employees have been reviewed, with the exception of H&S requirements which will come forward for review at the next JH&SC Meeting. Training is being organized for some employees for 2026 where necessary (i.e. primarily training related to water system operation).

Emergency Plan Training

- Reviewing Training / Multi-agency scenarios completed in prior years, in preparation for a 2026 Emergency Exercise. Additional information on this will be forthcoming to Council.

Action Items:

- Violence & Harassment Training for Council & Volunteers – Date TBD
- Employee and Council Codes of Conduct – new drafts completed and will be brought forward for draft review in 2026.
- Communications Policy – draft nearly completed
- Develop drafts of the following for Council's consideration:
 - Hiring Policy – update
 - Maintenance Bylaw - update
 - Vehicle Use Policy – new
 - Sale / Acquisition of Land Policy – new
 - Cemetery Bylaw – update
 - Animal Control Bylaw – update
 - Snow Plowing Policy – review



**Town of Faro
MEMORANDUM**

To: Mayor & Council

December 11, 2025

From: Mark Vainio, Operations Manager

Re: PW report to Council for December 16, 2025

Landfill/Bylaw – Missed garbage last week for extreme cold. We'll pull bags out of some bins that are too full until it warms up.

Wells/WT – Comms are down for the cold weather. Water is warm at 4.7°C and everything is working. Turning pumps on/off manually until system is restored. Internet is intermittent so sometimes SCADA doesn't work either..

Water/Sewer – Manhole bleeders are all on and water/sewer flows have increased accordingly. Crew is registered for training with YukonU. Training will be on-line and take place at the University here in Faro. In the process of applying for the exams where required.

Property Development – Mueller was here last week to install more lights in the Arena and Rec Stairwells. This project was funded and there is money left in the budget. PWFH vehicle plug-ins are on a timer – 20 minutes on, 20 minutes off, to save power. We are dragging trucks into the shop to warm them up. Mueller will disable these timers so we can plug vehicles in outside the shop. This applies to visitor parking in the front and our hotline in the back.

Arena and Rec kitchens require Fire Suppression upgrades. This is gas tax fundable. Delay because of the weather until the new year.

Rec wheelchair lift was inspected and some minor repairs undertaken. Parts will be ordered after we get a quote and we're still waiting for the report. It does work reliably now though is not certified yet..

Shelving parts are here and we'll get those to the Arena this week.

We had to replace the furnace in 365 Dawson Drive (Staff house). We used a furnace from one of the pumphouses which was stored in the Solar Complex and would have been surplus. Contractor did the installation.

Pumphouse 3 Backup Generator – Still waiting for SCADA inputs for Genset from Setplan Engineering. Adding all Backup Generators to our SCADA system. I'm still following up to see what the holdup is here though it is not affecting operations.

FireSmart – Good progress was made with equipment assisting. We're shut down for cold weather for now. Probably one more week, possibly a bit more to go on this job.

Mitchell Road Outhouse – No news on this project yet.

Roads – Keeping up with plowing and sanding. Driveway gate is not yet installed.



TOWN OF FARO MEMORANDUM

To: Mayor & Council December 10, 2025

From: Morgan Manuel, Manager of Recreation and Culture

Re: December 16, 2025 - Report to Council

Current Priorities

- Youth Group Ski Trip (1 night)
 - January 10-11 (Saturday/Sunday)
- Working on 2026 Budget development
 - Staffing priorities
- December/holiday events are in full swing
 - Council Open house will be at the Recreation Centre
 - Coffee/Tea/Light refreshments
 - Bouncy castle + Carnival Games in gym
- Coordinating with Public Works on Recreation Centre Maintenance and Arena Season preparation
 - Ice building is going well
 - Installing new shelving upstairs at the Arena and taking an inventory of equipment
 - Tentatively opening over the Holiday break for a couple of skates

Planning Work

- Budgeting for ball field maintenance/upgrades in the Spring
 - Stripping scrub grass/leveling field
 - Sod/Seeding quotes
- Pausing regular programming for the first two weeks of January
 - Focus on asset management/inventory
 - Reorganizing curling rink
 - Assessing programming needs
- Canadian Parks and Rec Association (CPRA) - Sticks and Skates Program (January)
 - Starting to source equipment – ordered new goalie gear
 - Planning skating lessons as an extra day of after school programming
 - Adult skating lessons
 - Rec Hockey – We are sending a Faro team to at least one tournament - Carmacks (Feb 6-8)

- Ice Worm Squirm – Feb 27- March 1 (Friday-Sunday)
 - Seeking feedback from community members on past events
 - Organizing ice fishing derby for Sunday March 1
 - Looking into putting a temporary curling sheet down by the ball diamonds
- Crane and Sheep 2026 – set for May 1-3
 - Awaiting TCMF funding approval (~January 2026)
 - First public planning meeting will be Wednesday, January 7th at 7:00 pm
- Yukon Gaming Alliance (E-Sports)
 - Planning January dates for a Mario-Kart tournament at the Rec Centre (Youth Investment Fund)

Program / Event Evaluation

- Christmas Market
 - The Christmas market was a huge success – a lot of work went in to planning and organizing the event. Actively recruiting vendors 2 months in advance made a big difference
- Floor Hockey
 - Wrapping up on the 18th with one final run
 - Thanks to the CPRA for providing funding

Training

- Planning to complete JH&SC worker and supervisory training prior to year end
- Planning Zamboni training for myself and PW staff with Carmacks or Parker
- WHMIS – All rec staff will be completing WHMIS in the new year



Joint Health and Safety Committee Meeting
July 24, 2025 at 10:30 a.m.

Attendance:	Denise Schneider	Co-chair
	Mark Vainio	Acting Co-chair
	Adam Minder	Member
	Morgan Manuel	Member
	Ryan Belling	Alternate for A. Salo

1. Call to Order

The meeting was called to order at 10:42 a.m.

2. Adoption of Agenda

Moved by M. Manuel, Seconded by A. Minder

THAT the Agenda be accepted with addition.

CARRIED

3. Adoption of Minutes

Moved by M. Vainio, Seconded by A. Minder

THAT the Minutes of June 18, 2025 be accepted as presented.

CARRIED

4. Reports

Incident Reports

One incident report was received. M. Manuel reported a follow up inspection of the back Rec deck was done to ensure no other nails were raised.

Inspection Reports

M. Vainio will look for copies of the inspection report forms which his predecessor may have had them.

5. New Business

The Committee discussed the need for confidentiality with regards to the incident reports they receive and discuss. The Committee agreed that only the members, or their alternate, should attend regular meetings. The Committee does not have a member from the Town Office; A. Salo will be a representative from the Fire Department. The Committee will request the CAO discuss with managers the need for regular Health and Safety and staff meetings and will review the membership as described in the TOR.

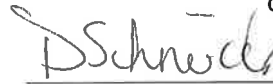
6. Action Items

See attached.

7. Adjournment

The meeting was adjourned at 11:06 a.m.

Approved by the
Committee
on Sept 18/25



Denise Schneider, Co-Chair



Mark Vainio, Acting Co-Chair

Presented to Council
at the Regular Meeting
held on _____ by
Resolution # 25-

Jack Bowers, Mayor

Kimberly Ballance, CAO



Joint Health and Safety Committee Meeting
September 18, 2025 10:30 a.m.

Attendance:

Denise Schneider	Co-chair
Mark Vainio	Acting Co-chair
Adam Minder	Member
Morgan Manuel	Member
Aaron Salo	Member
Kimberly Ballance	

1. Call to Order

The meeting was called to order at 10:34 a.m.

2. Adoption of Agenda

Moved by M. Vainio, Seconded by A. Minder

THAT the Agenda be accepted as presented.

CARRIED

3. Adoption of Minutes

Moved by M. Vainio, Seconded by A. Salo

THAT the Minutes of July 24, 2025 be accepted as presented.

CARRIED

4. Reports

Incident Reports

An incident occurred with an aerosol can which required an eye rinse. Steps to prevent this from happening were reviewed with all staff.

A bleeding nose was reported by pool staff along with the use of diatomaceous earth, by student employees, without a mask.

Inspection Reports

K. Ballance will provide a copy of forms used at her previous work; we can use those as guideline to build our own.

5. New Business

12 Topics for Managers

The Committee reviewed the sample topics and felt they would be helpful for their monthly H&S meetings with staff. D. Schneider will put them on the "O" drive.

Tracking Injuries and Meetings

The Committee agreed to track injuries to look for patterns which could then be addressed as specific topics. D. Schneider will develop a spreadsheet.

Employee Rotation

The Committee agreed that each employee should attend one H&S per year to bring awareness and participation. D. Schneider will begin work on scheduling employees via their managers.

Management Rep

A. Minder is considered an employee rep; K. Ballance will replace him as Management Rep.

6. Action Items

See attached.

7. Adjournment

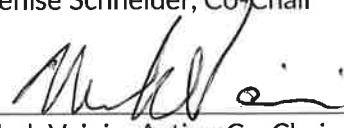
The meeting was adjourned at 11:17 a.m.

Approved by the
Committee

on October 16/25



Denise Schneider, Co-Chair



Mark Vainio, Acting Co-Chair

Presented to Council
at the Regular Meeting
held on _____ by
Resolution # 25-

Jack Bowers, Mayor

Kimberly Ballance, CAO



Joint Health and Safety Committee Meeting
October 16, 2025 10:30 a.m.

Attendance:

Denise Schneider	Co-chair
Mark Vainio	Acting Co-chair
Kimberly Ballance	Member
Morgan Manuel	Member
Aaron Salo	Member

1. Call to Order

The meeting was called to order at 10:33 a.m.

2. Adoption of Agenda

Moved by A. Salo, Seconded by K. Ballance

THAT the Agenda be accepted as presented.

CARRIED

3. Adoption of Minutes

Moved by M. Vainio, Seconded by A. Salo

THAT the Minutes of September 18, 2025 be accepted as presented. CARRIED

4. Reports

Incident Reports

There were no incidents reported.

The Committee discussed a process for reporting and decided near misses and incidents will be reported using the applicable incident report form (personal or property). The form will be given to management who will scan it to the O drive for tracking and record keeping.

Inspection Reports

K. Ballance provided a copy of forms used at her previous work. Each department will review, edit and bring back to the next meeting. D. Schneider will then edit the electronic copies and make a schedule for monthly facility inspections.

5. New Business

Updated TOR

The Committee reviewed and made further edits. K. Ballance will bring to the next meeting for approval.

Tracking Injuries and Meetings

The Committee reviewed the Incident Tracking spreadsheet. D. Schneider will make the final edits.

They agreed a H&S Meeting tracking sheet was not needed, the Tailgate Documentation Form will be used instead. Managers will complete the form, scan/save it on the "O" drive using date & dept in the name. D. Schneider will report to each meeting on the status of meetings held. She will also update the monthly list and provide each topic on the "O" drive.

6. Action Items

See attached.

7. Adjournment

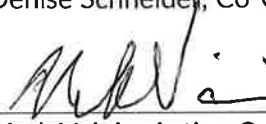
The meeting was adjourned at 11:19 a.m.

Approved by the
Committee

on November 25/25



Denise Schneider, Co-Chair



Mark Vainio, Acting Co-Chair

Presented to Council
at the Regular Meeting
held on _____ by
Resolution # 25-

Jack Bowers, Mayor

Kimberly Ballance, CAO



Town of Faro BYLAW # 2025-07

Town of Faro Zoning Bylaw

WHEREAS pursuant to Section 279(1) of the Municipal Act (the "Act"), the Town of Faro adopted an Official Community Plan to address the future development and use of land in the municipality; and,

WHEREAS Section 288 of the Act requires the Town to adopt a Zoning Bylaw applicable to the land affected by the Official Community Plan; and,

WHEREAS Section 289 of the Act enables the Town, by passing a zoning bylaw conforming to the Official Community Plan, to prohibit, regulate, and control the use and development of lands and buildings in the Town; and,

WHEREAS Section 290 of the Act enables a zoning bylaw to, among other things, establish zones and provide for a system of development and use permits, temporary uses, and establishment of a board of variance; and,

NOW THEREFORE the Council of the Town of Faro hereby **ENACTS AS FOLLOWS:**

1. TITLE

1.1 This bylaw may be cited as the "**Zoning Bylaw**".

2. ADOPTION

2.1. The document titled Town of Faro Zoning Bylaw 2025-07, attached and forming part of this bylaw, is hereby adopted.

3. REPEAL

3.1. Bylaw 2017-01, including all amendments, is hereby repealed.

4. COMING INTO FORCE

4.1. This bylaw shall come into force and have effect from and after the date of third and final reading.

FIRST READING: September 16, 2025 (Resolution 25-315)

SECOND READING:

PUBLIC HEARING NOTICE:

PUBLIC HEARING:

THIRD READING AND FINALLY ENACTED:



Zoning Bylaw 2025-07

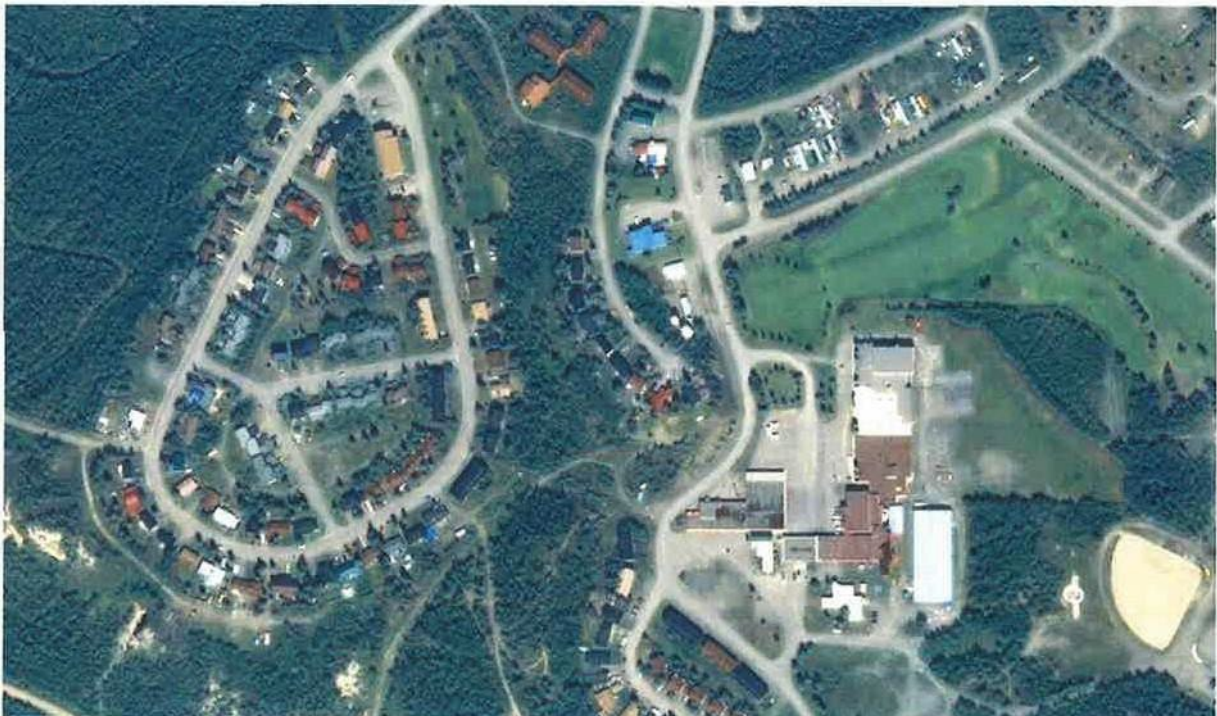


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A USER'S GUIDE TO THE ZONING BYLAW

Zoning Bylaw 2025-07 applies to all lands within the boundary of the Town of Faro. This introduction is intended to make the bylaw easier to understand and reference, and to outline how to use the bylaw to find basic zoning information. All Yukon municipalities are required under the Municipal Act to have a Zoning Bylaw. Zoning separates land uses that are thought to be incompatible. The main types of land use are residential, industrial, commercial and open space. Specific regulations and guidelines for each type of land use are set out through zoning.

The wording of the Zoning Bylaw may sometimes seem a bit severe, but please don't let the language intimidate you. A bylaw is a legal document, which must be written the same way as any law or legislation. The intent of the wording is to make it clear what is, and what is not, permissible for new development. Development can mean building something entirely new, expanding/altering something that already exists, or changing how land is being used.

If you have any questions about the content, how to interpret this bylaw, or to discuss whether or not a project you would like to do requires a Development Permit, please contact the Town Office.

What is the purpose of a Zoning Bylaw?

A zoning bylaw is a "rule book" that controls building and development. Zoning bylaws regulate how land and buildings are used, the location of buildings, minimum lot sizes and dimensions, building heights, and other provisions necessary to ensure proper development.

The zoning bylaw implements the community vision and policies for future growth and development expressed in the Town's 2024 Official Community Plan. The zoning bylaw puts the recent Official Community Plan vision and policies into terms, permissions, and numbers that can be measured. The recent Official Community Plan was adopted by Council on September 25, 2024. While the Official Community Plan is a guide for development of the town, the Zoning Bylaw is the control for development, based on the principles of that guide.

Zoning Bylaw 2025-07 replaces the previous Zoning Bylaw 2017-01

The Zoning Bylaw is not something that is new in Faro. Faro's first Zoning Bylaw was enacted in 1973. This 2025 version replaces the last one, which was adopted in 2017 and has been revised several times since then. The 2017 bylaw was based on an earlier official community plan. Since then, a lot has changed in Faro, although many attributes remain the same. The passing of the new Official Community Plan in 2024 initiated the requirement for a new Zoning Bylaw based on its guiding principles.

How to Use this Bylaw

The following four steps describe how to identify the uses can be undertaken and the size and location of buildings that can be erected on a specific property:

1. Start with the maps in Schedule A of the bylaw to determine the zone of your property.
2. Turn to Part 7 to identify general development regulations that apply in all zones.
3. Turn to Part 8 and to the zone corresponding to your property for the use permissions and building regulations applying in your zone.
4. Turn to Part 9 to find definitions of specific terms used in the bylaw regulations.

Are you planning a development?

If you are planning to build something new, such as a new house, an addition, a fence, a garage, or carport, or to start a new business, Part 3 describes the Development Permit application process, and whether you require a Development Permit for what you are planning to do.

Development permits and building permits

A Development Permit is not the same as a building permit. A Development Permit is issued by the Town and ensures that a proposed development is allowed under the Zoning Bylaw regulations. A Development Permit may be required to obtain a building permit for new construction or exterior renovations. Building permits are issued by the Building Safety and Standards branch of Yukon Government to ensure that a proposed development complies with the building code and other safety regulations.

What if an existing building or use does not comply with the new Zoning Bylaw?

Older buildings might not meet all the current zoning bylaw requirements. If the building was constructed prior to those zoning regulations, but in compliance with regulations in effect at the time, the development is considered legally "non-conforming" as long as the situation continues. However, renovation or expansion of such a building, or a change in land use, needs to comply with the current bylaw requirements. Please see Part 5 for further information.

Development approval and changes to the Zoning Bylaw

Proposed developments are evaluated by the Development Officer to ensure that they comply with the zoning bylaw. See Part 3 for the development approval process.

If a proposed development does not comply with the zoning bylaw, the Development Officer cannot issue a Development Permit. If the development is desirable and meets the Official Community Plan guidelines, there are three options that can be pursued to get the development approved.

1. The development may be revised so that it meets the existing zoning requirements.
2. An application can be made for a minor variance to the bylaw. The application will be heard by an independent Board of Variance made up of citizens appointed by Council. The board will decide if the proposed development meets the intent of the bylaw regulations. Please see Part 3.
3. An application can be made for a zoning change. Site specific, or "spot" zoning can be introduced for individual properties to address unique circumstances, subject to the approval of Council. Please see Part 4.

A decision of the Development Officer or the Board of Variance can be appealed to Council, who will then have the final say on whether or not a Development Permit can be issued.

The Zoning Bylaw is a living document that can be amended by Council, as long as the changes retain the principles of the Official Community Plan.

PART 1 GENERAL PROVISIONS

1.1 PURPOSE

The purpose of this bylaw is to implement the development control provisions of the Town's Official Community Plan, and for that purpose, among others:

- a. To divide the Town into zones;
- b. To prescribe and regulate, for each zone, the purposes for which buildings and land may be used;
- c. To prohibit the use of such land or buildings for any other purposes; and,
- d. To prescribe and regulate standards for outdoor commercial advertising, parking and industrial performance in the interests of the amenity and safety of the Town's residents.

1.2 INTERPRETATION

- 1.2.1. Certain terms or words have specific meanings in the context of this bylaw and will therefore be interpreted as defined in the definitions under Part 9 of this bylaw.
- 1.2.2. Typical uses listed as examples with the definitions are not intended to be exclusive or restrictive. The intent, impact, and definition of the use, among others, will be considered in determining whether a use is permitted.
- 1.2.3. Where a specific use does not conform to the wording of any use definition, or generally conforms to the wording of two or more definitions, a Development Officer may use discretion to deem that the use conforms to and is included in that use which is most appropriate in character and purpose.
- 1.2.4. If a use is not listed as permitted, it will be considered prohibited.
- 1.2.5. Unless otherwise specified:
 - a. A word used in the present tense shall include the future tense.
 - b. The singular includes the plural.
 - c. The word person includes a partnership, association, or corporation as well as an individual or joint-owners.
 - d. The terms shall, will, or must mean something that is mandatory.
 - e. The terms may, can or should mean something that is discretionary.
 - f. The word used or occupied, as applied to any land or building, shall be construed to include the words "intended, arranged, or designed to be" used or occupied.
- 1.2.6. The following are included herein for the purpose of explanation, clarification and convenience only, but are not operative parts of this bylaw:
 - a. Illustrations and their descriptions;
 - b. Italicized text at the beginning of certain parts of this bylaw; and,
 - c. The section titled "A User's Guide to the Zoning Bylaw."

1.3 METRICATION

- 1.3.1. The units of measure in this bylaw are in Metric.
- 1.3.2. The abbreviations m means metres and m² means square metres.
- 1.3.3. Existing developments shall not be deemed to be non-conforming with this bylaw by reason only of the conversion of previously existing imperial regulations to their approximate metric equivalent.

