



## PLANNING AND DEVELOPMENT COMMITTEE

### NOTICE OF OPEN MEETING

**DATE:** MONDAY, 2019 APRIL 08  
**TIME:** 3:30 p.m.  
**PLACE:** Council Committee Room, City Hall

### A G E N D A

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|--|-------------|
| 1. <u>CALL TO ORDER</u>  |             |
| 2. <u>MINUTES</u>  |             |
| A) Minutes of the Planning and Development Open meeting held on 2019 February 28   | 1           |
| 3. <u>REPORT</u>   |             |
| A) Report from the Director Planning and Building<br>Re: Additional 2019 UBCM Resolution   | 8           |
| 4. <u>NEW BUSINESS</u>   |             |
| 5. <u>INQUIRIES</u>  |             |
| 6. <u>CLOSED</u>   |             |
| <p>Public excluded according to Sections 90 and 92 of the Community Charter to discuss matters concerning negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.</p> |             |
| 7. <u>ADJOURNMENT</u>  |             |



## **PLANNING AND DEVELOPMENT COMMITTEE**

### **Minutes**

An Open meeting of the Planning and Development Committee was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on **Thursday, 2019 February 28** at 4:00 p.m.

#### **1. CALL TO ORDER**

PRESENT: Councillor Pietro Calendino, Chair  
 Councillor Sav Dhaliwal, Vice Chair  
 Councillor Joe Keithley, Member  
 Councillor Paul McDonell, Member  
 Councillor James Wang, Member  
 His Worship, Mayor Mike Hurley, Ex-Officio Member

STAFF: Mr. Ed Kozak, Deputy Director Planning and Building  
 Ms. Lee-Ann Garnett, Asst. Director – Long Range Planning  
 Mr. Doug Louie, Asst. Director Engineering Transportation Services  
 Mr. Stuart Ramsey, Manager Transportation Planning  
 Ms. Lily Ford, Planner 2 – Housing  
 Ms. Monica Macdonald, Administrative Officer

The Chair called the Open Committee meeting to order at 4:05 p.m.

The Chair acknowledged the unceded, traditional, and ancestral lands of the hən̓q̓əmiñəm and skwxwú7mesh speaking people, and extended appreciation for the opportunity to hold a meeting on this shared Coast Salish territory.

#### **2. MINUTES**

##### **A) Minutes of the Planning and Development Committee Open meeting held on 2019 January 29**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY MAYOR HURLEY

THAT the minutes of the Planning and Development Committee Open meeting held on 2019 January 29 be adopted.

CARRIED UNANIMOUSLY

### 3. DELEGATION

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the delegation be heard.

CARRIED UNANIMOUSLY

**A) Onkar Sharma**  
**Re: Property Development on 5486-5580 Marine Drive**  
**Speakers: Alok Kansal and John O'Sullivan**

**Mr. Alok Kansal** and **Mr. John O'Sullivan**, International Society for Krishna Consciousness (ISKCON), appeared before the Committee regarding the rezoning of the organization's properties at 5486 - 5580 Marine Drive.

Mr. Kansal advised that ISKCON is a non-profit, religious society which has been established in the Lower Mainland since 1968. The Society distributes food to those in need, including schools, and provides below market rental housing.

The delegation presented an overview of the site which is approximately 8.4 acres and comprised of R2, P2 and A2 zonings. The R2 area, fronting Marine Drive, is the subject of the rezoning application.

The delegation outlined the proposed multi-family three-storey affordable housing building with underground parking, and noted the following:

- rental only with no ALR land involved;
- the building street front (Marine Drive) will be two storeys and will maintain residential character;
- proposal will be all rental with a fixed portion being affordable housing for low income residents;
- change in traffic impact would be minimal; and,
- development would beautify the area and use sustainability principles.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR DHALIWAL

THAT the delegation's rezoning proposal, described in the presentation, be **REFERRED** to staff for a report.

CARRIED UNANIMOUSLY

**4. CORRESPONDENCE**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the correspondence be received.

CARRIED UNANIMOUSLY

**A) Correspondence from Metro Vancouver**  
**Re: City of Burnaby's Regional Context Statement - 5 Year Review**

Correspondence was received from Metro Vancouver advising that the Metro Vancouver Regional District Board of Directors has accepted the City's Regional Context Statement, as submitted on November 20, 2018.

**B) Correspondence from Julia Gil Silvestre**  
**Re: Taxi and Transit Service Complaint**

Correspondence was received from Ms. Julia Gil Silvestre expressing concerns regarding the poor service provided by Bonny's Taxi and HandyDART in Burnaby for individuals in wheelchairs.

