

COMMITTEE OF THE WHOLE COUNCIL MEETING AGENDA

Monday, September 29, 2025 – 5:00 p.m.

Council Chambers, City Hall

1. **CALL TO ORDER**
2. **APPROVAL OF AGENDA**
3. **UNFINISHED BUSINESS**
 - a. Discussion – Review of Accessory Building Regulations
4. **OPEN**
 - a. Administrative Report
 - City Manager - Council Priorities – Quarter 3 2025 Priorities Updates
5. **IN CAMERA**
 - a. Other Item A
6. **RECOMMENDATIONS FROM IN-CAMERA COMMITTEE OF THE WHOLE COUNCIL**
7. **ADJOURNMENT**



DATE: September 25, 2025

TO: City Council

FROM: City Clerk's Office

RE: Review of Accessory Building Regulations Report

This item was referred to the Monday, September 29, 2025 Committee of the Whole Council Meeting from the Monday, August 11, 2025 Committee of the Whole Council Meeting due to time constraints.

REPORT TO COUNCIL

TITLE: Review of Accessory Building Regulations	DATE OF MEETING: July 14, 2025
	REPORT DATE: July 9, 2025
CLEARANCES: Connor Hunt – Director of Environmental Services Connor Hunt	ATTACHMENTS: 1. May 27, 2025 Notice of Motion – Councillor Litvanyi 2. Pages 1-5 of May 14, 2018 Report to Council – Accessory Building/Use Regulations (2nd & 3rd Readings) 3. Pages 1-5 of April 23, 2018 Report to Council - Accessory Building/Use Regulations (1st Reading)
Presented by: Michael Eger – Director of Planning, Building & Development Michael Eger	
Reviewed by: Jessica Matsalla – City Clerk Jessica Matsalla	
Approved by: Brad Hvidston – City Manager Brad Hvidston	

BACKGROUND:

At their June 3, 2025 meeting, Council carried resolution R00196-2025 as follows:

That Council direct Administration to bring a report regarding the review of accessory structure regulations in the Zoning Bylaw No. 14/2003, as indicated in the Notice of Motion filed by Councillor Litvanyi at the June 3, 2025 Regular Council Meeting.

The Notice of Motion, which proposes to increase maximum accessory structure (residential garage) square footage and building wall height, and to allow washroom facilities within accessory structures, is included in this report as Attachment 1. Additional Council discussion regarding Garage Suites is also contemplated within the report.

EXECUTIVE SUMMARY:

- Zoning regulations are in place to broadly protect the amenity of property, the well-being of residents and property values of neighbouring properties;
- Limiting the floor area and height of accessory buildings mitigates incompatible uses in residential areas, preserves neighbourhood aesthetics, protects privacy, and reduces the impact of sun-shadowing;
- Yorkton’s regulations were reviewed and updated in 2018, increasing the maximum area of a single accessory building from 802 to 936 ft, and the combined area of all accessory buildings (to a maximum of three) from 802 to 1,036 sq ft;
- Compared to our peers, Yorkton possesses relatively lenient accessory regulations;

- An appeal mechanism exists to allow for larger garages on a case-by-case basis and, since 2010, has been a successful option for 89% of applicants;
- Allowing washrooms in garages could lead to instances of substandard living conditions and it is very difficult for the City to prove habitation, let alone take meaningful action to stop it or relocate inhabitants to more suitable accommodations;
- Garage washrooms would increase convenience and opportunity for disposal of hazardous substances in our wastewater system, straining our ability to properly treat effluent and ultimately increase costs;
- While there are positives to allowing Garage Suites, we do not provide rear lane snow clearing or maintenance services to accommodate rear lane development;
- Increased assessment would not generate enough tax revenue to enhance infrastructure or improve maintenance; and
- Changes in the way garages are regulated would affect several departments – if Council wishes to see any changes, it would be prudent to have them adopt this item as a formal priority, and for efficiency, separate each component so that one item is not tied to another.

Administration would not, at this time, recommend any changes to accessory building regulations as contemplated, and therefore recommends only that this report be received and filed.

ADMINISTRATIVE REVIEW:

Accessory Building regulations were last reviewed and amended in 2018. The corresponding Reports to Council are attached for Council's reference (redundant pages have been removed for efficiency).

An "accessory building or use" is defined in the Zoning Bylaw as a facility or use that:

- (A) is subordinate to and serves the principal building or principal use;
- (B) is subordinate in area, extent, and purpose to the principal building or principal use served;
- (C) contributes to the comfort, convenience or necessity of occupants of the principal building or principal use served; and,
- (D) is located on the same site as the principal building or principal use served.

Maximum Size

The purpose of limiting accessory building floor area and building height is to satisfy parts (A) and (B) of the definition. Limiting size also helps to mitigate the likelihood and potential for residential garages to be used for business purposes. Limiting height is important as accessory buildings have reduced setback regulations which allow them to be placed on a larger envelope than the principal dwelling, and are more likely to cause concerns over sun-shadowing and reduced back yard privacy.

As part of the 2018 zoning amendment, the maximum floor area for a single accessory building was increased from 802 sq ft to 936 sq ft, provided that the structure was not larger in size than the principal dwelling. This increase was in consideration of appeals granted by the Development Appeals Board and allows for a generous three-car garage layout without contradicting the accessory building definition.

The amendment also increased the maximum roof height from 17.2 ft to 18 ft above grade, but reduced the maximum wall height from 13.1 ft to 10 ft. This change was intended to reduce building mass and sun-shadowing caused by tall walls near neighbouring property lines. This 18 ft maximum roof height could still accommodate car lifts which could be made even more functional by incorporating vaulted ceilings in the building design. A two-storey accessory building is permitted provided it is not taller than the dwelling and can be accessed via a paved street or paved lane.