1.4 APPLICATION, SCOPE AND EFFECT OF THIS BYLAW

- 1.4.1. Development Permit issued under the provisions of this bylaw will be required for any development in the Town, unless the development is exempt under Section 3.2.
- 1.4.2. Any use of land, buildings or structures, and development for any purpose, will only be permitted if in conformity with this bylaw.
- 1.4.3. Public infrastructure, Fire Smart projects, reclamation of former mine sites and remediation of land containing contaminated material shall be permitted in any zone subject to the approval of the government having jurisdiction, Subsections 1.4.1 and 1.4.2 notwithstanding.
- 1.4.4. No person shall authorize or do any construction that is at variance with the description, specifications or plans that were the basis for the issuance of a Development Permit or a Building Permit, unless the variation has been reviewed and authorized in writing by the Development Officer or, where applicable, the Building Inspector.
- 1.4.5. No Development shall be permitted which would violate any applicable Federal, Territorial, Municipal Act, other Town Bylaw, or Regulation.
- 1.4.6. Any section or provision of this bylaw deemed to be invalid by the Courts shall not affect the validity of any other part of this bylaw which can be given effect without such invalid section or provision.
- 1.4.7. In the event of any inconsistency in this bylaw, or disagreement of any provision or requirement of this bylaw with that of any other bylaw of the Town, the stricter of the provisions or regulations shall prevail.
- 1.4.8. Council may, by resolution, amend the Fee and Fine Schedule in "Schedule B" forming part of this bylaw in respect of any fine, offence, permit, or other fees contemplated under this bylaw from time to time, including adding or removing fee categories.
- 1.4.9. Council may, by resolution, amend, add or remove any of the Forms in "Schedule C" forming part of this bylaw from time to time.

1.5 ZONING MAP AND ZONE BOUNDARIES

- 1.5.1. The Town is divided into land use zones and the boundaries of those zones are shown on the Zoning Maps attached as Schedule "A" and forming part of this bylaw.
- 1.5.2. The boundaries on the Zoning Maps shall, unless otherwise clearly indicated on the Zoning Maps, be interpreted as follows:

- a. where a boundary follows a public roadway, lane, railway, pipeline, powerline, utility or easement, it follows the centre line;
- b. where a boundary is shown as approximately following the edge or shoreline of a river or other water body, it follows the Ordinary High Water Mark (OHWM);
- c. where a boundary is shown as approximately following a property line, it follows the property line;
- d. where a boundary is shown as approximately following a geographic feature such as a top-of-bank contour line, it follows that line;
- e. where a boundary is shown as being generally parallel to or as an extension of any of the features listed above, it shall be so.

PART 2 DUTIES AND RESPONSIBILITIES

This part of the bylaw defines the duties and responsibilities of the Development Officer, the Board of Variance and Council. Pursuant to the procedures outlined in Parts 3 and 4 of this bylaw, these three authorities provide a due process for Development Permit applications, decisions and appeals, and amendments to this bylaw.

2.1 DEVELOPMENT OFFICER

- 2.1.1. The position of Development Officer is hereby established and such position may be filled by a person appointed by resolution of Council.
- 2.1.2. In the absence of a person so appointed by Council, the Chief Administrative Officer shall be designated as the Development Officer.
- 2.1.3. The Development Officer shall:
 - a. administer this bylaw and decide on all Development Permit applications;
 - b. keep a publicly accessible copy of this bylaw and all amendments thereto, and ensure that copies of same are available to the public at a reasonable charge;
 - c. keep a register of all applications made under this bylaw, for public inspection during office hours, together with their applicable decisions;
 - d. receive and consider all applications made under this bylaw, and provide reasons for decisions rendered;
 - e. approve all applications that are in conformity with this bylaw and the Official Community Plan;
 - f. impose conditions to approval that are authorized by this bylaw;
 - g. shall receive, review, refer and make recommendations on any application to amend the text of this bylaw or the Zoning Map to Council;
 - h. make, or arrange for, such inspections as are necessary for the proper administration of this bylaw and enforcement of the conditions of Development Permits, and;
 - i. collect fees according to a Fee and Fine Schedule to be established by resolution of Council.

2.2 BOARD OF VARIANCE

- 2.2.1. The Board of Variance (Board) is hereby established by Council, pursuant to Section 290(5) and Section 306 of the Act, to:
 - a. hear Development Permit applications involving a variance or exception from this bylaw or the Official Community Plan.
- 2.2.2. The Board shall consist of three (3) members who are not members of Council.
- 2.2.3. Council shall appoint members to the Board for the current term of Council or on an ad hoc basis.

- 2.2.4. The chairperson of the Board shall be selected by the Board from its members.
- 2.2.5. The secretary of the Board may be appointed by Council, and shall not be a member of Council.
- 2.2.6. A minimum of two (2) Board members shall be required for quorum.
- 2.2.7. If an application to the Board is received, and either Council has not appointed members to the Board, or a quorum of Board members is not available, Council shall appoint members to the Board at their next regular meeting or call a special meeting so that the Board will be assembled to hear the application within the time limit specified.

2.3 **COUNCIL**

- 2.3.1. Council shall:
 - a. hear appeals to decisions of the Development Officer or the Board of Variance;
 - b. consider Development Permit applications for Discretionary Uses; and,
 - c. consider amendments to this bylaw or the Official Community Plan.

PART 3 DEVELOPMENT PERMIT PROCESS

This part of the bylaw outlines the Development Permit application and approval process, and the specific circumstances under which a Development Permit is not required. This section also outlines the appeal procedure if an application for a Development Permit is denied, or if a permit is issued with conditions that the applicant does not agree to. The Board of Variance can hear permit applications for minor variances or exceptions to this bylaw that would otherwise be denied.

3.1 DEVELOPMENT REQUIRING A DEVELOPMENT PERMIT

- 3.1.1. All development undertaken, or use commenced, shall require that a Development Permit be obtained by following the procedure under Section 3.3, unless the development or use is permitted without a permit under Section 3.2.
- 3.1.2. A Development Permit shall not be valid unless it conforms to this bylaw and the provisions of the Act.

3.2 DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

- 3.2.1. The following developments are permitted in any zone without a Development Permit provided that such developments comply with all provisions of this bylaw or other applicable legislation:
 - a. the carrying out of routine maintenance or repair of any building or structure, which does not include structural alterations, major renovation, or a change in the use or intensity of use of the building or structure;
 - b. the use of any building or land attached to or used in conjunction with a dwelling for any purpose incidental to its enjoyment as a residence, excluding a home occupation;
 - c. the completion of a development that is lawfully under construction at the date when this bylaw comes into effect in accordance with the terms of the Development Permit and zoning regulations under which it was granted;
 - d. the erection, construction, or alteration of a gate, fence, wall or other means of enclosure, subject to the Yard provisions in Part 7;
 - e. landscaping, where the existing grade and surface drainage pattern is not materially altered and will not create off-site impacts;
 - f. the construction or erection of an accessory building in a residential zone of less than 10 m² in gross floor area, subject to the Accessory Building provisions in Part 7;
 - g. erection of temporary structures incidental to construction, maintenance or alteration of a building or structure for which a development permit has been issued;

- h. the maintenance and repair of public works, services and utilities carried out on behalf of Federal, Territorial, Municipal or other public authorities on land which is publicly controlled.
- i. the extension, alteration, or repair of industrial buildings is permitted where the original buildings had been constructed under a Development Permit if the extension does not increase the cubic content (length x width x height) of the original building by more than 10%;
- j. construction, maintenance and repair of private walkways, pathways and driveways;
- k. greenbelts, buffer strips and walkways.

3.3 **APPLICATION PROCEDURE FOR A DEVELOPMENT PERMIT**

- 3.3.1. An application for a Development Permit shall be made to the Development Officer on the application form attached to this bylaw in Schedule C.
- 3.3.2. The application shall be signed by the owner of the lot or their authorized agent, include the legal description of the lot and the civic address, and be accompanied by the application fee.
- 3.3.3. The following documents and written statements relating to the proposed development may be required at the discretion and satisfaction of the Development Officer:
 - a. a site plan or survey, with scale and north arrow showing the legal description, the front, rear, and side yards, the provision for off-street vehicle loading and parking (if applicable) and egress to the site;
 - b. floor plans, elevations, and sections;
 - c. statement of existing and proposed uses;
 - d. copy of the land title certificate;
 - e. a surveyor's certificate;
 - f. a sketch clearly showing location and distances to property lines of all existing and proposed buildings, structures, utility poles, fences, retaining walls, trees, landscaping, and any other details requested by the Development Officer;
 - g. location of sidewalks, curbs, edge of street;
 - h. existing and proposed utilities shown in streets, avenues, and lanes;
 - i. all easements shown and labelled;
 - j. description of exterior finishing materials, proposed landscaping and drainage works;
 - k. estimated commencement and completion dates;
 - l. a statement providing any additional information required by the Development Officer;

- 3.3.4. A Development Officer may refuse to accept a Development Permit application if the information, in their opinion, it is incomplete, inaccurate, or of inadequate quality to properly evaluate the application.
- 3.3.5. A Development Officer may refuse to accept an application for a Development Permit for a proposed development that would otherwise comply with the requirements of this bylaw if:
- a. there is no access to a lot from a legally surveyed road; or,
 - b. the utility services necessary for the proper operation of the proposed development are not available.
- 3.3.6. A Development Officer may request any of the following additional information to be submitted as part of the application depending on the location, use, type and complexity of development proposed, if applicable:
- a. a geo-technical evaluation of the site to confirm soil and slope stability, detect the presence of permafrost, designate top-of-bank setbacks, and assess site suitability for on-site septic sewage disposal;
 - b. a landscaping plan to show site grading, drainage, retaining walls, existing and future tree locations, and open space landscape treatment;
 - c. a development impact assessment where the magnitude or type of use may have off-site implications of short or long term duration by virtue of the nature of the development proposed. Typical impact considerations would include the physical, social, and economic consequences, impacts on municipal services and infrastructure, adjacent land uses, noise, emissions, and future site rehabilitation;
 - d. an environmental site assessment report detailing the existing contamination level present in soil, groundwater, and surface water;
 - e. a digital drawing of the proposed development in a format compatible with Town software;
 - f. as-built drawings for any infrastructure, servicing, or other site elements;
 - g. proof of approval of the proposed on-site sewage disposal system by the authority having jurisdiction on lots not serviced by a municipal sewage system;
 - h. evidence of compliance with any applicable Federal, Territorial, and Municipal laws, bylaws, and other enactments;
 - i. any other information, such as proposed on-site drainage, and traffic studies required by the Development Officer; and
 - j. confirmation of consultation with utility providers, including but not limited to, Yukon Energy and NorthwesTel Inc., on servicing options for the proposed development (for commercial and multiple residential developments only).

- 3.3.7. A Development Officer may inform adjacent property owners of the application in writing or require the applicant to do so.

3.4 ISSUANCE OF A DEVELOPMENT PERMIT

- 3.4.1. Where an application is in complete compliance with this bylaw applicable to the lot or site, the Development Officer shall issue a Development Permit and may inform adjacent property owners in writing or require the applicant to do so.

3.5 MODIFICATION OF APPLICATION

- 3.5.1. Where an application does not meet the requirements of this bylaw, and cannot readily be modified to meet the requirements of this bylaw, the Development Officer shall not issue a Development Permit.
- 3.5.2. Where an application does not meet the requirements of this bylaw, and the proposed development may be modified to meet the requirement of this bylaw, the Development Officer may:
- a. issue a Development Permit subject to such reasonable conditions as may be necessary to bring the development into compliance with this bylaw;
 - b. require the applicant to obtain the written support of adjacent property owners for the application.
- 3.5.3. The Development Officer shall not issue a Development Permit where a condition of issuance would be to order that the use of the land, a building, or structure be changed in order to comply with this bylaw.

3.6 DEVELOPMENT OFFICER DECISION

- 3.6.1. 3.6.1 In rendering a decision, the Development Officer, having regard for the Official Community Plan and this bylaw, may:
- a. approve an application unconditionally if the application fully conforms with this bylaw and the Official Community Plan;
 - b. approve an application conditionally if the application does not fully conform with this bylaw but the proposed development or use can be reasonably made to conform by meeting the specified conditions, permanently or for a limited period of time;
 - c. approve a temporary use permit if the application otherwise conforms to this bylaw but is seasonal or temporary in nature, the impacts associated with the proposed use will be mitigated, and the site restored after the use has ceased;
 - d. exercise discretion in granting an allowance, where such allowance is desirable and there will be no detrimental impacts on neighbouring properties:
 - i. in height, setbacks or floor area no greater than 10% beyond the requirements of this bylaw; or

- ii. where the setbacks generally conform to the requirements of this bylaw but the lot is irregularly shaped, **or**
 - iii. **in minimum depth and width of residential lots to allow for residential development of lot.**
 - e. refer an application to Council where the application is for a Discretionary Use, together with a report containing a recommendation for approval or denial;
 - f. refer an application to the Board of Variance where the application involves a variance or exception from this bylaw or the Official Community Plan, together with a report containing a recommendation for approval or denial;
 - g. refer an application to another municipal officer, legal counsel, professional planning consultant, territorial or federal department or agency for comment or advice prior to making a decision, after informing the applicant of costs the applicant may be responsible to bear for such referral, however such comment or advice shall not be binding on the Development Officer;
 - h. refuse an application if the proposed development or use does not meet the requirements of this bylaw; or,
 - i. refuse an application that otherwise meets the requirements of this bylaw but, in the opinion of the Development Officer, the utility services necessary for the proper operation of the proposed development are not available to the proposed development.
- 3.6.2. Where a specific use does not conform to the wording of any use definition or generally conforms to the wording of two or more definitions, a Development Officer may use discretion to deem that the use conforms to and is included in the use that is considered to be most appropriate in character and purpose.
- 3.6.3. A decision of the Development Officer on an application for a development shall:
- a. be in writing and a copy shall be immediately mailed or delivered to the applicant and any other person who expressed an interest in the application; and,
 - b. contain reasons for the approval, conditional approval, or refusal.
- 3.6.4. Where a Development Permit application has been refused by the Development Officer and no appeal is requested within 30 days of the decision, or where the Council has refused the appeal, submission of another application for a Development Permit on the same property of the same or similar use of the land or buildings by the same or any other applicant may not be accepted by the Development Officer for at least six months after the date of the previous refusal.

3.7 BOARD OF VARIANCE DECISION

- 3.7.1. The Board of Variance, having regard for Section 307 of the Act,:
- a. shall hear the Development Permit application for a variance or exemption from this bylaw or the Official Community Plan;
 - b. may make an order or decision to issue a Development Permit, with or without conditions, notwithstanding that the proposed development does not comply with this bylaw if, in the Board's opinion, the variance or exemption granted:
 - i. would not unduly interfere with the amenities of the neighbourhood, or materially interfere with, or affect the use, enjoyment, or value of neighbouring properties; and,
 - ii. is within the general intent and use prescribed for that land in this bylaw and the Official Community Plan.
- 3.7.2. The Board of Variance shall give its decision in writing, together with reasons for the decision, within 15 days of the conclusion of the public hearing;

3.8 APPEAL OF DECISION

- 3.8.1. Within 30 days of a decision by the Development Officer or Board of Variance, an appeal to Council may be filed by the applicant or any person aggrieved by the decision (the "appellant") where:
- a. an application has been refused;
 - b. a decision has not been rendered within 30 days of acceptance of the application, unless the application has been referred under Subsections 3.6.2 (e), (f), or (g);
 - c. a Development Permit is issued subject to conditions; or,
 - d. a variance or exception to this bylaw has been granted.
- 3.8.2. A fee for appeal as set out in Schedule B shall be paid by the appellant upon the filing of an appeal.
- 3.8.3. Within 30 days of receipt of a Notice of Appeal, the Council shall hold a public hearing respecting the appeal.
- 3.8.4. Council shall give at least ten days' notice of the public hearing in writing to the appellant, adjoining land owners, and any other persons that Council considers affected by the matter.
- 3.8.5. All relevant documents and materials respecting the appeal including the application for the Development Permit will be available for public inspection before the commencement of the public hearing.
- 3.8.6. At the public hearing, the Council shall hear:
- a. the appellant, or any other person acting on their behalf;
 - b. the Development Officer, or a person designated to act on behalf of the Development Officer;

- c. any other person who was served with notice of the public hearing and who wishes to be heard or a person acting on their behalf; and
 - d. any other person who claims to be affected by the order, decision, or application or a person acting on their behalf that Council agrees to hear.
- 3.8.7. Council shall render their decision in writing within 30 days of the hearing to:
 - a. confirm, revoke, or vary a decision of the Development Officer or Board of Variance;
 - b. add or alter any a condition attached to a Development Permit;
 - c. make or substitute an order;
 - d. issue a Development Permit of its own; or,
 - e. dismiss the appeal.
- 3.8.8. A decision of Council under Subsection 3.8.7 shall not invalidate, weaken or amend any section or provision of this bylaw, the Official Community Plan, or any bylaw of the Town, except to provide such variance as explicitly stated in the decision for the exceptional circumstance of the appeal.
- 3.8.9. A copy of the decision will be mailed or personally delivered to the appellant within 10 days of the decision.
- 3.8.10. Within 10 days of Council's decision authorizing the development to occur, or after the last day of appeal of a decision by the Board of Variance authorizing the development to occur if no further appeal is filed, the Development Officer shall issue the Development Permit including any conditions, time limits or things imposed in such decision.
- 3.8.11. The decision of Council shall be final and binding.

3.9 **CONDITIONS AND DUTIES WHERE PERMIT ISSUED**

- 3.9.1. Every Development Permit shall be deemed to be issued upon the following conditions unless otherwise stated thereon:
 - a. the development must start within 12 months from the date on which the Development Permit is issued;
 - b. the principal building, if any, must be erected first and clad to weather within a specified time; and,
 - c. the development must not be suspended or discontinued for a period of more than 12 months.
- 3.9.2. If development commences prior to the end of the appeal period, such development shall be entirely at the risk and liability of the applicant, and if an appeal is filed, no development can occur until the appeal is heard and a decision issued.

- 3.9.3. A Development Permit issued for any proposed development that also requires a building permit under the Yukon Building Standards Act shall not be acted upon until a building permit is obtained.
- 3.9.4. The applicant, the owner and any other person having authority over the development shall permit the Development Officer, Building Inspector or any public official who has a duty or power of inspection in relation to the development to enter and inspect the development at any reasonable time for the purpose of administering or enforcing this Bylaw or any other pertinent law.
- 3.9.5. The applicant, personally or by agent, shall notify the Development Officer when the work has reached stages of completion specified on the Development Permit and, upon completion of the development, before going into occupancy.
- 3.9.6. During the period of carrying out the development, the applicant shall keep posted, in a conspicuous place on the site, a copy of the Development Permit and shall keep a copy of the drawings and specifications available on the site for inspection by the Development Officer or any other public official.
- 3.9.7. If at any time it appears to the Development Officer that a development is not being carried out according to the terms of the permit, or that a Development Permit has been obtained by fraud or misrepresentation, the Development Officer may stop the development and may revoke, suspend or modify the original Development Permit.

PART 4 AMENDMENTS TO THE BYLAW

This Part of the bylaw outlines how the regulations, zones or maps of the bylaw are amended. There are two types of amendments: changes to the text (wording) of the bylaw, or changes to the zoning designation of land (maps), which is also referred to as a "re-zoning". Amendments to the bylaw can be either initiated by a person who would like to proceed with a development that does not comply with the current zoning regulations for the land, or can be initiated by Council. Amending the bylaw must follow a process including a public hearing and notification as set out under the Act

4.1 GENERAL

- 4.1.1. Any person may apply to have this bylaw amended by applying, in writing, to the Development Officer stating reasons in support of the application.
- 4.1.2. A proposed amendment which has been rejected by Council within the previous 12 months shall not be reconsidered by Council unless otherwise resolved.
- 4.1.3. Amendment of the bylaw shall be subject to the requirements, notices, and procedures as set out in the Act.
- 4.1.4. An amendment to this bylaw must conform to any existing Official Community Plan that affects the land.
- 4.1.5. Council may approve, by resolution, editorial amendments to this bylaw, such as correcting spelling, punctuation, grammar, or formatting provided those changes do not alter the meaning of the bylaw.

4.2 PROCEDURE FOR APPLICATION TO AMEND THE BYLAW

- 4.2.1. An application to amend this bylaw shall be accompanied by:
 - a. a current copy of the Certificate of Title for the subject lot;
 - b. the applicant's name, address and interest in the property;
 - c. a statement of reasons in support of the application;
 - d. an application fee as specified in the Fee and Fine Schedule; and
 - e. the application shall be signed by the registered owner of the land.
- 4.2.2. Upon receipt of an application to amend this bylaw, in addition to the Review Process in Section 4.4, the Development Officer shall:
 - a. request any additional information, studies, plans or reports from the applicant to carry out an investigation or analysis;
 - b. advise the applicant if a referral of the application to legal counsel or professional planning consultant will be required that the applicant may bear the costs associated with the referral.
- 4.2.3. Council shall:
 - a. examine the proposed amendment along with the Development Officer's report; and

- b. advise the applicant, in writing, within ten days from the date of the Council meeting where the application was examined that:
 - i. Council is prepared to approve the amendment without further investigation;
 - ii. Council rejected the amendment;
 - iii. Council requires further investigation and shall direct the Development Officer to carry out such investigations; or,
 - iv. Council is prepared to approve an alternative amendment at once or after due investigation.

4.2.4. Where Council rejects the proposed amendment, the applicant may request in writing to Council that Council proceed with further investigation of either the proposed amendment or an alternative amendment, failing which the proposed amendment will be considered abandoned.

4.2.5. In rendering a decision to approve the amendment, Council may require that the Development Officer issue a Development Permit to the applicant establishing the conditions of approval for the proposed development.

4.3 COUNCIL INITIATED AMENDMENT TO THE BYLAW

4.3.1. Council, at its discretion, may initiate an amendment to this bylaw.

4.4 REVIEW PROCESS

- 4.4.1. Upon receipt of a completed application to amend the bylaw, or Council initiated amendment to the bylaw, the Development Officer shall carry out any necessary investigations, which may include but are not limited to:
- a. analysis of the potential impacts of the proposed amendment;
 - b. referral of the proposed amendment to legal counsel, professional planning consultant, territorial or federal department or agency for a report, comment or advice prior to making a recommendation,
 - c. confirming compliance with the Official Community Plan;
 - d. preparing an administrative report on the proposed amendment along with their recommendations; and,
 - e. submitting a copy of the report, maps and all material relevant thereto, to the Council.

