

**PLANNING AND DEVELOPMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: PLANNING AND DEVELOPMENT COMMITTEE WORK PLAN UPDATE  
2021-2022**

**RECOMMENDATION:**

1. THAT Council endorse the proposed 2021-2022 Planning and Development Committee work plan.

**REPORT**

The Planning and Development Committee, at its meeting held on 2021 January 26, received and adopted the *attached* report providing a summary of activities of the Planning and Development Committee during 2020, and seeking Council endorsement for a proposed work plan for 2021-2022.

Respectfully submitted,

Councillor P. Calendino  
Chair

Councillor S. Dhaliwal  
Vice Chair

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| Copied to: City Manager<br>Director Corporate Services<br>Director Engineering<br>Director Finance<br>Director Planning and Building |
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**TO:** CHAIR AND MEMBERS  
PLANNING AND DEVELOPMENT  
COMMITTEE

**DATE:** 2020 January 20

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 2410 20

**SUBJECT:** **PLANNING AND DEVELOPMENT COMMITTEE WORK PLAN  
UPDATE 2021-2022**

**PURPOSE:** To provide a summary of activities of the Planning and Development Committee during 2020 and to propose a work plan for 2021-2022.

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**RECOMMENDATION:**

1. **THAT** the Committee request Council to endorse the proposed 2021-2022 Planning and Development Committee work plan.

**REPORT****1.0 INTRODUCTION**

The Planning and Development Committee (PDC) advises Council on transportation planning, affordable housing, City land leasing for non-market and special needs housing, planning issues for residential land use, and reports on the impacts of federal and provincial policies on the aforementioned topics.<sup>1</sup>

In response to the mandate of the PDC, a work plan is proposed for 2021-2022. The work plan would provide a framework for the Committee to:

- support the development of more affordable and non-market housing;
- direct the efficient use of City resources, such as City land, and housing grants, to the development of affordable housing; and,
- advise on policy that meets the City's long range housing growth management, and transportation goals.

This report outlines progress made in 2020 in meeting the Committee's mandate and proposes a 2021-22 work plan. The proposed 2021-22 work plan consists of four key actions: Housing Policy and Planning; Community Planning; Transportation Planning; and Zoning Bylaw and Regulatory Updates.

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<sup>1</sup> From "Boards, Committees and Commissions Directory" (updated 2020).

## 2.0 POLICY CONTEXT

The work of the Planning and Development Committee aligns with City's *Corporate Strategic Plan* by supporting a number of goals and sub-goals:

- ***A Connected Community***
  - Social connection – Enhance social connections throughout Burnaby
  - Partnership – Work collaboratively with businesses, educational institutions, associations, other communities and governments
  - Geographic connection – Ensure that people can move easily through all areas of Burnaby, using any form of transportation
- ***An Inclusive Community***
  - Serve a diverse community – Ensure City services fully meet the needs of our dynamic community
  - Create a sense of community – Provide opportunities that encourage and welcome all community members and create a sense of belonging
- ***A Healthy Community***
  - Healthy life – Encourage opportunities for healthy living and well-being
  - Healthy environment – Enhance our environmental health, resilience and sustainability
- ***A Dynamic Community***
  - Economic opportunity – Foster an environment that attracts new and
  - Community development – Manage change by balancing economic development with environmental protection and maintaining a sense of belonging

## 3.0 2020 KEY ACTIVITIES OF THE COMMITTEE

Presented below are some highlights of the Committee's activities for 2020. As such, they do not represent a complete list of achievements for the preceding year. Finally, the impacts of the COVID-19 global pandemic cannot be overstated in terms of required tactical responses on a number of fronts while carrying out the regular business of the Committee.

### 3.1 Housing Policy and Planning

In 2020, the Planning and Development Committee advanced many of the city's housing objectives, including recommendations made by the *Mayor's Task Force on Community Housing*. To support the development of rental housing, the Committee advanced amendments to the **Rental Use Zoning Policy** that clarified definitions and requirements of the policy. The Committee supported the establishment of a temporary **Burnaby Rent Bank** in the Spring of 2020, and when provincial funding became available later in the year, supported establishing a permanent Rent Bank. The Committee advanced a regulatory and enforcement framework for **Short Term Rental Housing**, with bylaw adoption anticipated in 2021. The Short Term Rental Housing regulations will balance a number of objectives: protect long term rental housing supply; maintain and improve neighbourhood livability and stability; support economic opportunities, including tourism in Burnaby and opportunities for Burnaby residents and local businesses; and, provide regulatory program that is clear and inspires high levels of compliance. The Committee also advanced a

report that would see an amendment to the Official Community Plan allowing for a process to consider the **use of institutional sites for affordable housing**.