Following the 2018 amendments, Yorkton had amongst the largest allowable garage sizes compared to its peers. An updated comparison illustrates that accessory buildings are regulated in a wide variety of ways, and that Yorkton still allows relatively large accessory buildings:

Community	Maximum Area	Combined Maximum Area	Maximum Wall Height	Maximum Roof Height	Maximum Lot Coverage
Brandon	Must be less than dwelling	Must be less than dwelling	N/A	13 ft 1 in	50%, including dwelling
Estevan	1,184 sq ft	1,184 sq ft	N/A	13 ft 1 in	50%, including dwelling
Martensville	lesser of 915 sq ft or dwelling area	lesser of 915 sq ft or dwelling area	N/A	N/A	50%, including dwelling
Melfort	no specific size - must be subordinate to the dwelling	11% of site area	N/A	lesser of principal building height or 23 ft	11%
Melville	N/A	N/A	N/A	18 ft	N/A
Moose Jaw	lesser of 900 sq ft or 35% or rear yard	lesser of 83.61 sq m (900 sq ft) or 35% or rear yard	N/A	5.5 m (18')	35% of rear yard
North Battleford	969 sq ft	1076 sq ft	lesser of principal building wall height or 10 ft	Less than principal building	lesser of 10.4% or 1,076 sq ft
Prince Albert	600 sq ft	N/A	N/A	max pitch of 5/12	15%
Regina	861 sq ft	861 sq ft	N/A	13 ft 1 in (being measured at the mid point between peak and eave)	15%
Saskatoon	greater of main floor area or 581 sq ft Under no circumstance > 936 sq ft	shall not exceed the above grade floor area of the principal building	13 ft	16 ft 5 in	small lots = 50% of rear yard large lots = 30% of rear yard
Swift Current	no specific size - must be subordinate to the dwelling	N/A	12 ft	N/A	small lots = 50% of rear yard large lots = 30% of rear yard
Warman	no specific size - must be subordinate to the dwelling	50% of rear yard	13 ft	20 ft	50% rear yard
Weyburn	936 sq ft	40% of rear yard	8 ft	13 ft	40% of rear yard
Yorkton	936 sq ft	1036 sq ft	10 ft	18 ft (2 stories in certain circumstances)	Zone specific – typically 40%, including dwelling

None of the comparable communities have clear zoning regulations with respect to washroom facilities. They do, however, similarly restrict accessory buildings from being used for human habitation. As is the case in Yorkton, the allowance of washrooms would likely be regulated by combination of different bylaws.

Opportunity for Appeal

While floor area and building height are restricted by the Zoning Bylaw, a legislated appeal mechanism exists which has proven favourable for a vast majority of appellants. In considering an appeal, the *Planning and Development Act, 2007* requires that the Development Appeals Board must ensure its decisions: conform with the Official Community Plan; conform to land uses and densities established in the zoning bylaw; are consistent with provincial land use policies; and that they clear what are known as the three bars of variance. To that end, the decision cannot:

1. Amount to a special privilege inconsistent with the restrictions of the neighbouring properties in the same zoning district;
2. Amount to relaxation so as to defeat the intent of the zoning bylaw; and
3. Injurious affect the neighbouring properties.

While some view the appeal process as an imposition, it serves as a useful planning tool to contemplate irregular development matters not adequately addressed in the Zoning Bylaw, while also providing a formal opportunity for neighbourhood input.

Since the Development Appeal Board was re-established in 2010, it has considered eighteen requests for over-sized garages, denying only two. Fifteen of the appeals occurred prior to increasing the maximum size in 2018, and only three have occurred since.

In one of the refusals, the proposed garage would have been 1,501 sq ft and 255 sq ft larger than any other garage approved by the Board. In the other refusal, the proposed 1,040 sq ft garage would have been larger than the dwelling and would have been the second over-sized garage on the lot. Neighbours also commented in opposition, stating that the property was being used for business purposes by a stucco contractor, to which they objected due to concerns of equipment and materials storage, excessive traffic on the rear lane, and employees frequently parking in front of other homes on the block.

Through the appeals process, it has been observed that neighbours are most frequently concerned about:

- garage height and corresponding sun-shadowing;
- potential for business activities and associated occurrence of equipment or materials which create nuisance in excess of normal hobby use;
- the garage having a more imposing size than the dwelling or neighbouring buildings; and
- the garage creating or worsening property drainage issues.

The nature of going through the appeal process puts more pressure on the applicant to design their proposed structure in a way to minimize concerns from their neighbours.

Washroom Facilities

Admittedly, current bylaws do not specifically contemplate the allowance of washroom facilities in a private garage, but regulations have been interpreted that way by current Administration. While the City had previously allowed for washrooms in private garages, we have discontinued this practice for two main reasons: firstly, to mitigate potential for individuals to inhabit unsuitable structures; and secondly, to reduce opportunity and convenience for illegal dumping of chemicals into the City's sanitary system.

To the first point, it is very difficult for the City to prove human habitation in a non-compliant structure and therefore very difficult to properly address, enforce and improve the situation. Further, there is no policy consensus as to what components are required for a dwelling unit – while a dwelling unit requires a combination of kitchen, sleeping and washing facilities, there are several ways in which to provide those amenities. Modern kitchen appliances, such as induction burners, air fryers, and mini-fridges are smaller, easier to move, cheaper and more convenient than classic kitchen appliances such as ovens and refrigerator-freezers. Sleeping facilities can be created with a cot or fold-out couch. But washing facilities require access to water. Accordingly, the presence of a washroom facility, especially one with a flushing toilet, perhaps becomes the most important characteristic of a dwelling unit. Because the City is both invested in and, obligated to, ensure its residents' wellbeing and safety, requiring proper living conditions and restricting them to conventional dwelling units is therefore of paramount consideration. This is especially the case for rental properties, where tenants may feel they have limited rental options or recourse to address substandard living conditions.