PART 5 NON-CONFORMING USES

Non-conforming uses include developments and uses of land that were in place prior to approval of this bylaw. Provided that the developments occurred, or the uses were established, in compliance with an earlier Zoning Bylaw or other regulations that were in place at the time, these non-conforming uses are considered legal and may continue even if they are not in compliance with this bylaw. However, if the land is redeveloped or the use is changed, the non-conforming status no longer applies.

5.1 YUKON MUNICIPAL ACT PROVISIONS REGARDING NON-CONFORMING USES

- 5.1.1. In addition to any provision for non-conforming uses in this bylaw, such uses, land, buildings, or structures are subject to the provisions of **Part 7** - Division 4 of the Act.

5.2 STRUCTURAL ALTERATIONS AND NEW CONSTRUCTION

- 5.2.1. This bylaw shall not prevent the maintenance, renovation, or redecoration of a building or structure that was non-conforming as of the date of adopting this bylaw, and the use of the building or structure may be temporarily discontinued for the purpose of doing the renovation or redecoration work.
- 5.2.2. **Any work on a non-conforming building may not enlarge, add to, rebuild or structurally alter such building except to increase its conformity.**
- 5.2.3. The lawful use of land or a building or other structure existing at the date of the approval of this bylaw, that does not conform to this bylaw, may be continued, but if the non-conforming use is discontinued for a period of **12** ~~18~~ months or more, then any subsequent use of the land, building or structure must conform to this bylaw.
- 5.2.4. **If a non-conforming building or structure is destroyed by fire, or is otherwise damaged to an extent of 75 percent or more of the assessed value, it may not be rebuilt or repaired except in conformity of the official community plan and this bylaw. This assessed value may be determined by the local tax assessor or a licensed assessor.**

5.3 CHANGE OF OWNERSHIP, TENANCY OR OCCUPANCY

- 5.3.1. The use of land or the use of a building is not affected by reason only of a change in ownership, tenancy, or occupancy of the land or building.

5.4 CONFORMANCE WITH THIS BYLAW

- 5.4.1. Lots created before the approval of this bylaw that are less than the minimum area or dimensions required of the lot's zone shall be considered to be conforming lots for the purposes of this bylaw. **Rear and side yard setbacks may be reduced proportionately by the same percentage that the lot is less than the minimum for that zone.**
- 5.4.2. Buildings legally constructed before the approval of this bylaw that have less than the minimum side yard setbacks required of the lot's zone shall be

considered to be in conformance with this bylaw if the use of the building is a permitted use of the zone.

- 5.4.3. Notwithstanding Subsection 7.14.3, Council may, by bylaw, authorize the subdivision of existing residential lots containing multiple dwellings constructed prior to 1985 to establish separate lots for the existing buildings or dwelling units and such development shall be deemed to be in conformance with this bylaw.
- 5.4.4. The minimum setback for any expansion to a building falling under Subsection 5.4.2 or 5.4.3 shall be the minimum as set out in this bylaw for that zone.

PART 6 ENFORCEMENT

Enforcement of this bylaw is necessary when a person commences development illegally, either without, or contrary to, a Development Permit, or when land or a structure is being used in a way that is not permitted in that zone or is contrary to a regulation in this bylaw. The action the Development Officer can take varies with the individual situation, but usually begins with a letter or visit to the person in violation to inform them of the regulations. But depending on the severity of the violation, or unwillingness of the person to cooperate, these provisions of the bylaw enable escalating levels of the enforcement, including orders, fines, remedies and court action.

6.1 GENERAL

- 6.1.1. The Development Officer, a Bylaw Enforcement Officer, or other Officer so designated by Council, may enforce the provisions of this bylaw.
- 6.1.2. All enforcement activities of the Development Officer or Bylaw Enforcement Officer as provided pursuant to the Municipal Act, this Part, or any other section of this bylaw, may be commenced simultaneously.

6.2 OFFENCES

- 6.2.1. Any person who contravenes, causes, or permits a contravention of this bylaw commits an offence.
- 6.2.2. Any person who owns, occupies, or uses land, constructs a building or structure or makes an addition or alteration thereto for which a Development Permit is required but has not been issued; or is in contravention of a Development Permit issued under this bylaw, commits an offence.

6.3 RIGHT OF ENTRY FOR INSPECTION

- 6.3.1. After reasonable notice to the owner or occupant, the Development Officer or any other authorized representative of the Town may enter onto any land or into any building or structure at any reasonable time in order to conduct an inspection to ascertain compliance with this bylaw.
- 6.3.2. No person shall interfere with or obstruct the entry of the Development Officer or authorized representative onto any land or into any building or structure to which entry is made or attempted pursuant to the provisions of this bylaw.
- 6.3.3. Where entrance into or upon any property within the Town is refused, a Justice may, upon application made on behalf of Council, by order require the occupier of the property to admit the Development Officer or any authorized representative into or upon the property for the purpose of an inspection under Subsection 6.3.1.
- 6.3.4. An order made by a Judge under this Section continues in force until the purpose for which it was made has been fulfilled.

6.4 NOTICES

- 6.4.1. Once the Development Officer has found a violation of this bylaw, the Development Officer or Bylaw Enforcement Officer may notify the owner of the property, the person in possession of the land or development, and/or the person responsible for the violation, by:
 - a. delivering, either in person, by ordinary mail or fax, a Notice of Violation; and,
 - b. posting the notice in a conspicuous location on the site.
- 6.4.2. Such Notice of Violation shall state:
 - a. the nature of the violation of this bylaw;
 - b. the scope of the corrective measures required to comply with this bylaw; and,
 - c. the time limit within which such corrective measures must be performed.
- 6.4.3. The Development Officer is not required to issue a Notice of Violation before commencing any other enforcement action under the Municipal Act or this bylaw.

6.5 REFUSAL, SUSPENSION OR REVOCATION OF PERMIT

- 6.5.1. The Development Officer may suspend, or revoke or refuse to issue a Development Permit where:
 - a. the applicant fails to comply with the conditions of the issuance of the permit; or,
 - b. any person undertakes or causes or allows any development on a site contrary to the terms or conditions of a permit; or,
 - c. any person fails to complete the corrective measures described in a Notice of Violation issued pursuant to Section 6.4.

6.6 OFFENCE TICKETS

- 6.6.1. Where a person has contravened a provision of this bylaw, or if the corrective measures described in a Notice of Violation issued pursuant to Section 6.4 are not completed within the specified time, or if development continues after a permit has been revoked, the person to whom the Notice of Violation was issued may be issued an offence ticket by a Development Officer or Bylaw Enforcement Officer in the amount specified in Subsection 6.10.2.
- 6.6.2. The offence ticket shall specify the alleged offence committed, the person to whom the offence ticket is issued, and require payment of the penalty by a specified date.
- 6.6.3. The offence ticket shall be served personally or by registered mail on the person identified in Subsection 6.4.1.
- 6.6.4. A separate offence shall be deemed to be committed on each day during or on which a violation occurs or continues.

- 6.6.5. Any person who contravenes the same provision of this bylaw within twelve months after the date of the first contravention is liable to double the amount of the specified penalties set out in the Fee and Fine Schedule for such second or subsequent offence.

6.7 REPORT TO COUNCIL

- 6.7.1. Where a Development Officer is satisfied that there is a continued contravention of this bylaw, a Development Officer may elect to report such a contravention to Council in a timely manner if it appears the contravention will not be corrected in a timely manner.
- 6.7.2. Council may, on finding that any development or use of land or buildings is in contravention of this bylaw:
- a. direct the Development Officer to act on the matter in accordance with Section 6.8;
 - b. suspend or revoke a Development Permit with respect to the contravention; and,
 - c. apply to the court for an injunction to restrain the contravention.

6.8 ORDERS

- 6.8.1. A Development Officer or Bylaw Enforcement Officer may issue to the owner of the property, the person in possession of the land or buildings, or the person responsible for the contravention, a written order to comply with the provisions of this bylaw.
- 6.8.2. The order may:
- a. direct a person to stop doing something or to change the way in which the person is doing it;
 - b. direct a person to take any action or measure necessary to remedy the contravention of the Act or bylaw, including the removal or demolition of a structure that has been erected or placed in contravention of a bylaw and, if necessary, to prevent a re-occurrence of the contravention;
 - c. state a date and time by which the person must comply with the directions;
 - d. state that if the person does not comply with the directions within the specified time, the municipality will take the action or measure at the expense of the person; and,
 - e. state that a person who receives a written order may request that Council review the order within 14 days after the date the order is received. After reviewing the order, Council may confirm, vary, substitute, or cancel the order.
- 6.8.3. This order shall be delivered by registered mail or be personally served on the person described in Subsection 6.4.1.

6.9 MUNICIPALITY REMEDYING CONTRAVENTION

- 6.9.1. Where a person fails or refuses to comply with the order issued under Section 6.8, the Development Officer may take such action as is necessary to enforce the order.
- 6.9.2. The costs and expenses incurred by the Town in carrying out an order shall be placed on the tax roll as an additional tax against the property concerned, and that amount shall be collected in the same manner as taxes on the land.

6.10 **PENALTIES**

- 6.10.1. Any person who commits an offence under Section 6.2 is, upon summary conviction, liable to a fine in accordance with the Summary Convictions Act.
- 6.10.2. Any person who commits an offence under this bylaw is, in addition to any other punishment, liable on summary conviction to:
 - a. a voluntary fine issued pursuant to Section 20 of the Summary Convictions Act and in respect of an offence up to the amount specified in Schedule B; and,
 - i. in the case of a continuing offence, to a further fine for each day during which the offence continues; or,
 - b. a fine not exceeding ten thousand dollars (\$10,000.00) or to imprisonment for six months or both where proceedings are commenced pursuant to the summary convictions provisions of the Criminal Code of Canada; or
 - c. a fine not exceeding five hundred dollars (\$500.00) or to imprisonment for six months or both where proceedings are commenced pursuant to Section 9(1) of the Summary Convictions Act of the Yukon.
- 6.10.3. Where a person fails or refuses to comply with an Order pursuant to Sections 6.2 and 6.8, that person is liable on summary conviction to a fine of not more than \$10,000 and, in the case of a continuing offence, to a further fine not exceeding \$2,500 for each day during which the offence continues.
- 6.10.4. In addition to the penalties provided for under Subsection 6.10.2, a person convicted of an offence pursuant to Section 6.2 in respect to the use of land or buildings or development carried out in contravention of this bylaw, may be ordered to remove such development and reclaim the site at that person's own expense.
 - a. Should any person owning or occupying real property within the Town refuse or neglect to pay any penalties that have been levied pursuant to this bylaw, the Development Officer may inform such person in default that, if these charges are unpaid on the thirty-first day of December on the same year, these shall be added to and form part of the taxes payable in respect of that real property as taxes in arrears.

PART 7 GENERAL DEVELOPMENT REGULATIONS

These regulations are common to any zone to which the use or development applies. For example, if you are interested in running a business from your home, you will find the regulations for Home Occupations in this section.

7.1 ACCESSORY BUILDINGS, INCLUDING GARAGES AND GREENHOUSES

- 7.1.1. No accessory building shall be erected within 2.5m of any part of a principal building or structure.
- 7.1.2. No accessory building shall be built in a front yard, except that such development may be approved in a front yard where:
 - a. the depth of the front yard is greater than 20m; and,
 - b. the design and size of the structure is harmonious with the principal building or structure.
- 7.1.3. A Development Permit for carport in a front yard may be permitted to replace an existing legal non-conforming carport provided the proposed carport is open on all sides.
- 7.1.4. A garage or carport attached to and forming part of a principal building or structure shall be considered to be part of the principal building or structure.
- 7.1.5. A detached garage shall be built so that the doors of the garage are not facing closer than 3.0m to property boundary abutting a street or 2.0m to any other facing property boundary.
- 7.1.6. An accessory building may be erected in a residential zone without a Development Permit, provided the accessory building is:
 - a. less than 10m² in gross floor area;
 - b. setback a minimum of 1.0m from the property line, or at the discretion of the Development Officer, a lesser setback provided the applicant submits written authorization from the adjacent property owner;
 - c. located a minimum of 2.0m from other accessory buildings;
 - d. anchored to the ground, if of metal construction; and,
 - e. in compliance with Subsections 7.1.1. and 7.1.2.

7.2 BED AND BREAKFAST OR GUESTHOUSE

- 7.2.1. In the case of a bed and breakfast:
 - a. the owner/operator must live on site; and,
 - b. must comply with all the regulations applicable to a home occupation.
- 7.2.2. The maximum total overnight occupancy of a bed and breakfast or guesthouse is 10 persons, including any persons who normally reside in the dwelling.
- 7.2.3. The person wishing to operate a bed and breakfast or guesthouse must:

- a. provide proof from the appropriate government health authority confirming the premises are suitable from a health and sanitation purpose for the intended use, if applicable.
- b. install and maintain a smoke detector, carbon monoxide detector and fire extinguisher on each storey of the dwelling.

7.3 CANNABIS-RELATED BUSINESS

- 7.3.1. The establishment of a cannabis-related business shall, prior to the issuance of any license or approval by another authority having jurisdiction, require approval of an application to amend this bylaw and establish spot zoning for the property on which the cannabis-related business would operate.
- 7.3.2. If approved by Council, the spot zoning regulations shall specify the type of cannabis-related business permitted and may include conditions to:
 - a. specify hours of operation, building design, lighting, security, or other requirements deemed appropriate for the use and location;
 - b. include a time limit or probationary period;
 - c. limit or restrict other uses that would otherwise be permitted in the previous zone regulations; and,
 - d. lapse and revert back to the previous zone regulations if:
 - i. the use is discontinued for a period of 12 months; or,
 - ii. the license for the cannabis-related business is terminated.
- 7.3.3. Council may arbitrarily refuse approval of any cannabis-related business spot zoning.
- 7.3.4. Council may enact a bylaw to control, limit or prohibit cannabis-related business within the Town, and such legislation shall have precedence over this section and any spot zoning previously approved.

7.4 COOPS

- 7.4.1. In addition to being subject to the requirements of an accessory structure, a coop must also conform to the requirements of the Animal Control Bylaw.

7.5 EXCAVATION AND REMOVAL OF TOPSOIL

- 7.5.1. No person shall commence or continue removal of topsoil or excavation on a lot to be developed without first obtaining a Development Permit.
- 7.5.2. A minimum topsoil coverage of 0.15m shall be provided upon occupancy and the affected area shall be landscaped.
- 7.5.3. No excavation or grading shall occur during development that would alter the natural course or flow of drainage from the lot.
- 7.5.4. Erosion control measures shall be taken to prevent erosion of bare soil during excavation, grading or clearing of a lot and such measures shall remain in place until natural vegetation or development has stabilized the ground.

7.6 FENCES AND SCREENING

- 7.6.1. In all zones, fences are permitted in front, rear or side yards.
- 7.6.2. In any residential zone, a fence must:
 - a. not exceed a height of 1.22m in any front yard; and;
 - b. not exceed a height of 1.83m in any side or rear yard.
- 7.6.3. For any corner lots, both yards fronting streets will adhere to the front yard height limitation.
- 7.6.4. In commercial and industrial zones, fencing and screening above 2.44m in height shall be at the discretion of the Development Officer.
- 7.6.5. Fences and screening material shall be consistent with the character of the zone in which they are located.
- 7.6.6. The height of a fence or screening shall be measured from grade, or from the base of a wall upon which it may be located.

7.7 HOME OCCUPATIONS

- 7.7.1. Home occupations are an accessory use in residential zones and must conform to all provisions of this bylaw.
- 7.7.2. A home occupation shall not use more than 25% of the gross floor area of a dwelling.
- 7.7.3. A home occupation may use up to 100% of the gross floor area of an accessory building that conforms to all accessory building regulations in this bylaw.
- 7.7.4. A home occupation shall be run by those living in the dwelling and may employ up to two persons who are not residents of the household.
- 7.7.5. There shall be no change in the outside appearance of the dwelling or accessory building housing the home occupation that would detract from the residential character of the area.
- 7.7.6. Any need for parking generated by the home occupation **outside the hours of 8pm to 8am shall be provided on site.**
- 7.7.7. No equipment or process shall be used in a home occupation that creates levels of noise, vibration, smoke, dust, glare, fumes, or odour inconsistent with the residential nature of the area, or by virtue of the hours of operation, type and level of activity impairs the use and enjoyment of neighbouring residential properties.
- 7.7.8. Only goods and materials directly related to the home occupation activities may be stored on-site in a principal or accessory building. The Development Officer may permit outside storage and impose conditions as required to ensure that:
 - a. the storage area is screened from adjacent properties;
 - b. the volume of goods and material stored is consistent with the residential character of the property;

- c. the goods and materials stored are essential to the operation of the business activity;
 - d. the goods and materials are stored in a safe, organized manner so as not to pose a fire hazard or nuisance to neighbouring properties.
- 7.7.9. More than one home occupation may be on the same lot provided that the aggregate area devoted to home occupation activities does not exceed 25% of the dwelling gross floor area for all home occupations.
- 7.7.10. A Development Permit or business license for a home occupation may be revoked at any time if, in the opinion of the Development Officer, the use is or has become detrimental, a nuisance to the neighbourhood or otherwise does not comply with any provision of this bylaw.
- 7.7.11. A sign for a home occupation is subject to Section 7.13.8

7.8 KENNELS

- 7.8.1. In reviewing an application for a kennel, the Development Officer may recommend such additional conditions with respect to the placement of buildings, erection of fences and screening, manner of waste disposal and numbers housed to ensure the development is compatible with abutting land uses and does not create a nuisance.

7.9 MICRO ENERGY GENERATION SYSTEMS

- 7.9.1. A development permit is required for the erection, construction or installation of a micro energy generation system other than solar panels attached to a building.
- 7.9.2. Micro energy generation systems must be constructed and operated in a manner that minimizes any adverse visual, audial, safety and environmental impacts.
- 7.9.3. Stand-alone solar panels must meet the requirements of an accessory structure.
- 7.9.4. Establishment of wind energy systems with a rated capacity of more than 5 KW shall require the approval of Council and are not permitted in a Rs or Rm zone.
- 7.9.5. The minimum setback for a wind energy system shall be twice the height of the turbine, no wall or roof mounted turbine shall be higher than 2 m above the building height, and guy wire anchors must meet the minimum yard setback requirements.

7.10 OFF-STREET LOADING

- 7.10.1. In an industrial or commercial area, a loading area must be provided so that, while loading or unloading, no portion of a commercial vehicle:
- a. extrudes on to a public roadway; or,
 - b. blocks access to parking areas, main entrances, or pedestrian movement.

7.11 PARKING

7.11.1. Where land or a building or structure is used for any purpose, parking shall be provided entirely on the lot or site as follows:

- a. in residential zones, a minimum of 1 parking space per dwelling unit;
- b. in commercial or industrial zones, a minimum of;
 - i. 1 parking space per 50 m² of gross floor area; or,
 - ii. 1 parking space per table in an eating or drinking establishment; and,
 - iii. 1 parking space per 4 employees.
- c. for each hotel, guesthouse, bed and breakfast, or boarding and rooming house, a minimum of;
 - i. 1 parking space, plus additional parking spaces based on 0.33 parking spaces per bedroom or sleeping unit, rounded up to the next whole number.
- d. in commercial zones, the required parking may be provided on an abutting municipally owned and maintained parking lot.

~~7.11.2. Any vehicle extruding out into, or parked within, the right of way of a public road shall be deemed to be parked on a public road.~~

~~OR No person shall keep a partially dismantled or wrecked vehicle on a lot or site in a residential zone for more than 14 days.~~

~~7.11.3. No person shall keep a partially dismantled or wrecked vehicle in the front yard of a lot or site in a residential zone.~~

7.11.4. No person shall keep, on a lot or street within a residential zone for longer than is reasonably necessary to load or unload, a vehicle that is considered to be:

- a. a commercial vehicle of class 1, 2, or 3;
- b. heavy or construction equipment; or,
- c. in excess of 12,000 kg gross vehicle weight.

7.12 PLACES OF WORSHIP AND ASSEMBLY HALLS

7.12.1. A site proposed for a place of worship, or assembly hall shall be subject to the following provisions:

- a. the site shall be located on a corner lot or sited in such a way that it will not adversely affect the adjacent developments;
- b. the site shall be such a size that would allow adequate parking and landscaping;
- c. the front, side and rear setbacks shall be those permitted within the zone in which the site is located, provided the structure is less than 7.6m in height. Any structure above 7.6m in height (excluding steeple) shall have side yards in excess of 10% of the width of the lot and of such

width as will protect the privacy and the sunlight to the adjacent developments to the satisfaction of the Development Officer; and

- d. each building shall be of such an appearance with respect to its design, proportion, and exterior treatment as, in the opinion of the Development Officer, will complement the existing design fabric of the neighbourhood.

7.13 **SECONDARY SUITES**

- 7.13.1. A secondary suite, where permitted, shall be treated as an accessory use in the zone which it is located. The secondary suite shall not exceed 40% of the gross floor area of the principal use building.
- 7.13.2. Notwithstanding 7.11.1, if the applicant demonstrates, to the satisfaction of the Development Officer, that the principal commercial or industrial use is complete and operational without the requirement of a principal commercial or industrial building, the 40% gross floor area restriction will not apply until such time as a principal commercial or industrial building is developed.
- 7.13.3. Only one secondary suite is permitted on a lot.
- 7.13.4. A detached secondary suite may be constructed prior to a principle use dwelling, at the discretion of the Development Officer, subject to:
 - a. a development permit that shows details for both the primary use dwelling and secondary suite must be submitted and approved;
 - b. the development permit must include a time limit that dictates how long the secondary suite may exist without completion of the primary use dwelling;
 - c. the placement of the secondary suite must allow for sufficient space to construct the principle use dwelling;
 - d. the secondary suite must meet all other regulations for a principle use dwelling as a stand-alone structure; and
 - e. anything else the Development Officer deems appropriate to ensure the development is completed in compliance with this bylaw.

7.14 **SERVICE STATIONS AND CARD LOCKS**

- 7.14.1. A site for a service station or card lock, shall comply with the following special provisions:
 - a. such sites shall have two separate accesses from a public road to allow orderly ingress, egress and circulation to fuel pumps from either direction;
 - b. site coverage, exclusive of pump islands, shall not exceed 30%;
 - c. the minimum frontage of the lot shall be 30.0m; and
 - d. any lighting proposed to illuminate off-street parking areas shall be located and arranged so that all direct rays of light are directed upon the site only and not on any adjoining properties;

- 7.14.2. The owner, tenant, operator or person in charge of a service station shall, at all times be responsible for the proper, safe and orderly operation thereof and of motor vehicles using said service station or being repaired or serviced, and without restricting the generality of the foregoing, shall ensure that operators of motor vehicles:
- a. do not obstruct the sidewalks and boulevards abutting or adjacent to the service station, and
 - b. enter and leave the service station only at the entrances and exits provided for such purposes.