The Committee noted that accessibility to transportation for people in wheelchairs, and those with other special needs, is a priority in the City. Further, the Committee requested staff, without objection from any member, contact Bonny's Taxi to address these concerns, and apply for a separate phone line for individuals with accessibility issues to receive priority service.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR MCDONELL

THAT staff prepare correspondence, to be sent from the Mayor, to Translink, Bonny's Taxi, and the Public Transportation Board regarding the complaint raised by Ms. Silvestre and the issue of accessible service to people in wheelchairs and those with other special needs; and,

THAT staff contact Ms. Silvestre advising her of the action taken by the City.

CARRIED UNANIMOUSLY

**5. REPORTS**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the reports be received.

CARRIED UNANIMOUSLY

**A) Report from the Director Planning and Building**  
**Re: Secondary Suites in Two Family Dwellings**

The Director Planning and Building submitted a report proposing a process for reviewing the potential for secondary suites in two family dwellings.

The Director Planning and Building recommended:

1. THAT Council be requested to approve in principle the process proposed in Section 3.0 of this report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

**B) Report from the Director Planning and Building**  
**Re: 2019 Cycling and Walking Program**

The Director Planning and Building submitted a report seeking funding in support of programs to promote cycling and walking in 2019.

The Director Planning and Building recommended:

1. THAT Council be requested to authorize the expenditure of \$13,000 from the Boards, Committees and Commissions budget for programs to promote cycling and walking in 2019, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

**C) Report from the Director Planning and Building**  
**Re: Cycling Options for the Gilmore Overpass**

The Director Planning and Building submitted a report advising on the design options available for addressing the cycling infrastructure gap on Gilmore Diversion.

1. THAT the Committee recommend to Council a preferred option for addressing the cycling network gap on Gilmore Diversion.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT Option A, as outlined in the report, be recommended to Council as the preferred option for addressing the cycling network gap on Gilmore Diversion.

CARRIED UNANIMOUSLY

**D) Report from the Director Planning and Building**  
**Re: Bike-Sharing in Burnaby**

The Director Planning and Building submitted a report advising Council on developments and emerging opportunities for bike-sharing in Burnaby, and to initiate a pilot program.

1. THAT Council direct staff to advance a Request for Qualification and, if applicable, a Request for Proposals to pilot a bike-sharing program, and use the findings from that process to develop a policy framework for managing the use of the public realm by the private sector.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

6. **NEW BUSINESS**

**His Worship, Mayor Hurley – Car-sharing**

His Worship, Mayor Hurley, inquired regarding car-sharing in Burnaby.

Staff advised that Modo, which requires users to return a shared car to the same pick-up place, is the only company currently operating in the City. Other companies operating in the region work on a “drop off anywhere” model have not shown interest in doing business in Burnaby.

Further, staff noted that they have worked with Modo for many years through the rezoning process - developers usually choose Modo to provide car-sharing services.

Arising from discussion, and without objection from any member, the Committee requested staff contact car-share companies that use a “drop off anywhere” model, such as Evo and Car-to-Go, to investigate the feasibility of designating “hot spots” in Burnaby to encourage operation of this type of service.

The Committee further inquired regarding the requirement for new strata developments to provide parking spaces for car-share service.

Staff advised they are currently undergoing a review of this program as part of the Transportation Plan Update process.

7. **INQUIRIES**

No inquiries were brought before the Committee at this time.

8. **CLOSED**

Public excluded according to Sections 90 and 92 of the Community Charter.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR DHALIWAL

THAT the Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 5:35 p.m.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR DHALIWAL

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 5:35 p.m.

9. **ADJOURNMENT**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR DHALIWAL

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 5:35 p.m.

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Monica Macdonald  
ADMINISTRATIVE OFFICER

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Councillor Pietro Calendino  
CHAIR





Item .....  
Meeting ..... 2019 April 08

COMMITTEE REPORT

**TO:** CHAIR AND MEMBERS **DATE:** 2019 April 04  
PLANNING AND DEVELOPMENT  
COMMITTEE

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 2125 20  
*Reference: UBCM Resolutions*

**SUBJECT: ADDITIONAL 2019 UBCM RESOLUTION**

**PURPOSE:** To present an additional resolution for submission to the 2019 Union of BC Municipalities (UBCM) Convention.

**RECOMMENDATIONS:**

1. **THAT** Council endorse the new resolution outlined in Section 3.0 of this report for submission to the 2019 UBCM Convention.
2. **THAT** staff be authorized to forward a copy of this report, accompanied by any applicable background reports and information, to the UBCM, located at Suite 60, 10551 Shellbridge Way, Richmond, BC V6X 2W9.
3. **THAT** copies of this report be forwarded for information to Burnaby MLAs.

**REPORT**

**1.0 INTRODUCTION**

Each year, resolutions are considered for submission to the Lower Mainland Local Government Association (LMLGA) Annual General Meeting and the Union of B.C. Municipalities (UBCM) Convention. These resolutions are a means to request amendments to the *Community Charter*, *Local Government Act* and other Provincial or Federal legislation and policies to address issues of significance to local government.