To the second point, Bylaw No. 2125 prohibits dumping of certain substances, including petroleum oils, solvents and other toxic chemicals, yet we still receive considerable quantities in our sanitary system. These instances of illegal dumping test our ability to treat our wastewater, risking non-compliance and enforcement through the Provincial regulator. This could lead to increased costs for waste handling, potential for fines, enhanced monitoring from regulators, and could trigger more robust and expensive treatment infrastructure as part of the waste water treatment plant replacement. Oils and grease of all types also can lead to clogs in our pipe network, creating potential for sewage backups, especially in basements.

Instances of illegal dumping are very difficult to monitor and enforce, so reducing their potential for occurrence is perhaps the best option. However, if a garage were to be connected to the sanitary system, Bylaw No. 2125 (Section 4.2) would require installation of a grease, oil and sand separator. If the garage floor drain is also connected to the City's sanitary system, it must include a two-chamber interceptor with each chamber no less than six feet deep, by three feet by three feet. This interceptor must also be located downstream of all garage plumbing drains to eliminate convenient bypass. Branch connections to a garage are not permitted, so the sewage outlet would require a new connection to the main.

Increased Property Value

Councillor Litvanyi notes that proposed changes could benefit the City by increasing property values and subsequently increase property tax revenue. At a contemporary construction cost of \$80 per square foot, we could see the cost of a new 1,200 sq ft garage be \$21,120 greater than a currently-permitted 936 sq ft garage. Though construction cost does not exactly correlate to assessed value, this could theoretically lead to a \$16,896 taxable value increase, and \$148 in additional City property taxes per year.

GARAGE SUITES:

A few Councillors have also mentioned that they would be interested in allowing Garage Suites. National Codes allow for Garage Suites, but the current Zoning Bylaw, which was adopted in 2003, does not. Garage Suites were contemplated in 2018 through an intensive amendment to the accessory building regulations, but remain prohibited. Allowing Garage Suites could create an opportunity to increase housing supply and, theoretically, improve affordability for both buyers and renters. They would also help to meet density goals in our Official Community Plan by more efficiently using existing infrastructure. However, there are some concerns with allowing them, which is why we have not previously supported their implementation.

Snow Removal Concerns

The City clears residential streets as a low priority, and only a select number of residential lanes (which are adjacent to higher density residential or commercial properties) are cleared at all. Given current funding allocations, this is unlikely to improve. Lack of seasonal lane access creates response concerns for emergency services providers and forces tenant access from the front or side street.

If more cars are relying on City streets for parking, this would worsen an existing problem – the City is already inundated with snow clearing complaints relating to driveway and sidewalk access, on-street parking and roll-out bin collection – if a vehicle is parked too close to a bin, OSS will not empty it – and this problem is likely to worsen this winter when the City switches to roll-out recycling bins. These factors are aggravated in neighbourhoods with combined curb and sidewalks where front yard driveways are the standard and snow-storage options are limited.

Lane Maintenance

Increased use of gravelled lanes will inevitably create more dust and potholes, and lead to complaints. Without a use-specific levy, assessment and tax increases from Garage Suites would not be enough to fund lane maintenance and would only generate a small fraction of funds needed to more permanently resolve these problems by installing asphalt pavement.

Cost of Servicing

The National Building Code requires all dwelling units to be connected to municipal water and sewer, where available. This is supported by the City as it ensures adequate amenities for inhabitants, creating safe and clean living conditions. While other options (septic, cistern) could be considered, concerns would certainly arise where landlords are not properly ensuring working systems. And this could be considered inevitable, as there is a large gap between policy and enforcement when it comes to ensuring safe and healthy living conditions.

If we stick with the requirement to fully service Garage Suites with City water and sewer, costs may become impractical and service installs may even be infeasible. This is especially so in our harsh climate, where frost depths require deep excavations (minimum 8.5 feet with 10 feet preferred). That depth can make it impossible to achieve positive grades when draining sanitary sewer connections, or put existing foundations and neighbouring properties in jeopardy of collapse if trenches are not properly stabilized.

Affordability

While supply-and-demand logic would indicate that Garage Suites would improve housing affordability, there is conflicting evidence to support this notion. This is because the cost to install and the potential to generate income increases the value of property to a point where it may not be more affordable than it was before the creation of the suite. This is true of Canada and USA's largest centres, where single-unit housing costs, including those in zoning districts which allow Garage Suites and secondary suites, continue to escalate beyond the reach of many, especially first-time homebuyers. Similarly, rent increases in these jurisdictions continue to outpace wage inflation.

“Not-in-my-back-yard” mentality (“NIMBYism”)

Yorkton currently offers flexible housing density options, with zoning regulations allowing for:

- secondary suites in all single-unit dwellings (aside from Riverside Terrace);
- two-unit dwellings in all residential zones, aside from the R-4 High Density Residential zone (and from properties in the Riverside Terrace subdivision); and

- (three or more) multi-unit dwellings in all but the R-1 General Residential, R-1A Small Lot Residential and R-6 Manufactured Home Residential zones.

But this flexibility is not without problems – NIMBYism is very prevalent where existing single and two-unit neighbourhoods are faced with increased density. This is typically caused by the fear of: increased traffic, noise and dust; reduced on-street parking availability; loss of privacy; reduced property maintenance associated with rental properties; and sun-shadowing. As noted above, we have also received complaints related to roll-out bins as it relates to pick-up, parking availability and snow removal.

While some of the concerns can be addressed through better site and building design, monitoring and enforcing use and maintenance of property is very challenging and pushes available resources beyond current capacity. Additionally, the City does not currently have plans to improve service levels and it could be expected that these concerns and complaints would intensify if garage suites are allowed.

