



PLANNING AND DEVELOPMENT COMMITTEE

MINUTES

A meeting of the Planning and Development Committee was held in the Council Committee Room, main floor, City Hall, 4949 Canada Way, Burnaby, B.C. on Tuesday, **2017 March 28** at 4:30 p.m.

1. CALL TO ORDER

PRESENT: Councillor C. Jordan, Chair
Councillor D. Johnston, Vice Chair (*Arrived at 4:45 p.m.*)
Councillor S. Dhaliwal, Member
Councillor P. McDonell, Member

ABSENT: Councillor J. Wang, Member

STAFF: Mr. L. Pelletier, Director Planning and Building
Ms. L. Garnett, Assistant Director Long Range Planning
Mr. E. Kozak, Assistant Director Current Planning
Ms. A. Sarter, Parks Research Officer
Ms. K. Hung, Planner 3
Ms. E. Prior, Administrative Officer

The Chair called the Open meeting to order at 4:38 p.m.

2. MINUTES

a) Minutes of the Planning and Development Committee Held on 2017 February 28

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR DHALIWAL

THAT the minutes of the Open meeting of the Planning and Development Committee held on 2017 February 28 be adopted.

CARRIED UNANIMOUSLY

3. DELEGATIONS

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR DHALIWAL

THAT the delegations be heard.

CARRIED UNANIMOUSLY

- a) **Old Interurban Forest Preservation Society**
Re: Request for Official Designation of
'Old Interurban Forest' to Park Land
Speakers: Aruna Khan and Carol Chrisjohn

Ms. Aruna Khan and **Ms. Carol Chrisjohn**, Old Interurban Forest Preservation Society appeared before the Committee requesting protection of 'The Old Interurban Forest' from future development. The area referred to is approximately 200 acres, between Cariboo Road and North Road, south of the Trans-Canada Highway.

The speakers advised that the area is a second growth forest containing indigenous plant species, bobcats, coyotes, black bears and various bird species supported by the a number of creeks and the Brunette River. As remnants of the Burnaby Lake Interurban Line (circa 1911-1953) still exist, the area also holds historical value.

The speakers concluded by requesting that the City revisit the 1984 Cariboo Heights Community Development Plan which designates a portion of the area to be developed into single-family, two-family, and multiple-family residences.

The Committee thanked the delegation for providing information regarding their request for protection of the area.

Staff advised that since the adoption of the Cariboo Heights Community Plan, the Province has introduced regulations to protect riparian areas. Introduction of the riparian setback regulations will necessitate that staff review the Community Plan to determine what land is developable on the site. At this time, however, no specific schedule for advancement of the community or development review process has been determined.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLORJOHNSTON

THAT this matter be **REFERRED** to staff for a formal response.

CARRIED UNANIMOUSLY

- b) **Jason Wong, YVR Prep**
Re: M2 Zoning Designation
Speakers: Jason Wong, Josh McWilliams and Ryan MacKay

Mr. Jason Wong and **Mr. Josh McWilliams**, YVR Prep, appeared before the Committee requesting accessory use of their business at A6 – 5279 Still Creek Avenue to organize/host placemaking or public assembly initiatives. The property falls under the M2 zoning designation which allows for light industrial manufacturing of food or beverages.

The delegation advised that the primary function of YVR Prep would be to function as a commissary kitchen providing Fraser Health approved cooking and food preparation facilities for rent to small and independent food-related businesses. The target market includes: chefs, bakers, caterers, farmers market vendors, food truck operators, food hobbyists, as well as nonprofits and co-ops.

The speakers advised that a vital role of YVR Prep would be to act as a community hub and incubator by organizing or hosting chef tastings, cooking classes, networking meetups or other events. However, due to the M2 zoning designation they are unable to offer this component of their business.

Staff advised that if the primary activity of the business is food manufacturing which is shipped off site, the educational component may be permitted as an accessory use. Staff encouraged the delegation to provide a detailed operational proposal to the Planning and Building Department for further review.

Staff undertook to work with the delegation.

c) John Gudmundson, North Arm Knives
Re: M1, M4 and M5 Zoning
Speakers: John Gudmundson and Mike Gudmundson

Mr. John Gudmundson and **Mr. Mike Gudmundson**, North Arm Knives, appeared before the Committee requesting the inclusion of '*Household utensils, cutlery, hand and edge tools*' under M4 in the City of Burnaby Zoning Bylaw.

Currently '*Household utensils, cutlery, hand and edge tools*' are included under M1 and M5 zoning, but excluded from M4 zoning. North Arm Knives will be required to relocate due to rezoning and development at their current location in the Brentwood Industrial Park.

The speakers have secured a space in Burnaby; however, it is zoned M4 which excludes the manufacturing of household utensils, cutlery, hand and edge tools which are the items produced by his company. The delegation requested that article (3) of the M4 Zone be amended to include '*Household utensils, cutlery, hand and edge tools*' reflecting the allowed uses in both M1 and M5 districts.

Staff advised that a text amendment is supported by the Planning and Building Department. Staff were not able to provide a timeline regarding the text amendment; however, the text amendment would require Council adoption of the report, a subsequent Public Hearing and bylaw readings.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR JOHNSTON

THAT this matter be REFERRED to staff.

CARRIED UNANIMOUSLY

Due to the appearance of members from the Stop Demovictions Burnaby Campaign, the Chair requested that New Business be brought forward at this time.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR JOHNSTON

THAT New Business portion of the agenda be brought forward at this time.

