

**TO:** CHIEF ADMINISTRATIVE OFFICER 2021 September 22

**FROM:** DIRECTOR PLANNING AND BUILDING

**SUBJECT: REZONING REFERENCE #21-09  
Greentree Village Community Plan Area**

**ADDRESS:** Schedule A (see *attached*)

**LEGAL:** Schedule A (see *attached*)

**FROM:** CD Comprehensive Development District (in accordance with the development plans entitled “Green Tree Village” and “Green Tree Village Phase 2” prepared for Dawson Developments Ltd. by Michael Katz Architects (Bylaw Nos. 6203 & 6301); and “Green Tree Village Residential Development in Burnaby, B.C. for Daon Development Corporation” prepared by Michael Katz Architects (Bylaw No. 6482))

**TO:** Amended CD Comprehensive Development District (in accordance with the development plans entitled “Green Tree Village” and “Green Tree Village Phase 2” prepared for Dawson Developments Ltd. by Michael Katz Architects (Bylaw Nos. 6203 & 6301); and “Green Tree Village Residential Development in Burnaby, B.C. for Daon Development Corporation” prepared by Michael Katz Architects (Bylaw No. 6482)), and as supplemented by the Supplemental Development Regulations Greentree Village CD Districts

**APPLICANT:** City of Burnaby  
4949 Canada Way  
Burnaby, BC V5G 1M2

**PURPOSE:** To seek Council authorization to forward this application to a Public Hearing on 2021 October 26.

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**RECOMMENDATIONS:**

**THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2021 October 04 and to a Public Hearing on 2021 October 26 at 5:00pm.

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From: Director Planning and Building  
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## REPORT

### 1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to provide additional flexibility for minor renovations and additions to existing single-family dwellings in the Greentree Village Comprehensive Development District (Sketch #1 see *attached*).

### 2.0 POLICY SECTION

The proposed rezoning aligns with the following City policies: Corporate Strategic Plan (2017), Regional Context Statement (2013), Official Community Plan (1998), Social Sustainability Strategy (2011), and the Mayor's Task Force on Community Housing Final Report (2019).

### 3.0 BACKGROUND

- 3.1 Single-family dwellings in Greentree Village were developed during the 1970's under three separate rezoning applications to the CD Comprehensive Development District (Rezoning References #72-01, 73-19A, 73-19B). The dwellings were constructed in accordance with the associated comprehensive development plans registered under the CD District for each rezoning. In cases where a CD District is utilized, additions to gross floor area or density that deviate from comprehensive development plans typically require Council approval through an amended rezoning process. In the circumstance of Greentree Village, such rezoning amendments have not been supported due to the piecemeal nature of such applications within a broader CD bylaw and community plan context.
- 3.2 The Planning and Building Department has received many inquiries for minor alterations and additions within Greentree Village over the years, including an active inquiry from the owners of 4949 Thornwood Place regarding a proposed addition to the western side-yard of their existing dwelling, to accommodate an accessible bathroom. Staff anticipate additional future inquiries from other single-family homeowners in Greentree Village as the building stock continues to age.
- 3.3 On 2021 February 08, Council authorized staff to work with the homeowners and residents of Greentree Village towards a set of proposed rezoning amendments to the existing CD District for single-family dwellings in Greentree Village, as part of a City-led rezoning application. The main intent of the rezoning application is to provide residents and homeowners with easier options to make minor changes to their homes that will enable them to achieve various goals while staying in their neighbourhood, such as ageing in place, or expanding a family.

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3.4 On 2021 March 03, Council received the report of the Planning and Building Department concerning the City-led rezoning application for these proposed rezoning amendments, and authorized staff to prepare Zoning Bylaw amendments for presentation to a Public Hearing, after completion of a community consultation process.

3.5 Staff have completed a public consultation process with residents and property owners in Greentree Village as described in Section 5.0 of this report, and have prepared proposed amendments to the existing CD District for single-family dwellings in Greentree Village. These amendments as outlined in *Appendix 1* of this report, are now suitable for presentation to a Public Hearing.

#### 4.0 GENERAL COMMENTS

4.1 The subject rezoning would amend the existing CD District that regulates the 109 single-family dwellings in Greentree Village by adding development regulations beyond what is currently permitted under the existing CD District. The additional regulations accommodate minor renovations and additions to existing single-family dwellings in a streamlined, consistent manner, which continues to respect the unique scale, built form and character of Greentree Village. Given the variety in shapes, sizes and configurations of dwellings and properties in Greentree Village, the proposed rezoning aims to provide supplemental regulations that can be applied in a wide range of situations and contexts. Provided in *Appendix 1* and as summarized below is a list of the proposed supplemental regulations:

- ***Side yard setback:***

Single-family dwellings in Greentree Village are uniquely situated such that a zero side yard setback is observed on one side, and a wider side yard is achieved on the other side. These larger side yards vary in width due to different lot sizes and dimensions. To ensure privacy, the comprehensive development plans prohibit glazing along the elevation of the neighbouring dwelling which faces this wider side yard, and is situated on a zero side yard setback on their respective property.

The supplemental regulations specify that a minimum side yard setback of 2.4 metres (8 feet) may be allowed on one side of the dwelling. This is intended to allow for minor additions into the side yard where there is surplus space, while still maintaining sufficient separation from neighbouring dwellings. The supplemental regulations also allow for additions along the building elevation on the zero side yard setback, but specifies that any additions with windows or glazing must be setback at least 2.4 metres (8 feet) as well.

- **Rear Yard setback:**

Currently, rear yard setbacks for single-family dwellings in Greentree Village vary. The supplemental regulations specify that the minimum rear yard setback must be 7.5 metres (24.6 feet), or whatever the existing rear yard setback distance is, if it is less than 7.5 metres (24.6 feet). This provides the opportunity for property owners to “square off” or further add to the rear of an existing dwelling.

- **Front Yard setback:**

The supplemental regulations specify that the part of the existing building situated closest to the front lot line represents where the minimum allowable front yard setback is. This provides the opportunity for property owners to “square off” the front elevation of a building, without allowing it to project further and closer to the street.