The Committee launched processes to develop Burnaby's first ever **Housing Needs Report and HOME: Burnaby's Housing + Homelessness Strategy**. The Housing Needs Report is a provincially mandated report that identifies the City's Housing needs for the next 10 years, and sets out areas of "Key Housing Need." The HOME: Burnaby's Housing + Homelessness Strategy builds upon the housing needs identified in the companion report, integrates feedback obtained through the Mayor's Task Force on Community Housing input, and other input gained in 2020 through online public engagement to create goals, strategies and actions to guide housing in the City for next ten years. A draft of the Housing Needs Report was received in 2020, and is anticipated to be adopted in early 2021. A draft of the HOME Strategy is in development and will be brought to the Committee in early 2021.

### **3.2 Community Planning**

The Committee considered and approved the preliminary goals and land use framework for **Bainbridge and Lochdale** areas. These two planning processes proceeded to public consultation in 2020.

### **3.3 Transportation Planning**

The Committee advanced work on the new Burnaby Transportation Plan, considered policy implications of the Patullo Bridge replacement, and approved the City's annual Active Transportation Program. The **Burnaby Transportation Plan Phase 2** work was advanced to the Committee for approval and public consultation. Phase 2 presents drafts of Big Moves, Policies, Targets and Networks for public feedback. Consultation took place throughout 2020, and staff will be reporting back on what we have heard in 2021. The Committee also considered a report that outlined the implications of the construction of a new **Patullo Bridge**, and the impacts it could have on Burnaby's road network, concluding that impacts to Burnaby roads would be minimal. The Active Transportation Program set out activities that support more trips by walking and cycling, the committee supported funding to these annual engagement activities.

### **3.4 Zoning Bylaw and Regulatory Updates**

Regular updates to the Burnaby Zoning Bylaw ensures that there is a clear regulatory framework for the community and property owners. In 2020, the Committee advanced text amendments to clarify **Gross Floor Area** in the Zoning Bylaw, to clarify regulations for **Fences and Retaining Walls**, and amendments for **Density Bonusing** that clarify the bonus can be a cash-in-lieu payment, use of funds can be used on a city-wide basis, and that an operating reserve be created from the funds. The Committee also considered **Government Cannabis Stores Guidelines**, to be used for assessing rezoning applications for government cannabis stores on a case-by-case basis. The guidelines will help ensure the appropriate location, size, and operation of government cannabis stores in Burnaby's four Town Centres.

To: *Planning and Development Committee*  
From: *Director Planning and Building*  
Re: *Planning and Development Committee Work Plan Update 2021-2022*  
*2021 January 20..... Page 4*

#### **4.0 THE YEARS AHEAD – 2021-2022 PROPOSED WORK PLAN**

A number of key planning documents and strategies are anticipated to be finalized in 2021: HOME: Burnaby’s Housing + Homelessness Strategy; Housing Needs Report, Burnaby Transportation Plan, Bainbridge Community Plan, and Lochdale Community Plan. The City wishes to initiate two major projects: the Official Community Plan Review and the Zoning Bylaw Review.

#### **4.1 Housing Policy and Planning**

On this agenda, the Committee will receive the Housing Needs Report for final consideration. If approved, this will be Burnaby’s first Housing Needs Report, and the provincial requirements for Housing Needs reports will have been satisfied ahead of the 2022 deadline.

The Committee will consider the draft HOME: Burnaby’s Housing + Homelessness Strategy. If the draft is approved, staff will undertake the final phase of consultation, which will include consultation with the Mayor’s Task Force on Community Housing, and will include a public survey. It is anticipated the Strategy will be brought to Committee later in 2021 for final adoption. Adoption of the Strategy represents direction on housing for the City for the next ten years, and provides actions for implementation.