CARRIED UNANIMOUSLY

5. NEW BUSINESS

Councilor Jordan

Councillor Jordan requested that staff review the City's Tenant Assistance Policy taking into consideration the amendments made by the City of Vancouver to their Tenant Assistance Policy and the newly implemented City of Coquitlam policy.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT staff be requested to conduct a review of best practices of Tenant Assistance Policies in the region, and;

THAT staff review the City's experience with regard to the City of Burnaby policy, since its implementation in May of 2013, and;

THAT staff report back to the Committee with a view to addressing any enhancements that should be made to the policy.

CARRIED UNANIMOUSLY

The Stop Demovictions Burnaby Campaign provided the Committee with a document entitled '*People's Tenant Defence Policy*'.

The normal order of the agenda resumed.

4. CORRESPONDENCE

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

a) **Correspondence from Graduate Student Society of Simon Fraser University**
Re: Retention of Purpose-Built Rental Housing in Metrotown

Correspondence was received from the Graduate Student Society of Simon Fraser University outlining their concerns regarding the effects of re-development in the Metrotown area.

The Graduate Student Society is requesting that the City protect the purpose-built rental housing in the Metrotown Development Plan and ensure a diverse and equitable future for Burnaby.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT staff respond to the Graduate Student Society of Simon Fraser University.

CARRIED UNANIMOUSLY

b) **Correspondence from Planning Student Association, School of Community and Regional Planning, UBC**
Re: Metrotown Plan Update

Correspondence was received from the Planning Student Association, School of Community and Regional Planning (SCARP), University of British Columbia (UBC) requesting that Council rescind the proposed Metrotown Plan Update in light of the national housing crisis.

The SCARP Planning Student Association outlined the nature of the housing crisis, its impact on communities and ways to address affordable housing delivery. The authors advise that through zoning and development municipalities can control community planning practices thereby protecting and enhancing affordable rental housing stock.

The students indicated that they would be interested in participating in the creation of the Metrotown Plan.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT staff respond to the SCARP Planning Student Association.

CARRIED UNANIMOUSLY

**c) Correspondence from Suzan Colcleugh
Re: Rezoning of 1955 Woodway Place
and 4941 Loughheed Highway**

Correspondence was received from Ms. Suzan Colcleugh seeking information and assistance regarding the potential sale and rezoning of 1955 Woodway Place and 4941 Loughheed Highway.

Staff advised that they will contact Ms. Colcleugh regarding her concerns.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR MCDONELL

THAT this item of correspondence be REFERRED to staff.

CARRIED UNANIMOUSLY

**d) Correspondence from Allan Coldwells
Re: Secondary Suite Charges**

Subsequent correspondence was received from Mr. Allan Coldwells requesting further information regarding his secondary suite charges.

Mr. Coldwells originally wrote to the City in 2016 July, requesting information regarding secondary suite charges that were being levied against his home for a 'summer kitchen' in the basement of his home.

Mr. Coldwells is requesting that the City tax homeowners based on actual secondary suite usage which could be determined by electrical, water or garbage usage. Although Mr. Coldwells does have a 'summer kitchen' he does not utilize the area as a secondary suite.

The Committee requested that a review be conducted on the secondary suite program to outline reoccurring issues, possible mechanisms to address them and costing of a City wide canvass of homes.

Staff advised that information will be forthcoming to Council regarding this phase of the secondary suite policy implementation.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR JOHNSTON

THAT this item of correspondence be REFERRED to staff.

CARRIED UNANIMOUSLY

**e) Correspondence from HUB Burnaby
Re: Willingdon Linear Park Design and
Public Consultation Results**

Correspondence was received from Ms. Cathy Griffin, Acting Chair, HUB Burnaby advising that the staff report that arose from HUBs appearance as a delegation at the 2016 November 07 meeting of Council, did not address the issues that had been raised.

Ms. Griffin outlined several points that were not addressed in the staff report and omission of public consultation results in which respondents expressed concern regarding the proposed shared path on the Willingdon Linear Park.

**f) Correspondence from BC Healthy Living Alliance
Re: 'Communities on the Move' Endorsement**

Correspondence was received from Ms. Ally Fleck, BC Healthy Living Alliance providing information regarding an initiative entitled 'Communities on the Move' and requesting that Council's endorsement.

'Communities on the Move' outlines a vision for a healthy transportation system recommending a call for provincial investments in transit, active transportation planning and facilities, and support for rural transportation.

The goal of the initiative is to encourage the Province to provide necessary funding and policy supports for public transportation that would serve all British Columbians.

The Committee requested that staff provide further information regarding this initiative.

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT this item be REFERRED to staff.

CARRIED UNANIMOUSLY

**g) Memorandum form Administrative Officer
Re: Province Ride Share Media Release**

A memorandum was received from the Administrative Officer regarding a Provincial ride share media release.

On 2017 March 07, the Province announced their intention that ride sharing services will be introduced to BC by the end of 2017, and proposed changes affecting the existing taxi industry.

5. NEW BUSINESS

New business was dealt with previously at the meeting.

6. INQUIRIES

No inquiries were brought before the Committee.

7. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Committee meeting adjourned at 6:00 p.m.

Eva Prior
ADMINISTRATIVE OFFICER

Councillor Colleen Jordan
CHAIR