



## **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 **Tuesday, 2019 May 28** at 4:00 p.m. followed by a Closed meeting from which the public was excluded.

#### **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, Director Planning and Building  
Ms. Lee-Ann Garnett, Assistant Director Long Range Planning  
Mr. Doug Louie, Asst. Director Engineering Transportation Services  
Mr. Johannes Schumann, Assistant Director Current Planning  
Mr. Jim Wolf, Senior Long Range Planner  
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 hə́ŋdəmíhəŋ and sk̓wxwú7mesh 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 April 30**

MOVED BY COUNCILLOR KEITHLEY  
SECONDED BY COUNCILLOR MCDONELL

THAT the minutes of the Planning and Development Committee Open meeting held on 2019 April 30 be adopted.

CARRIED UNANIMOUSLY

### 3. **DELEGATIONS**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR KEITHLEY

THAT the delegations be heard.

CARRIED UNANIMOUSLY

A) **My Lane Home Inc.**  
**Re: Lane Homes**  
**Speaker: Paul Binotto, President**

**Mr. Paul Binotto**, President, appeared before the Committee and provided an overview of My Lane Home and its projects currently underway in Metro Vancouver.

Mr. Binotto advised that his company focuses on developing lane homes and coach houses to provide affordable housing options for multi-generational families, families downsizing, and seniors wishing to “age in place”. Other benefits include providing more and diverse rental housing, and help for families and seniors to augment income for mortgages and pensions.

The delegation illustrated the benefits of lane homes and coach houses by giving the following examples of people living in these homes:

- Senior “age in place” - D.S. is able to stay in her neighbourhood, supplements her pension with rental income, and lives in a home which is accessible and designed for her needs now, as well as, in the future;
- Multi-Generational Family - R. & M. are able to help their children by assisting with child care and providing them with affordable housing. In turn, their children are close by and available to offer them help as they age; and,
- Rental - the “Jones” are able to rent in detached and ground-oriented housing in a neighbourhood.

In conclusion, Mr. Binotto advised that My Lane Home also constructs modular housing which offers the following additional benefits:

- less time to build, more affordable, and less disruptive to homeowners;
- increase in density with less stress on city infrastructure;
- more environmentally responsible with 42% less emissions, up to 70% less waste, and is more energy efficient.

**B) City of North Vancouver**  
**Re: Lane Homes**  
**Speaker: Wendy Tse, Planner 2**

**Ms. Wendy Tse**, Planner 2, appeared before the Committee and provided a city perspective on the implementation of the Coach House Program in North Vancouver.

Ms. Tse advised she has been employed by the City of North Vancouver for seven years and has seen the evolution of the Program from the early stages. She noted that the City covers a small geographic area and, therefore, is forced into being a denser city. In its move towards gentle density, the City was an early adopter of secondary suites and coach houses.

The delegation advised that in 2008 a Coach House Working Group was formed to create design guidelines and determine the approvals process. The guidelines focused on the following:

- respecting scale and built form of neighbouring properties;
- minimizing overlook and shadowing impacts;
- providing outdoor living space and respecting existing landscaping;
- incorporating sustainable design;
- ensuring adequate servicing, parking, and access.

Ms. Tse stated that the original approval process limited size (1 storey to 800 sq. ft. and 1.6 storey to 100 sq. ft.), required consultation with neighbours, limited density, and required two parking spaces. In 2015, she said, the process was simplified resulting in permitting coach houses up to 1,000 sq. ft. and 1.6 storeys, and only requiring notification of neighbours.

The delegation advised that in 2017, coach houses and secondary suites were permitted on RS-1 lots. There was no change in overall density and only two parking stalls were required for three units. To date, 1.4% of eligible RS lots have coach houses.

In conclusion, Ms. Tse provided comments on the City's "lessons learned" and noted the need for continuous improvement and evaluation of the success of meeting Program objectives; as well as, experiment with modular coach houses and innovations in small housing designs.

**4. CORRESPONDENCE**

MOVED BY COUNCILLOR WANG  
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

**A) Correspondence from the Ministry of Municipal Affairs and Housing**  
**Re: Building BC Funds**

Correspondence was received from the Minister Selina Robinson, Ministry of Municipal Affairs and Housing, providing an overview and status report of current partnership opportunities, as well as new initiatives, through the Building BC funds.

**B) Correspondence from Edmond Kan**  
**Re: Electric Vehicle Charging Stations**

Correspondence was received from Mr. Edmond Kan expressing concern regarding installation of electric vehicle (EV) outlets in strata parking garages.

Staff advised that an education bulletin directed to strata councils can be prepared; however, the challenge is bringing power to the existing building.

Staff noted that installation of EV outlets is part of the planning process for all new civic projects. Further, staff stated 20 public charging stations are being installed this year throughout the City, as part of a pilot project to help in understanding the issues and expanding the policy.

**5. REPORT**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the report be received.

CARRIED UNANIMOUSLY

**A) Report from the Director Planning and Building**  
**Re: Accessory Dwelling Units in Single and Two Family Districts Review**

The Director Planning and Building submitted a report outlining a proposed 'Review, Process and Timeline' for undertaking a program that would permit

accessory dwelling units in single and two family districts.

The Director Planning and Building recommended:

1. THAT Council be requested to approve in principle the draft 'Review, Process and Timeline' for the proposed Accessory Dwelling Units program, as outlined in Section 3.0 of this report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR KEITHLEY

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

CARRIED UNANIMOUSLY

**6. NEW BUSINESS**

No items of new business were brought before the Committee at this time.

**7. INQUIRIES**

No inquiries were brought before the Committee at this time.

**8. CLOSED**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the Committee, in accordance with Sections 90 and 92 of the Community Charter, do now resolve itself into a Closed meeting from which the public is excluded to consider 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.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR KEITHLEY

THAT the Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 5:40 p.m.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR KEITHLEY

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 6:02 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 6:02 p.m.

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Monica Macdonald  
ADMINISTRATIVE OFFICER

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Councillor Pietro Calendino  
CHAIR