

January 25, 2024

Deputy City Clerk, Standing Policy Committee on  
Planning, Development & Community Services

Dear His Worship the Mayor and Members of City Council:

**Re: 2023 Annual Report - Saskatoon Development Appeals Board  
[File No. CK 430-30]**

In accordance with the Development Appeals Board Policy and Procedures, as Chair of the Development Appeals Board (DAB), I hereby submit the Board's 2023 Annual Report for City Council's information.

### **Background**

The DAB operates as a quasi-judicial body consisting of members of the public who have been appointed by City Council to serve in a neutral position on the Board. Sections 219 and 221 of *The Planning and Development Act, 2007*, (PDA) provide for the right of appeal and guides the Board in making decisions on appeals, respectively. The Board adjudicates on appeals such as those related to minor variances, misapplication of the Zoning Bylaw in issuing a development permit, refusal to issue a development permit, refusal of a subdivision application, conditions of a zoning order issued for a property, and removal of the holding symbol.

### **Board Membership**

Membership on the Board for the year 2023 was as follows:

- Len Kowalko, Chair
- June Bold, Vice-Chair
- Lois Lamon, Member
- Nick Sackville, Member
- Cherese Reemaul, Member (November 2022-October 2023)

The 2024 membership on the Board is as follows:

- Len Kowalko, Chair
- Nick Sackville, Vice-Chair
- June Bold, Member
- Corwyn Shomachuk, Member

### **Appeals and Hearings - 2023**

In 2023, the Board received 40 appeal applications of which 38 decisions were made and two of the appeals received late in the year were heard on January 23, 2024. The number of appeals received increased by one from 2022 when 39 appeals were received and heard. The Board notes that the number of appeals has stayed relatively consistent over the last number of years. Decisions of the DAB can be further appealed to the Planning Appeals Committee, Saskatchewan Municipal Board (SMB). Below is a summary of appeals made to the DAB and SMB in 2023.

	Total DAB Appeals Received	DAB Appeals Withdrawn	DAB Appeals Granted	DAB Appeals Denied	DAB Appeals Revoked	DAB Appeals Rescinded	DAB Appeals Upheld and Time Extension	Total Number of DAB Appeals filed to SMB
Permit Denial	14	--	13	1	--	--	--	2
Order to Remedy Contravention	17	--	11	--	--	1	5	1
Sign Permit	7	1	5	1	--	--	--	--
<b>Grand Total</b>	40	1	31		--	1	5	3

The Board heard appeals related to denial of sign and development permits and on Orders to Remedy Contravention. Appeals dealt with a contravention of Zoning Bylaw regulations related to signs, hard surfacing of parking spaces, and landscaping. Some of the appeals were considered to be of a minor nature. Several appeals related to material requirements for landscaping and hard surface parking in industrial areas.

The Board notes that during the year the City undertook text amendments to increase flexibility in the Zoning Bylaw regulations. The Board encourages City Planning staff to continue to consider amendments that may provide more administrative flexibility in development review with a potential to reduce appeal applications. Minimizing the number of appeals would reduce the Board involvement and thereby, staff time of the offices of the City Clerk and Community Services Department.

As in past years, the DAB appreciates the assistance given by the Community Services staff, for the thoroughness and comprehensive manner in which appeals are presented to the Board, and to the staff of the City Clerk's Office for the administrative support.

Sincerely,

  
Len Kowalko  
Board Chair, 2023

LK:drs