Comparison to Other Cities

Most of the other communities which have allowed for Garage Suites are predominantly large or newly-developed cities whose residents are more accustomed to living in higher-density settings and are generally less car dependent. Garage Suites in those communities are also more favourably considered where this is access to an existing, paved laneway – it is typically easier to fund paved lanes in new subdivisions and in larger cities where higher lot prices are commensurate with servicing costs.

OPTIONS:

1. That the July 14, 2025 Report to Council, titled “Review of Accessory Building Regulations”, be received and filed;
2. That Council provide direction to amend size and height maximums allowed in the Zoning Bylaw;
3. That Council provide direction to amend the Zoning Bylaw and the Sewer Bylaw to allow for washroom facilities in accessory buildings; or
4. Alternative direction from Council.

RECOMMENDATION:

1. That the July 14, 2025 Report to Council, titled “Review of Accessory Building Regulations”, be received and filed.



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City of Yorkton

NOTICE OF MOTION

Date: May 27, 2025

Memorandum to: Yorkton City Council

From: Councillor Litvanyi

Re: Amendment to Zoning Bylaw No. 14/2003 (Last consolidated May 2025)

I would like to make a motion to direct Administration to prepare an amendment to Zoning Bylaw No. 14/2003 Part C Section 4.5.4.J and 4.5.4.K to allow for a secondary structure to be a maximum of 1200 ft², and;

Bylaw currently reads:
4.5.4

In any Residential zoning district, IN, MXURB, or C-4 zoning district, detached accessory buildings or structures shall not:

- J) have a singular floor area which is greater than either 87 m² (936 sq ft) or the main floor area of the principal dwelling, excluding the area of any attached garage(s);
- K) have a combined floor area greater than either 96.3 m² (1,036 sq ft) or the main floor area of the principal dwelling, excluding the area of any attached garage(s);

Further to remove 4.5.4 subsection Q:

Bylaw currently reads:
4.5.4

In any Residential zoning district, IN, MXURB, or C-4 zoning district, detached accessory buildings or structures shall not:

- Q) have a building height or wall height greater than that of the principal building; or

This will allow the development of garages on any property in the City to be a maximum of 1200 ft². This bylaw is also meant to allow for full washroom facilities within the detached structure.

The rationale behind this decision is to allow for the multiple requests to build a large three car garage on individual properties. This increases the value of the property, increases the value of the neighbourhood, and increases our tax revenue. The interpretation of 4.5.4.A that it not be used for human habitation is not impacted with a washroom. That interpretation should be applied with the addition of a kitchen and sleeping rooms which meets the definition of human habitation.

Attachment 1 – Notice of Motion from Councillor Litvanyi

OPTIONS:

1. Support Councillor Litvanyi's motion.
2. Other Direction as per Council.

Respectfully,
Greg Litvanyi

Greg Litvanyi
Councillor

Attachment 2 - May 14, 2018 Report to Council (Pages 1-5)



REPORT TO COUNCIL

TITLE: Proposed Bylaw No. 9/2018 – Amendment to Zoning Bylaw No. 14/2003 – Accessory Building/Use Regulations & Non-Ancillary Uses 2 nd and 3 rd Readings	DATE OF MEETING: May 14, 2018 REPORT DATE: May 7, 2018, 4:58 PM
CLEARANCES:	ATTACHMENTS: 1. April 23, 2018 Council Report 2. Proposed Bylaw No. 9/2018, as Amended
 Michael Eger	May 7, 2018 Date
Lonnie Kaal	May 8, 2018 Date
City Manager	Date

Summary of History/Discussion:

Council passed 1st Reading and approved public notice for proposed Bylaw No. 9/2018 at their April 23, 2018 meeting. The full report is included as Attachment 1.

In consideration of 1st Reading, Council expressed concerns related to:

- Second storey height limitations applying to play structures; and
- Increasing setbacks because newly developed residential properties are smaller than most of the older lots.

Public Notice & Hearing:

The proposed Bylaw was advertised for three consecutive weeks in the local newspaper, on the City's website, and at City Hall. Written submissions and persons wishing to speak to the proposed amendment have the opportunity to present to Council during the Public Hearing.

Through this process, Council advised Administration of concerns from residents in regard to the height of play structures. No other comments have been received as of the date of this report.

Planning & Infrastructure Commission:

The proposed Bylaw was presented to the Planning & Infrastructure Commission at their May 2nd, 2018 meeting. Discussion was largely in consideration of the absence of regulations relating specifically to fabric covered structures, allowing garages and play structures to a maximum height of two storeys rather than one, and allowing residential use within accessory buildings.

Accordingly, the Commission carried a motion to recommend approval of the Bylaw, conditional to:

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- a. Exempting play structures from the maximum one-storey height requirement; and
- b. Allowing for development of a second storey within a detached garage, provided that vehicular access could be provided directly to a street, the building be connected to the City's water and sewer infrastructure (regardless of use), and the building height not exceed the height of the principal dwelling.

Additional Considerations:

Administration identified that the proposed regulations were silent to fabric covered structures. The proposed requirement for accessory buildings to "be designed to complement the appearance and exterior finishing of the principal building" would essentially prohibit fabric covered structures.