7.15 **SIGNS**

- 7.15.1. Regulations provide standards for outdoor commercial signs in the interest of amenity and traffic safety and having consideration to the number, size and location of advertisements insofar as the signs are likely to affect:
- a. the appearance and character of any building or locality frequented by the public; and
 - b. the concentration of the motoring public and its ability to define authorised traffic signs.
- 7.15.2. No signs, including temporary commercial advertising signs, shall be erected within the Town of Faro except those signs provided for in this bylaw.
- 7.15.3. Signs may be luminous, reflecting or illuminated, but not oscillating.
- 7.15.4. No sign shall be erected that interferes with traffic or the visibility of a traffic control device.
- 7.15.5. The following signs shall be permitted under the following conditions in all Zones of the Town:
- a. Real Estate - Maximum area - 0.6m². The notices shall not be illuminated, and there shall be a limit of one notice for each side of the land or buildings on different streets.
 - b. Community Activity
 - c. Warning
 - d. Political posters relating specifically to a pending election shall be removed within 14 days of the election.
 - e. Public Building Maximum 3.0m². There shall be a limit of one notice for each side of the land or buildings on different streets.
 - f. Construction notices. Maximum 6.5m². Such notices shall be removed within 14 days of occupancy or completion of construction and there shall be a limit of one notice for each side of land or buildings on different streets.
 - g. Prohibition
 - h. Home Identification - Maximum 0.1m².

- i. Directory
 - j. Directional
- 7.15.6. Signs specified in this Part are deemed permitted and may be erected without a Development Permit, provided that the permission hereby granted in respect of any such signs specified below shall be subject to all other orders, bylaws, and regulations affecting such signs:
- a. statutory and official notices and functional advertisements of local authorities and public transport undertakers;
 - b. traffic and directional signs authorised by Council;
 - c. notices of identification, including the advertisement of retail services and products, in respect of the land or buildings on which the signs are displayed, and professional business or trade name plates relating to the occupants of the land or buildings on which the signs are displayed, provided that:
 - i. each notice or name plate shall not exceed 0.6m²; and
 - ii. there shall be a limit of one notice for each occupant or each firm or company represented within the building, at one entrance on each different street.
 - d. temporary advertisements referring to sales which are displayed upon the premises upon or within which such sales will be or are being conducted, provided that:
 - i. the advertisements shall not be illuminated and shall be constructed of paper, canvas, cardboard, or other light materials or painted on glass and intended to be displayed for a short period of time only; and
 - ii. such advertisements shall not be erected more than seven days before the start of the sale to which the signs refer, and shall be removed within four days of the completion of the sale.
- 7.15.7. Applications for a Development Permit made to the Development Officer shall include a drawing that indicates:
- a. the location of the sign,
 - b. the overall dimensions of the sign,
 - c. the height of the sign above a public street or sidewalk or the height above the average ground level at the face of the building, the least distance that the sign will be erected from an intersection of one street with another.
- 7.15.8. A sign for a home occupation is subject to approval by the Development Officer which will require, among other things, that the sign:
- a. must not be illuminated;

- b. located on the ground floor of the building for which the home occupation is located within;
- c. has a maximum area of 1.0m²; and
- d. a maximum of one (1) sign for each individual home occupation

7.15.9. No person shall perform any work of erection or of placing a sign differing from or enlarging the work for which a Development Permit has been issued.

7.15.10. A Development Permit shall not be required to clean, repair or repaint any sign.

7.16 SUBDIVISION OF LAND

7.16.1. Where the development of land involves the subdivision of land, no Development Permit shall be issued until the proposed subdivision has been approved by the approving officer for the Government of Yukon.

7.16.2. Application for subdivision or lot adjustment made to approving officer for the Government of Yukon shall require the approval of Council.

7.16.3. No lot shall be reduced in area so that it does not meet the requirements of this bylaw.

7.16.4. Notwithstanding Subsection 7.15.3, a residential lot, may be reduced in area by way of subdivision or lot adjustment if the Development Officer has granted an allowance to reduce the minimum depth and/or width under Subsection 3.6.1.iii.

7.17 TEMPORARY USES

7.17.1. 1 A mobile home, recreation vehicle or temporary structure is permitted as a temporary residence in all residential zones providing that:

- a. A building permit has been issued for a dwelling on the subject lot
- b. Adequate provision for water supply, wastewater treatment, utilities, solid waste and recycling has been made to the satisfaction of the Development Officer
- c. The term of the temporary residence shall not exceed two (2) years; and
- d. The temporary residence shall cease within 30 days of occupancy of the dwelling to which the building permit was issued for.

7.17.2. Notwithstanding Subsection 7.16.1.c., an extension of one (1) year may be granted if, in the opinion of the Development Officer, attempts have been made to complete the dwelling and that work is proceeding with reasonable attempt.

7.18 YARDS

7.18.1. No yard or other open space about any building or structure shall be considered to provide a yard or required open space for a building or structure on another lot.

7.18.2. No development shall be permitted in any yard other than:

- a. the erection of a gate, fence, wall or other means of enclosure referred to in Subsection 3.2.I.d);
- b. the construction of an accessory structure, roof overhang, sills, cornices, or chimneys, which may project no closer to the property boundary than 0.5m; or,
- c. an Accessory Building pursuant to Subsection 7.1.6.

PART 8 **ZONE REGULATIONS**

This part specifies the uses that are permitted in each of the land use zones, along with the development regulations and special provisions that are applicable to them. Most of the permitted uses are defined in the Definitions section (Part 9) to provide clarity on what specific words and uses mean in the context of this bylaw. If a specific use is not listed under the permitted uses for a zone, it is not allowed in that zone. If a use is listed as discretionary, the development will require the approval of Council. If a use is neither listed nor defined in this bylaw, but is similar (a "like use") to one that is already permitted, there is some discretion to allow the development but it may require approval from the Board of Variance. For proposed development that does not fit into the regulations or uses for these zones, an amendment to the bylaw or spot zoning may be considered by Council (see Part 4).

8.1 **USE ZONES**

8.1.1. For the purpose of this Zoning Bylaw, the Town of Faro is divided into the following zones:

C	Commercial
CU	Community Use
ER	Environmental Reserve
FCR	Future Country Residential
H	Hinterland
IC	Industrial Commercial
MU	Mixed Use
P	Parks and Open Space
Rs	Residential – Single
Rm	Residential – Multiple
Rc	Residential – Country
UR	Urban Reserve

8.2 COMMERCIAL - C

8.2.1. Purpose: To provide a zone for a mix of business and commercial uses, including those that are vehicle oriented.

8.2.2. Permitted Principal Uses:

- a. ~~Accessory Buildings & Uses~~
- b. Amusement Establishments
- c. Auditoriums
- d. Business Support Services
- e. Catering Establishments
- f. Eating and Drinking Establishments
- g. Funeral Homes
- h. Government Services
- i. Health Services
- j. Hotels and Motels
- k. Liquor Stores
- l. Offices
- m. Outdoor Markets
- n. Personal Service Offices and Stores
- o. Physical Fitness Centres
- p. Post Offices
- q. Private Clubs and Lounges
- r. Public Utilities and Uses
- s. Rental Shops
- t. Repair Shops
- u. Retail Shops and Services
- v. Shopping Centres
- w. Veterinary Clinics

8.2.3. **Secondary Uses:**

- a. Accessory Buildings & Uses
- b. **Home occupation**
- c. **Secondary Suite**

8.2.4. Discretionary Uses

- a. Bus Terminals
- b. Emergency and Protective Services
- c. Greenhouses
- d. RV Parks

8.2.5. Development Regulations:

- a. Maximum Development Density: **One dwelling unit**
- b. Minimum Lot Size: Frontage 10.5 m and 420 m² in lot area
- c. Minimum Yard Requirements: **None**
 - i. ~~Front: 0.0m~~
 - ii. ~~Side: 0.0m~~
 - iii. ~~Rear: 0.0m~~
- d. Maximum Height -13.5m
- e. **Maximum** Site Coverage - 75% Of Site Area
- f. Maximum Floor Area Ratio - 1.0

8.2.6. Special Provisions:

- a. In the case of a building containing both residential and non-residential uses: there shall be no dwelling units on the main floor but all dwelling units shall have direct access to the outside street level.
- b. Retail services shall not include buildings or yards used for the sale or storage of construction or heavy industrial machinery or equipment, or lumber or building supplies, or new or used motor vehicles, including campers and recreational vehicles.
- c. Prior to issuance of a Development Permit, a site plan indicating location, height, and external finish, including accessory buildings, proposed lighting, landscaping, parking, access and driveways and signs and any fencing or screening shall be approved by the Development Officer.
- d. All storage areas and parking shall be screened from any adjacent residential zone by a fence not less than 2.0 m high.
- ~~e. In the case of Lots 101 and 103 (commonly known as the "The Solar Complex") and Lots 43, 237 and 404 the existing site coverage shall be deemed to conform to this bylaw.~~
- f. In the case of Lot 1028 (commonly known as the "Float Plane Base") the principal use for this lot and any other use listed as principal or secondary shall be treated as a discretionary uses for this lot.**
- g. The minimum yard requirement adjacent to a non-Commercial zone shall be 3.0m.
- h. The Development Officer may require a uniform roof line in case of two or more abutting buildings, a uniform line of canopy or projections, and a uniform height from sidewalk to display windows.
- i. The design, siting, external finish and height of principal and accessory buildings and structures shall be to the satisfaction of the Development Officer where it is appropriate to maintain a consistent architectural character.

8.3 COMMUNITY USE - CU

8.3.1. Purpose: To provide a zone that allows uses that may be enjoyed by the broader community.

8.3.2. Permitted Principal uses:

- a. Accessory Buildings and Structures
- b. Campgrounds
- c. ~~Child Care Centre Day-Care Center~~
- d. Community Gardens/Greenhouses
- e. Education Facility
- f. Emergency And Protective Services
- g. Golf Courses
- h. Government Offices
- i. Health Services
- j. Institutional Facility
- k. Parks
- l. Places of Worship
- m. Private Clubs and Lodges
- n. Public Utilities
- o. Services Club, Legion & Union Halls
- p. Studios
- q. Trails

8.3.3. Development Regulations:

- a. Maximum Development Density- N/A
- b. Maximum Lot Sizes- N/A
- c. Minimum Yard Requirements -
 - i. Front: ~~3.0m 7.5m~~
 - ii. Side: 3.0m
 - iii. Rear: ~~2.5m 7.5m~~
- d. Maximum Height – 10.5m
- e. Maximum Site Coverage – ~~50% As determined by the Development Officer~~

8.3.4. **Special Provisions**

- a. **Where the lot abuts a residential zone, the property shall be fenced or screened with landscaping to the satisfaction of the Development Officer having regard to the nature of the use, the potential impacts on the normal use and enjoyment of the neighbouring properties, and security.**

8.4 ENVIRONMENTAL RESERVE - ER

8.4.1. Purpose: To provide a zone where development is restricted due to hazard lands and for protection of the environment.

8.4.2. Permitted Principal Uses:

- a. Forestry
- b. Nature Interpretation Facilities
- c. Public Utilities and Uses
- d. Trails

8.4.3. Development Regulations: As required by the Development Officer.

8.5 FUTURE COUNTRY RESIDENTIAL - FCR

8.5.1. Purpose: To provide a holding zone for future development as Residential - Country. Until such time as Council deems appropriate for such development to occur pursuant to the Official Community Plan, these lands shall have the same development restrictions as Environmental Reserve.

8.5.2. Permitted Principal Uses:

- a. Forestry
- b. Nature Interpretation Facilities
- c. Public Utilities and Uses
- d. Trails

8.5.3. Development Regulations: As required by the Development Officer.

8.6 HINTERLAND - H

8.6.1. Purpose: To provide a rural zone that is largely undeveloped.

8.6.2. Permitted Principal Uses:

- a. Accessory Buildings and Uses
- b. Agriculture - Major
- c. Aircraft Sales/Services/Rentals
- d. Airport
- e. Campground
- f. Cemeteries
- g. Communication Installations
- h. Forestry
- i. ~~Float Plane Base~~
- j. Natural Resource Extraction
- k. Nature Interpretation Facilities
- l. Outdoor Recreation Guides and Outfitters
- m. Parks
- n. Public Utilities and Uses
- o. Trails

8.6.3. Development Regulations: **As required by the Development Officer.**

a. ~~As required by the Development Officer~~

8.6.4. Special provisions:

- a. No use shall be carried on which would produce a nuisance factor, including noise, odour or air contaminants beyond the site boundary wherein the use is located.
- b. No use shall be carried on which would impair the use and enjoyment of adjoining lands.
- c. Any development in Hinterland must be self-contained with its own water and sewage systems and must meet all environment regulations.

8.7 INDUSTRIAL COMMERCIAL - IC

8.7.1. Purpose: To provide a zone for large-scale industrial, commercial and other uses that may have large land requirements or nuisance effects on adjacent uses.

8.7.2. Permitted Principal Uses:

~~a. Accessory Buildings and Uses~~

b. Bottle Depot

c. Building Supplies

d. Car Washing Establishments

e. Commercial Vehicle Garages

f. Contractors & Service Establishments

g. Emergency and Protective Services

h. Equipment Rentals/Sales

i. Greenhouses

j. Junkyards

~~k. Kennel~~

l. Light Manufacturing

m. Non-Noxious Industrial Uses

n. Public Utilities and Uses

o. Retail Shops and Services

p. Service Stations and Card Locks

q. Vehicle Sales and Service

r. Warehousing, Storage, Supply Depots

s. Wholesale Sales

t. Workshops

8.7.3. ~~Secondary Uses:~~

~~a. Accessory Buildings and Uses~~

~~b. Secondary Suite~~

8.7.4. Discretionary Uses:

a. Any other Manufacturing, Commercial, or Public Service uses unlikely to restrict use of the zone for Industrial & Commercial Uses

b. Caretaker Residence

c. Batch Plant

d. Bulk Fuel Facility

8.7.5. Development Regulations:

a. Maximum Development Density: ~~One dwelling unit As required by the Development Officer~~

- b. Minimum Lot Size: 2,000m² / 0.2ha ~~As required by the Development Officer~~
- c. Minimum Yard Requirements:
 - i. Front: 6.0m
 - ii. Side: 1.0m
 - iii. Rear: 4.0m
- d. For Discretionary Uses: as required by the Development Officer
- e. Maximum Height – 13.5m
- f. Maximum Site Coverage and Floor Area Ratio:
 - i. 50% coverage or 0.5 FAR for lots within 100 metres of a fire hydrant.
 - ii. 33% coverage or 0.33 FAR for lots greater than 100 metres from a fire hydrant.

8.7.6. Special Provisions:

- a. No industrial operation, including production, cleaning, testing, repairing, storage, or distribution of material shall be carried on which, in the opinion of the Development Officer, will or does violate the following standards: emits offensive noise audible at any point on the lot boundary, emits dust, fly ash, noxious smoke, or any other particulate matter, emits any odorous gas or odorous matter, produces glare or heat discernible beyond the lot boundary, external storage is permitted if kept in a neat and orderly manner.
- b. Junkyards shall be visually screened from the street fronting the lot by landscaping, berm or fence. No junkyard shall be permitted on a lot fronting onto McQuesten Road between Campbell Street and Ross Road.
- c. All yards and buildings shall be developed and maintained in a manner that, in the opinion of the Development Officer, is appropriate to such a zone, and which will not visually detract from the use and enjoyment of surrounding properties.
- d. The relationship of the buildings to each other, to the site, and adjacent properties and the architectural appearance, provision of adequate light, air, privacy and landscaping shall be fully shown on the site plans for the whole development and shall be to the satisfaction of the Development Officer.
- e. The principal building on a lot shall be connected to the municipal water and sewer system if those services are available on the street fronting the lot.

8.8 MIXED USE - MU

8.8.1. Purpose: To provide a zone for a compatible mix of commercial and residential use.

8.8.2. Permitted Principal Uses:

~~a. Accessory Buildings and Uses~~

b. Apartments

c. Dwelling, Multiple

d. Eating and Drinking Establishments

e. Guesthouse

f. Health Services

g. Hotels

h. Indoor Theatres and Cinemas

i. Institutional Facility

j. Offices

k. Public Utilities and Uses

l. Retail Services

m. Studios

8.8.3. **Secondary Uses:**

a. Accessory Buildings and Uses

b. Home Occupations

c. Secondary Suite

8.8.4. Development Regulations:

a. Maximum Development Density - As required by the Development Officer

b. Maximum Lot Size: **800m²** ~~As required by the Development Officer~~

c. Minimum Yard Requirements: ~~As required by the Development Officer~~

i. **Front: none**

ii. **Side: 2.5m**

iii. **Rear: 2.5m**

d. Maximum Height: **15m** ~~As required by the Development Officer~~

e. Maximum Site Coverage: **60%** ~~33% of Site Area~~

f. Maximum Floor Area Ratio - 0.5

~~g. General Regulations - As required by the Development Officer~~

8.8.5. Special Provisions:

a. For multi-storey buildings, Retail Services shall only be on the ground level, **while** ~~and~~ offices **and** ~~or~~ dwelling ~~residential~~ units may be situated on the upper levels.

- b. Eating and Drinking Establishments shall be on the ground level only.

8.9 PARKS AND OPEN SPACE - P

8.9.1. Purpose: To provide for recreation activities for all community members and visitors.

8.9.2. Permitted Principal Uses:

- a. Accessory Buildings and Structures
- b. Band Shells
- c. Campgrounds
- d. Golf Courses
- e. Interpretive Kiosk/Centres
- f. Parks
- g. Public Playgrounds
- h. Public Utilities and Uses
- i. Recreation Facility
- j. Trails

8.9.3. Development Regulations: As required by the Development Officer

8.10 RESIDENTIAL- SINGLE - Rs

8.10.1. Purpose: To provide a primarily residential zone that encourages the retention of the neighbourhood's single detached character but allows for slightly higher development density.

8.10.2. Permitted Principal Uses:

- a. ~~Accessory Buildings and Uses~~
- b. ~~Bed and Breakfast~~
- c. Duplexes
- d. Dwelling, Semi-Detached
- e. Dwelling, Single-Detached
- f. Education Facilities
- g. ~~Family Care Facilities~~
- h. ~~Family Day Home~~
- i. ~~Home Occupations~~
- j. ~~Living Suite~~
- k. Places of Worship
- l. Public Parks and Playgrounds
- m. Public Utilities and Uses
- n. Senior Citizens and Nursing Homes

8.10.3. **Secondary Uses:**

- a. Accessory Buildings and Uses
- b. Bed and Breakfast
- c. Family Day Home
- d. Home Occupations
- e. **Secondary Suite**

8.10.4. Discretionary Uses:

- a. ~~Mobile~~, Modular or Tiny Homes
- b. Community Garden/Greenhouse
- c. Guesthouse

8.10.5. Development Regulations:

- a. Maximum Development Density: **Two dwelling units As required by the Development Officer**
- b. **Minimum Size of Principle Dwelling (GFA): 41.0m²**
- c. Minimum Lot Size:
 - i. Dwelling, Single-Detached - 15.0m wide; 34.0m deep
 - ii. Duplex - 18.0m wide; 34.0m deep
 - iii. Dwelling, Semi-Detached - 9.0m wide; 34.0m deep

- d. Minimum Yard Requirement:
 - i. Dwelling, Single-Detached - Front: 6.0m; Side: 1.5m; Rear: 7.5m
 - ii. Duplex - Front: 6.0m; Side: 2.0m; Rear: 7.5m;
 - iii. Accessory Building- Front: N/A; Side: 1.0m; Rear: 1.0m
- e. Maximum Height:
 - i. The lesser of 10.5 m or 2.5 storeys
 - ii. Accessory Building – 5.0m
- f. Maximum Site Coverage - 40%

8.10.6. Special Provisions

- a. All ~~multiple dwelling multi-family~~ developments shall include common amenity areas for recreational purposes and landscaping to the satisfaction of the Development Officer.
- b. Semi-detached dwelling units may be divided through a common roof by a shared lot line and the minimum required side yard for the common lot line may be reduced to 0.0m. This provision also applies to shared carports and duplex garages.
- c. The minimum lot size shall not apply to ~~the Mobile or~~ Tiny Homes.
- d. ~~Mobile or~~ Tiny Homes may only be permitted, as a discretionary use, on lots that are less than the minimum lot size.

8.11 RESIDENTIAL- MULTIPLE - Rm

8.11.1. Purpose: To provide a zone for low to medium density housing on urban lots with a range of related uses.

8.11.2. Permitted Principal Uses:

- a. ~~Accessory Buildings and Uses~~
- b. ~~Bed and Breakfast~~
- c. Duplex
- d. Dwelling, Multiple
- e. Dwelling, Single-Detached
- f. Dwelling, Semi-Detached
- g. Education facility
- h. ~~Family Day Homes~~
- i. ~~Guesthouse~~
- j. ~~Home Occupations~~
- k. Parks
- l. Places of Worship
- m. Parks and Playground
- n. Public Utilities and Uses
- o. Senior Citizen and Nursing Homes
- p. ~~Studios~~
- q. Townhouse

8.11.3. Secondary Uses:

- a. Accessory Buildings and Uses
- b. Bed and Breakfast
- c. Family Day Home
- d. Guesthouse
- e. Home Occupations
- f. Secondary Suite
- g. Studios

8.11.4. Discretionary Uses:

- a. Community Garden/Greenhouse
- b. The following commercial uses on the ground floor of a three (3) storey residential building subject to the same provisions as a home occupation except that Subsection 7.6.4 need not apply:
 - i. Cafes or Catering Establishments
 - ii. Health services
 - iii. Offices

- iv. Personal Service Offices and Stores
 - c. Mobile Home Parks
 - d. Apartment Buildings
- 8.11.5. Development Regulations:
- a. Maximum Development Density: As required by the Development Officer
 - b. Minimum Size of Principle Dwelling (GFA): 41.0m²
 - c. Minimum Lot Size:
 - i. Dwelling, Single-Detached - 15.0m wide; 34.0 m deep
 - ii. Duplex ~~and Townhouse~~ - 18.0m wide; 34.0m deep
 - iii. Dwelling, Semi-Detached - 9.0m wide x 34.0m deep
 - iv. Dwelling, Multiple – ~~750m² As required by the Development Officer~~
 - v. ~~Apartment building – 1,000m²~~
 - d. Minimum Yard Requirement:
 - i. Dwelling, Single-Detached - Front: 6.0m; Side: 1.5m; Rear: 7.5m
 - ii. Duplex, ~~Townhouse and Dwelling, Semi-Detached~~ - Front: 6.0m; Side: ~~2.5m~~ 2.0m; Rear: 7.5m;
 - iii. ~~Townhouse – Front: 6.0m; Side: 3.0m; Rear: 7.5m~~
 - iv. Dwelling, Multiple ~~and Apartment Building~~ – As required by the Development Officer
 - v. ~~Accessory Building- Front: N/ A; Side: 1.0m; Rear: 1.0m~~
 - e. ~~Accessory Building – Front: N/ A; Side: 1.0m; Rear: 1.0m~~
 - f. Maximum Height:
 - i. Single-Detached and Duplex, Townhouse and Dwelling, Semi-Detached dwellings - the lesser of 10.5m or 2.5 storeys
 - ii. Dwelling, Multiple ~~and Apartment Building~~ -10.5m or three (3) storeys
 - iii. Accessory Building - 5.0m
 - g. Maximum Site Coverage – ~~50%~~ 33%
- 8.11.6. Special Provisions:
- a. Where two or more buildings are on the same site, a minimum separation of 3.0m is required.
 - b. Where duplex or townhouse dwelling units are divided through a shared roof by a common lot line the minimum required side yard for the common lot line is reduced to 0.0m. Accessory structures, other than shared carports, must maintain the 1.0m side yard requirement from the common lot line. Townhouse dwelling units may be connected by a duplex garage.

