Corporation of the City of
NEW WESTMINSTER

Attachment C1

Infill Housing Program Work Plan Summary

INFILL HOUSING PROGRAM WORK PLAN SUMMARY

In May 2024, Council endorsed a work plan for the Infill Housing Accelerator Program, which is exploring pre-zoning (i.e. no rezoning required) to permit up to six residential units in single detached dwelling and duplex zones (outside of Transit Oriented Development Areas). A consultant has now been retained to advance this work with an interdepartmental staff team.

The key tasks of the work plan include:

1. Background Research: This step has included an assessment of the current context, review of past feedback, and research into approaches taken in other municipalities. The consultant retained has gathered information on promising practices in other municipalities, and by researchers. The phase has also included consideration of the new direction mandated by the Province, which will influence the approach taken to allowing infill housing.
2. Program Development: To help draft development permit guidelines and zoning regulations, this step has included:
    - *Architectural Analysis:* This included mapping exercises identifying the most common parcel typologies within the study area, and creating site layouts to explore design requirements including building massing, site access, and waste functions.
    - *Pro-forma Analysis:* This included financial testing of these architectural models on the identified parcel typologies and advised that most projects are only marginally viable in the current market.
    - *Industry Consultation:* The first round of consultation took place in Spring 2025, and included a survey and interviews with small to medium sized builders and developers potentially interested in developing infill housing. Industry expressed interest in maximum flexibility in regulations, clear communication of expectations for certainty in project planning, reduced fees and charges, and expedited timelines. Further industry consultation will be held as the program advances.
    - *Community Consultation:* Community consultation was launched with an online forum in Fall 2024. Further consultation took place in Spring 2025. The approach taken and results from this consultation are included in Attachment F1. Participants indicated general support for streamlining approvals and permitting processes for infill housing and for prioritizing new housing. Overall, those that participated in the engagement activities shared they want to see more variety of housing types. Many participants expressed interest in developing infill housing on their own properties.
3. OCP Amendment: The OCP would be update in two phases:
    - *Update the Residential Ground Oriented Infill Housing Land Use Designation and Land Use Designation Map:* The new Provincial

legislation requires local governments to update OCPs to align with new legislation, including small scale multi-unit housing, by December 31, 2025. Staff would consolidate all of the required amendments to the OCP into one process. The OCP amendment will include elements related to this initiative.

- *Create New Development Permit Guidelines for Infill Housing:* This would include the creation of form and character and other guidelines. These guidelines must consider the provincial policy manual, but there is opportunity for community, industry and external agency input.

4. Zoning Bylaw Amendment: A new zoning district (or districts) would be created that would allow for the construction of up to six units on single detached dwelling and duplex zoned properties outside of Transit Oriented Development Areas. The new zoning regulations would consider the guidance provided by the Province. Properties would be rezoned, providing an as of right opportunity to build infill housing.
5. Implementation: Once the Zoning Bylaw amendment is adopted, applications to develop infill housing could be submitted in alignment with the new zoning. Staff would create materials (revising web content, guides and other related supporting material) to assist applicants navigating the approval process.

This program is required to be completed by June 2026 to meet grant deadlines.