Proposed Amendments:

In consideration of Council and Commission feedback, Administration proposes the following amendments to the proposed Bylaw (included as [Attachment 2](#), with amendments in red font):

1. Due to affordability, ease of installation and popularity, that fabric covered structures no larger than 22.3 m² (240 sq ft) be allowed. If the vehicle access is not to a street or lane, these structures would share the same 0.6 m (2 ft) setback requirement of garden sheds. These structures would also count towards the maximum of three accessory buildings and maximum area of 1,036 sq ft.
2. That play structures be exempted from the single storey height limitation. Under the proposed definition, this would only apply to those play structures that are CSA approved, or to those that are otherwise professionally designed (by an Engineer or Architect). DIY structures, therefore, would not be exempt unless the design is stamped and approved by a professional engineer or architect.
3. That accessory buildings be permitted to have second storey development. Administration had previously not been in support of this over concerns related to privacy, residential occupancy, difficulty/expense of servicing with City water and sewer connections, back alley maintenance, and barriers to emergency response. As such, it is proposed that a height exemption allow for second storey development, provided that:
 - a. Minimum setbacks of the principal dwelling are applied to the accessory building;
 - b. Maximum height does not exceed either two stories or the height of the principal dwelling;
 - c. Distance to the principal dwelling be increased from 1.2 metres to 4 metres;
 - d. Second storey windows, decks or balconies be oriented to minimize overlook into adjacent properties;
 - e. Vehicle access be provided directly to a hard-surfaced (paved) street or lane; and
 - f. Home-based business be prohibited from occupying any portion of the second storey.

Administration is not, at this time, prepared to support the Planning Commission's recommendation to allow residential occupancy of accessory structures. This is because:

- As we have experienced with the proliferation of secondary suites, increasing density in existing areas can have negative impacts on neighbours, typically due to increases in traffic, increased demand for on-street parking and reduced privacy;
- Access to rear yards by emergency responders may be limited by obstructions such as deep snow, fences and decks;
- Emergency responders may not be aware that an accessory structure is being used for human habitation;
- Increased expectation for lane maintenance (snow removal, grading, drainage and dust suppression);
- Since 2012, private market rental vacancies have been consistently above 3%, the point at which is deemed "healthy" by the Canadian Mortgage and Housing Corporation (CMHC); and
- There have been relatively high hotel and bed and breakfast vacancies and it may not be in the City's best interests to support development that better caters to those owners looking to operate vacation accommodations from their residential property.

The Planning Commission also recommended that two-storey accessory buildings be required to connect to City water and sewer services. As Administration is not currently in support of residential use, however, it would seem extraneous and could push owners to seek commercial or residential rental revenue to recover such a costly undertaking.

Options:

1. That the proposed Zoning Bylaw Amendment be approved for 2nd Reading, as amended, and for 3rd Reading.
2. That the proposed Zoning Bylaw Amendment be denied for reasons as listed by Council.
3. That Administration be provided with alternative direction.

Recommendations:

1. That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses, be read a 2nd time.
 - 1.1 That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses be amended as follows:

- i) In Section 2.1, insert the definition Fabric Covered Structure to read “A fabric or membrane covered structure, designed and constructed in accordance with the Canadian Standards Association and/or a licensed professional designer”;
- ii) In Section 2.1, insert the definition Play Structure, Residential to read “An accessory structure, designed and constructed in accordance with the requirements of the Canadian Standards Association and/or a licensed professional designer, for play or recreation, often containing equipment such as slides and swings”;
- iii) In Section 4.5.3, insert the words “Except for fabric covered structures,” before the words “accessory buildings or structures shall be designed to complement the appearance and exterior finishing of the principal building”;
- iv) In Section 4.5.4, insert the words “be used for human habitation” as clause A);
- v) In Section 4.5.4 G), insert the words “fabric covered structures and” before the words “buildings or structures less than 9.29 m² in floor area, be situated less than 0.6 metres from a side or rear site line”;
- vi) In Section 4.5.4, L) insert the words “in the case of a fabric covered structure, have a floor area greater than 22.3 m² (240 sq ft)”;
- vii) In Section 4.5.4 N) “, except in the case of a residential play structure or as permitted in Section 4.5.5” after the words “be more than one storey in height above grade”;
- viii) In Section 4.5.4 O), delete the word “either”, and insert the words “, except as permitted in Section 4.5.5” after the words “have a building height greater than 5.5 metres (18 ft)”;
- ix) In Section 4.5.4 P) insert the words “, except as permitted in Section 4.5.5” after the words “have a wall height greater than either 3.05 metres (10 ft)”;
- x) In Section 4.5.4 Q) insert the words “or wall height” after the words “have a building height” and add the word “that” after the words “have a building height or wall height greater than”;
- xi) Add Section 4.5.5 to read:
Exceptions to the maximum height regulations in Section 4.5.4. N), O) and P) may be granted, provided that, in addition to meeting all other requirements of this Bylaw:
 - A) The minimum side yard setback for the accessory building shall be the same as the current setback requirement of the principal dwelling;
 - B) The maximum building height shall not exceed two stories;
 - C) The minimum distance between the accessory building and the principal dwelling shall be 4 metres;
 - D) Second storey windows, decks, or balconies within or adjacent to the accessory building shall be oriented to minimize overlook into adjacent properties;
 - E) Vehicular access to the accessory building shall be provided directly to a street or hard-surfaced lane; and

- F) Home-based Businesses shall not occupy any portion of the second storey.
2. That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses, be read a 2nd time, as amended, this 14th day of May, A.D., 2018; and
 3. That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses, be read a 3rd time this 14th day of May, A.D., 2018, and be entered in the Bylaw Register of the City of Yorkton.