- c. ~~The minimum lot size for an apartment building shall be 1,000 m².~~
- d. For a multiple dwelling or apartment building development, a site plan shall be provided that shows the landscape treatment, screening, and location of parking, amenity areas, outside storage garbage receptacles and fencing, all to the satisfaction of the Development Officer having regard to the density of the development and the potential impacts on the normal use and enjoyment of the neighbouring properties. ~~All multiple dwelling multi-family developments, including apartments, without private rear yards for each dwelling shall include common amenity areas for recreational purposes and landscaping to the satisfaction of the Development Officer.~~
- e. Discretionary commercial uses must have an entrance separate from the dwelling, and Council may specify limits the hours of operation, signs, types of products or services offered, or any other thing to maintain compatibility with the neighbouring residential dwellings.

8.12 RESIDENTIAL - COUNTRY - Rc

8.12.1. Purpose: To provide a single detached housing zone for a rural lifestyle of a permanent nature on larger lots, without the provision of full utility services.

8.12.2. Permitted Principal Uses:

- a. ~~Accessory Buildings and Uses~~
- b. ~~Agriculture, Hobby~~
- c. ~~Bed and Breakfast~~
- d. ~~Family Day Home~~
- e. ~~Guest Cabin~~
- f. ~~Home Occupations~~
- g. ~~Mobile, Modular or Tiny Homes~~
- h. Duplex
- i. Dwelling, Single-Detached

8.12.3. Secondary Uses:

- a. Accessory Buildings and Uses
- b. Agriculture, Hobby
- c. Bed and Breakfast
- d. Family Day Home
- e. Guest Cabin
- f. Home Occupations
- g. Mobile, Modular or Tiny Homes
- h. Secondary Suite

8.12.4. Development Regulations:

- a. Maximum Development Density: Two dwelling units
- b. Maximum Lot Size: 3.0ha
- c. Minimum Lot Size: 1.0ha
- d. Minimum Yard Requirement:
 - i. Dwelling, Single-Detached and Duplex - Front: 7.5m; Side: 7.5m; Rear: 7.5m
 - ii. Accessory Building- Front: 7.5m; Side: 3.0m; Rear: 3.0m
 - iii. Accessory buildings housing animals shall not be located within 10.0m of any lot line.

8.12.5. Maximum Height – The lesser of 10.0m or 2.5 storeys

8.12.6. Maximum Site Coverage – 25% N/A

8.12.7. Special Provisions

- a. Only one principal building is permitted per lot.

8.13 URBAN RESERVE - UR

8.13.1. Purpose: To provide a zone for agriculture, recreational and utility uses, and to set aside land for future development subject to the land use designations of the Official Community Plan.

8.13.2. Permitted Principal Uses:

- a. Agriculture, Major
- b. Public Utilities and Uses
- c. Recreation Trails

8.13.3. Discretionary Uses:

- a. Construction Camp
- b. Recreational Facility

8.13.4. Development Regulations: **As required by the Development Officer**

- ~~a. Maximum Development Density—N/A~~
- ~~b. Maximum Lot Sizes—N/A~~
- ~~c. Minimum Yard Requirements—As required by the Development Officer~~
- ~~d. Maximum Height—As required by the Development Officer~~
- ~~e. Maximum Site Coverage—As required by the Development Officer~~

8.13.5. Special Provisions:

- a. No development or subdivision or transfer of land for any use shall be allowed that may be detrimental to the future development of the land.
- b. No land shall be rezoned from UR - Urban Reserve unless the development of the land constitutes an orderly, sustainable and economic development that is in conformity with the Official Community Plan.

PART 9 DEFINITIONS

In this bylaw:

A

"ACCESSORY BUILDING" means a separate, **non-residential** building which is normally ancillary, incidental, subordinate, exclusively devoted to, and located on the same lot as the principal building. An accessory building may not be used as a dwelling unit except in the case of a Caretaker Residence. Examples of accessory buildings include garages, garden sheds, carports, coops, gazebos, greenhouses, storage sheds, and similar buildings.

"ACCESSORY STRUCTURE" means a structure that is attached to the principal building or an accessory building. Examples of accessory structures include decks, awnings, porches, verandahs, steps, door canopies, light wells to basement windows and doors, satellite dishes, masts, and similar structures.

"ACT" means the Yukon Municipal Act, as amended from time to time, unless otherwise specified.

"AGRICULTURE, HOBBY" means small-scale, non-crop based agricultural activity such as the raising of livestock, horticulture, greenhouses, apiculture and market gardening, all of which must be accessory to a principal use.

"AGRICULTURE, MAJOR" means non-crop based agricultural activity such as the raising of livestock, orchards, horticulture, greenhouses, apiculture, aquaculture, market gardening, and nurseries where the majority of cleared land on the lot is used for such endeavour.

"AIRPORT" means any area of land and water that functions as a facility for the arrival, departure, movement, or servicing of aircraft and associated cargo; and includes any associated buildings, installations, runways and adjacent open space, equipment, parking and waiting areas for passengers and crew.

"ANIMAL SHELTER" means the use of land or premises for the temporary care of lost, abandoned, or neglected animals.

"APARTMENT" means a dwelling unit in a single building containing three or more dwelling units, each of which has its principal access from a common entrance.

"APARTMENT BUILDING" means a building comprised of three or more apartments that is no more than three storeys high, with a density not exceeding 85 units per hectare.

B

"BASEMENT" means the portion of a building that is partially underground and has a ceiling that is less than 1.8m above grade.

"BATCH PLANT" means a facility that is temporarily erected for the manufacturing of asphalt or concrete and the incidental onsite storage of required materials and equipment.

"BED AND BREAKFAST" means a secondary use to a dwelling unit whereby short-term, overnight accommodation is offered to tourists and visitors, and where the first meal of the day is provided by the dwelling owner, who must reside in the dwelling.

"BOARD OF VARIANCE" means the board established by Council in accordance with the Act that shall hear applications for minor variances to this bylaw and appeals to decisions of the Development Officer.

"BOTTLE DEPOT" means a facility for the collection and handling of materials under the beverage container or designated materials refund program and other non-refundable recyclable materials.

"BOULEVARD" means the land between the property line of a commercial or residential property and the curb, and if there is no curb, to the edge of the travelled portion of the roadway, lane or alley that is immediately contiguous to the property.

"BUILDABLE AREA" means that portion of the lot remaining after required yard setbacks have been provided.

"BUILDING" means any structure having a roof supported by columns or walls and intended for the shelter, housing or enclosure of persons, animals, chattels and equipment.

"BUILDING GRADE" means the average of the finished ground adjacent to each face of the building taken at the centre of the wall.

"BUILDING HEIGHT" means the vertical distance measured from the average elevation of the finished grade along the front of the building to:

- a) the highest point of the roof surface or any parapet thereon if a flat roof;
- b) a deck line of a mansard roof; or,
- c) the highest point of a ridge for a gable, hip or gambrel roof.

Solar panels, chimney stacks, elevator housings, flagpoles, guardrails, roof stairway entrances, skylights, steeples, or ventilating equipment shall not be considered for the purpose of determining height.

"BUILDING INSPECTOR" means an official appointed to administer and enforce the provisions of the Yukon Building Standards Act.

"BUILDING PERMIT" means the document issued by a Building Inspector pursuant to the National Building Code authorizing the carrying out of any work. A Building Permit is different and distinct from a Development Permit.

"BULK FUEL FACILITY" means a premise used for the storage, sales and distribution of bulk fuel products.

"BUSINESS SUPPORT SERVICES" means support services to businesses and by means of (without limitation) the use of minor mechanical equipment for printing, duplicating, binding; secretarial services; the provision of office maintenance or custodial services; the provision of office security; and the sale, rental, repair, or servicing of office equipment, furniture and machines.

C

"CAFE" means an eating and drinking establishment offering light meals and snacks or baked goods.

"CAMPGROUND" means the provision of space for tents or recreational vehicles intended to be occupied primarily by the travelling public for short-term overnight accommodation.

"CAR WASHING ESTABLISHMENT" means an indoor or outdoor facility for cleaning vehicles. "CANNABIS-RELATED BUSINESS" means a business or person carrying on of activity where:

a) cannabis, products containing cannabis, or paraphernalia used in the consumption of cannabis, are sold or otherwise provided to persons for any purpose;

b) cannabis is grown and/or stored for a purpose of sale or distribution.

"CARD LOCK" means a facility for the self-serve sale of motor fuel, including pumps, fuel storage, and related control equipment.

"CARETAKER RESIDENCE" means an accessory building, or separate part of a principal building, used to provide on-site accommodation for the owner/employer of, or persons employed by, the business use primary to the lot.

"CARPORT" means a permanent, unenclosed, roofed accessory building to shelter parked vehicles that is adjacent to a principal building.

"CATERING" means a place where food and beverages are prepared for consumption off-site, but are not served on the premises or for take-out;

"CEMETERY" means land that is set aside for the burial of human remains, excluding crematoria, mausoleums, and mortuaries.

"CHILD CARE CENTRE" means an establishment that provides a licensed "child care centre program," as defined and regulated under the Child Care Act at a place other than a family day home.

"COMMERCIAL VEHICLE GARAGE" means a building used for the storage and maintenance of buses or trucks.

"COMMUNITY GARDEN/GREENHOUSE" means the use of a building or land by the Town, a community organization such as a community association, condominium/ strata corporation, or non-profit group for cultivating or growing plants primarily for their own consumption or sale within the community.

"CONSTRUCTION CAMP" means buildings or structures erected and arranged for the accommodation of workers employed in construction or mine reclamation.

"CONTAMINATED MATERIAL" means soil, water, sediment, snow or other similar media considered contaminated pursuant to any Federal, Territorial, or Municipal Enactment.

"COOP" means a structure intended for the keeping of hens. "COUNCIL" means the Council of the Town of Faro.

D

"DEVELOPMENT" means the carrying out of any activity involving a material change to any use on, over or under the land or buildings on the land that results, or is likely to result, in a change of use or intensity of use.

"DEVELOPMENT DENSITY" means the total number of dwelling units permitted on a single lot.

"DEVELOPMENT OFFICER" means the officer appointed under Section 2.1.

"DEVELOPMENT PERMIT" means a permit for development applicable to this bylaw.

"DISCRETIONARY USES" are those uses that are considered on their own individual merits and circumstances by Council, and may be permitted, with or without conditions, on a site-specific basis within a zone provided that the discretionary use is similar to or compatible with, those already permitted in the zone, conforms to all other regulations of the zone, and provided due consideration is given to adjoining land uses.

"DRIVEWAY" means a vehicular access to at least one off-street parking space on a lot.

"DUPLEX GARAGE" means a garage joining two dwelling units that straddles a common lot line.

"DUPLEX" means a building that is divided horizontally or vertically into two separate dwelling units. Each dwelling has its own independent entrance and **any newly constructed dwelling will have their own independent** utility connection. ~~A duplex does not include secondary suites.~~

"DWELLING UNIT" means a building or portion of a building operated as a single housekeeping unit, used or intended to be used as a domicile by one or more persons and **contains usually containing** cooking, eating, living, sleeping and sanitary facilities.

"DWELLING, SEMI-DETACHED" means a duplex divided through a shared roof by a common lot line.

"DWELLING, SINGLE-DETACHED" means a building consisting of one dwelling unit and occupied or intended to be occupied as a permanent home or residence, but does not include a mobile home.

"DWELLING, MULTIPLE" means any physical arrangement of three or more dwelling units. Additionally, one or more dwelling units located in a mixed use development may also be considered as multiple housing. Multiple housing may consist of modular type construction, apartments, townhouse, and triplex housing types.

E

"EATING AND DRINKING ESTABLISHMENT" means the use of land and premises for preparing and offering foods and beverages for sale to the public for the consumption within the premises or taken or delivered off-site. Such establishments may include bars, neighbourhood pubs, licensed and unlicensed restaurants, cafes, delicatessens, refreshment stands, and take-out restaurants.

"EDUCATION FACILITY" means a public school or college.

"EMERGENCY AND PROTECTIVE SERVICES" means a public facility used by fire, police, ambulance, and others as a base of operations.

"EQUIPMENT SALES/RENTALS" means a premise used for sale, repair, or rental of heavy vehicles and light equipment, machinery, or equipment typically used in building, roadway, pipe-line and mining construction. Light equipment sales/rentals are also permitted, excluding motor vehicle rentals.

F

"FAMILY DAY HOME" means the secondary use of a dwelling, licensed under the Child Care Act to provide care, educational services, and supervision for children for less than 24 consecutive hours.

"FEE SCHEDULE" means the schedule of fees and charges attached hereto and forming part of this bylaw.

"FENCE" means an artificially constructed barrier erected to enclose or screen a lot. Fence height is the vertical distance between the normal ground level and the top of the fence at any given point.

"FIRE SMART" means a project sanctioned by the territorial government that helps reduce the threat posed by wildfire. Projects may include removing deadfall and forest fuels, thinning trees, species conversion, creating firebreaks and making roadways more accessible for fire-fighting equipment.

"FLOAT PLANE BASE" means an area adjacent to a body of water with a dock used for the storage and movement of float planes.

"GROSS FLOOR AREA" means the sum of the horizontal floor areas for each storey of the building or structure, measured to the exterior walls and contained within the exterior and basement walls.

"FLOOR AREA RATIO" means the floor area of all buildings and structures on a lot divided by the lot area, as shown in Figure 4 below.

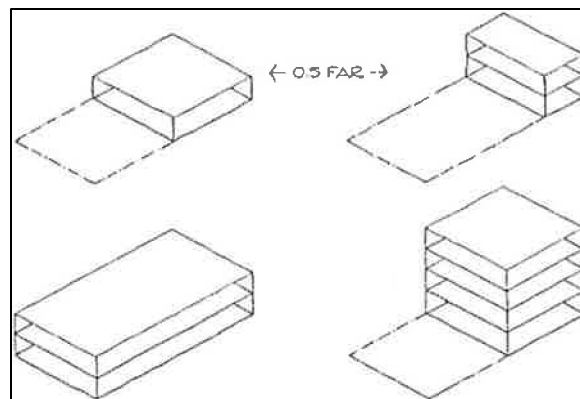


Illustration of Floor Area Ratio (FAR)

"FORESTRY" means sustainable wood harvesting subject to a license or permit issued under the Forest Resources Act.

"FRONTAGE" means the lot line abutting a public street. If a lot abuts more than one public street, the frontage shall be the lot line towards which the front entrance of the primary building is oriented, or the shorter of the lot lines if the lot is undeveloped.

G

"GARAGE" means an accessory building or structure, or a part of the principal building, designed and intended primarily for the storage of the motor vehicles of the occupants of the premises.

"GOLF COURSE" means a recreational use that includes a driving range and related accessory buildings and structures.

"GRADE" means, as applicable,

a) the average elevation of the finished surface of the ground at ground level, excluding an artificial embankment or excavation at the perimeter of a building, measured on any side of a building;

b) the elevation of the ground surface in its natural state, before man-made alterations; or,

c) on sloping or irregular sites, the angled plane determined by the Development Officer in relation to (a) or (b) above.

"GREENBELT" means an area that is left in a generally natural state that may be used for passive or active recreation, trails, or buffers between adjacent lots.

"GREENHOUSE" means a commercial horticulture operation with the majority of products of the operation intended for export out of the community, excluding a Cannabis-Related Business.

"GUEST CABIN" - means a use that provides temporary tourist or visitor accommodation in an accessory building containing sleeping facilities and optional cooking and sanitary facilities.

"GUESTHOUSE" means a dwelling primarily used for the short-term overnight accommodation of tourists and visitors, with a common entry, kitchen, living room, and sanitary facilities. ~~and where the first meal of the day may be provided by the business owner.~~

H

"HAZARD LANDS" means an area of land that is within a floodplain, wetland or classified as high risk on the Hazards Classification Map, whereupon development shall be restricted.

"HEALTH SERVICES" means the provision of physical and mental health services on an outpatient basis. Services may be of a preventative, diagnostic, treatment, therapeutic, rehabilitative, or counselling nature. Typical uses include medical and dental offices, health clinics, Hospitals, and counselling services.

"HEN" means a female domesticated chick or chicken.

"HOME OCCUPATION" means a secondary use within a principal dwelling and/or an accessory building for one or more businesses operated by the dwelling occupant. The home occupation does not generally generate offensive noise or odours ~~and has limited visits and employees on-site. that do not generally generate traffic, offensive noise or odours.~~

"HOTEL" means a building containing commercial sleeping units for guest accommodation accessed by a common corridor. Hotels may also contain accessory uses such as a restaurant, licensed drinking facilities, liquor sales, retail sales, indoor recreation and meeting rooms.

"HOUSEHOLD" means one or more persons sharing a dwelling unit.

I

"INSTITUTIONAL FACILITY" means the use of land and premises for public or non-profit purpose including municipal services, recreation facilities, community centres, libraries, places of worship, museums and visitor and tourist information centres.

"INTERIM PROTECTED LANDS" means land set aside for future Ross River Dena Council settlement land, whereupon development shall be restricted.

J

"JUNKYARD" means any building or land used for the wrecking, salvaging, dismantling or disassembly of vehicles, vehicle parts, vehicle frames or vehicle bodies.

"JUSTICE" means a Justice of the Peace or a Judge of the Territorial Court.

K

"Kennel" means land and premises used for the business of breeding, buying, selling, or boarding of animals including but not limited to cats, dogs, sled dog teams, or other domesticated animals, excluding livestock.

L

"LANDSCAPING" means to change, modify or enhance the visual appearance of a site by reshaping the ground, planting lawns, shrubs, trees or preserving the original natural vegetation, adding walks, fencing, patios and other ornamental features for the purpose of beautifying or screening the appearance of a lot.

"LANE" means a public right-of-way, less than 9.0m wide that provides a second access to a lot at the side or rear.

"LIGHT MANUFACTURING" means fabrication, manufacturing, assembly or processing of materials that are in refined form and that do not in their transformation create excessive smoke, gas, odour, dust, noise, or vibration.

"LIVESTOCK" means an animal that is traditionally used or raised on a farm including asses, cattle, horses, mules, sheep, swine and fur-bearing animals.

~~"LIVING SUITE" means a separate, self-contained, designated area within a dwelling containing toilet, bathroom, sleeping and living areas, and cooking facilities.~~

"LOT" means any parcel of land, block or other area in which land is held or into which it is subdivided, but does not include a highway, street or lane.

"LOT AREA" means the total horizontal area within the lot lines of a lot. "LOT LINE" the legally defined boundary of any lot.

M

"MICRO ENERGY GENERATION SYSTEM" means a small-scale wind, solar, or biomass energy generation system.

"MIXED USE DEVELOPMENT" means one or more buildings on a lot containing commercial and residential uses and amenities associated with such uses.

"MOBILE HOME" means a factory built single or multiple section single family dwelling designed to be transportable on its own chassis that conforms to the CSA Z240 Manufactured Home Series of Standards.

"MOBILE HOME PARK" means the use of land and facilities for placement of two or more mobile homes that is subject to the regulations of the Mobile Home Park Bylaw as amended or successor legislation.

"MODULAR HOME" means a factory built single- or multiple-section building constructed to the National Building Code of Canada CAN/CSAA277 standard that is designed to be transported to the site and fitted together structurally, mechanically and electrically to form a single-detached dwelling placed on a permanent foundation.

"MOTEL" means a building or group of Buildings divided into self-contained sleeping units, each with a separate exterior entrance and convenient access to on-site parking.

N

"NATURAL RESOURCE EXTRACTION" includes the quarrying, mining, processing, removal and off-site sale of sand, gravel, earth, mineralized rock, water, or other similar natural materials.

"NATURE INTERPRETATION FACILITIES" means passive nature appreciation, wildlife viewing activities, guided walks, and the related structures including viewing decks or platforms, elevated boardwalks, towers, shelters, and interpretive signs or panels and may include associated parking.

"NON-CONFORMING USE" means, where land or a building was being lawfully used or had been constructed on or before the date of adoption of this bylaw in such a way that does not conform to this bylaw, that such use may legally continue subject to Division 4 of the Act and Part 5 of this bylaw.

"NON-NOXIOUS INDUSTRIAL USES" means an industry not involved in the manufacturing or production of any explosive, flammable, hazardous or toxic chemical, waste, by-product, pollutant, contaminant, compound, product or substance, including without limitation any liquid, solid or gaseous material for which the manufacturing, production, disposal or remediation is prohibited, controlled or regulated under federal or territorial law.

O

"OFFICE" means the use of premises for professional, management, administrative, consulting, contracting and financial services in an office setting.

"OUTDOOR MARKET" means a specific area set aside by the Town for the sale of locally produced plants and vegetables, baked goods, arts and crafts by licensed businesses, hawkers and peddlers on dates and times as designated by the Town.

"OUTDOOR RECREATION GUIDES AND OUTFITTERS" means a base of operation for trail riding, hunting, outfitting and guided tours.

"OUTSIDE STORAGE" means the storing of equipment, goods and materials in the open air on a portion of a lot, which is ancillary to a principal use.

