City of Burnaby

PLANNING AND DEVELOPMENT COMMITTEE

MINUTES

Tuesday, June 23, 2020, 2:00 p.m.
Council Chamber, City Hall
4949 Canada Way, Burnaby, BC

PRESENT:	Councillor Pietro Calendino, Chair Councillor Sav Dhaliwal, Vice Chair Councillor Joe Keithley, Member Councillor James Wang, Member His Worship, Mayor Mike Hurley, Ex-Officio Member
ABSENT:	Councillor Paul McDonell, Member *(due to illness)*
STAFF:	Mr. Ed Kozak, Director Planning & Building Mr. Dave Critchley, Director Public Safety and Community Services Mr. Johannes Schumann, Assistant Director, Planning & Building Ms. Lee-Ann Garnett, Assistant Director Long Range Planning Mr. Jonathan Helmus, Assistant Director Engineering, Infrastructure Services Ms. Wendy Tse, Planner 3 Long Range Housing Ms. Lily Ford, Planner 2 Housing Ms. Parissa Shafizadeh, Planner 1 Zoning Ms. Eva Prior, Administrative Officer Ms. Lauren Cichon, Council Support Assistant

1. CALL TO ORDER

The Chair called the Open Committee meeting to order at 2:03 p.m. and conducted the roll call.

The Chair, Councillor Calendino, recognized the ancestral and unceded homelands of the həńq̓əmiń əm̓ and Sḵwx̱wú7mesh speaking peoples, and extended appreciation for the opportunity to hold a meeting on this shared territory.

2. MINUTES

2.1 Minutes of the Planning and Development Committee Open meeting held on 2020 May 26.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR DHALIWAL

THAT the minutes of the Planning and Development Committee meeting held on 2020 May 26 be now adopted.

CARRIED UNANIMOUSLY

3. CORRESPONDENCE

3.1 Correspondence from Nathan Rotman, Airbnb - Re: Short Term Rental Policy

At the meeting on 2020 May 26, correspondence was received from Mr. Nathan Rotman, Airbnb regarding the City's proposed short term rental policy. Arising from discussion, and without objection the Committee requested that Mr. Rotman's letter be deferred to the 2020 June 23 meeting.

The Committee advised that a number of the concerns raised by the writer have been addressed in the 2020 June 23 *Regulatory and Enforcement Framework for Short Term Rentals in Burnaby* report.

3.2 Correspondence from Matthew Mayers, Policy Analyst, BC Real Estate Association - Re: COVID-19 Real Estate Stakeholder Joint Recommendations

Correspondence was received from Mr. Matthew Mayers, Policy Analyst, BC Real Estate Association regarding recommendations for a COVID-19 economic recovery.

Organizations representing key professions within the BC real estate and housing sector partnered to review existing measures, and identify support gaps and urgently needed actions to assist in economic recovery due to the COVID-19 pandemic. The actions call on local governments and industry to work together to mitigate the challenges Canadian businesses are facing.

The Committee advised that a number of the recommendations outlined in the correspondence have been addressed in recent staff reports to Council.

3.3 Correspondence Richard Littlemore, Glotman-Simpson Cycling - Re: Slow Streets

Correspondence was received from Mr. Richard Littlemore, Glotman-Simpson Cycling, requesting support to expand a network of Slow Streets in Burnaby.

The Committee advised that currently no initiatives around Slow Streets have been introduced in the *New Burnaby Transportation Plan*; however, should the COVID-19 pandemic continue, the City may investigate further programs.

4. REPORTS

4.1 Report from the Director Planning and Building - Re: Regulatory and Enforcement Framework for Short Term Rentals in Burnaby

The Director Planning and Building submitted a report proposing a regulatory and enforcement framework for short term rentals in Burnaby.

Staff advised that the report has been amended to reflect the recommendations brought forward by the Committee at the 2020 May 26 meeting. Future reports will be brought forward for Committee and Council consideration of the necessary bylaw amendments that will form the regulatory and enforcement program for short term rentals.

The Director Planning and Building recommended:

1. THAT the Committee recommend Council:

    a. support the regulatory and enforcement framework for short term rentals in Burnaby, and that it form the basis of initial public engagement;

    b. authorize staff to engage a third party data monitoring firm to provide detailed and ongoing data on short term rental activity in Burnaby to assist with the proposed enforcement program;

    c. authorize staff to bring forward reports with the necessary amendments to the Zoning Bylaw, as well as the Business Licence Bylaw, and the Business Licence Fees Bylaw and Bylaw Notice Enforcement Bylaw; and

    d. authorize the Finance Department to provide an analysis on the guidelines and limitations related to the use of the portion of the Municipal and Regional District Tax revenues generated from short term rentals towards affordable housing initiatives.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR KEITHLEY

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

CARRIED UNANIMOUSLY

4.2 Report from the Director Planning and Building - Re: Housing and Homelessness Strategy and Housing Needs Report

The Director Planning and Building submitted a report providing an overview of a housing and homelessness strategy and housing needs report, seeking Council endorsement of a draft policy framework as the basis for public consultation.