REPORT TO COUNCIL

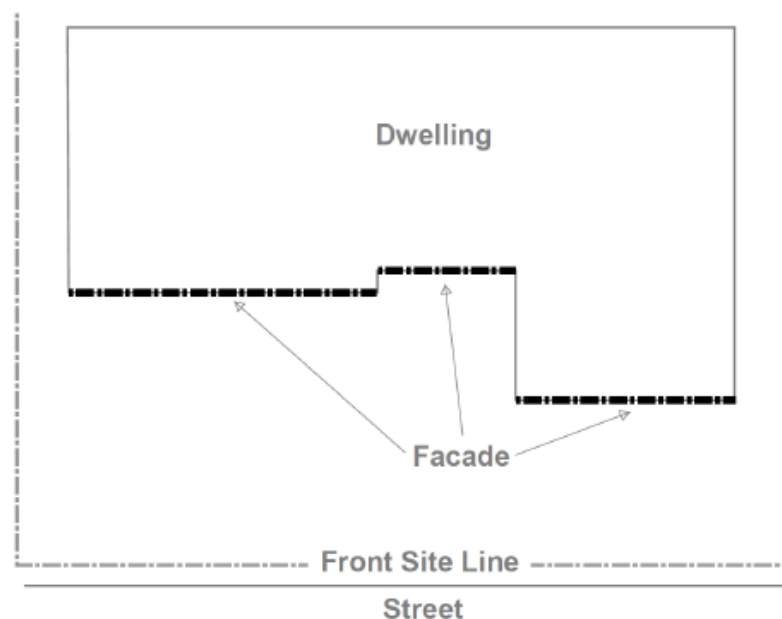
TITLE: Proposed Bylaw No. 9/2018 – Amendment to Zoning Bylaw No. 14/2003 – Accessory Building/Use Regulations & Non-Ancillary Uses Introduction & First Reading	DATE OF MEETING: April 23, 2018 REPORT DATE: April 18, 2018, 11:35 AM
CLEARANCES:	ATTACHMENTS: 1. Public Notice 2. Proposed Bylaw No. 9/2018
 Michael Eger	April 18, 2018
Prepared by: Director of Planning, Building & Development	Date
Lonnie Kaal	April 18, 2018
City Manager	Date

SUMMARY OF HISTORY/DISCUSSION:

Accessory regulations apply to any structure or use which supports the principle building or use. A typical example would be a detached garage or storage shed which is used in support of a residential dwelling. Administration has been carrying out an ongoing review of these regulations as part of a complete Zoning Bylaw update. While the enormity of the Zoning Bylaw update has prevented it from proceeding through the Council process, the need to update Accessory regulations has become more pressing. This has resulted from increased appeals of maximum garage sizes, widespread drainage issues, and changes to the National Building Code. As such, Administration is proposing a revision to the current Zoning Bylaw Accessory regulations. A explanation of the proposed changes is as follows:

1. Remove Accessory regulations created by amending Bylaw No. 3/2012.
 - ➔ This Bylaw also created regulations for parking, detached garages and attached garages within the R-1A zoning district which will remain in place. Deleting regulations created in the Accessory regulations section will improve clarity and remove redundancy.
2. Revise permit exemption from buildings 10 m² (107.6 sq ft) and under to 9.29 m² (100 sq ft) and under.
 - ➔ Aligns with the Uniform Building and Accessibility Standards (UBAS) Act which exempts this size of building from complying with National Building Code requirements.
 - ➔ Exempted by City from taxation.
3. Require design of buildings to complement the appearance and exterior finishing of the principal dwelling.

- ➔ Currently there is nothing to prevent a person from finishing their garage or shed in galvanized steel or other industrial finish, or from installing a pre-fabricated metal structure that does not compliment the existing dwelling.
 - ➔ This rule would encourage similar colours, finishing materials and roof lines, and generally improve neighbourhood aesthetics.
4. Limit the maximum number of accessory buildings on a site to three.
- ➔ There is currently no maximum, which has allowed some property owners to have as many as ten garden/storage sheds, while still complying with other regulations.
5. Prevent a detached garage or shed from being constructed nearer to a site line than any portion of the principal dwelling's facade.
- ➔ Refines wording to ensure that accessory buildings cannot be placed in any portion of a front yard. This would also apply to corner lots where the house is oriented to the side (flanking) street.
 - ➔ Façade would be determined as follows:



6. Increase the setback of an eave from 0.15 m (0.5 ft) to 0.45 m (1.5 ft).
- ➔ This is triggered by National Building Code changes which now prohibits eaves within 0.45 m (1.5 ft) of the property line.
7. For buildings 9.29 m² (100 sq ft) or larger, increase the typical setback to property line from 0.3 m (1 ft) to 1.2 m (4 ft).

- ➔ A 1.5 m (5 ft) setback would still be required for a garage that opens to a lane, while 3.0 m (10 ft) would still be required for a garage that opens to a side (flanking) street.
 - ➔ To prevent the spread of fire, the National Building Code now prohibits vented soffits within 0.6 m (2 ft) of the property line and also requires walls within 0.6 m (2 ft) of a property line to be fire-rated.
 - ➔ Administration is proposing a further increase to 1.2 m (4 ft) in order to:
 - Improve drainage between properties by removing obstructions and allowing sufficient space to achieve proper grading;
 - Ensure there is a sufficient eave constructed to shelter exterior building walls from premature weather damage; and
 - Improve access around buildings to ensure maintenance of the buildings themselves, and also fences and landscaping in close proximity.
 - ➔ Would standardize our setbacks with other cities who are experiencing similar issues.
8. For buildings smaller than 9.29 m² (100 sq ft), increase typical setback to property line from 0.3 m (1 ft) to 0.6 m (2 ft).
- ➔ Difficult to regulate because they can quickly be erected and easily moved.
 - ➔ Creates more flexible site placement options for residents than is being proposed for larger structures.
9. Increase the maximum allowable floor area for a single detached garage from 74.5 m² (802 sq ft) to 87 m² (936 sq ft). The garage would still not be permitted to be larger than the main floor area of the dwelling on site.
- ➔ The Development Appeals Board has granted several appeals to the current size limitation. While indoor storage is preferred for resident's personal belongings, Administration cautions against increasing the maximum size too much in order to mitigate garage use for commercial purposes.
 - ➔ Proposed maximum area is larger than average of comparable municipalities.
 - ➔ For example, this would allow for large 26 ft wide by 36 ft deep double-car garage, or 36 ft wide by 26 ft deep triple car garage. A typical attached double-car garage is approximately 24 ft x 24 ft.
10. Increase the maximum allowable floor area for all accessory buildings on site from 74.5 m² (802 sq ft) to 96.3 m² (1,036 sq ft). The buildings would still not be permitted to be larger than the main floor of the dwelling on site.