P

"PARK" means any public outdoor area or lot set aside specifically for passive or active recreation including buffers, arboretum, environmental protection areas, greenbelts, nature interpretation areas, playgrounds,

trails, tot-lots, walkways, and similar uses.

"PARKING LOT" means the use of land and premises consisting of parking spaces for the temporary parking of more than one vehicle by customers, employees and visitors.

"PARKING SPACE" means an area of land that is a minimum of 2.5 m wide by 5.5 m deep, graded, well drained, surfaced with asphalt or gravel, and easily accessible from a public road that is intended for parking a vehicle.

"PATIO" means any solid structure meant for support of people or materials outdoors and less than 0.6m above grade.

"PERMITTED USES" are those uses which are allowed in a zone, to the exclusion of other uses, provided that the use conforms to the regulations of this bylaw.

"PERSONAL SERVICE OFFICES AND STORES" means activities encompassing a wide range of professions including barber, hairdresser, seamstress, massage therapist, law, finance, fitness, health and wellness, training, and consulting services and sales.

"PORCH" means a roofed, open structure projecting from the exterior wall of a building with walls that are open or screened to facilitate use as an outdoor living area.

"PRINCIPAL BUILDING" means a building that contains floor space, the majority of which is used for the permitted principal use(s) on a lot.

"PRINCIPAL USE" means the use of land, buildings or structures that is provided for in the schedule of zones of this bylaw for which a permit when applied for, shall be granted with or without conditions, where the use applied for conforms to the requirements of this bylaw. As the context requires, it means the main purpose for which land, buildings or structures are ordinarily used. ~~means the main purpose for which the lot, building or structure is used.~~

"PUBLIC AREA" means an area used by the public such as a gymnasium, swimming pool, auditorium, school field, etc.

"PUBLIC UTILITIES AND USES" means buildings, facilities, or equipment, whether owned or operated by the Town or by a corporation or commission under agreement with or under franchise from the Town or under a Territorial or Federal statute, which furnishes services and facilities available to or for the use of all the inhabitants of the Town, including but not limited to landfills and waste treatment facilities, sewage treatment facilities, lines and towers, pump houses and stations, water treatment plants, and electrical production facilities.

R

"RECLAMATION" means the process of converting disturbed land to its former or other productive uses.

"RECREATION FACILITY" means a structure or public area that includes but is not limited to arenas, athletic fields, squash court, outdoor rinks, stadiums and tennis courts.

"RECREATIONAL VEHICLE" means a transportable structure intended as a temporary accommodation for travel, vacation, or recreational use and includes travel trailers, motorized homes, slide-in campers, chassis-mounted campers, and tent trailers, but not including mobile homes.

"REGISTERED PLAN" means a plan registered in the Yukon Land Titles Office for the Yukon Land Registration District.

"RENOVATION" means the repair and restoration or alteration of a building or a structure including the levelling and strengthening of foundations, but does not include replacement of a building or structure.

"RETAIL SERVICES/STORES" means premises where goods, merchandise, other materials, and personal services are offered for sale at retail to the general public and includes limited on-site storage to support that store's operations. Typical uses include department, appliance, clothing, grocery, hardware, pharmaceutical and sporting goods stores.

"RETAINING WALL" means a structure constructed to hold back, stabilize, or support an earthen bank as a result of differences in lot grades.

"RV PARK" means a parcel of land used to temporarily accommodate recreational vehicles on serviced sites.

S

"SECONDARY USES" means uses that must be in conjunction with and subordinate to a principal use. Such uses require development approval as a separate use unless otherwise exempted from a development permit by this bylaw.

"SECONDARY SUITE" means a self-contained, accessory dwelling unit that can be attached to or detached from the principle use building.

"SENIOR CITIZEN OR NURSING HOME" means a multiple dwelling residence for the aged and, in the case of a nursing home, in which food, nursing or similar care and treatment are provided.

"SERVICE STATION" means a facility for any combination of fuel sales, automotive repairs and servicing, car wash and detailing, and travel convenience services.

"SIGHT TRIANGLE" means that triangle formed by a straight line drawn between two points 26.0 m back of the mid-point of the intersection of two road rights-of way.

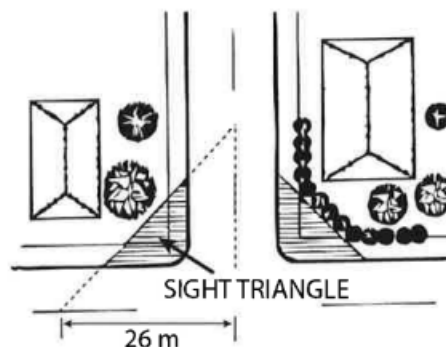


Illustration of Sight Triangle

"SIGN" means,

- a) any visual medium, including its structure and other component parts;
- b) any banner, illuminated or non-illuminated, which is visible from any public street, or;

c) any lettering, words, picture, logos, or symbols which identify, describe, illustrate or advertise a product, place, activity, business, service, or institutional facility.

Without limiting the foregoing, sign includes designs, devices, displays, elements of external design of a building, or a structure, banners, placards, and painted messages, but not flags, interior window displays of merchandise. Sign does not include murals or other works of art that do not include a commercial message provided the sign is not erected above the roofline of a building.

"SITE COVERAGE" means the percentage of the horizontal area of a lot that may be built upon including accessory buildings or structures excluding steps, eaves, cornices and similar projections, courtyards, terraces or patios, driveways, aisles and parking stalls.

"SITE DENSITY" means a measure of density of population calculated as the number of dwellings per total lot area in units per hectare. If the result of a density calculation results in a fraction, maximum density will be rounded up to the next whole number.

"SLEEPING UNIT" means a room or set of habitable rooms with bathing facilities used for the lodging of a person or persons.

"SPOT ZONING" means the rezoning of a lot to a different zone from that of neighbouring lots to permit uses or regulate development in a way that is unique to the lot but remains compatible with the adjacent land uses and the Official Community Plan.

"STREET" means a public thoroughfare having a minimum surveyed width of 9m, which affords the principal means of access to abutting properties.

"STRUCTURE" means any construction fixed to, supported by, or sunk into land or water, but does not include concrete or asphalt paving or similar surfacing.

"STUDIO" means the use of premises for design, creation, manufacture, exhibition, and sales performed by artists and/or skilled trades people. Typical uses may include potters, art painters, sculptors, furniture makers, and other types of artists.

"SUBDIVISION" means the subdividing of land into lots to facilitate development.

T

"TEMPORARY" means a period of two years or less.

"TEMPORARY USE" means a use established for a fixed period of time with the intent to discontinue the activity upon the expiration of the fixed time period. Temporary uses include fairs, special events, investigation of land, and the use of land for storage of materials or equipment or a site office while construction work is in progress.

"TINY HOME" means a residential building containing a single dwelling unit intended for year-round use, with a maximum gross floor area of 40 m². These may be constructed on a chassis or placed a foundation subject to building code requirements.

"TRAIL" means a path or track used for recreational purposes that provides a visibly apparent route to follow through the landscape, including any structures associated with them such as bridges, boardwalks or viewing decks. Trails may be motorized, non-motorized or multi-use.

"TOWNHOUSE" means a building divided into three or more dwelling units located side by side under one roof with private entrances to each dwelling from the exterior of the building and with each dwelling sharing at least one common wall.

V

"VARIANCE" means a relaxation of the requirements specified in this bylaw as permitted by the Act and subject to the approval of the Board of Variance.

"VEHICLE SALES AND SERVICE" means the premises where motor vehicles may be repaired, equipped, parked or stored for remuneration, sale, or display, including vehicle washing facilities as an ancillary use, but excluding gas bars, recreation vehicles or heavy equipment sales/rentals.

"VETERINARY CLINIC" means premises where pets, animals, and birds are treated and kept for medical or surgical purposes and are directly or indirectly under the care of a veterinarian. Veterinary clinics also include non-medical uses such as pet grooming and daytime pet boarding. Non-medical clinics are restricted from overnight boarding.

W

"WALKWAY" means a public path designed for use by pedestrian and/or bicycle traffic.

"WHOLESALE SALES" means a business primarily buying and storing merchandise for resale to retailers or to industrial, commercial, institutional, business users or other wholesalers rather than for sale to the general public.

"WORKSHOP" means a place of business for skilled trades including but not limited to metal, plumbing or carpentry work.

Y

"YARD, FRONT" means the area extending across the frontage of the lot between side lot lines extending from the front property line to the nearest permitted building or structure.

"YARD, REAR" means the portion of a lot which extends across the full width of the lot between the rear property line and the nearest permitted principal building or structure.

"YARD, SETBACK" means the minimum distance between the property line and the nearest point which can be occupied by the principal building or structure.

"YARD, SIDE" means the portion of a lot which extends from a front yard to the rear yard between the side lot line and the nearest permitted principal building or structure.

"YARD, SIDE, EXTERIOR" means a side yard immediately adjoining a public street.

"YARD, SIDE, INTERIOR" means a side yard immediately adjoining another lot or a lane.

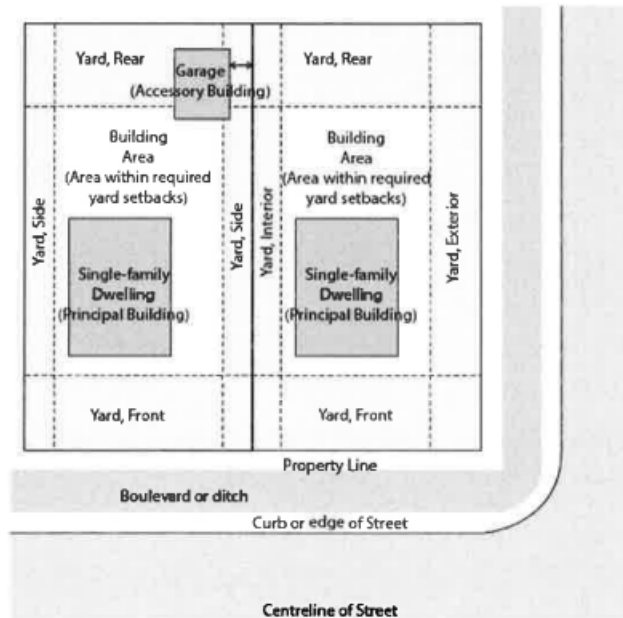


Illustration of required Yards setbacks. The area within the required Yards is the buildable area for the principal building. The actual Yard is measured from the nearest point on the face of the building to the property line.

Z

"ZONING MAP" means a map that delineates the boundaries of the zones set out in this bylaw, attached hereto as Schedule A.

All other words and expressions shall have the meanings respectively assigned to them in the Act if defined therein.

PART 10 **SCHEDULES**
10.1 Schedule “A” – Zone Maps

TOWN OF FARO
BYLAW 2025-07
Zoning Bylaw

"SCHEDULE A"

ZONE MAPS

10.2 Schedule "B" – Fee Schedule

TOWN OF FARO
BYLAW 2025-07
Zoning Bylaw

"SCHEDULE B"

FEE and FINE SCHEDULE

Application Fees

Description of Fee	Fee
Development Permit - Principal Building or Use	\$550.00
Development Permit - Accessory Building or Structure	\$55.00
Development Permit - Signs or Other	\$55.00
Board of Variance	\$550.00
Appeal to Council	\$550.00
Bylaw Amendment	\$550.00

Penalties

Description of Offence	Fine
Fail to comply with Zoning Bylaw regulations	\$250.00
Fail to comply with Zoning Bylaw regulations (2 nd or subsequent offence)	\$500.00
Fail to obtain a Development Permit	\$250.00
Fail to obtain a Development Permit (2 nd or subsequent offence)	\$500.00
Fail to comply with Development Permit Conditions	\$250.00
Fail to comply with Development Permit Conditions (2 nd or subsequent offence)	\$500.00
Fail to comply with a Notice of Violation	\$250.00
Fail to comply with a Notice of Violation (2 nd or subsequent offence)	\$500.00
Fail to grant right of entry	\$250.00
Fail to grant right of entry (2 nd or subsequent offence)	\$500.00
Fail to comply with an Order	\$250.00
Fail to comply with an Order (2 nd or subsequent offence)	\$500.00
Parking a vehicle contrary to the bylaw	\$200.00

TOWN OF FARO
BYLAW 2025-07
Zoning Bylaw

"SCHEDULE C"

DEVELOPMENT PERMIT FORMS

Town of Faro
Proposed Zoning
Map 1 of 8

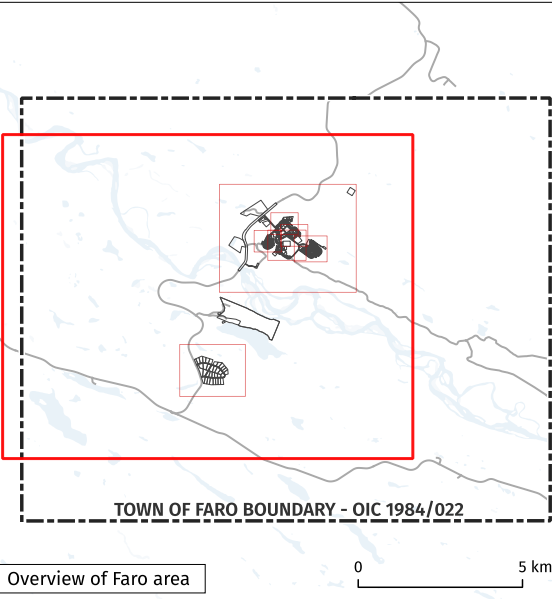
Town of Faro (Overview)

Scale 1 : 37500

Zoning

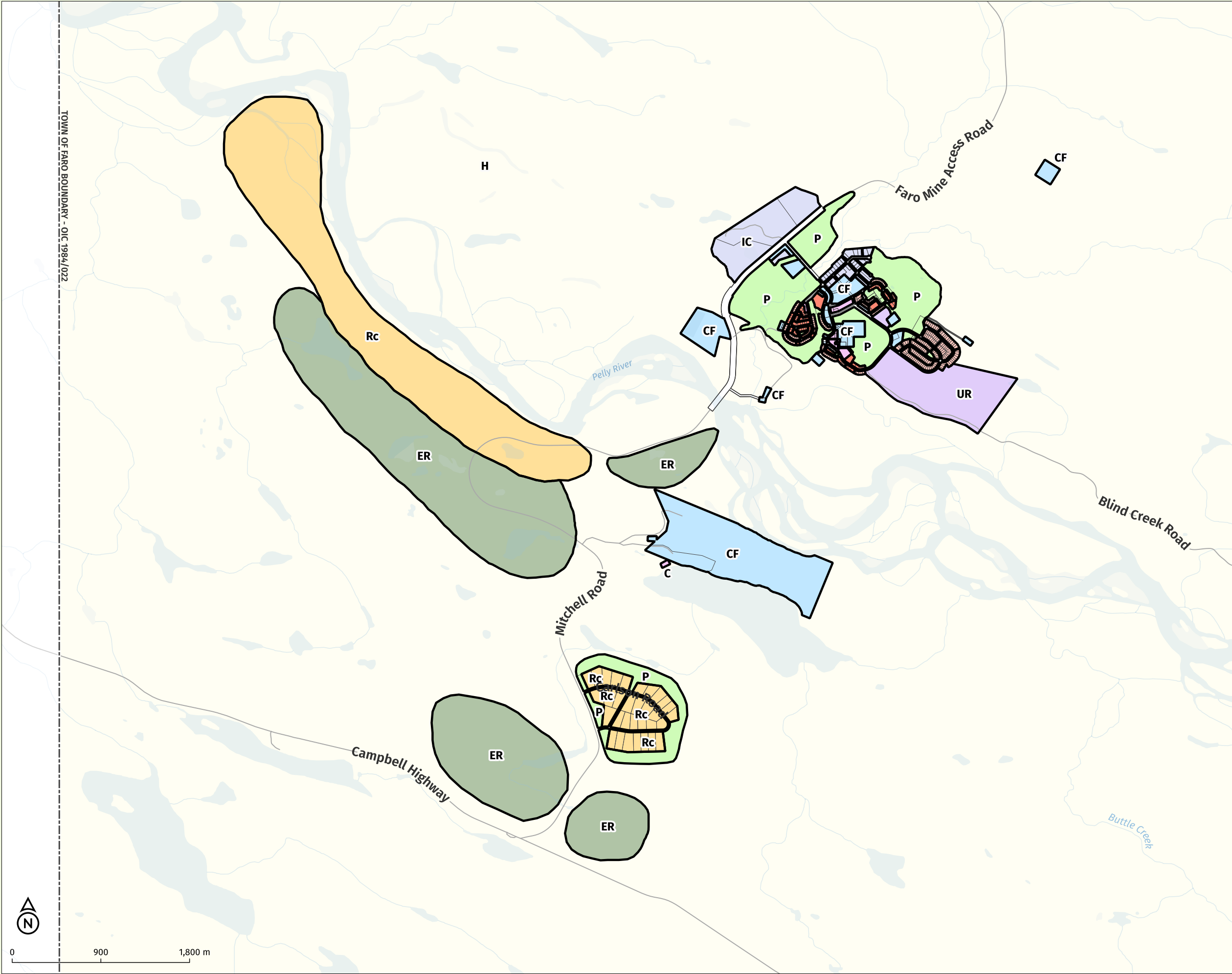
- Rs Residential - Single
- Rm Residential - Multiple
- Rc Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
- MU Mixed Use
- UR Urban Reserve

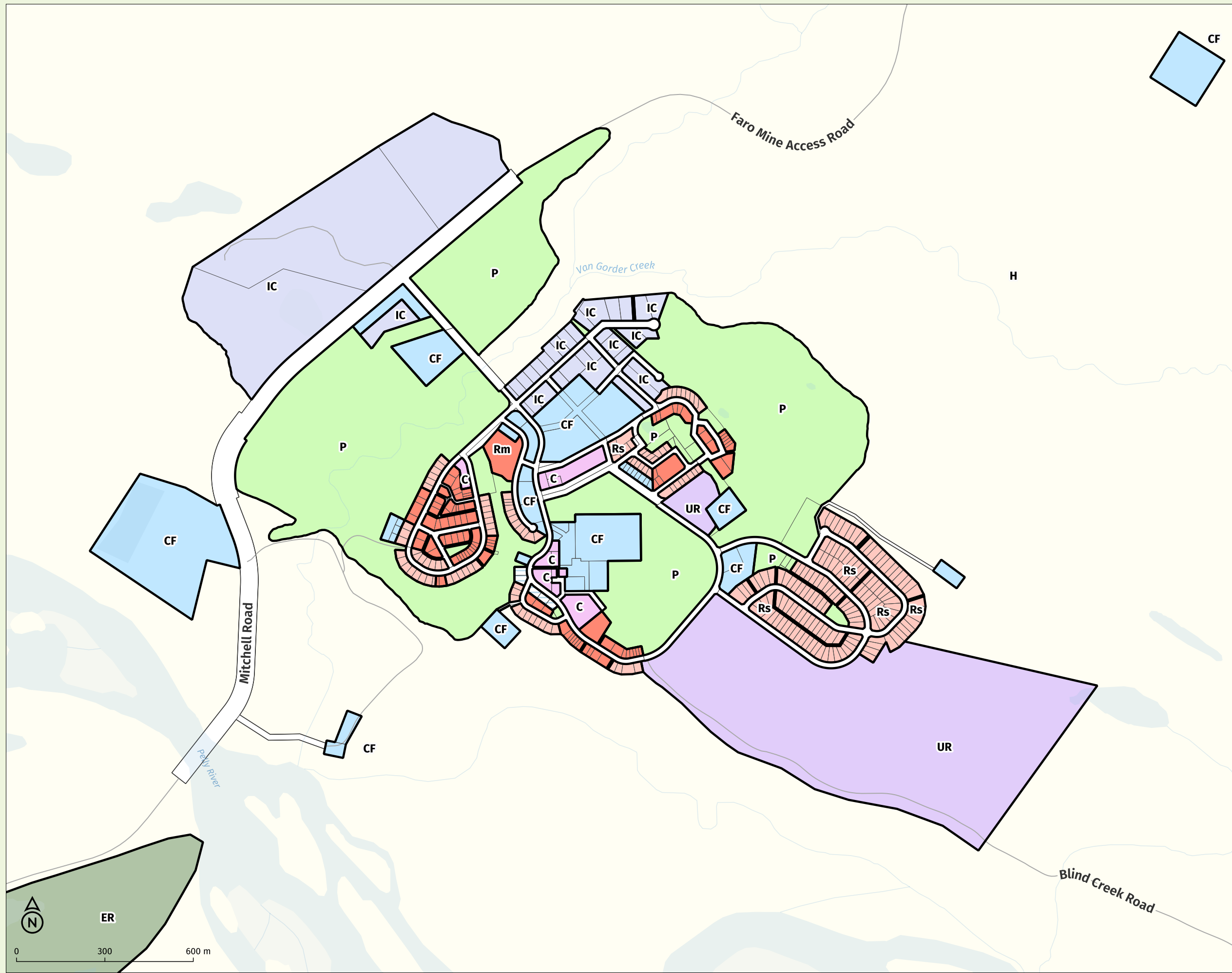
DRAFT - FOR REVIEW ONLY



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan

NOTE: Nominal scale accurate at 11x17" page size.