- **Building Projections:**

The original comprehensive development plans do not specify allowances for additional building projections such as roof eaves, gutters, exterior stairs, balconies and decks. The supplemental regulations provide clarity on where and to what extent these types of projections are permitted, if they are part of a building renovation or addition.

- **Building Depth and Lot Coverage:**

The original comprehensive development plans do not specify building depth and lot coverage allowances. The supplemental regulations specify a maximum allowable building depth of 50%, and a maximum allowable lot coverage of 45%. These regulations are intended to control the size and shape of buildings, and are in line with regulations prescribed in standard single-family residential Zoning Districts for smaller-sized lots. It also ensures that future renovations and additions to existing buildings remain minor in scope.

- **Secondary Suites:**

The original comprehensive development plans for single-family dwellings in Greentree Village do not accommodate for accessory secondary suites. Consistent with the Mayor’s Task Force on Community Housing (MTFCH), which calls for gentle densification of neighbourhoods to increase the supply and diversity of housing types and rental options, the supplemental regulations includes provisions for allowing secondary suites in an existing dwelling, subject to certain regulations and conditions.

- **Parking:**

All existing single-family dwellings in Greentree Village accommodate at least one off-street parking space. The supplemental regulations provide further clarity on off-street parking considerations related to building renovations, additions, and the inclusion of a secondary suite. This includes the expectation to provide the minimum number of parking spaces required under standard Zoning Bylaw regulations.

- **Preliminary Plan Approval (PPA) Requirement:**

The supplemental regulations clarify that renovations, alterations, repairs and additions to existing single-family dwellings as permitted under the supplemental regulations require a building permit, but are exempt from Preliminary Plan Approval (PPA) under Section 7.3 of the Zoning Bylaw.

4.2 To ensure that the scope of the proposed rezoning is limited to allow for minor renovations and additions only, building height increases or additional storeys are not being considered. While most Zoning Districts include regulations on maximum permitted density and floor area, it is anticipated that the supplemental regulations proposed (i.e. to setbacks, lot coverage and building depth) are sufficient to generally limit changes to minor renovations and additions.

4.3 It is noted that if the supplemental development regulations are adopted by Council, a property owner would still be required to submit a separate, individual rezoning application if they wish to:

- a) construct a more substantial renovation or addition that is beyond the scope and allowances of the amended CD District; or
- b) if they wish to demolish a current single-family dwelling and construct one that is different from what is permitted by the original CD District, as amended by the supplemental regulations.

## 5.0 PUBLIC CONSULTATION RESULTS

5.1 Staff conducted a public consultation process between May and June of 2021, which involved direct mail-out notification letters to all residents and property owners in Greentree Village, and a virtual public open house session. During the open house session, a preliminary list of proposed amendments was presented to participants for comment and feedback. *Appendix 2* provides details on the public consultation outreach methods and results. The majority of respondents expressed support and openness to considering certain flexibilities that would make the process of constructing minor renovations and additions to existing homes easier and more convenient. Several individuals expressed opposition or concerns about the rezoning proposal and raised several topics, which are summarized and addressed in *Appendix 2*.

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## 6.0 CONCLUSION

- 6.1 In summary, the supplemental development regulations contained in *Appendix 1* would provide flexibility for minor renovations and additions to existing single-family dwellings in the Greentree Village CD District. The flexibility would provide residents and property owners with options to achieve various goals and allow them to stay in their neighbourhood.



E.W. Kozak, Director  
PLANNING AND BUILDING

AY:spf  
*Attachments*

cc: City Solicitor  
City Clerk

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**REZONING REFERENCE 21-09  
SCHEDULE A**

<b>ADDRESS</b>	<b>PID</b>	<b>LEGAL DESCRIPTION</b>
3726 Garden Grove Drive	003-222-217	Lot 84 District Lot 73 Group 1 New Westminster District Plan 47403
3727 Garden Grove Drive	003-224-481	Lot 83 District Lot 73 Group 1 New Westminster District Plan 47403
3732 Garden Grove Drive	002-842-998	Lot 85 District Lot 73 Group 1 New Westminster District Plan 47403
3735 Garden Grove Drive	002-970-881	Lot 82 District Lot 73 Group 1 New Westminster District Plan 47403
3738 Garden Grove Drive	002-635-062	Lot 86 District Lot 73 Group 1 New Westminster District Plan 47403
3743 Garden Grove Drive	025-534-177	Lot 81 District Lot 73 Group 1 New Westminster District Plan 47403
3744 Garden Grove Drive	002-690-179	Lot 87 District Lot 73 Group 1 New Westminster District Plan 47403
3750 Garden Grove Drive	001-071-912	Lot 88 District Lot 73 Group 1 New Westminster District Plan 47403
3751 Garden Grove Drive	002-526-336	Lot 80 District Lot 73 Group 1 New Westminster District Plan 47403
3756 Garden Grove Drive	002-843-897	Lot 89 District Lot 73 Group 1 New Westminster District Plan 47403
3759 Garden Grove Drive	002-927-284	Lot 79 District Lot 73 Group 1 New Westminster District Plan 47403
3762 Garden Grove Drive	003-076-334	Lot 90 District Lot 73 Group 1 New Westminster District Plan 47403
3767 Garden Grove Drive	003-246-515	Lot 78 District Lot 73 Group 1 New Westminster District Plan 47403
3775 Garden Grove Drive	002-804-956	Lot 77 District Lot 73 Group 1 New Westminster District Plan 47403
3783 Garden Grove Drive	002-741-962	Lot 76 District Lot 73 Group 1 New Westminster District Plan 47403
3791 Garden Grove Drive	002-526-506	Lot 75 District Lot 73 Group 1 New Westminster District Plan 47403
3799 Garden Grove Drive	003-203-247	Lot 74 District Lot 73 Group 1 New Westminster District Plan 47403
3806 Garden Grove Drive	001-756-826	Lot 109 District Lot 73 and 81 Group 1 New Westminster District Plan 47403
3812 Garden Grove Drive	003-286-746	Lot 110 District Lot 81 Group 1 New Westminster District Plan 47403
3818 Garden Grove Drive	003-287-734	Lot 111 District Lot 81 Group 1 New Westminster District Plan 47403
3824 Garden Grove Drive	002-174-146	Lot 112 District Lot 81 Group 1 New Westminster District Plan 47403
3830 Garden Grove Drive	001-957-457	Lot 113 District Lot 81 Group 1 New Westminster District Plan 47403
3836 Garden Grove Drive	001-279-262	Lot 114 District Lot 81 Group 1 New Westminster District Plan 47403
3842 Garden Grove Drive	003-287-769	Lot 115 District Lot 81 Group 1 New Westminster District Plan 47403
3848 Garden Grove Drive	002-525-984	Lot 116 District Lot 81 Group 1 New Westminster District Plan 47403

