
PLANNING AND DEVELOPMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: HOUSING CHOICES: LANEWAY HOMES AND SUITES IN SEMI-DETACHED HOUSES

RECOMMENDATIONS:

1. THAT Council approve the process to develop regulations and guidelines for:
 - a) laneway homes in single family areas;
 - b) additional accessory dwellings in single family homes without a laneway home; and
 - c) two suites in semi-detached homes or four-plexes in duplex zoned lots.
2. THAT staff explore the affordability aspect of allowing increased densification in single and two family zoned areas.

REPORT

The Planning and Development Committee, at its meeting held on 2022 February 02, received and adopted the attached report outlining a process to develop regulations and guidelines for laneway homes and secondary suites in semi-detached houses, as a first step in implementing the Housing Choices program.

Arising from discussion, the Committee **AMENDED** the recommendation to develop regulations and guidelines for a) laneway homes in single family areas; b) additional accessory dwellings in single family homes without a laneway home; and c) two suites in semi-detached homes or four-plexes in duplex zoned lots, and added recommendation No. 2 directing staff to explore the affordability aspect of allowing increased densification in single and two family zoned areas.

Respectfully submitted,

Copied to: Chief Administrative Officer Deputy CAO / CFO GM Corporate Services GM Engineering GM Planning and Development City Solicitor Chief Building Inspector

Councillor P. Calendino
Chair

Councillor S. Dhaliwal
Vice Chair

TO: CHAIR AND MEMBERS
PLANNING AND DEVELOPMENT
COMMITTEE

DATE: 2022 January 27

FROM: GENERAL MANAGER
PLANNING AND DEVELOPMENT

FILE: 4500 20

SUBJECT: HOUSING CHOICES: LANEWAY HOMES AND SUITES IN SEMI-DETACHED HOUSES

PURPOSE: To outline a process to develop regulations and guidelines for laneway homes and secondary suites in semi-detached houses as a first step in implementing the Housing Choices program.

RECOMMENDATION:

1. **THAT** the Committee recommend that Council approve the process to develop regulations and guidelines for laneway homes and secondary suites in semi-detached houses, as outlined in this report.

REPORT**1.0 INTRODUCTION**

On 2021 December 06, Council adopted *HOME: Burnaby's Housing and Homelessness Strategy* (HOME Strategy), a ten year action plan for housing in Burnaby. Action 1.1 of the HOME Strategy calls for the City to implement a program to introduce more infill housing choices to Burnaby. The first phase of this program (to be known as the "Housing Choices" program) includes the introduction of laneway homes and suites in semi-detached houses ("suites in semis").

On 2021 February 22, Council received the *Burnaby Housing Needs Report*, which identified a need for more rental housing and more housing choices for those seeking ground-oriented housing in walkable, residential neighbourhoods.

On 2019 July 29, Council adopted the recommendations of the Mayor's Task Force on Community Housing, including Recommendation #1 to develop a plan for introducing new housing forms and family oriented housing in a variety of neighbourhoods.

On 2018 December 3, Council adopted a motion to examine the ability to facilitate laneway homes in single family zones and secondary suites in duplexes (semi-detached houses).

This report outlines a process to develop regulations and guidelines for laneway homes and secondary suites in semis, as a first step in implementing a broader infill housing program, called the “Housing Choices” program. Additional types of infill housing will be reviewed in future phases of the Housing Choices program, and in conjunction with the upcoming update to the Official Community Plan (OCP).

2.0 POLICY SECTION

The Housing Choices program generally aligns with the following Council adopted plans, reports and policies: *Corporate Strategic Plan (2017)*, the *Official Community Plan (1998)*, *HOME: Burnaby’s Housing and Homelessness Strategy (2021)*, *Burnaby’s Housing Needs Report (2021)*, and the *Mayor’s Task Force on Community Housing Recommendations Report (2019)*.

3.0 HOUSING CHOICES PROGRAM

Housing Choices is a multi-phased, multi-year program to introduce new housing forms to Burnaby’s neighbourhoods. It will focus on missing middle housing, which includes duplexes, triplexes, fourplexes, sixplexes, courtyard clusters, rowhomes, townhomes and low-rise apartments, and will also introduce accessory units such as flex suites, secondary suites and laneway homes.

The Housing Choices program will begin by introducing laneway homes and suites in semis into single and two-family zone districts, respectively. Similar reviews will be undertaken for other housing types in the Housing Choices program in conjunction with the OCP update.

4.0 LANEWAY HOMES AND SUITES IN SEMIS: PROGRAM DESCRIPTION

The work outlined in this section will result in detailed regulations and guidelines for laneway homes and suites in semis. It will determine technical requirements to support building design, address parking and servicing needs, and will require amendments to the OCP and the Burnaby Zoning Bylaw. In order to address community needs and concerns, a consultation process seeking input on design considerations and publicizing the program will accompany this work. Key elements of the implementation process for laneway homes and suites in semis are reviewed in this section; a step-by-step outline of the process and schedule is provided in *Section 5.0* below.

Although many specifics will be developed during the process, the basic parameters for these housing types are outlined in Table 1 below.