Town of Faro

Proposed Zoning
Map 2 of 8

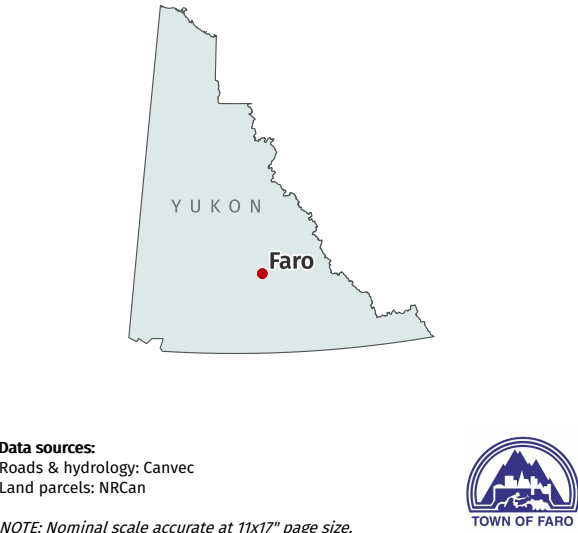
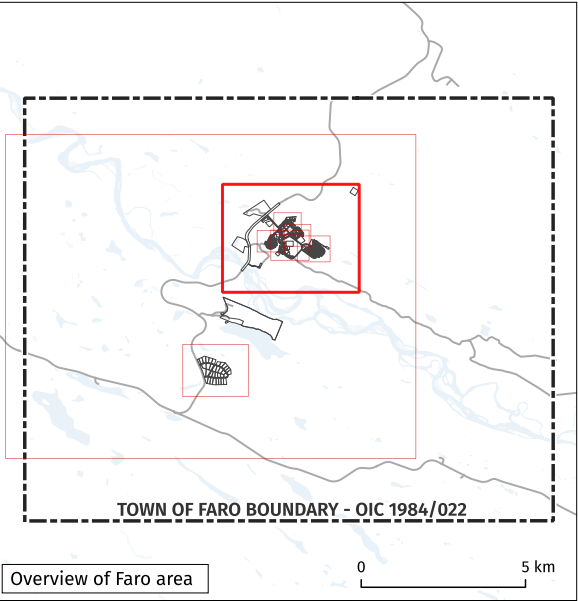
Faro Townsite

Scale 1 : 12500

Zoning

- Rs Residential - Single
- Rm Residential - Multiple
- Rc Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
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- UR Urban Reserve

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Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan

NOTE: Nominal scale accurate at 11x17" page size.



Town of Faro
Proposed Zoning
Map 3 of 8

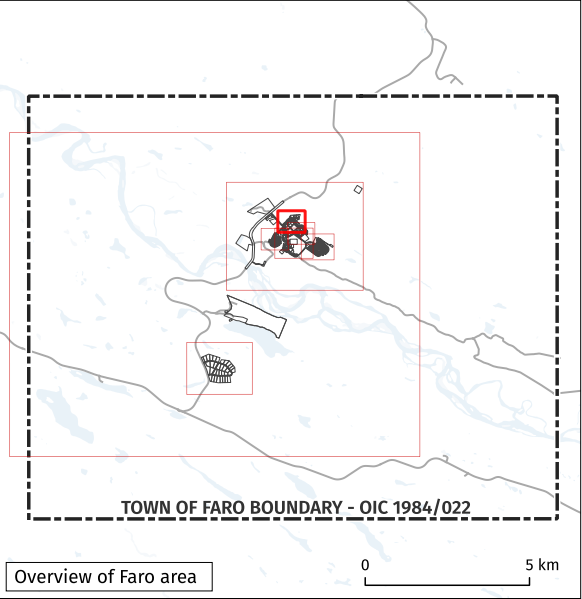
Industrial Area

Scale 1 : 2500

Zoning

- Rs Residential - Single
- Rm Residential - Multiple
- Rc Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
- MU Mixed Use
- UR Urban Reserve

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Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan

NOTE: Nominal scale accurate at 11x17" page size.



Town of Faro
Proposed Zoning
Map 4 of 8

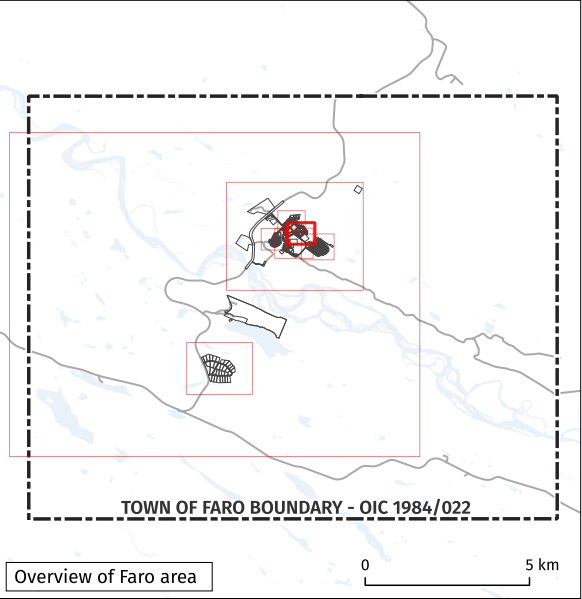
The 79s

Scale 1 : 2500

Zoning

- Rs Residential - Single
- Rm Residential - Multiple
- Rc Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
- MU Mixed Use
- UR Urban Reserve

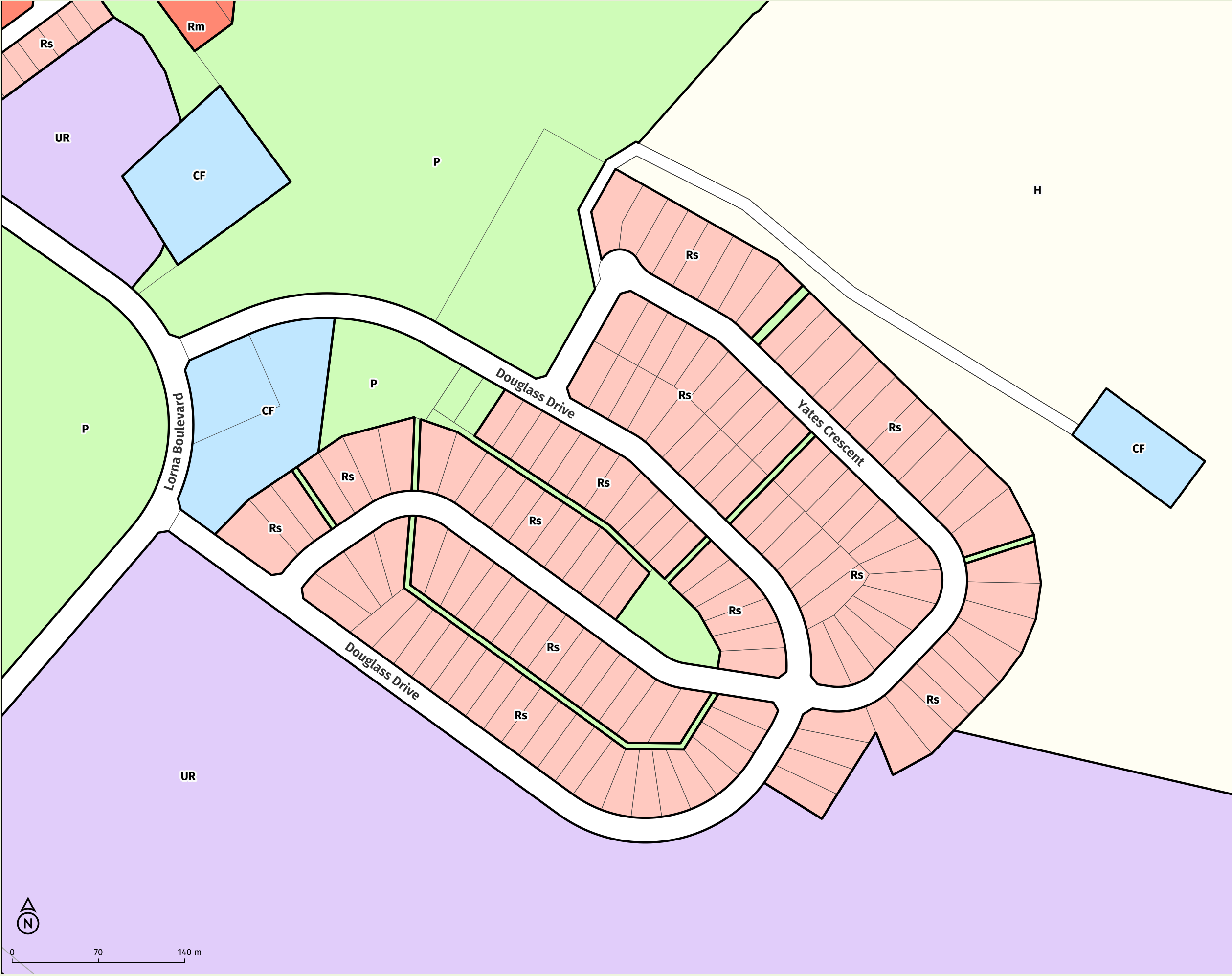
DRAFT - FOR REVIEW ONLY



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan

NOTE: Nominal scale accurate at 11x17" page size.





Town of Faro
Proposed Zoning
Map 5 of 8

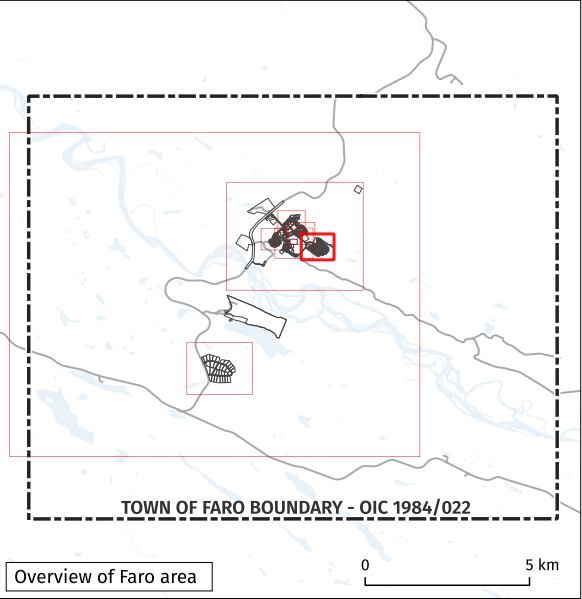
Upper Bench

Scale 1 : 3000

Zoning

- Rs Residential - Single
- Rm Residential - Multiple
- Rc Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
- MU Mixed Use
- UR Urban Reserve

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Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan

NOTE: Nominal scale accurate at 11x17" page size.



Town of Faro
Proposed Zoning
Map 6 of 8

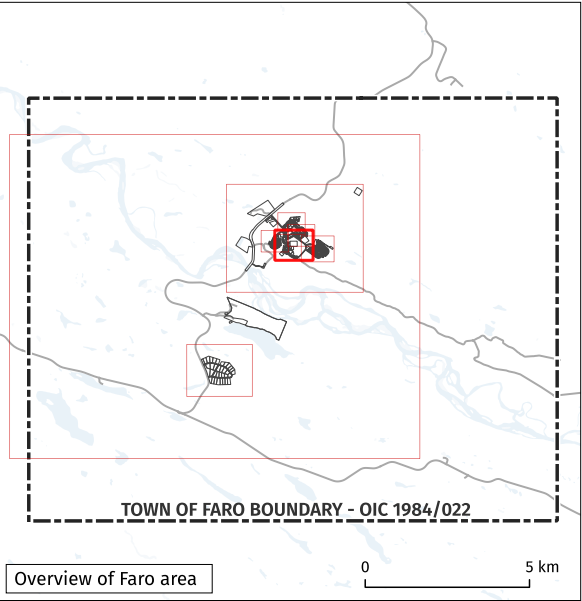
Middle Bench

Scale 1 : 3500

Zoning

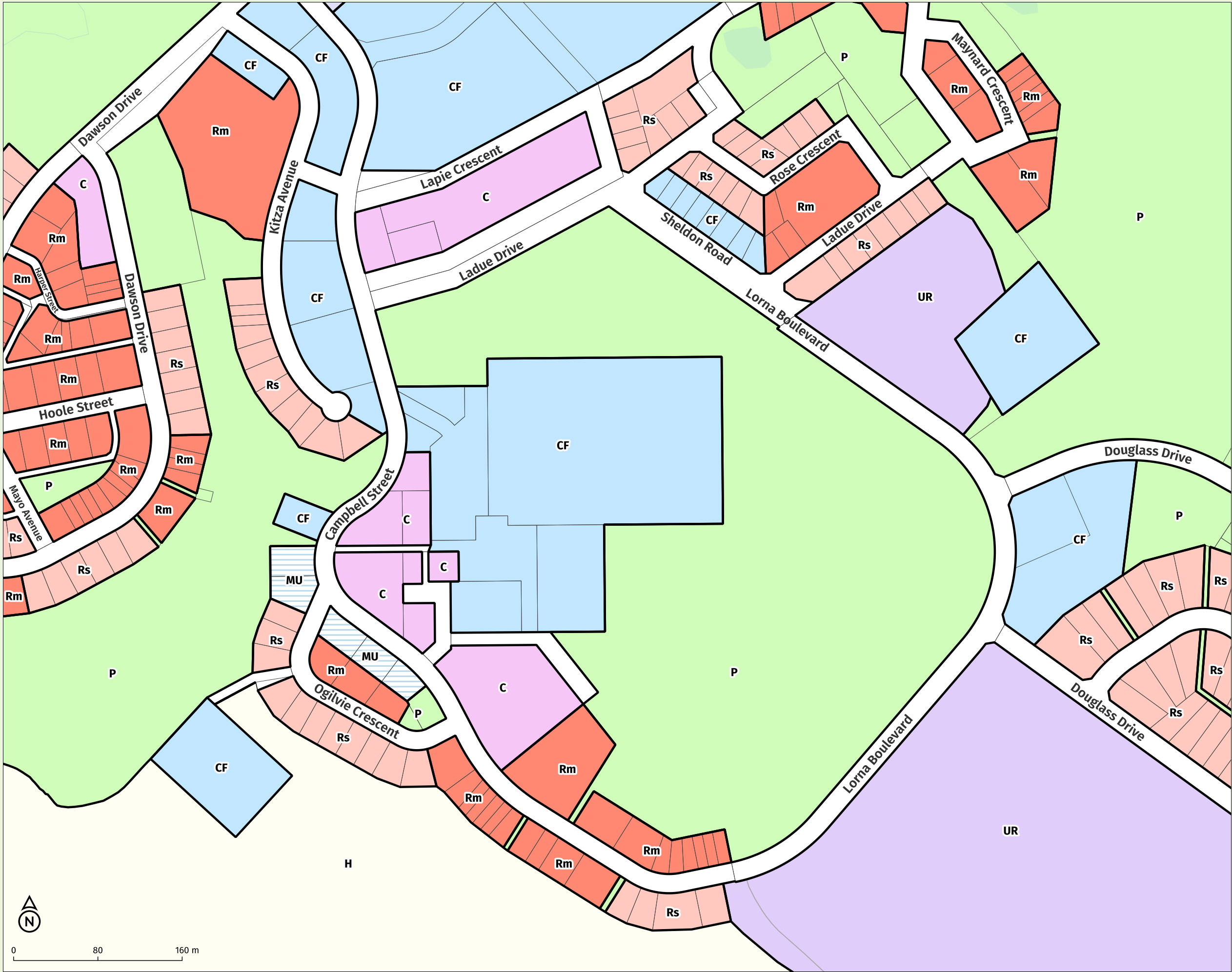
- Rs Residential - Single
- Rm Residential - Multiple
- Rc Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
- MU Mixed Use
- UR Urban Reserve

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Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan

NOTE: Nominal scale accurate at 11x17" page size.



0 80 160 m

Town of Faro
Proposed Zoning
Map 7 of 8

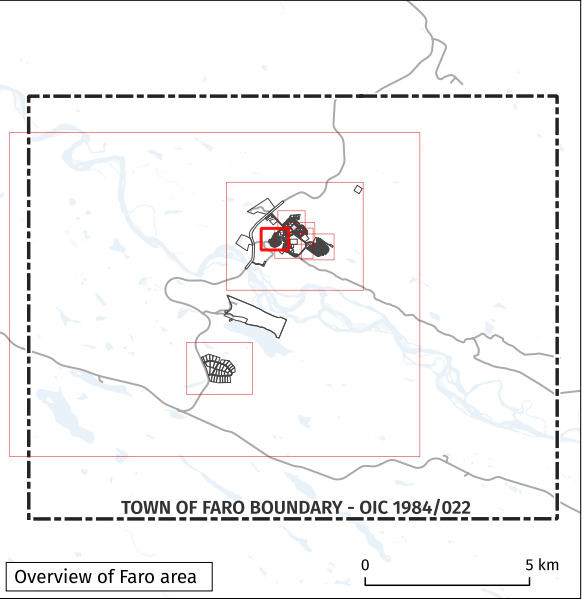
Lower Bench

Scale 1 : 2500

Zoning

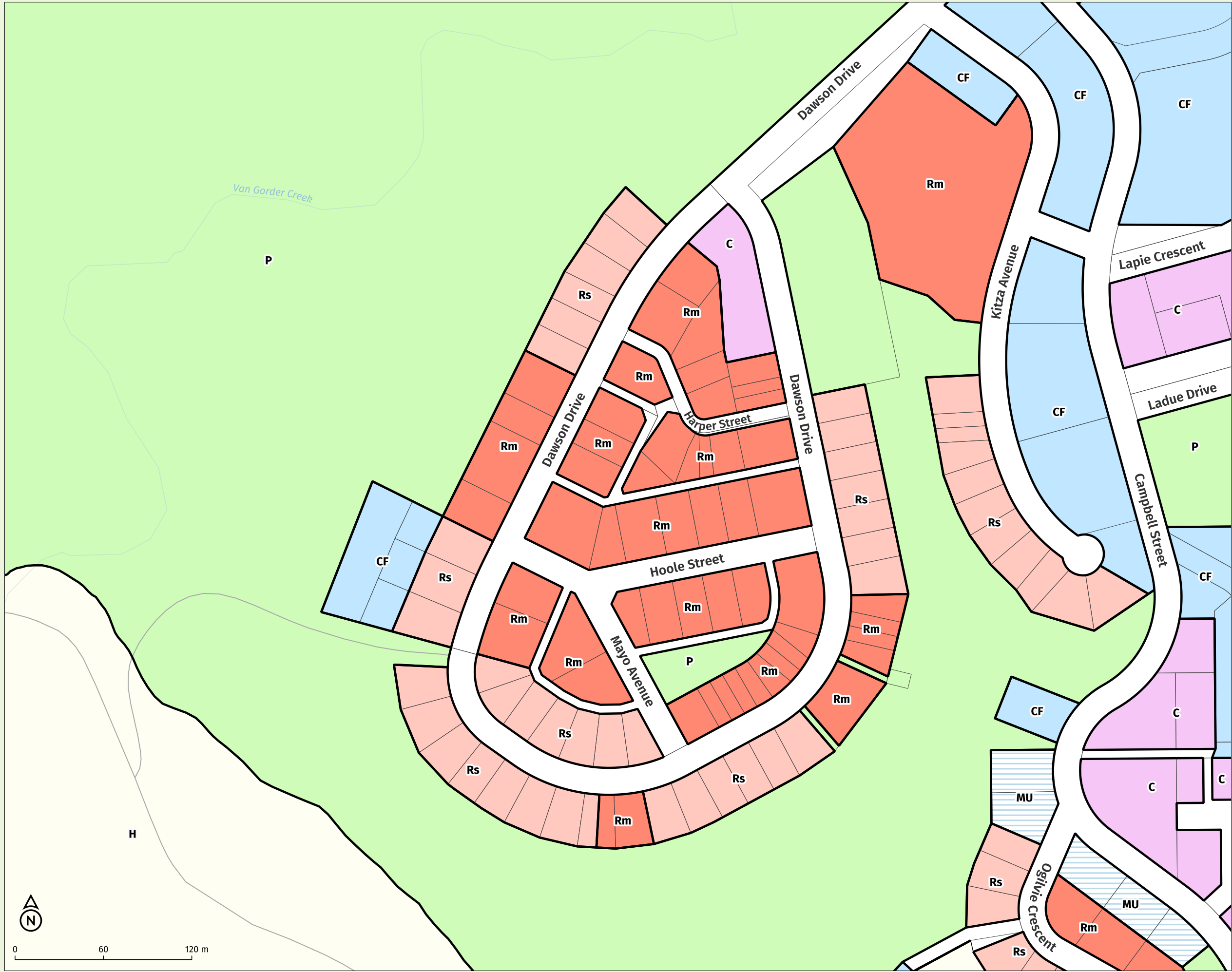
- Rs Residential - Single
- Rm Residential - Multiple
- Rc Country Residential
- C Commercial
- IC Industrial-Commercial
- CF Community Facility
- P Parks & Open Space
- ER Environmental Reserve
- H Hinterland
- MU Mixed Use
- UR Urban Reserve

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Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan

NOTE: Nominal scale accurate at 11x17" page size.