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3735 Garden Grove Drive	002-970-881	Lot 82 District Lot 73 Group 1 New Westminster District Plan 47403
3738 Garden Grove Drive	002-635-062	Lot 86 District Lot 73 Group 1 New Westminster District Plan 47403
3743 Garden Grove Drive	025-534-177	Lot 81 District Lot 73 Group 1 New Westminster District Plan 47403
3744 Garden Grove Drive	002-690-179	Lot 87 District Lot 73 Group 1 New Westminster District Plan 47403
3750 Garden Grove Drive	001-071-912	Lot 88 District Lot 73 Group 1 New Westminster District Plan 47403
3751 Garden Grove Drive	002-526-336	Lot 80 District Lot 73 Group 1 New Westminster District Plan 47403
3756 Garden Grove Drive	002-843-897	Lot 89 District Lot 73 Group 1 New Westminster District Plan 47403
3759 Garden Grove Drive	002-927-284	Lot 79 District Lot 73 Group 1 New Westminster District Plan 47403
3762 Garden Grove Drive	003-076-334	Lot 90 District Lot 73 Group 1 New Westminster District Plan 47403
3767 Garden Grove Drive	003-246-515	Lot 78 District Lot 73 Group 1 New Westminster District Plan 47403
3775 Garden Grove Drive	002-804-956	Lot 77 District Lot 73 Group 1 New Westminster District Plan 47403
3783 Garden Grove Drive	002-741-962	Lot 76 District Lot 73 Group 1 New Westminster District Plan 47403
3791 Garden Grove Drive	002-526-506	Lot 75 District Lot 73 Group 1 New Westminster District Plan 47403
3799 Garden Grove Drive	003-203-247	Lot 74 District Lot 73 Group 1 New Westminster District Plan 47403
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3812 Garden Grove Drive	003-286-746	Lot 110 District Lot 81 Group 1 New Westminster District Plan 47403
3818 Garden Grove Drive	003-287-734	Lot 111 District Lot 81 Group 1 New Westminster District Plan 47403
3824 Garden Grove Drive	002-174-146	Lot 112 District Lot 81 Group 1 New Westminster District Plan 47403
3830 Garden Grove Drive	001-957-457	Lot 113 District Lot 81 Group 1 New Westminster District Plan 47403
3836 Garden Grove Drive	001-279-262	Lot 114 District Lot 81 Group 1 New Westminster District Plan 47403
3842 Garden Grove Drive	003-287-769	Lot 115 District Lot 81 Group 1 New Westminster District Plan 47403
3848 Garden Grove Drive	002-525-984	Lot 116 District Lot 81 Group 1 New Westminster District Plan 47403