- Intended to allow for a full-sized garage and one or two additional sheds.
- 11. Limit buildings to only one storey above grade.
 - Current regulations imply this but do not explicitly state as such.
 - Attic space limited to storage use only.
 - Discourages unlawful human habitation.
 - Two-storey or raised play structures/tree houses are not regulated by the National Building Code and pose a safety concern which could put the City in a liability position.
- 12. Increase maximum allowable roof height from 5.25 m (17.2 ft) to 5.5 m (18 ft) while reducing maximum wall height from 4 m (13.1 ft) to 3.05 m (10 ft).
 - Reduce building mass by reducing wall heights.
 - Steeper pitched roofs may result, which are more aesthetically pleasing.
- 13. Require that garages be oriented to ensure vehicular access to a developed lane or street.
 - Formalizes recent practice where Administration has denied permits for residents who can only gain access from adjacent parks or buffers.
 - Protects park use for recreation purposes.
 - Protects physical condition of City-maintained grass and trees.
- 14. Remove regulation to limit rear yard site coverage to maximum of 40%.
 - Has been seldom more restrictive than current total site coverage maximums, which range from 40 to 50% in Residential zoning districts.
 - Rear yard site coverage maximum often difficult for residents to understand and calculate.
 - Appears not to have been consistently enforced since inception in 2003.
- 15. Remove regulations relating to Non-Ancillary Uses created by amending Bylaw No. 39/2003.
 - The previous amending bylaw affected Zoning regulations for both Accessory and Commercial vehicle use in residential districts. Because proposed Bylaw No. 9/2018 will replace the language created under the previous amendment, and because Commercial vehicle use in residential areas is now regulated by the Property Standards Bylaw No. 18/2017, it is proposed to repeal Bylaw No. 39/2003 in its entirety.

PUBLIC NOTICE:

If Council is in favour of the recommended zoning changes, Administration will initiate the public notice process including advertisement in the local newspaper, at City Hall and on the City website. The proposed amendment will also be referred to the Planning & Infrastructure Commission before Council considers 2nd and 3rd Reading in conjunction with the Public Hearing.

CONCLUSION:

Building and Planning Services have already incorporated National Building Code and setback requirements into the guidelines forming part of the Building Services' "Building a Detached Garage?" brochure. We have also been consistent in application of these setback rules since the summer of 2016. As the Zoning Bylaw update continues to experience delays, we are in favour of formalizing regulatory changes.

If approved, the new regulations will: improve safety by limiting the spread of fire; mitigate future residential drainage issues; and allow for easier maintenance of accessory buildings, fences and yards. The proposed bylaw would also help reduce the number of accessory building appeals to, and granted by, the City's Development Appeals Board.

It is noted that these rules would only apply to new structures/additions, and that existing structures will be grandfathered until they are removed, replaced or destroyed.

OPTIONS:

1. That the proposed Zoning Bylaw Amendment be approved for 1st Reading and for public notice.
2. That the proposed Zoning Bylaw Amendment be denied for reasons as listed by Council.
3. That Administration be provided with alternative direction.

RECOMMENDATION:

That Bylaw No. 9/2018, a Bylaw of the City of Yorkton in the Province of Saskatchewan to Amend Zoning Bylaw No. 14/2003 and its Amending Bylaw No. 3/2012 by Revising Accessory Building/Use Regulations, and to amend Zoning Bylaw No. 14/2003 by deleting text for Residential Zone Non-Ancillary Uses, be given 1st Reading this 23rd day of April A.D., 2018, and further that Administration be authorized to proceed with the public notice process.



MEMORANDUM

TO: Yorkton City Council

FROM: Brad Hvidston, City Manager

DATE: September 29, 2025

TOPIC: Council Priorities Chart – Dashboard update

Re: Priorities Update

Here is an update to the items on the Council Priorities Chart as a snapshot in time to where each project sits as of the date of this report.

RED items – these items were deemed least important and as such minimal work has been done on these items, with the following minor notes:

- Long Term Real Estate Investment/RCMP Detachment is the only remaining item. No progress, recommend monitoring for future potential funding partners but taking no immediate action.

No Recommended Changes at this time.

YELLOW items – were less important, or items to be dealt with in the future but were to remain on our radar as items to think about. Updates to items in yellow since last meeting include:

- Wastewater Treatment Plant Financing – Significant advocacy being done on this. Meetings have happened with the Ministry of Government Relations and local MLA. Mayor is an invited delegate to a meeting in Ottawa with federal ministers. A continued advocacy plan is in place and will continue.
- Airport Improvements – Airport Terminal Building is complete with leases in place. Grand Opening on Oct 2.
- Council Chamber Tech Upgrades – Tenders are in draft for tech and millwork, with a target issue date for month end. Staff are working on design and drawings for millwork, and have quotes. Staff are also ensuring future meeting management software will maximize efficiency of the entire set up.
- Investment Policy is completed in draft and will be at the next Council Meeting.
- Water System Improvements – Water main is nearing completion on highway #9, with Sully Drive expected to start in the next week.
- Advocacy Planning – new Communications Manager in place and she has been very busy with advocacy in her first few weeks. Putting together a plan is in her priorities now.
- Mayor and Health Foundation have done advocacy on medical retention and attraction. A new Ophthalmologist and a new General Surgeon have started.

- Transit Review – Staff has met with SaskAbilities to come up with some cost savings before the budget review.
- Large Outdoor event – had conversations with a production company interested in holding a multi-day event in Yorkton. More details being worked on and looking to work together with YEA and other groups.
- Employee Satisfaction – new employee plan was rolled out and there has been lots of uptick and positive comments. Staff is very thankful for the program and believe it has boosted morale. It has been used in recruitment as well, and has been very well received by new recruits. It would not be recommended to reduce/remove at this time.

