



PLANNING AND DEVELOPMENT COMMITTEE M I N U T E S

Wednesday, September 25, 2024, 5:00 p.m.

**Council Chamber, City Hall
4949 Canada Way, Burnaby, BC**

PRESENT: Mayor Mike Hurley, Chair
Councillor Pietro Calendino, Vice Chair (in the Chair)
Councillor Sav Dhaliwal, Member
Councillor Alison Gu, Member
Councillor Joe Keithley, Member (*participated electronically*)

STAFF: Ed Kozak, General Manager Planning & Development
May Phang, General Manager Engineering
Lee-Ann Garnett, Deputy General Manager Planning & Building
Johannes Schumann, Director Community Planning
Amy Choh, Director Engineering - Transportation Services
Andre Isakov, Director PRC Planning
Alan Hill, Sr. Manager Engineering Development Services
Carl Isaak, Director Development, Neighbourhood Planning & Urban Design
Kathryn Matts, Administrative Officer 2
Sandra Berry, Acting Administrative Officer 1

1. CALL TO ORDER

The Vice Chair called the Open Committee meeting to order at 5:14 p.m.

The Chair, Mayor Hurley, was present but did not chair the meeting.

2. LAND ACKNOWLEDGEMENT

The Chair, Councillor Calendino, recognized the ancestral and unceded homelands of the hə́ŋqəmiṇə́ŋ and Skwxwú7mesh speaking peoples, and extended appreciation for the opportunity to hold a meeting on this territory.

3. **ADOPTION OF AGENDA**

3.1 **Planning and Development Committee Agenda for September 25, 2024**

THAT the agenda for the Planning and Development Committee meeting of Wednesday, September 25, 2024, be adopted, **AS AMENDED**, to add the following items under Other Business:

- BC Hydro Services; and
- Multi-Unit Family Development Permits.

CARRIED UNANIMOUSLY

4. **ADOPTION OF MINUTES**

4.1 **Minutes of the Planning and Development Committee Open meeting held on July 10, 2024**

THAT the minutes of the Planning and Development Committee meeting held on July 10, 2024, be now adopted.

CARRIED UNANIMOUSLY

5. **DELEGATIONS & INVITED PRESENTATIONS**

There were no delegations or invited presentations.

6. **ADMINISTRATIVE REPORTS**

6.1 **TENANT ASSISTANCE POLICY REVIEW**

The General Manager Planning and Development submitted a report providing an update on the implementation of the Tenant Assistance Policy and proposing clarifying language for inclusion in the policy.

Claire Shepansky, Planner 1 - Tenant Assistance, provided a PowerPoint presentation which outlined a comprehensive overview of the report.

THAT the addition of the proposed clarifying language in the Tenant Assistance Policy, as outlined in Attachment 2 to the report titled "Tenant Assistance Policy Review" dated September 25, 2024, be approved.

CARRIED UNANIMOUSLY

6.2 PROPOSED ZONING BYLAW AMENDMENTS - CHILDCARE AND R1 DISTRICT HOUSEKEEPING

The General Manager Planning and Development submitted a report proposing amendments to the Burnaby Zoning Bylaw to facilitate the creation of new childcare spaces and support the implementation of the new R1 District.

THAT the proposed amendments to Burnaby Zoning Bylaw, 1965, as described in Section 3.0 of the report titled “Proposed Zoning Bylaw Amendments - Child Care and R1 District Housekeeping” dated September 25, 2024, of the Open meeting of the Planning and Development Committee, be approved;

THAT the City Solicitor be authorized to bring forward amendments to *Burnaby Zoning Bylaw, 1965*, substantially as set out in **Attachment 1** of the report; and

THAT a Public Hearing not be held for the proposed amendments to *Burnaby Zoning Bylaw, 1965* described in the report, as they are consistent with the Burnaby Official Community Plan.

CARRIED UNANIMOUSLY

6.3 REPORT FROM COUNCIL TO PLANNING AND DEVELOPMENT COMMITTEE - RE: NOM SHORT-TERM RENTAL

A report was forwarded from the Open Council meeting of September 9, 2024, for further review and consideration in relation to the Short-Term Rental Bylaw.

THAT staff explore the feasibility and advisability of amending the Burnaby Zoning Bylaw to allow short-term rental of a portion of a primary dwelling containing a secondary suite when the secondary suite is rented long-term, as outlined in the report titled “NOM: Short Term Rental”, of the Open meeting of the Planning and Development Committee.

CARRIED UNANIMOUSLY

7. INFORMATION REPORTS

7.1 SU: RENTAL HOUSING DEVELOPMENT

The General Manager Planning and Development submitted a report providing an update on the number and status of market and non-market rental units in the rezoning process, under construction or recently completed within Burnaby as of June 30, 2024.

THAT the report titled “SU: Rental Housing Development” dated September 25, 2024, of the Open meeting of the Planning and Development Committee, be received for information.

CARRIED UNANIMOUSLY

7.2 OCP - BURNABY 2050 PHASE 3A ENGAGEMENT REPORT - WHAT WE LEARNED

The General Manager Planning and Development submitted a report to convey the attached “Burnaby 2050 What We Learned Report – Phase 3a: Drafting” and to summarize the key findings from the spring 2024 OCP public engagement campaign.

THAT the report titled “OCP – Burnaby 2050 Phase 3a Engagement Report – What We Learned” dated September 25, 2024, of the Open meeting of the Planning and Development Committee, be received for information.

CARRIED UNANIMOUSLY

8. CORRESPONDENCE

8.1 Simon Tang - Re: Restrictive Covenants in Brentwood Park

Correspondence was received from Simon Tang requesting clarification of zoning and building regulations in Brentwood Park.

8.2 Andy Wardell - Burnaby Draft OCP

(Council Correspondence and Public Notice Submission Package, September 23, 2024)

Correspondence was received from Andy Wardell regarding the Burnaby Draft OCP.

8.3 Ying Hang Li - Burnaby OCP 2050 Request for Reconsideration of Proposed Land Use Designation

(Council Correspondence and Public Notice Submission Package, October 7, 2024)

Correspondence was received from Ying Hang Li regarding a request for reconsideration of the proposed land use in the Burnaby OCP 2050.

8.4 Michelle Biagini - Re: Official Community Plan Land Use Framework

(Council Correspondence and Public Notice Submission Package, October 7, 2024)

Correspondence was received from Michelle Biagini regarding the Official community Plan Land Use Framework.

9. OTHER BUSINESS

9.1 BC Hydro

Councillor Dhaliwal inquired as to the delay in the issuance of occupancy permits due to BC Hydro installations.

The General Manager Planning and Development advised that staff are currently liaising with BC Hydro but will look to investigate opportunities to expedite the process.

9.2 Multi-Unit Family Development Permits

Councillor Dhaliwal expressed concern with multi-unit development permits being allowed only one driveway access point noting the requirement is to have a driveway from the front and from the back.

Arising from discussion, the following motion was introduced:

THAT staff review the policies and bylaws in place regarding driveway access for multi-unit developments on R1 lots, to allow for additional driveway access from the street, where possible.

CARRIED UNANIMOUSLY

10. ADJOURNMENT

By unanimous consent, and without objection, the Open Committee meeting adjourned at 6:20 p.m.

CARRIED UNANIMOUSLY

Mayor Mike Hurley, CHAIR

Kathryn Matts, ADMINISTRATIVE
OFFICER 2