Council received a report at its meeting of 2019 March 25 presenting three proposed resolutions for submission to the 2019 LMLGA AGM and UBCM Convention. Two of the resolutions were approved for submission.

Subsequent to this meeting, staff became aware of another resolution request from Council stemming from discussion at its 2019 January 28 meeting. As such, this report presents an additional new resolution for Council’s consideration as a submission to the 2019 UBCM

To: Planning and Development Committee  
From: Director Planning and Building  
Re: Additional 2019 UBCM Resolution  
2019 April 04..... Page 2

Convention. The UBCM Convention will take place from 2019 September 23 – 27, in Vancouver B.C. The deadline for 2019 UBCM resolution submissions is 2019 June 30. The submission deadline for the LMLGA AGM was 2019 March.

2.0 POLICY SECTION

The proposed 2019 resolutions are aligned with the City of Burnaby’s Corporate Strategic Plan by supporting the following goal and sub-goal of the Plan:

- A Healthy Community
  - Healthy Life

3.0 PROPOSED RESOLUTION

Under Part 1, Article 1.4.1.2 of the *BC Building Code* (2018), the maximum size of a secondary suite is limited to the lesser of 90 m<sup>2</sup> (970 sf) or 40% of the total floor area of the single family residence in which it is located.

For homeowners whose cellars are larger than 90 m<sup>2</sup> (970 sf), this restriction presents design challenges and adds cost to the construction of a secondary suite. Instead of utilizing the full cellar for the secondary suite, the homeowner is obliged to “wall-off” a small area for use by the principle residence, adding an interior staircase or external door for access. At the same time, the size limit excludes secondary suites as a housing option for larger households.

Council recently adopted Burnaby Zoning Bylaw amendments that facilitate construction of full, suite-ready cellars in single family homes. While the resulting cellars will sometimes be less than 90 m<sup>2</sup> (970 sf), in many cases they will be larger. The floor area of most new single family homes is at least 300 m<sup>2</sup> (3,230 sf), 40% of which is 120 m<sup>2</sup> (1,291 sf). Thus, when applied to the typical new home in Burnaby, the fixed 90 m<sup>2</sup> (970 sf) standard is significantly lower than 40% of total floor area.

Retaining the 40% limit on secondary suite floor area would maintain the accessory relationship to the principle dwelling while facilitating use of the entire cellar for a secondary suite. For those wishing to construct a smaller secondary suite, the option would remain available. For smaller homes, where the total floor area of a single family home (including the suite) is less than 225 m<sup>2</sup> (2,420 sf), the maximum size of a secondary suite would continue to be limited by the 40% rule, and would neither increase nor decrease. As such, the following resolution has been prepared for Council’s consideration:

**RESOLUTION: Increase the Maximum Size of Secondary Suites by Removing the Fixed Maximum Floor Area Limit**

**WHEREAS:** Part 1, Article 1.4.1.2 of the *BC Building Code* (2018) provides that the maximum size of a secondary suite is limited to the lesser of 90 m<sup>2</sup> (970 sf) or 40% of the total floor area of the single family residence in which it is located;

To: Planning and Development Committee  
From: Director Planning and Building  
Re: Additional 2019 UBCM Resolution  
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**AND WHEREAS:** For many homeowners, restricting the floor area to a fixed maximum of 90 m<sup>2</sup> (970 sf) presents design challenges and adds cost to the construction of a secondary suite, particularly where the cellar floor area exceeds the fixed maximum;

**AND WHEREAS:** This restriction also excludes secondary suites as a housing option for larger households and the maximum of 40% of total floor area is sufficient to ensure that the secondary suite remains an accessory use.

**THEREFORE BE IT RESOLVED** that the Union of BC Municipalities request the Ministry of Municipal Affairs and Housing to amend the *BC Building Code* to increase the maximum size of secondary suites by eliminating the fixed maximum standard of 90 m<sup>2</sup> (970 sf), retaining only the maximum of 40% of total floor area.

**4.0 CONCLUSION**

This report proposes an additional new resolution for submission to the 2019 UBCM Convention. It is recommended that Council endorse the new resolution, as outlined in Section 3.0 of this report, for submission to the 2019 UBCM Convention. It is also recommended that staff be authorized to forward a copy of this report, accompanied by any supporting background reports and information, to the UBCM. Finally, it is recommended that a copy of this report be circulated to Burnaby MLAs for information.

Any additional resolutions which may come forward subsequent to this report, and prior to the 2019 June 30 UBCM deadline, may be submitted directly to the UBCM for possible consideration at the 2019 UBCM Convention.

  
E.W. Kozak, Director  
PLANNING AND BUILDING

LF/RM:spf

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|-----|---|--------------------------|
| cc: | City Manager                                  | City Clerk               |
|     | Director Corporate Services                   | Chief Building Inspector |
|     | Director Engineering                          | City Solicitor           |
|     | Director Public Safety and Community Services | Fire Chief               |