Town of Faro

Proposed Zoning
Map 8 of 8

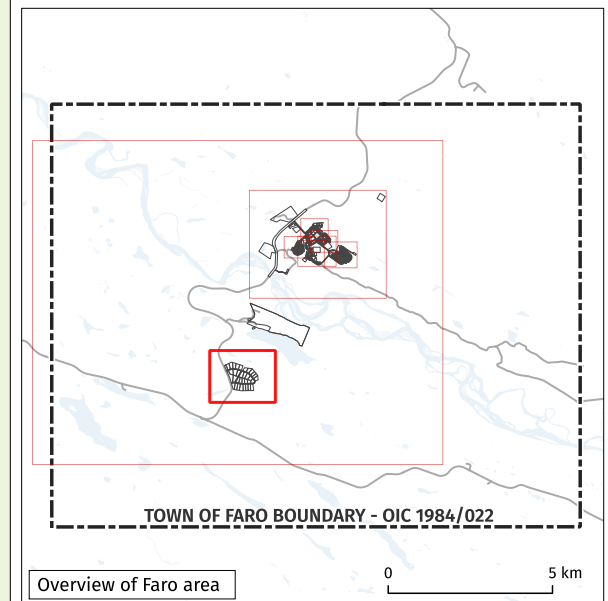
Tintina Subdivision

Scale 1 : 6000

Zoning

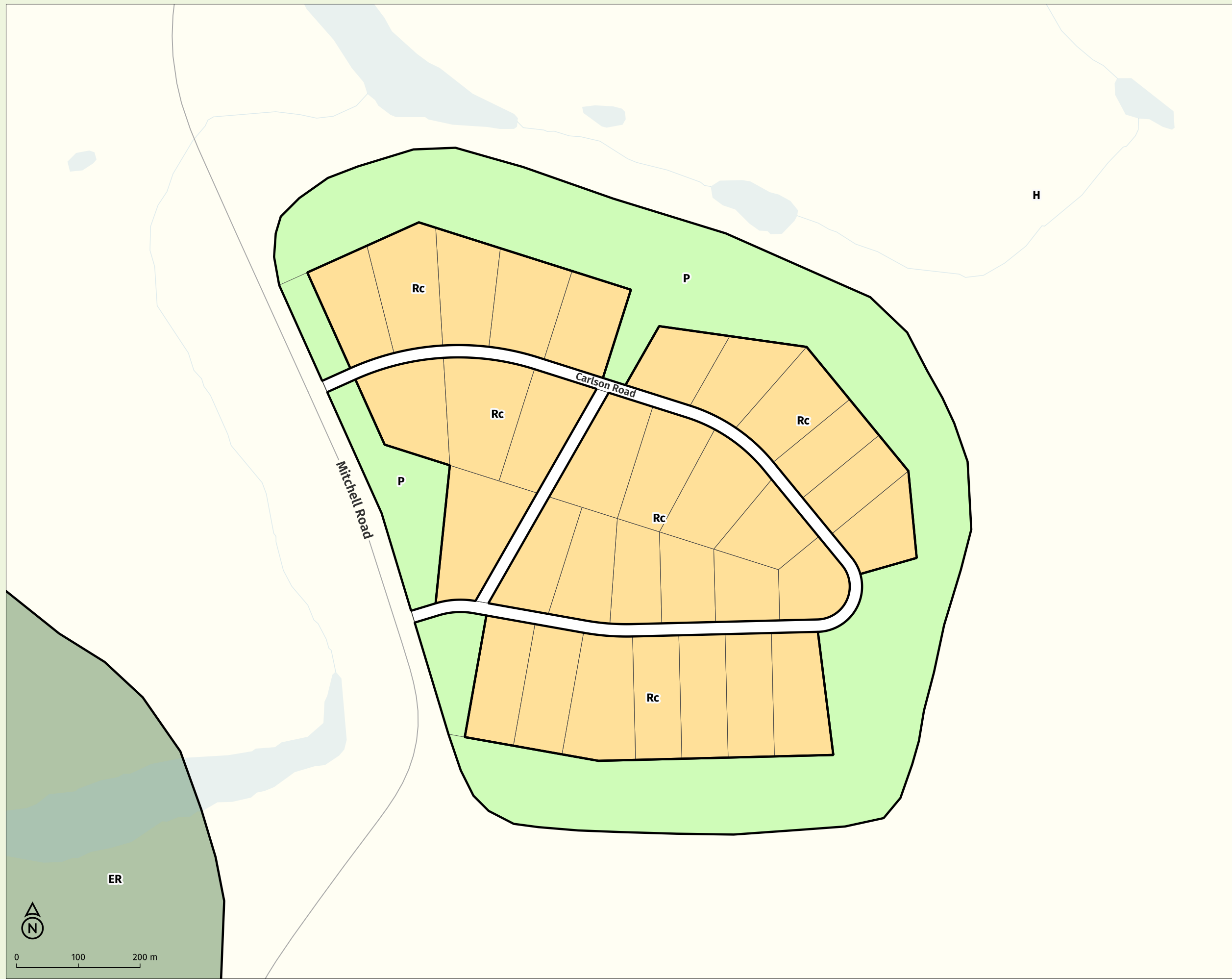
- Rs** Residential - Single
- Rm** Residential - Multiple
- Rc** Country Residential
- C** Commercial
- IC** Industrial-Commercial
- CF** Community Facility
- P** Parks & Open Space
- ER** Environmental Reserve
- H** Hinterland
- MU** Mixed Use
- UR** Urban Reserve

DRAFT - FOR REVIEW ONLY



Data sources:
Roads & hydrology: Canvec
Land parcels: NRCan

NOTE: Nominal scale accurate at 11x17" page size.





**TOWN OF FARO
BYLAW #2025-09**

**A Bylaw to provide for the indemnity
to be paid to members of Council.**

WHEREAS Section 173 of the Yukon Municipal Act ("the Act") permits that council may by bylaw establish payments to be made to council members; and

WHEREAS Section 178(c) of the Act establishes that each member of council has a duty to participate in meetings of the council and of council committees and other bodies to which the member is appointed by the council;

NOW THEREFORE the Council of the Town of Faro, in open meeting assembled, hereby ENACTS AS FOLLOWS:

1. TITLE

- 1.1. This bylaw may be cited as the "**Council Indemnity Bylaw**".

2. DEFINITIONS

- 2.1. In this bylaw:

"Monthly Indemnity" means the sum of money paid as compensation to a member of council in consideration of their service to the community, including other expenses incurred, during each month of their term in office, which shall be payable on the first payroll date of the following month.

"Member" means a member of council, including the Mayor.

3. GENERAL PROVISIONS

- 3.1. That the monthly indemnity for the Mayor shall be one thousand, eight hundred and sixty-two dollars and fifty-eight cents (\$1,862.58)
- 3.2. That the monthly indemnity for each Councillor shall be one thousand, one hundred and seven dollars and fifty-five cents (\$1,107.55).
- 3.3. That the monthly indemnity amounts set out in paragraphs 3.1 and 3.2 shall be adjusted at the beginning of each calendar year, based on the change in the Consumer Price Index over the preceding year as published by Statistics Canada.
- 3.4. Council may resolve to suspend the monthly indemnity payable to a member in its entirety if such member is absent from 3 or more consecutive Regular Meetings of Council without a leave of absence approved by Resolution of Council.
- 3.5. Each member shall be expected to attend all other public, special or committee meetings of council, or other bodies to which the member is appointed.
- 3.6. Where a member of council fails for any reason to serve his or her respective office for the full term of council, the monthly indemnity shall cease as of the last day in office, which amount shall then become payable on the last day of the same month.'

- 3.7. In addition to the monthly indemnity, a member may be compensated for extraordinary expenses, or for travel outside of the municipality, subject to the approval of council by resolution, having regard for the requirements of Bylaw 2014-10, the “Travel and Personal Expenses Bylaw” or successor legislation.
- 3.8. Where a member has been approved for compensation under Section 3.8, but fails to fulfill their obligations to attend or report back on the meeting or event for which the compensation applies to the satisfaction of Council;
 - 3.8.1. that member shall not submit a claim for the applicable compensation, or;
 - 3.8.2. if such compensation was paid to the member, the member shall refund the applicable compensation to the Town at the request of Council by resolution.

4. **COMING INTO FORCE**

- 4.1. This Bylaw shall come into force and have effect from and after the date of third reading thereof.
- 4.2. Bylaw 2017-05 is hereby repealed.

READ A FIRST TIME December 2, 2025

READ A SECOND TIME December 2, 2025

READ A THIRD TIME AND ENACTED December 16, 2025

Jack Bowers, Mayor

Kimberly Ballance, CAO



**TOWN OF FARO
BYLAW #2025-10**

**A Bylaw to Appoint an Auditor
for the Town of Faro**

WHEREAS Section 256 of the Yukon Municipal Act (“the Act”) requires Council to appoint an Auditor by bylaw; and,

WHEREAS Section 258 of the Act outlines the duties of the Auditor;

NOW THEREFORE the Council of the Town of Faro, in open meeting assembled, hereby **ENACTS AS FOLLOWS:**

1. TITLE

- 1.1. This bylaw may be cited as the "**Municipal Auditor Bylaw**".

2. DEFINITIONS

- 2.1. In this bylaw:

“**Auditor**” shall mean Metrix Group LLP.

“**Administration**” shall mean the administrative and operational arm of the municipality, comprising of its various departments and including its employees who operate under the leadership of the CAO.

“**CAO**” – shall mean the Chief Administrative Office appointed by the Council of the Town of Faro, or person designated as the Acting CAO.

“**Council**” – shall mean the Council of the Town of Faro.

“**Fiscal Year**” shall mean the period of January 1 to December 31 of each calendar year.

3. GENERAL PROVISIONS

- 3.1. The firm **Metrix Group LLP** (located at 12840 St. Albert Trail, Edmonton AB T5L 4H6) is hereby appointed as the Auditor for the Town of Faro and all its advisory boards and committees.
- 3.2. The appointment shall remain valid for the fiscal years from 2026 to 2030, subject to the satisfactory performance of the Auditor.
- 3.3. The CAO shall be responsible for the implementation of this Bylaw and for reporting any non-satisfactory performance of the Auditor to Council.
- 3.4. The CAO may delegate or direct a member of Administration the responsibility for implementing or enforcing specific provision(s) of this Bylaw.
- 3.5. In the event that any provision of this bylaw is determined to be void, invalid, or unenforceable in whole or in part by a Court of competent jurisdiction, such provision shall be deemed not to affect or impair the

validity of the remaining provisions, all of which shall be and remain in full force and effect.

- 3.6. The CAO is authorized to execute a service agreement with the Auditor governing the services required.

4. COMING INTO FORCE

- 4.1. This Bylaw shall come into force and have effect from and after the date of third reading thereof.

READ A FIRST TIME

READ A SECOND TIME

READ A THIRD TIME AND ENACTED

Jack Bowers, Mayor

Kimberly Ballance, CAO



PURCHASING POLICY

Approved by Resolution No: 25-???

December 16, 2025

Next Review - 2029

PURPOSE

- To regulate, standardize and manage purchasing by the Town of Faro.
- To obtain best value when purchasing goods, construction and services while treating suppliers equitably.
- To use competitive processes that are transparent and fair to all suppliers.
- To attempt to reduce the amount of solid waste requiring disposal and increase the energy efficiency of products through the purchase of environmentally responsible Goods and Services.
- To comply with the requirements of Canadian Trade Agreements, such as the Canadian Free Trade Agreement (CFTA)

DEFINITIONS

Chief Administrative Officer (CAO) – shall mean the person appointed to this position by Council, or their delegate.

Council – shall mean the Council of the Town of Faro

Employee – shall mean an employee of the Town of Faro

Manager – shall mean the person hired as the Manager of Finance, Manager of Operations, or Manager of Recreation and Culture.

Special Circumstance – shall mean a situation or the threat of an impending situation, which may affect the environment, the life, safety, health and / or welfare of employees or the general public or the property of the residents of the Town of Faro, or to prevent serious damage, disruption of work, or to restore or to maintain essential service to a minimum level.

AUTHORITY

1. The CAO:
 - a. is hereby authorized to establish administrative procedures as may be required to carry out the intent of this Policy.

- b. shall exercise administrative control over the procurement of Goods, Services or Construction within the limits and Policies established by Council.
- c. shall investigate areas or other procedures, which could have an advantageous result to the Town in purchasing procedures, such as cooperative buying with other organizations, whether public or private.
- d. may designate to any other properly authorized Town of Faro employee any part or parts of the responsibilities indicated in this Policy.
- e. is authorized and shall arrange for the payment of Goods, Services or Construction pursuant to the provisions of this Policy or Resolutions passed by Council.

CONDITIONS FOR PROCUREMENT OF GOODS, SERVICES OR CONSTRUCTION

The following conditions shall apply to the procurement of Goods, Services or Construction for the Town of Faro:

- 2. All purchases shall be in accordance with approved budgets except where Council has by By-Law or Resolution directed otherwise.
- 3. Goods, Services or Construction shall be obtained from suppliers on terms and conditions, as would normally be good business practices, subject to the following:
 - a. on purchases up to and including \$25,000 (excluding taxes) as deemed most economical, practical and competitive by the CAO.
 - b. on purchases in excess of \$25,000, two (2) written quotations, proposals or bids shall be obtained from appropriate suppliers on a given good or service. The lowest, compliant quote should be accepted. If two (2) written quotations are not received from the appropriate suppliers, then documentation from the appropriate Department Head, which indicates that a letter was forwarded to the supplier(s) requesting a quotation for the Goods, Services or Construction but none have been received, must be available to Council. A Resolution may then be approved by Council to suspend this requirement.
 - c. on purchases in excess of \$50,000, a Council resolution is required prior to the award of a contract.
- 4. Consultants may be used to prepare specifications for tenders, quotations, or funding applications for other Government Agencies.

5. Sole sourcing may be used, at the discretion of the CAO, where a specific manufacturer or brand of product is required. Sole sourcing is not to be utilized to circumvent normal purchasing procedures. Written justification in the form of Schedule "A" is required to document the reason(s) why competition should be restricted and must be approved by the CAO prior to purchase.
6. In the event of a Special Circumstance, the conditions and practices as outlined in the Policy may be waived by the CAO.
7. The Town will not engage in procurement activities with a Vendor if they have an ongoing or pending legal action.

PURCHASE ORDERS AND CONTRACTS

8. The CAO shall establish procedures and practices for the issuance of Purchase Orders. Any such properly issued Purchase Order shall be considered a legal and binding document. Where a Purchase Order is based on a quotation, tender bid or proposal, reference to the quotation, tender bid or proposal must appear on the Purchase Order.
9. All Purchase Orders shall show a firm unit price if applicable and a lump sum total.
10. Purchase approvals limits shall be set as follows for Goods, Services or Construction that has been pre-approved by Council in accordance with Section 2 and 3, and limits may be reduced at the CAO's discretion:
 - a. CAO - \$49,999
 - b. Manager of Finance - \$35,000
 - c. Manager of Operations, Manager of Recreation and Culture - \$10,000
 - d. Foreman - \$5,000
 - e. Other employees as authorized by the CAO will generally be \$2,000 but may be up to \$5,000 at the discretion of the CAO.
11. Any formal Contract required as a result of these Policies or practices shall be reviewed by the CAO. The Agreement may, at the discretion of the CAO, be reviewed by the Town's Legal Counsel prior to execution.
12. Any formal Contract required as a result of Section 3.c shall be approved by Council.

EXEMPTIONS TO THE POLICY

13. The following goods and services do not require adherence to Section 3 of this Policy:
 - a. Employee / Council Training and Education
 - i. Registration and Tuition fees for Conferences, Conventions, Courses and Seminars.
 - ii. Magazines, books and periodicals, unless the purchase of such products are subject to value-added services
 - b. Memberships, Refundable Employee / Councillor Expenses
 - i. Advances
 - ii. Meal Allowances
 - iii. Travel
 - iv. Miscellaneous – Non-Travel
 - c. Employer's General Expenses
 - i. Payroll Deductions Remittances
 - ii. Medical
 - iii. Licences (Vehicles)
 - iv. Debenture Payments
 - v. Grants to Agencies
 - vi. Damage Claims
 - vii. Petty Cash Replenishment
 - viii. Tax Remittances
 - d. Professional and Special Services
 - i. Committee Fees
 - ii. Legal fees and other Professional Services related to litigation or legal matters
 - iii. Funeral and Burial expenses
 - iv. Witness fees
 - v. Veterinary Expenses
 - vi. Advertising services
 - vii. Bailiff or Collection Agencies
 - viii. Audit Services
 - ix. Planning and/or GIS Professional Services
 - e. Utility Charges
 - i. Electricity
 - ii. Tank Rentals

- iii. Water / Sewer Fees
 - iv. Telephone / Cell Phone
 - v. Internet
 - vi. Fuel
- f. Postal Charges / Freight
- g. Payments under statutory authority
- h. Fines

PETTY CASH

14. The CAO may establish in any Department a Petty Cash Fund for such amount as determined from time to time to be sufficient to make change and to pay small accounts, having regard to the requirements of the Department. The CAO is authorized to develop procedures for the handling of Petty Cash Funds.

DISPOSAL OF TOWN ASSETS

15. The CAO shall provide authorization for all asset disposals where the estimated value is less than \$5,000 and may approve these disposals as donations to bona fide non-profit organizations.
16. Council shall determine the disposal process for assets with estimated value of \$5,000 or more, which may include public bidding processes or donations.

APPENDIX A REQUEST FOR SOLE SOURCE

The following statements, in my professional judgment, are correct. I have researched / investigated my requirements to support these findings. I also certify that no personal advantage, gain or privilege has (or will) accrued to me through the purchase from this vendor. I have reviewed the vendor's proposed costs and find those costs fair and reasonable for the technical effort proposed.

Investigator's name / signature: _____

Title: _____

Date: _____

Briefly describe the product/service you are requesting and its function.

Please select the category (or categories) that best describe your sole source requirement. Answer the questions pertaining to that category (or categories).

A. Compatibility to existing equipment, methodology, or training:

1. With what other material must this requirement be compatible?
2. What are the unique properties that make this the only product compatible with existing material or research?
3. Provide any other supporting information, if applicable.

B. Only known manufacturer of this product:

1. What other manufacturers did you solicit information from?

C. Only product that will meet the requirements of the intended use although other like items exist:

1. What other manufacturers did you evaluate? Please identify the manufacturer and the product deficiencies that lead to their disqualification.
2. Provide other supporting research to document the need for this specific manufacturer, if applicable.

D. Regional Sales / Support / Service:

1. Is this the only known vendor to sell, support and/or service this type of product in this region?
2. If yes, give support of your need for immediate service as the primary requirement for vendor selection. Note: This alone will not qualify as a justification if there are other manufacturers that sell and service similar product within this region. Additional support would be required above.

E. Provide any additional information not furnished above that supports your specific requirements necessitating single / sole source purchase:



2025-2028 Strategic Plan



OVERVIEW

October 2024 marked the beginning of a new four-year term of Council for the Town of Faro. Council has experienced challenges aligning itself and the community in a common direction, and therefore this plan has taken longer than usual to develop.

The development of a Strategic Plan is an opportunity to review prior achievements and evaluate failures in an effort to develop a current set of Goals and Actions to guide Council and Staff during the term of Council. A Strategic Plan can also direct longer-term planning processes but direction is re-evaluated during each new term of Council to ensure the organization remains responsive to its electors.

To assist in establishing this Plan, Council tasked the CAO to gather input from the public, municipal staff, and municipal volunteers. A written survey, public open house, staff and volunteer workshops and individual Council interviews were conducted. A Council Workshop was subsequently held, with a draft being presented to Council and subsequently to the community for comment. This final version will assist the Town of Faro in aligning its movement forward in a strategic manner.

PLAN DEVELOPMENT

To develop this Plan, Council identified that they would not use a third-party consultant. Rather, the content for the draft plan was developed through a series of workshops, individual interviews and open meetings held in September - December, 2025

This included participation from the public, Municipal Employees, Members of Council, and Municipal Volunteers. The draft Plan will be presented to the public to give community stakeholders a final opportunity to provide input into the Plan. This final version of the Plan was adopted at the December 16, 2025, Regular Council Meeting by Resolution No. 25-???.

VISION

The vision focuses on Faro remaining a viable community that retains and attracts people and business, and can be summarized as:

“Faro will thrive, surrounded by natural beauty, because of the community’s strength and tenacious character. It will be ready to welcome the future”

MISSION

To achieve this vision, Faro needs to create an environment that supports it. To do this, the following mission has been created:

“To make our vision a reality Faro will focus on strengthening relationships, increasing accountability and transparency, and building its municipal capacity.”

GOALS

To operationalize the mission, the following goals and action items were identified:

GOAL #1: PROVIDE MUNICIPAL SERVICES IN A TRANSPARENT, ACCOUNTABLE, AND COST-EFFECTIVE MANNER

ACTION ITEMS:

- a) Adopt and implement an updated Procedural Bylaw to make Council’s decision-making processes transparent and accountable to the public.
- b) Develop a Communications Policy that provides direction on the release of timely and accurate information to the community.
- c) Undertake maintenance / rehabilitation work on existing municipal facilities, infrastructure and assets prior to expanding service delivery or developing new facilities/infrastructure (i.e. Road/Water & Sewer Infrastructure rehabilitation).

- d) Develop an Asset Management Plan and system that informs budget development processes.**

The Town of Faro can improve its transparency and accountability by improving its internal decision-making processes, internal and external communication processes, and by relying on publicly available, quantitative assessments of its facilities, infrastructure and assets.

Consistent and stable implementation of municipal processes helps to build trust in the community while at the same time improving internal direction from Council to staff, and feedback from staff to Council.

GOAL #2: BUILD A STRONGER SENSE OF COMMUNITY

ACTION ITEMS:

- a) Support the delivery of Recreation and Cultural programs and events in the community, with higher priority placed on events that bring the community together or promote Faro as a destination.**
- b) Provide opportunities and municipal spaces where non-municipal clubs, groups and societies can hold events that foster community pride.**
- c) Work on improving Faro's relationship with neighbouring communities.**
- d) Engage in promotional projects that showcase Faro's recreational assets, natural beauty and tenacious spirit.**

The Town of Faro must create an environment and facilities where residents, Council Members, employees and volunteers are proud to live and work. Maintaining high-quality, community spaces improves the appearance of the community and makes people want to visit, work, and stay here. This is important for the attraction and retention of both families and businesses.

Relationship development is an important and ongoing process, inside and outside of Faro. This will require the enhancement of both individual, community and corporate relationships.

GOAL #3: BUILD INTERNAL MUNICIPAL CAPACITY

ACTION ITEMS:

- a) **Implement the recommendations in the third-party reviews of Workplace Harassment Incidents.**
- b) **Initiate the modernization of municipal financial and operational processes.**
- c) **Develop and implement better internal communication processes.**
- d) **Develop and implement a Performance Appraisal Policy to better assess employees and identify individual training needs and goals.**
- e) **Provide targeted training opportunities for employees and volunteer firefighters to build their knowledge and skills.**

The Town will thrive by supporting employees with clear communication, implementing effective internal processes, providing training opportunities, and creating a respectful workplace.

This goal will only be effective if Council, Management, Employees and Volunteers are meaningfully invested in a positive outcome. This requires everyone to work in tandem while staying within their respective roles and taking responsibility for their actions in the organization.

IMPLEMENTATION

The ultimate responsibility for implementing the actions in this Plan lies with Council, with the support of the Chief Administrative Officer, Municipal Employees and Volunteers. There is also a strong role for the community to play in implementing the

Plan. The Strategic Plan will be utilized as a guiding document in each departments' budget submission, applications for funding and recommendations to Council.

MONITORING

Monitoring verifies that this Plan is being implemented. It assists Council to track the progress of the Plan. The following actions are recommended to implement monitoring:

1. An annual Report will be created by the CAO and Management to identify progress on the actions in the Plan. This will be presented during the Budget Process and will identify:
 - Progress on action items: Successes and impediments to implementation; and
 - Operating and Capital resources that are required for continued implementation.
2. Management Employee's Reports to Council and Funding Applications should explicitly identify how their work relates to an Action Item or Goal. If the recommendation is not directly applicable to an Action Item or Goal, they should identify how it supports the vision and mission of the Plan.

Proposed 2026 Regular Meeting of Council Schedule

January 20, 2026

February 3, 2026

February 24, 2026 (rescheduled from February 17, to accommodate agenda preparation / staff vacation)

March 3, 2026

March 17, 2026 (1st and 2nd Readings for Budget Bylaw)

April 7, 2026 (3rd Reading for Budget Bylaw)

April 21, 2026

May 5, 2026

May 19, 2026

June 2, 2026

June 16, 2026

July 7, 2026

July 28, 2026 (rescheduled from July 21, to accommodate a mid-point meeting between July 7 and August 18)

August 18, 2026

September 1, 2026

September 15, 2026

October 6, 2026

October 20, 2026

November 3, 2026

November 17, 2026

December 1, 2026

December 15, 2026