



Corporation of the City of  
**NEW WESTMINSTER**

## **REGULAR MEETING OF THE LAND USE AND PLANNING COMMITTEE**

August 27, 2018 at 11:30 a.m.  
Committee Room 2, City Hall

### **MINUTES**

#### **PRESENT:**

Mayor Jonathan Coté  
Councillor Bill Harper  
Councillor Jaimie McEvoy

#### **STAFF:**

Ms. Emilie Adin	- Director of Development Services
Mr. Rupinder Basi	- Senior Planner
Mr. Stephen Blore	- Transportation Planner
Ms. Dilys Huang	- Planning Analyst
Ms. Lynn Roxburgh	- Planner 2
Mr. Mike Watson	- Planner
Ms. Carilyn Cook	- Committee Clerk

#### **GUESTS:**

Andrew Cook	- Formwerks Architectural Inc.
Bri Pigeau	- Formwerks Architectural Inc.
Lyle Richards	- Formwerks Architectural Inc.

The meeting was called to order at 11:34 a.m.

#### **ADDITIONS / DELETIONS TO THE AGENDA**

#### **MOVED and SECONDED**

*THAT the July 9, 2018 Land Use and Planning Committee agenda be adopted.*

**CARRIED.**

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

## ADOPTION OF MINUTES

### 1. Adoption of the Minutes of July 9, 2018 LUPC Meeting

#### **MOVED and SECONDED**

*THAT the July 9, 2018 Land Use and Planning Committee Minutes be adopted as circulated.*

**CARRIED.**

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

## PRESENTATIONS

### 2. No Items

## UNFINISHED BUSINESS

### 3. No Items

## REPORTS FOR ACTION

### 4. 721 Cumberland Street and 102-120 East Eighth Avenue: Preliminary Application Review for 37 Unit Infill Townhouse Proposal – Dilys Huang

Dilys Huang, Planning Analyst, summarized the staff report dated August 27, 2018 regarding a pre-application review for a 37-unit, ground oriented townhouse development for properties located at 721 Cumberland Street and 102-120 East Eighth Avenue. It is proposed that the development will consist of two to three storey units, with an overall Floor Space Ratio (FSR) of 1.00 in seven buildings. The proposal also includes 58 parking spaces (comprised of 54 resident spaces and 4 visitor spaces) as well as bike parking and storage.

Ms. Huang advised that if the application were to move forward, the proponent would be required to submit Rezoning and Development Permit applications to facilitate a rezoning of the site from Single Detached Residential (RS-1) to Infill Townhouse and Rowhouse Residential (RT). A review of the proposal, based on applicable form and character Development Permit Area guidelines, would also be undertaken.

In response to questions from the Committee, Ms. Huang, Ms. Adin, Director of Development Services, and Mr. Basi, Senior Planner, provided the following comments:

- A lock-off unit is an accessory rental within a townhouse that can be rented out but not stratified. They are found to be attractive to homebuyers;

- Lock-off units are being developed on Burnaby Mountain and in Moodyville in North Vancouver. Generally, only half of them are rented out; however, families are finding them convenient and, if rented out, are good mortgage helpers;
- Currently, there are no detailed streetscape drawings as the project is still in the preliminary stage. Pages 25 and 26 of the Agenda Package, however, include drawings of the massing and cross section of the site;
- Along with access to the common area (courtyard) which would be maintained by the strata, the units would have private open space as well, as required by the Development Permit Area guidelines;
- The number of designated accessible parking spots would have to be increased from two to three in accordance with the Zoning Bylaw.
- As this is a preliminary application, the development would be revisited by the LUPC once a formal application is submitted; and,
- Based on the overall site, some of the units would have a complement that is below grade and the Zone currently allows for 0.15 FSR to be located below grade.

Further discussion ensued, and the Committee provided the following comments:

- This is the type of housing development that the City has been trying to encourage;
- Lock-off units could be considered as a pilot project on this site; however, they need to be well designed in order to be well received;
- Since so many of the units will house families, consideration needs to be given to outdoor play areas for children. The applicants were encouraged to familiarize themselves with modern play structures which encourage nature play and adventure active play;
- The proponents were asked to ensure appropriate accessible parking as the current proposed underground accessible parking may not be able to accommodate wheelchair vans, which are often over six feet high;
- The development with proposed lock-off units should be presented as a site-specific pilot project;
- Parking appears to be adequate and not significantly different than other townhouse developments;
- It was noted that small units have been a source for debate at previous Council meetings; and,
- Members look forward to learning more about the functionality of lock-off suites, more detailed plans for outdoor space (including a playground), accessible parking, on-site tree retention, as well as more detailed drawings with respect to massing.

## **CONSENT AGENDA**

### **5. No Items**

**DIRECTOR'S / MANAGER'S REPORT (Oral Report)**

**6. No Items**

**NEW BUSINESS**

**7. No Items**

**CORRESPONDENCE**

**8. No Items**

**ADJOURNMENT**

**ON MOTION**, the meeting was adjourned at 11:55 a.m.

Original Signed

**MAYOR JONATHAN COTÉ**  
**CHAIR**

Original Signed

**CARILYN COOK**  
**COMMITTEE CLERK**