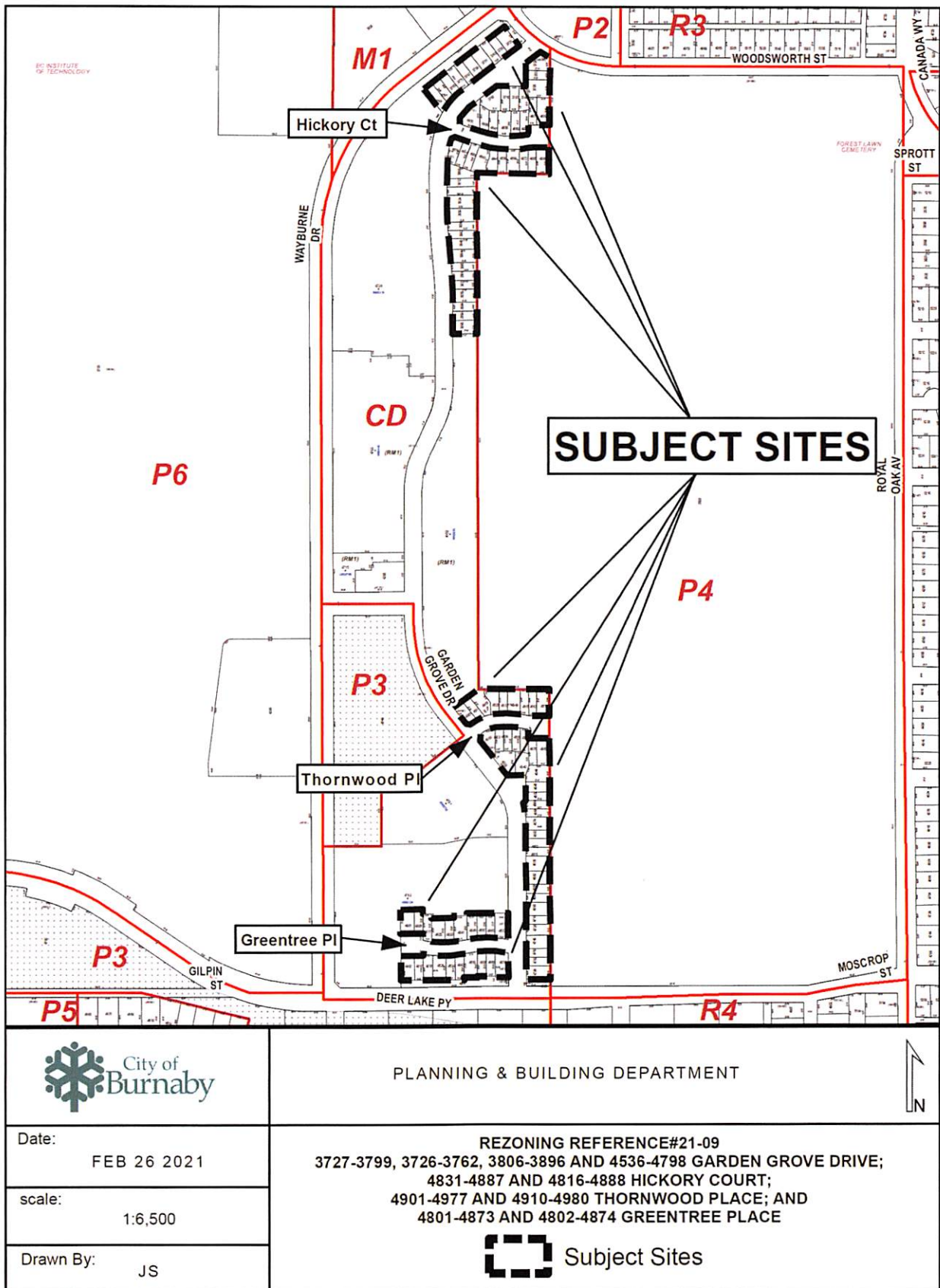
ADDRESS	PID	LEGAL DESCRIPTION
3854 Garden Grove Drive	003-071-626	Lot 117 District Lot 81 Group 1 New Westminster District Plan 47403
3860 Garden Grove Drive	002-730-103	Lot 118 District Lot 81 Group 1 New Westminster District Plan 47403
3866 Garden Grove Drive	003-067-343	Lot 119 District Lot 81 Group 1 New Westminster District Plan 47403
3872 Garden Grove Drive	002-900-122	Lot 120 District Lot 81 Group 1 New Westminster District Plan 47403
3878 Garden Grove Drive	002-590-735	Lot 121 District Lot 81 Group 1 New Westminster District Plan 47403
3884 Garden Grove Drive	003-246-469	Lot 122 District Lot 81 Group 1 New Westminster District Plan 47403
3890 Garden Grove Drive	002-616-394	Lot 123 District Lot 81 Group 1 New Westminster District Plan 47403
3896 Garden Grove Drive	003-009-408	Lot 124 District Lot 81 Group 1 New Westminster District Plan 47403
4536 Garden Grove Drive	002-063-239	Lot 51 District Lot 81 Group 1 New Westminster District Plan 45971
4540 Garden Grove Drive	003-278-603	Lot 50 District Lot 81 Group 1 New Westminster District Plan 45971
4544 Garden Grove Drive	001-767-402	Lot 49 District Lot 81 Group 1 New Westminster District Plan 45971
4548 Garden Grove Drive	002-378-523	Lot 48 District Lot 81 Group 1 New Westminster District Plan 45971
4552 Garden Grove Drive	002-500-990	Lot 47 District Lot 81 Group 1 New Westminster District Plan 45971
4560 Garden Grove Drive	002-633-370	Lot 46 District Lot 81 Group 1 New Westminster District Plan 45971
4568 Garden Grove Drive	002-804-000	Lot 45 District Lot 81 Group 1 New Westminster District Plan 45971
4574 Garden Grove Drive	002-647-885	Lot 44 District Lot 81 Group 1 New Westminster District Plan 45971
4592 Garden Grove Drive	003-222-179	Lot 43 District Lot 81 Group 1 New Westminster District Plan 45971
4602 Garden Grove Drive	002-967-308	Lot 3 District Lot 81 Group 1 New Westminster District Plan 44533
4616 Garden Grove Drive	002-449-889	Lot 4 District Lot 81 Group 1 New Westminster District Plan 44533
4638 Garden Grove Drive	002-449-871	Lot 5 District Lot 81 Group 1 New Westminster District Plan 44533
4650 Garden Grove Drive	003-065-014	Lot 6 District Lot 81 Group 1 New Westminster District Plan 44533
4668 Garden Grove Drive	002-903-296	Lot 7 District Lot 81 Group 1 New Westminster District Plan 44533
4684 Garden Grove Drive	003-245-691	Lot 8 District Lot 81 Group 1 New Westminster District Plan 44533
4698 Garden Grove Drive	002-949-687	Lot 9 District Lot 81 Group 1 New Westminster District Plan 44533
4710 Garden Grove Drive	003-432-629	Lot 10 District Lot 81 Group 1 New Westminster District Plan 44533
4728 Garden Grove Drive	001-953-851	Lot 11 District Lot 81 Group 1 New Westminster District Plan 44533
4746 Garden Grove Drive	001-658-697	Lot 12 District Lot 81 Group 1 New Westminster District Plan 44533

