



Corporation of the City of
NEW WESTMINSTER

REGULAR MEETING OF CITY COUNCIL

In OPEN WORKSHOP SESSION

March 27, 2017 at 12:00 p.m.
Council Chamber, City Hall

MINUTES

PRESENT:

Mayor Jonathan Coté
Councillor Bill Harper
Councillor Patrick Johnstone
Councillor Jaimie McEvoy (arrived at 12:56 p.m.)
Councillor Chuck Puchmayr
Councillor Mary Trentadue
Councillor Lorrie Williams

GUEST:

Jake Fry - Small Housing BC and Smallworks

STAFF:

Ms. Lisa Spitale - Chief Administrative Officer
Ms. Jan Gibson - City Clerk
Mr. Dean Gibson - Director of Parks and Recreation
Mr. Gary Holowatiuk - Director of Finance & Information Technology
Mr. Jim Lowrie - Director of Engineering Services
Ms. Jackie Teed - Acting Director of Development Services
Ms. Lynn Roxburgh - Senior Planner
Mr. Mike Watson - Senior Planning Technician
Ms. Lauren Blake - Committee Clerk

The meeting was called to order at 12:03 p.m.

ADDITIONS TO THE AGENDA

There were no additions.

PRESENTATIONS

1. **Official Community Plan: Infill Housing - Revised Design Guidelines and Implementation Options**, Acting Director of Development Services
 - a. **Staff Report**
 - b. **Presentation**

Jake Fry, Small Housing BC and Smallworks, provided an on-table PowerPoint presentation regarding laneway and carriage homes.

In response to questions from Council, Mr. Fry provided the following information:

- Laneway homes in Vancouver have been successful in supporting the population mass of communities;
- Laneway homes can provide the amenities of a home that is obtainable for families;
- Between 600 to 1200 square feet is an average size for a laneway home;
- The tiny home movement can be difficult to address outside of the structure of an Recreational Vehicle (RV) park;
- In order for laneway or carriage housing to be successful, the application process should be clear as to what end product will be delivered. This can allow for an easier application process, and for residents to build the appropriate home for their needs;
- Parking relaxations should be considered in order to successfully implement a laneway or carriage home policy;
- Units that are located above a garage are often not accessible and may not support an ageing population. There may also be concerns for the garage space being illegally converted to living space;
- Parking pads can achieve parking needs and requirements;
- Laneway homes typically provide a 20% return on investment;
- Laneway homes can be used as a tool to drive programs the City would like to promote. For example, in exchange for preserving a heritage home, an applicant could be granted additional square footage, or their application could be more quickly processed. Furthermore, these incentives could not be applied to developers therefore reducing speculation;
- A laneway home building typically costs between \$200,000 and \$220,000. The complete building experience, including permits, taxes and landscaping, typically costs between \$315,000 and \$345,000; and,

- Laneway homes can be an option to maintain single family home neighbourhoods.

Procedural note: Councillor Jaimie McEvoy entered the meeting at 12:56 p.m.

Lynn Roxburgh, Planning Analyst, provided an on-table PowerPoint presentation summarizing details of the laneway and carriage home proposal and approval process options as outlined in the report dated March 27, 2017.

In response to questions from Council, Jackie Teed, Acting Director of Development Services, and Ms. Roxburgh provided the following information:

- Flexibility is achieved by using design guidelines instead of the Zoning Bylaw in order to allow staff the flexibility to respond to the context of the site, such as slope and existing trees;
- The Floor Space Ratio (FSR) is included as a zoning requirement and not a design guideline, and cannot be varied through a Development Variance Permit process;
- The density and height restrictions have been outlined in the draft zoning regulations;
- Staff is not aware of any existing non-lawful laneway homes;
- It is anticipated that converting an existing garage to a laneway home could be cost prohibitive;
- A garage would contribute to a site's coverage calculation. A property is permitted either 10% site coverage for a garage or a .1 FSR for a laneway or carriage house.
- A property that is not developed to its maximum FSR would be permitted to reallocate its extra available density to a laneway home;
- It is not anticipated that most owners would design a laneway home with a basement;
- It is anticipated that the building process for a laneway home would trigger the requirements for sewer separation; and,
- An increased resale value is usually based on the presence of strata units. The proposed policy would not allow strata units, only rental units.

Discussion ensued, and Council noted the following comments regarding the proposed laneway and carriage housing policy:

- It was suggested that the implementation of greenways could be added to the list of concerns for laneway parking access;
- A reward and incentive program could be beneficial;
- The program could include incentives for retaining small homes, regardless of heritage value; and,
- A controlled resale value could assist with speculation.

MOVED and SECONDED

THAT Council endorse the draft regulations and design guidelines for laneway/carriage houses and town/rowhouses as outlined in the March 27, 2017 staff report, and direct staff to proceed with next steps.

CARRIED.

All members of Council present voted in favour of the motion.

Mike Watson, Senior Planning Technician, provided an on-table PowerPoint presentation summarizing the proposed approval process options regarding laneway and carriage homes as outlined in the report dated March 27, 2017.

In response to questions from Council, Mr. Watson advised that the two year trial period for the approval process has been suggested to provide an opportunity for Council and staff to determine the efficiency of the approval process, as well as what built forms result. It is anticipated that two years would provide adequate time to receive enough applications to review the application process.

Discussion ensued, and Council noted the following comments:

- Concerns were expressed for potential development interest in the laneway and carriage home program, and a lack of public consultation process in the approval process;
- Concerns were expressed for the proposed hold on the program after the two year trial period;
- The approval process should be simple so the residents participate in the program; and,
- Laneway and carriage housing can support City goals, such as ageing in place, accessibility and affordability.

MOVED and SECONDED

THAT Council endorse Scenario Three: Delegated Development Permit only for Laneway and Carriage Houses as outlined in the March 27, 2017 staff report; and,

THAT Council delegates approval to the Director of Development Services, and the City pre-zones properties across the city.

CARRIED.

Councillor Harper and Councillor Puchmayr voted in opposition to the motion.

Mr. Watson summarized the proposed approval process options regarding rowhomes and townhomes as outlined in the report dated March 27, 2017.

Council noted that the implementation for rowhomes and townhomes could require additional scrutiny compared to laneway and carriage homes, as rowhomes and townhomes could affect the streetscape of a neighbourhood. The approval process for rowhomes and townhomes should require public consultation.

MOVED and SECONDED

THAT Council endorse Scenario Two: Development Permit only, requiring Council approval as outlined in the March 27, 2017 staff report; and,

THAT the City pre-zone properties across the city.

DEFEATED.

MOVED and SECONDED

THAT Council endorse Scenario One: Rezoning and Development Permit, requiring Council approval (processed concurrently) for Townhomes and Rowhouses as outlined in the March 27, 2017 staff report.

CARRIED.

Councillor Johnstone, Councillor Trentadue and Councillor Williams voted in opposition to the motion.

ADJOURNMENT

ON MOTION, the meeting was adjourned at 2:15 p.m.

JONATHAN COTÉ
MAYOR

JAN GIBSON
CITY CLERK