No Recommended Changes at this time.

GREEN items were deemed to be priority items and to be worked on during this term, or possibly within this year. Updates on these items include:

- New indoor facility – direction is to form a committee to begin consultation on what is needed.
- JC Beach – consultant for preliminary study appointed (Clifton). Staff meeting with consultant to discuss expected outcomes.
- New Accommodation – Continued advocacy occurring with several meetings with potential developers on both the hotel and residential side.

No Recommended Changes at this time, work to continue on all projects.



COUNCIL PRIORITIES CHART

July 14, 2025

CORPORATE PRIORITIES (Council/CAO)

Current Priorities

1. Reinvigoration of Outdoor Rec Areas – JC Beach/Hopkins Lake (skating, etc.) **solicit quotes for consultant*
2. Ag Pavilion Multi-use sport court **referred to 2026 budget*
3. Outdoor basketball courts **referred to 2026 budget*
4. New Indoor Sport Facility **strike a planning committee*
- 5.

Next Priorities

1. Ice cover for events **referred to 2026 budget*
2. Asset mapping and inventory
3. Revenue generation for facilities
4. City Operations Centre fitness space **referred to 2026 budget*
5. Exploration of events grant program
6. Governance Documents Review (Policies & Bylaws) with Investment priorities as first to review – combined with financial analysis
7. Council Committee Review (within next year)
8. Better Local government participation – improve voter turnout
9. Council Chamber tech upgrades

COUNCIL ADVOCACY / PARTNERSHIPS

- Infrastructure & Housing funding with Provincial and Federal governments
- Revenue structure with Provincial and Federal governments
- Mental Health, Houselessness, and Substance Use Harms Municipal Support Funding
- Ongoing meetings and memberships with agency, community and regional partners, and other levels of government on various matters (RM's, York Lake, SUMA, FCM, Yorkton Exhibition Association, Yorkton Tribal Council, Yorkton Chamber of Commerce, YBID, MP's MLA's, etc.)

Working List

**indicates updated info as of the date of the Chart*

Green – Proceed now – lime highlight indicates 'Top 5'	Yellow – circle back in future	Red – postpone until further notice or regular review
Large Capital		
New indoor sport facility <i>*direction for committee to be struck</i>	Hospital Financing	Long Term Real Estate Investments/RCMP Detachment Building* <i>transferred from yellow. Better plans with revenue generation may be considered in future.</i>
Dredge or re-invigorate JC Beach <i>*direction for consultant to be tendered</i>	Waste Water Treatment Plant Financing	
Ag Pavilion as Multi-use Sport Court <i>*referred to 2026 budget</i>	Hwy 9 & King Street Improvements	
Outdoor Basketball courts* <i>refer to 2026 budget</i>	Airport improvements	
	New financial software	
Small Capital		
	Fountain in pond by Royal Ford – <i>refer to YBID – *referred to budget 2026 with the desire for a community partner</i>	
	Ice cover for events <i>*referred to budget 2026</i>	
	City Operations fitness centre <i>*referred to 2026 budget</i>	

	Council Chamber tech upgrades	
Operational		
City manage landscaping projects after water/road construction <i>*referred to 2026 budget</i>	Less consultants – more skills obtained internally	
Tree program – residential tree planting program <i>Rollover funds available to support initiative. Community Based programming – tree planting and maintenance. Schools. * Grants have been applied for. *referred to 2026 budget</i>	Less contractors - obtain skills internally	
	Asset Mapping and inventory	
	Revenue generation for facilities	
	Exploration of events grant program	
	Governance documents review (bylaws and policies) – Investment Policy combined with financial analysis	
	Council Committee Review	
	Better local government participation – improve voter turnout	
	More engagement from diverse groups	
	Water System improvements	
	Succession planning for managers	
	Additional Mechanic Position – <i>*more information on cost comparison requested/referred to 2026 budget</i>	
Strategic/Policy		
New Accommodation Development Attraction	More engagement from diverse groups	
Utility Master Plan completion	Advocacy Planning	
Spending Management	Economic Development Plan	
Housing Supply and Affordability	Medical Professional retention and attraction	
	Transit Review* – <i>referred to budget 2026</i>	
	Forming Community Accessibility Committee	
	Large outdoor event/ concert* <i>transferred from green</i>	
	Employee Satisfaction*	

Encourage activities/ events
downtown* *transferred from green
and is considered to be ongoing*

Completed Items - Completed or work ongoing	Notes/Category
As of July 14, 2025 (previously blue column)	
Water servicing/ Water Upgrades for Industry – <i>in budget</i>	Large Capital
Grainmillers Road – improvements and advocacy	Large Capital
Increase water line replacement to reduce reactive repairs	Small Capital
Flood mitigation/ Maintain flood mitigation funding	Small Capital
Roads / Additional annual allocation to road resurfacing	Small Capital
Asset security <u>plan</u> – <i>fencing, etc. incorporated in the budget</i>	Small Capital
Residential Organics Program	Operational
New Utility Compliance Officer Position	Operational
Relationship building (Chamber, Surrounding RM's & communities, MLA's, MP's, YBID, YEA, YTC, etc.)	Strategic/Policy
Transparent Processes – Open Budget, Council Correspondence	Strategic/Policy
Incentive Review (tax, storefront, potential daycare, etc.)	Strategic/Policy
More public communication – dedicated communications role	Strategic/Policy
Celebrate long term residents	Strategic/Policy
Food truck regulations	Strategic/Policy
Enhanced Recycle Program	Large Capital

Removed Items – not deemed a priority for Council anymore	Notes
As of July 14, 2025	
Better equip Fire Department to handle large Ag industry fires.	Operational
Outdoor pool complex	Large Capital
3 rd ice surface	Large Capital
Pump Track	Large Capital