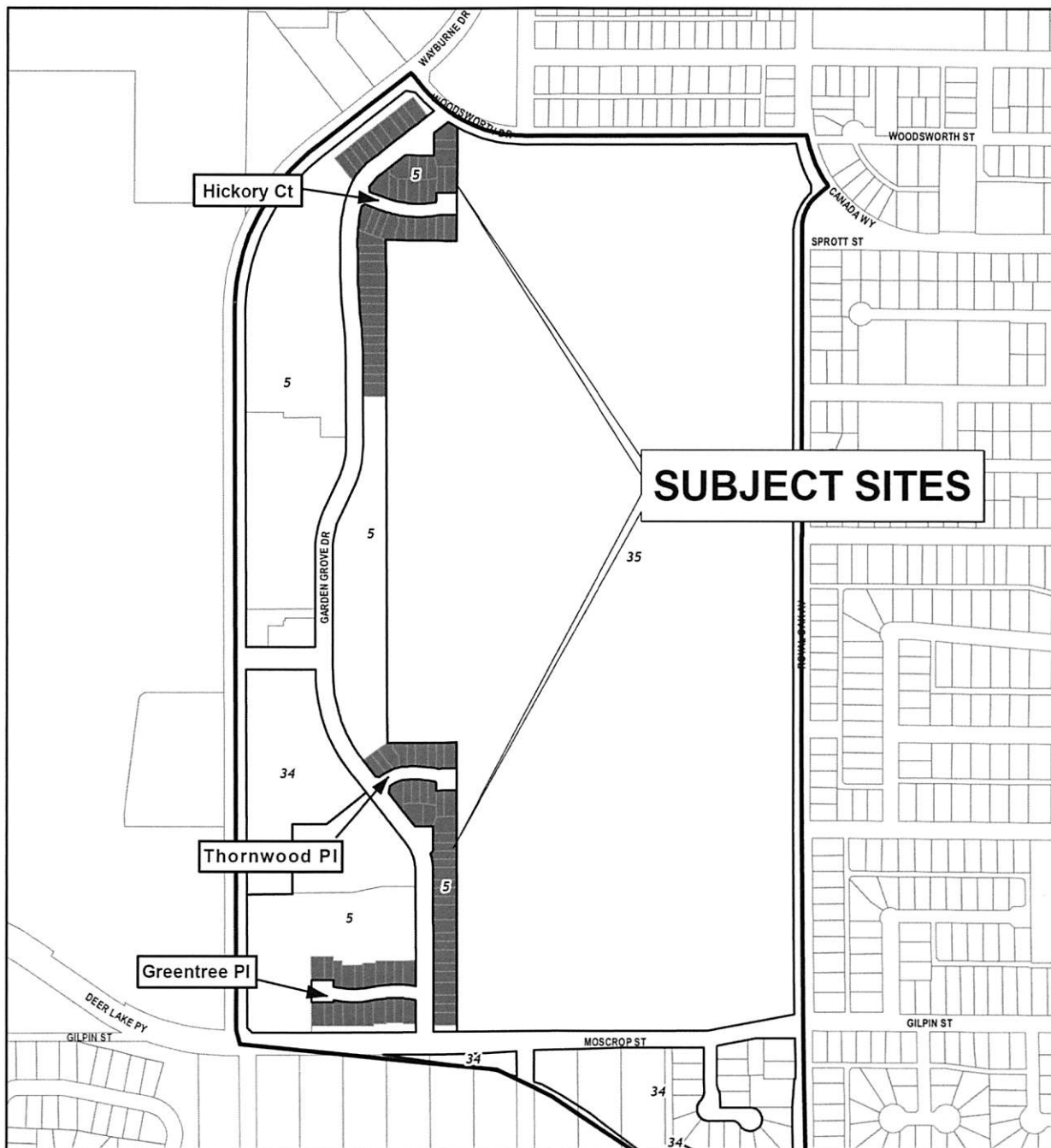
<b>ADDRESS</b>	<b>PID</b>	<b>LEGAL DESCRIPTION</b>
4762 Garden Grove Drive	003-246-353	Lot 13 District Lot 81 Group 1 New Westminster District Plan 44533
4782 Garden Grove Drive	000-949-434	Lot 14 District Lot 81 Group 1 New Westminster District Plan 44533
4798 Garden Grove Drive	001-127-705	Lot 15 District Lot 81 Group 1 New Westminster District Plan 44533
4816 Hickory Court	002-596-679	Lot 108 District Lot 73 Group 1 New Westminster District Plan 47403
4824 Hickory Court	002-653-851	Lot 107 District Lot 73 Group 1 New Westminster District Plan 47403
4831 Hickory Court	002-343-517	Lot 91 District Lot 73 Group 1 New Westminster District Plan 47403
4832 Hickory Court	002-506-301	Lot 106 District Lot 73 Group 1 New Westminster District Plan 47403
4839 Hickory Court	002-998-904	Lot 92 District Lot 73 Group 1 New Westminster District Plan 47403
4840 Hickory Court	002-534-266	Lot 105 District Lot 73 Group 1 New Westminster District Plan 47403
4847 Hickory Court	002-889-323	Lot 93 District Lot 73 Group 1 New Westminster District Plan 47403
4848 Hickory Court	002-544-563	Lot 104 District Lot 73 Group 1 New Westminster District Plan 47403
4855 Hickory Court	000-478-512	Lot 94 District Lot 73 Group 1 New Westminster District Plan 47403
4856 Hickory Court	003-372-855	Lot 103 District Lot 73 Group 1 New Westminster District Plan 47403
4863 Hickory Court	003-009-408	Lot 94 District Lot 73 Group 1 New Westminster District Plan 47403
4864 Hickory Court	002-526-140	Lot 102 District Lot 73 Group 1 New Westminster District Plan 47403
4871 Hickory Court	002-928-370	Lot 96 District Lot 73 Group 1 New Westminster District Plan 47403
4872 Hickory Court	002-690-934	Lot 101 District Lot 73 Group 1 New Westminster District Plan 47403
4879 Hickory Court	001-605-437	Lot 97 District Lot 73 Group 1 New Westminster District Plan 47403
4880 Hickory Court	002-506-432	Lot 100 District Lot 73 Group 1 New Westminster District Plan 47403
4887 Hickory Court	002-653-737	Lot 98 District Lot 73 Group 1 New Westminster District Plan 47403
4888 Hickory Court	003-307-565	Lot 99 District Lot 73 Group 1 New Westminster District Plan 47403
4901 Thornwood Place	002-514-524	Lot 67 District Lot 81 Group 1 New Westminster District Plan 45971
4910 Thornwood Place	002-468-816	Lot 52 District Lot 81 Group 1 New Westminster District Plan 45971
4911 Thornwood Place	002-468-051	Lot 66 District Lot 81 Group 1 New Westminster District Plan 45971
4919 Thornwood Place	003-287-700	Lot 65 District Lot 81 Group 1 New Westminster District Plan 45971
4922 Thornwood Place	002-527-642	Lot 53 District Lot 81 Group 1 New Westminster District Plan 45971
4925 Thornwood Place	002-856-417	Lot 64 District Lot 81 Group 1 New Westminster District Plan 45971