A priority implementation action will be a Neighbourhood Infill Program, starting with “Small Scale Infill” (e.g. laneway homes, suites in duplexes, and review of minimum lot sizes). This review will take place in the second half of 2021, and components of the review will be brought forward when ready for Committee consideration. Tools to capture land value will be studied as part of this work.

The Committee will also receive update reports on the Burnaby Rent Bank, on the status of rental projects, and Housing Grant Requests.

#### **4.2 Community Planning**

It is proposed that resources be directed to updating the city’s planning framework. The Official Community Plan was adopted in 1998, and a review is now timely and becoming increasingly urgent. Plans for 2021 are to scope the work and bring forward issues for discussion later in the year. Metro Vancouver will be reviewing its Regional Growth Strategy, and as policy is developed, it will be brought forward to the Committee and Council for consideration and comment.

Staff also wish to advance the Bainbridge and Lochdale Community Plans by bringing forward drafts of each respective plan for consideration. The Royal Oak, Edmonds and Sunset Community Plan reviews will also begin in 2021.

#### **4.3 Transportation Planning**

The priority transportation initiative for the Committee will be the review of the draft Transportation Plan. Staff will bring forward a draft for the Committee’s consideration, and upon

approval, will undertake a final round of consultation before recommending the plan for final adoption. The adoption of the Transportation Plan will set the groundwork for delivery of transportation infrastructure and projects that will help meet the ambitious climate and greenhouse gas reduction targets set by the City.

The Committee may also receive reports on TransLink initiatives that improve service in Burnaby, such as the Burnaby Mountain Gondola Project, as those projects come forward from TransLink.

#### 4.4 Zoning Bylaw and Regulatory and Other Policy Updates

As indicated above, a major project in the upcoming work plan is to initiate a complete review of the Zoning Bylaw, and potentially the development approval process in Burnaby. This will be a multi-year project, with an associated community consultation process.

There are a number of other updates that will be advanced in 2021:

- Amenity Bonusing and Transfer of Density (responding to a 2021 PDC request);
- City Land Disposition Policy Framework (responding to a 2020 PDC request);
- Community Gardens Policy Review (responding to a 2020 PDC request);
- OCP Amendment for Institutional Sites (responding to a 2020 PDC request);
- Liquor Store Framework Review (responding to a 2020 PDC request);
- Beresford-Buller Park Site Zoning and Readiness for Park Development;
- Cariboo Lands Land Use Review; and,
- 3933 Marine Way Disposition.

#### 5.0 CONCLUSION

This report provides an overview of the Planning and Development Committee's key activities in 2020. It also proposes a work plan for the Committee for the two years ahead. It is recommended that the 2021-2022 work plan be approved.



E.W. Kozak, Director  
PLANNING AND BUILDING

LG:sa

**Attachment**

Copied to: City Manager  
Director Engineering  
Director Finance  
City Clerk

## **Planning & Development Committee - Proposed Work Plan – 2021-2022**

### **Housing Policy**

- Housing Needs Report
- HOME: Housing + Homelessness Strategy
- Neighbourhood Infill Program – “Small Scale Infill” (e.g. laneway homes, suites in duplexes, minimum lot sizes)
- Rent Bank – Update on operations and partnership
- Rental Projects Quarterly Update
- Non-Market Project Grant Requests (ad hoc requests)

### **Community Planning**

- Official Community Plan
- Regional Growth Strategy
- Bainbridge Community Plan
- Lochdale Community Plan
- Royal Oak Community Plan
- Edmonds Community Plan
- Sunset Community Plan

### **Transportation Policy:**

- Burnaby Transportation Plan
- Active Transportation Projects Update (annual update)
- Other TransLink projects that may be advanced by TransLink

### **Zoning Bylaw and Regulatory and Other Policy Updates**

- Zoning Bylaw Review
- City Land Disposition Policy Framework (reporting back from 2020 PDC request)
- Community Gardens (reporting back from 2020 PDC request)
- OCP Amendment for Institutional Sites (reporting back from 2020 PDC request)
- Liquor Store Framework Review (reporting back from 2020 PDC request)
- Beresford-Buller Park Site Zoning and Readiness for Park Development
- Cariboo Lands Land Use Review
- 3933 Marine Way Disposition