The Director Planning and Building recommended:

1. THAT Council endorse the draft policy and framework for the housing and homelessness strategy, as generally described in *Section 3.0* of this report, as the basis for public consultation.

Ms. Lily Ford, Planner 2 Housing, provided the Committee with a summary outlining the strategy which will form the comprehensive policy document addressing the entire housing system, including the reduction of homelessness. The report reflects the recommendations of the Mayor's Task Force on Community Housing.

The Committee thanked staff for the comprehensive report and requested that the presentation be provided to Council.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

Arising from discussion and with no objection, the Committee requested that staff provide a presentation on the draft policy to Council.

4.3 Report from the Director Planning and Building - Re: Extension to Temporary Burnaby Rent Bank

The Director Planning and Building submitted a report proposing an extension to the temporary Burnaby Rent Bank to 2020 October 31, and providing an update on a potential opportunity to establish a permanent Burnaby Rent Bank.

The Director Planning and Building recommended:

1. THAT the Committee request Council approve an extension to the temporary Burnaby Rent Bank, operated by the Lower Mainland Purpose Society, to 2020 October 31.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

4.4 Report from the Director Planning and Building - Re: Burnaby Transportation Plan - Phase 2 Public Consultation Program Update

The Director Planning and Building submitted a report providing an update on the Phase 2 Public Consultation Program for the *Burnaby Transportation Plan*.

The Director Planning and Building recommended:

1. THAT the Committee recommend that Council receive for information the updated Phase 2 Public Consultation Program, as outlined in Section 4.0 of this report.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

4.5 Report from the Director Planning and Building - Re: Proposed Zoning Bylaw Text Amendments - Gross Floor Area

The Director Planning and Building submitted a report proposing text amendments to the Burnaby Zoning Bylaw regarding calculation of gross floor area.

The Director Planning and Building recommended:

1. THAT Council be requested to authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 3.0 of this report, for advancement to a future Public Hearing.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

4.6 Report from the Director Planning and Building - Re: Proposed Zoning Bylaw Amendments - June 2020

The Director Planning and Building submitted a report proposing a number of text amendments to the Burnaby Zoning Bylaw.

The Director Planning and Building recommended:

1. THAT Council be requested to authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 3.0 of this report, for advancement to a future Public Hearing.

2. THAT the "Locational Guidelines for Cyber Centres" *attached* as part of Attachment #1 to this report, which were endorsed by Council at the Open Council meeting held on 2002 May 06, be repealed.

3. THAT all references to "amusement arcades" and "arcades" in the "Locational Guidelines for Pool/Billiard Halls and Amusement Arcades" *attached* as part of Attachment #2 to this Report, which were approved by Council at the Open Council meeting held on 1993 November 29, be repealed.

The Committee inquired regarding support for mixed uses light industrial areas, such as the City of Richmond permitting recreational and assembly uses in conjunction with industrial uses.

Staff advised that concerns exist regarding the erosion of employment uses in the industrial areas, both in regard to the Official Community Plan and Regional Growth Strategy. The Zoning Bylaw does permit accessory uses (e.g. recreational) to the industrial use; however, parking requirements for industrial use verses assembly use, which require a much higher parking provision, may create an obstacle for the accessory use.

Staff informed the Committee that should an application be advanced as a new building, the parking and the use needs could possibly be met without eroding the industrial floor area. Staff will further investigate this option.

Staff will monitor responses to the Secondary Suite amendment: *'the floor area of a secondary suite shall not exceed forty percent (40%) of the gross floor area of the principal building'.*

MOVED BY COUNCILLOR WANG
SECONDED BY COUNCILLOR DHALIWAL

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

CARRIED UNANIMOUSLY

5. NEW BUSINESS

There was no new business brought before the Committee at this time.

6. INQUIRIES

There were no inquiries brought before the Committee at this time.

7. CLOSED

MOVED BY COUNCILLOR WANG
SECONDED BY COUNCILLOR DHALIWAL

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 services that are at the 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; and to discuss matters concerning the acquisition, disposition or expropriation of land or improvements, if Council considers that disclosure could reasonably be expected to harm the interests of the municipality.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR WANG
SECONDED BY COUNCILLOR KEITHLEY

THAT the Open Committee meeting recess at 3:40 p.m.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR KEITHLEY

THAT the Open Committee meeting reconvene at 3:51 p.m.

CARRIED UNANIMOUSLY

8. ADJOURNMENT

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR KEITHLEY

THAT the Planning and Development Committee meeting adjourn at 3:51 p.m.

CARRIED UNANIMOUSLY

CHAIR

ADMINISTRATIVE OFFICER