<b>ADDRESS</b>	<b>PID</b>	<b>LEGAL DESCRIPTION</b>
4936 Thornwood Place	003-302-890	Lot 54 District Lot 81 Group 1 New Westminster District Plan 45971
4937 Thornwood Place	003-130-665	Lot 63 District Lot 81 Group 1 New Westminster District Plan 45971
4949 Thornwood Place	001-858-017	Lot 62 District Lot 81 Group 1 New Westminster District Plan 45971
4950 Thornwood Place	002-766-761	Lot 55 District Lot 81 Group 1 New Westminster District Plan 45971
4955 Thornwood Place	002-650-029	Lot 61 District Lot 81 Group 1 New Westminster District Plan 45971
4962 Thornwood Place	003-312-500	Lot 56 District Lot 81 Group 1 New Westminster District Plan 45971
4963 Thornwood Place	002-501-066	Lot 60 District Lot 81 Group 1 New Westminster District Plan 45971
4976 Thornwood Place	002-691-710	Lot 57 District Lot 81 Group 1 New Westminster District Plan 45971
4977 Thornwood Place	000-583-740	Lot 59 District Lot 81 Group 1 New Westminster District Plan 45971
4980 Thornwood Place	001-751-832	Lot 58 District Lot 81 Group 1 New Westminster District Plan 45971
4801 Greentree Place	002-449-854	Lot 26 District Lot 81 Group 1 New Westminster District Plan 44533
4802 Greentree Place	002-460-297	Lot 25 District Lot 81 Group 1 New Westminster District Plan 44533
4809 Greentre Place	002-527-146	Lot 27 District Lot 81 Group 1 New Westminster District Plan 44533
4810 Greentree Place	002-757-087	Lot 24 District Lot 81 Group 1 New Westminster District Plan 44533
4817 Greentree Place	002-449-838	Lot 28 District Lot 81 Group 1 New Westminster District Plan 44533
4818 Greentree Place	002-543-672	Lot 23 District Lot 81 Group 1 New Westminster District Plan 44533
4825 Greentree Place	002-449-811	Lot 29 District Lot 81 Group 1 New Westminster District Plan 44533
4826 Greentree Place	003-367-126	Lot 22 District Lot 81 Group 1 New Westminster District Plan 44533
4833 Greentree Place	002-449-803	Lot 30 District Lot 81 Group 1 New Westminster District Plan 44533
4834 Greentree Place	002-790-611	Lot 21 District Lot 81 Group 1 New Westminster District Plan 44533
4841 Greentree Place	002-888-955	Lot 31 District Lot 81 Group 1 New Westminster District Plan 44533
4842 Greentree Place	007-480-113	Lot 20 District Lot 81 Group 1 New Westminster District Plan 44533
4849 Greentree Place	002-688-662	Lot 32 District Lot 81 Group 1 New Westminster District Plan 44533
4850 Greentree Place	007-480-091	Lot 19 District Lot 81 Group 1 New Westminster District Plan 44533
4857 Greentree Place	002-803-402	Lot 33 District Lot 81 Group 1 New Westminster District Plan 44533
4858 Greentree Place	002-662-922	Lot 18 District Lot 81 Group 1 New Westminster District Plan 44533
4865 Greentree Place	003-207-498	Lot 34 District Lot 81 Group 1 New Westminster District Plan 44533

<b>ADDRESS</b>	<b>PID</b>	<b>LEGAL DESCRIPTION</b>
4866 Greentree Place	002-663-457	Lot 17 District Lot 81 Group 1 New Westminster District Plan 44533
4873 Greentree Place	001-309-455	Lot 35 District Lot 81 Group 1 New Westminster District Plan 44533
4874 Greentree Place	002-449-862	Lot 16 District Lot 81 Group 1 New Westminster District Plan 44533

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- 5 Low Density Multiple Family Residential
- 34 Park and Public Use
- 35 Cemetery (P4)



## Supplemental Development Regulations Greentree Village CD Districts

### Interpretation and Application

- 1) This CD District supplement to the Burnaby Zoning Bylaw, 1965 (the “Zoning Bylaw”) applies only to existing single family dwellings in the Greentree Village CD District; it does not apply to new single family dwellings, or any multiple family residential uses. For the purpose of these supplemental regulations, “existing” means constructed in accordance with all applicable Zoning Bylaw regulations, and occupied or used as of *[insert date of first reading of the zoning amendment bylaw that adds these supplemental regulations]*.
- 2) In this CD District supplement, references to Section 6 or any subsections of Section 6 must be interpreted as references to “Section 6 – Supplementary Regulations” of the Zoning Bylaw, not as internal references to sections within this supplement.
- 3) Renovations, structural alterations or repairs and additions to existing single family dwellings in the Greentree Village CD District that comply with this CD District supplement are not subject to Preliminary Plan Approval under Section 7.3 of the Zoning Bylaw.

### Building Size, Shape and Siting for Renovations and Additions

- 4) The minimum setback from one side lot line is 2.4 metres (8 feet), and the minimum setback from the opposite side lot line is 0 metres, except that the setback for any windows or glazing facing that lot line is 2.4 metres (8 feet).
- 5) The minimum setback from a rear lot line is 7.5 metres (24.6 feet), except that if the setback from the rear lot line of an existing single family dwelling is less than 7.5 metres (24.6 feet), then the existing setback is the minimum setback from the rear lot line for any additions to the dwelling.
- 6) The minimum setback from a front lot line is the setback for the part of the existing dwelling, excluding features or projections mentioned in section 6.12(1) of the Zoning Bylaw, that is closest to the front lot line.
- 7) None of the projections mentioned in s. 6.12(1) of the Zoning Bylaw are allowed into a front, rear or side yard for the construction of an addition, except as permitted in Sections 8 to 11 of this CD District supplement.
- 8) Roof eave and gutter projections are permitted into the side yard if they do not exceed 0.6 m (1.97 ft.) on a side yard that is 2.4 metres (8 feet) or more. On a side yard that is less than 2.4 metres (8 ft.), roof eave and gutter projections are permitted but may not extend beyond the roof of the existing dwelling.
- 9) The projections mentioned in s. 6.12(1)(b) of the Zoning Bylaw are allowed into a front yard of an addition only if they do not extend further into the yard than any existing such projections.
- 10) The projections mentioned in s. 6.12(1)(b) of the Zoning Bylaw, to a maximum of 0.9 m (2.95 feet), are allowed into a rear yard of an addition.

- 11) The projections mentioned in s. 6.12(1)(a), (d), (e) and (f) of the Zoning Bylaw are allowed into side yards and rear yards of an addition, but not into front yards, to the extent permitted under s. 6.12(1) of the Zoning Bylaw and the British Columbia Building Code.
- 12) The maximum depth of a single family dwelling, inclusive of any addition to the dwelling, is 50% of the depth of the lot on which the dwelling is sited.

### **Lot Coverage**

- 13) The maximum lot coverage inclusive of any addition to an existing dwelling is 45%.

### **Secondary Suites**

- 14) A secondary suite is authorized, subject to the conditions in section 6.7.1 of the Zoning Bylaw.

### **Parking**

- 15) Off-street parking shall be provided and maintained in accordance with Schedule VIII of the Zoning Bylaw.
- 16) Despite Section 15 above, no part of any lot, building or structure shall be used as a vehicle parking space unless:
  - (a) that part of the lot, building or structure is an existing vehicle parking space; or
  - (b) the parking space is required in association with a secondary suite, in which case it must not be located inside a building or structure; it may be located between a principal building and the front lot line; the surface of the space must not be covered by impervious materials; and access to the space must be only by way of an existing driveway without any widening. Impervious materials has the meaning as indicated in s. 6.24(3) of the Zoning Bylaw.

**Public Consultation Summary**  
**Rezoning Application to Allow Single-Family Dwelling Renovations and Additions in**  
**Greentree Village (Rezoning Reference #21-09)**

**Overview:**

Staff conducted an early public consultation process with residents and homeowners in the Greentree Village neighbourhood between May and June of 2021. The purpose of this process was to obtain feedback and comments on the proposed City-led rezoning application to allow for single-family dwelling renovations and additions in Greentree Village (Rezoning Reference #21-09). The public consultation process involved the following outreach and engagement methods:

1. A total of 480 notification letters were mailed on April 28, 2021 to notify all residents and homeowners in Greentree Village of the proposed rezoning, and to solicit input either through a virtual public open house session and/or written comments, questions and feedback.
2. A virtual open house session was hosted by staff on the evening of May 25, 2021. The purpose of the session was to provide further information on the proposed rezoning, present a preliminary list of proposed amendments, and allow participants to ask questions and provide feedback and comments.
3. Written comments on the proposed rezoning were accepted until June 8, 2021.

A total of 30 individuals registered for the virtual open house and staff received written comments from 19 individuals via email. The majority of open house attendees and written comments expressed support and openness to considering certain flexibilities that would make the process of constructing minor renovations and additions to existing homes easier and more convenient. Summarized below are a list of topics and concerns about the rezoning proposal that were raised, followed by staff comments in response.

**1. Impact of renovations/additions and secondary suites on density, parking and traffic congestion, and utility servicing capacity**

Some individuals expressed concerns that allowing for renovations and additions to single-family homes, and the addition of secondary suites, would increase parking and traffic congestion issues, front yards being over-paved for more parking, and impact utility servicing capacity in the neighbourhood.

*Staff Response:* It is noted that a secondary suite would only be permitted in cases where full compliance with the Zoning Bylaw, Building Code, Fire Code, and other applicable regulations can be achieved. Given this, not all properties would be eligible for incorporating a suite into an existing single-family dwelling. For example, many existing dwellings in Greentree Village have a cellar level that is fully or mostly below-grade. In these cases, it would be challenging to incorporate a code-compliant secondary suite to the existing dwelling, given the existing house design and the inability to undertake major renovations or height increases through the amended CD District. Aside from accommodating the potential for secondary suites in select cases, the proposed rezoning does not consider additional density in terms of additional dwelling units or housing forms.

In terms of parking, an existing dwelling that is able to accommodate a code-compliant suite would also be required to provide an additional off-street parking space (for a total of two parking spaces on the property). To address concerns about front yards being over-paved for additional parking, provisions have been added to restrict front-yard paving for additional parking spaces, unless it is

required for the incorporation of a secondary suite. Expansions/conversions to existing carports and garages are also not being considered. Currently, roughly 60% of single-family lots in Greentree Village accommodate two parking spaces as opposed to one.

It is not anticipated that minor renovations and additions allowed for by the proposed rezoning, nor the allowance for secondary suites in Greentree Village in some cases, would result in significant impacts on existing City utility infrastructure services.

## **2. Renovations and additions to the building frontage, more flexibility for rear-yard additions, and allowances for decks, porches and balconies**

The preliminary list of proposed amendments did not consider permitting renovations and additions to the existing building frontage. Some individuals expressed a desire for this to be considered, especially in cases where it could benefit smaller lots that do not have as many options to extend into the side and rear yards. It was also noted that more flexibility should be provided for rear-yard extensions, and that a standard rear-yard setback requirement was not practical for those who already have a small backyard. Lastly, it was noted that clarity was needed on how new decks, porches and balconies that were not included in the original comprehensive development plans would be considered under the proposed rezoning.

*Staff Response:* To limit allowable renovations and additions to areas of an existing dwelling where they would be least visible from the streetscape, the preliminary list of proposed amendments did not consider changes along the building street frontage. As several individuals expressed interest for this to be considered, the finalized list of proposed amendments includes provisions to allow for minor renovations and additions to “fill-in” and “square off” the front elevation of a building. Allowing for these changes would give homeowners more flexibility, while still maintaining the intent of not allowing for major changes that would significantly impact the streetscape or the minimum front yard setback already established.

The preliminary list of proposed amendments considered rear-yard renovations and additions, subject to maintaining a minimum rear-yard setback of 7.5m (24.5 ft.). To accommodate further flexibility, provisions have been added to allow for renovations and additions to “fill in” or “square off” the rear elevation, even in cases where this setback cannot be met.

To allow for further flexibility, provisions have also been added for renovations and additions along the building elevation facing the zero lot line. Additional provisions pertaining to decks, porches, balconies and similar structures have been incorporated into the final list of proposed amendments to provide clarity on this topic.

## **3. Consistency along the Zero Lot Line Elevation**

Some concerns cited past or existing conflicts with neighbours regarding unauthorized additions, encroachments or projections along the neighbour’s zero lot line wall elevation, and expressed that the proposed rezoning should clarify what is and is not permitted pertaining to future renovations and additions along these side elevations.

*Staff Response:* Single-family dwellings in Greentree Village were designed such that the side elevations facing the zero lot line had minimal projections and no glazing, for the purposes of maintaining privacy for the neighbour. The proposed amendments, while allowing for additions along

the zero lot line elevation, would not allow for any additional projections or glazing unless they are set-back, in order to maintain consistency with this original intent.

#### **4. Additional building height**

Some individuals expressed a desire for additional building height to be permitted, particularly for house designs that only have a 1½ storey form, versus those with a full two storeys plus a cellar level.

*Staff Response:* The majority of single-family dwellings and multi-family buildings in Greentree Village appear generally as two-storey forms, which results in a consistent streetscape and character throughout the neighbourhood. In many cases, single-family dwellings with a 1½ storey form have a basement level that is partially above-grade, such that the building still appears as a two-storey form as viewed from the street. After further consideration, in the interest of maintaining the neighbourhood's existing streetscape character and keeping the scope of the proposed rezoning to allowances for minor renovations and additions only, the finalized list of proposed amendments do not include consideration for additional building height beyond what is permitted in the original comprehensive development plans.

#### **5. Converting garages and carports into habitable space**

Some individuals expressed an interest in the ability to convert existing carports or garages into additional habitable space.

*Staff Response:* The conversion of existing carports and garages into habitable space is not supported, for the following reasons:

- The Zoning Bylaw prohibits the use of accessory buildings or structures (e.g. detached carports and garages) as habitable space, and does not allow off-street parking uses to be located within a required front yard setback. The intent of these regulations, in part, is to prevent off-street parking uses from becoming a dominant feature of the streetscape, especially in residential neighbourhoods. While it is recognized that in Greentree Village, parking is already quite a visible feature along the streetscape, allowing for carport/garage conversions would amplify the visibility and prominence of parking uses in the neighbourhood.
- Many lots in Greentree Village are relatively narrow, ranging between approximately 9.2 m (30.2 ft.) and 17 m (55.8 ft), with an existing attached or detached carport/garage situated at the front of the lot which was intended to provide for covered off-street parking and fulfill the parking requirements for the development. Allowing for carport/garage conversions would result in more incidences of off-street residential parking occurring at the front of the building or on the street, which is undesirable and in many cases would be inconsistent with the Zoning Bylaw regulations noted above. The proposed development regulations intend to prevent additional paving for parking in front of the building, except in cases where it is necessary for a secondary suite addition.

#### **6. Narrower side-yard setback requirement**

The preliminary list of proposed amendments indicated a minimum side-yard setback requirement of 2.4 m. (8 ft.) for renovations and additions within or facing an existing side-yard. It was requested that a narrower minimum requirement (e.g. 2.1 m. [7 ft.]) be considered to provide more flexibility.

*Staff Response:* The minimum 2.4 m. (8 ft.) setback requirement was identified as the minimum required building separation distance under the B.C. Building Code that would still allow for unrated wall construction with use of combustible materials for both walls/buildings. In other words, this is the minimum separation distance required such that if one homeowner decided to renovate or construct an addition to their dwelling, construction upgrade requirements would not be triggered under the B.C. Building Code for the neighbouring building. As such, this was determined to be the appropriate setback requirement to include as part of the rezoning proposal, to provide as much flexibility as possible within the bounds of Building Code regulations, and to maintain consistency between Zoning Bylaw and Building Code regulations.

The 2.4 m. (8 ft.) minimum requirement is consistent with standard Residential Zoning Districts that allow for single-family dwellings on smaller lots (e.g. the R12 District), which require a minimum 1.2 m. (4 ft.) side-yard setback, under the assumption that this would apply to two adjacent lots for a total building separation of 2.4 m. (8 ft.).

## **7. Disadvantages for smaller lots versus larger lots**

Some individuals expressed concerns that the proposed zoning amendments would benefit and provide more opportunities for larger lots vs. smaller lots with smaller dwellings. Suggestions were put forward for creating more specific provisions based on the existing house design.

*Staff Response:* The proposed amendments aim to provide flexible regulations that can be applied broadly throughout single-family lots in Greentree Village, and provide at least some options for minor renovations and additions to most homeowners in the neighbourhood. This approach is similar to how standard Zoning Districts function, where a single set of regulations are designed to be applied broadly to a variety of contexts (e.g. different lot sizes, shapes and configurations) throughout the City. Even among standard single-family neighbourhoods in Burnaby that are regulated under a standard residential Zoning District, it is expected that in many instances a larger lot would have more flexibility for additions or renovations than a smaller or narrower lot would.

Since the public consultation process, additional provisions have been added to the final list of proposed guidelines to provide more flexibility and to address the concerns noted above, including provisions for additions to the building frontage, building rear, and along the building elevation facing the zero lot line, as well as provisions for decks, balconies, porches and similar structures.

## **8. Consideration for major redevelopment of single-family properties**

Several individuals expressed that due to the aging housing stock in Greentree Village, homeowners should be provided easier and more convenient options for demolishing existing dwellings and rebuilding a single-family home with an alternative design, independent of a CD District or comprehensive development plans.

*Staff Response:* The specific intent of this rezoning proposal was to respond to requests from some homeowners to provide easier options for making minor changes to their homes that would enable them to achieve various goals while staying in the Greentree Village neighbourhood, such as ageing in place or expanding a family.

Staff recognize that as the building stock continues to age, there may be increasing interest, from both single-family lot and multi-family building residents and owners, in options to demolish and rebuild homes in Greentree Village. This may involve broader and more significant changes, like repealing the existing CD District, and applying an alternate Zoning District. These changes may also have a notable future impact on the unique scale and character of the neighbourhood. Given these are crucial factors that warrant further study and separate public consultation, staff recommend that they be explored through a separate initiative in the future, subject to interest from the Greentree Village community.