Table 1: Housing Types

	Description	Principal Building Type	Location on Lot	Maximum Units per Lot
Laneway Homes	A detached dwelling unit that is located on the same lot as a single family home.	Single family dwelling	In the rear yard, facing a lane	Three: <ul style="list-style-type: none"> • Single family dwelling • Secondary suite • Laneway home
Suites in Semis	A self-contained, secondary dwelling unit located within a semi-detached unit.	Two-family dwelling	Within a semi-detached dwelling	Four: <ul style="list-style-type: none"> • Two semi-detached units • Secondary dwelling in each unit of the semi-detached dwelling.

The work outlined in this report will focus on permitting laneway homes on single-family properties that have access to a constructed laneway, and permitting suites in semi-detached houses on two-family properties that have access to a constructed laneway. Permitted zoning districts, access requirements, minimum lot dimensions, and other criteria will be determined during the review.

Public Consultation

The Housing Choices program will be publicized via the City’s website and social media platforms. A dedicated webpage will be set up to provide information on the process, with options to sign up for updates, ask questions and provide comments. There will be opportunities for public input throughout the process.

A public survey will be launched to raise awareness, gather feedback on some of the key design elements (parking, size and height of laneway homes), and to invite volunteers to sign up for design workshops. The design workshops will provide a more detailed forum to listen and share ideas, and will be used to determine the finer details of the program. When the draft program has been developed, a series of Open Houses (potentially virtual, depending on the public health guidance available at the time) will be held to present information and gather any further feedback before the program is finalized.

Technical Review

A technical review will be undertaken to develop program elements such as addressing, servicing, and to determine lot suitability. It will also include a design review to establish key regulations such as unit size, height and massing, setbacks and access, landscaping and parking configuration.

Guidelines will be developed to support high quality, accessible, sustainable design. A financial analysis will also be undertaken to ensure the feasibility of different policy approaches, such as measures to support the retention of existing buildings and to minimize land speculation.

Official Community Plan Amendment

Burnaby's Official Community Plan (OCP) supports increasing housing choices and calls for more ground-oriented housing across the City. However, when the OCP was adopted in 1998, suites in semis were not yet permitted by the BC Building Code and laneway homes were less common. As a result, these forms of housing and their resulting densities are not specifically identified in the current Residential Framework. An OCP bylaw amendment will be required to support this work.

Bylaw Amendments

In order to permit and regulate laneway homes and suites in semis, amendments to the Burnaby Zoning Bylaw will be required. Specific amendments would include:

- Addition of definitions for the new uses;
- Addition of laneway homes and suites in semis as permitted uses in suitable zone districts;
- Addition of setback, height, floor area, off-street parking and other regulations; and
- Revision of existing bylaw provisions to reflect the new uses and incorporate any necessary changes and additions.

In addition, amendments to other City bylaws may be required, such as the Building Bylaw and the Fees Bylaw.

Implementation and Monitoring

Implementation will involve establishing the development review process, staff training, and the preparation of forms, procedures, and information guides for efficient processing of applications. This will also involve setting up mapping and data collection procedures to manage, monitor and report on program outcomes.

4.0 PROCESS AND SCHEDULE

An overview of the process and schedule to implement laneway homes and suites in semis is shown in Table 2, below.

Table 2: Schedule to Implement Laneway Homes and Suites in Semis

#	Task	Description	Schedule
1.	Public Consultation 1	<p>Launch survey to raise awareness and collect public input on key design elements (e.g., off-street parking, height, size, outdoor space).</p> <p>Notify and seek engagement with local First Nations.</p>	Winter 2021/22
2.	Technical Review	<p>Undertake technical reviews to develop recommendations for program elements such as servicing, building height and size, off-street parking and requirements for outdoor space.</p> <p>This will also include a review of the financial implications of different policy approaches.</p>	Spring 2022
3.	Public Consultation 2	Host design workshops to gather input from the public, the development community, staff, and other housing stakeholders.	Spring/ Summer 2022
4.	Draft Program	Develop draft regulations and circulate internally for review and input.	Summer 2022
5.	Public Consultation 3	Host Open Houses (potentially virtual) to present the draft program, seek feedback, and answer questions.	Fall 2022
6.	Final Program	Present the final program to Council.	Winter 2022/23
7.	OCP Amendments	Amend the Official Community Plan to support the program.	Winter 2022/23
8.	Bylaw Amendments	Amend the Zoning Bylaw and other City bylaws, as needed, to support the program.	Winter 2022/23
9.	Implementation and Monitoring	Launch the approvals process and distribute communications materials. Monitor progress.	Spring 2023; monitoring to continue with annual reporting.

To: *Planning and Development Committee*
From: *General Manager Planning and Development*
Re: *Housing Choices: Laneway Homes and
Suites in Semi-detached Houses*
2022 January 27..... Page 6

5.0 CELLAR PROVISIONS – R10, R11, R12 DISTRICTS

As the proposed process for suites in two-family dwellings and laneway homes includes a robust public consultation component, it is considered appropriate and timely to consider extending the recently adopted cellar provisions for R Districts to include the R10, R11, R12 Districts. Doing so would allow for an equal application of these provisions across all single and two-family districts. As such, it is recommended that staff be authorized to consult on this in concert with the foregoing work on laneway homes and suites in semi-detached houses.

6.0 CONCLUSION

This report provides an overview of the work process to begin the first phase of the Housing Choices program, which will implement Action 1.1 of the HOME Strategy. This work will result in regulations and guidelines to permit the development of laneway homes and suites in semis. Under the proposed process, it is anticipated that the bylaw amendments required to support these two new forms of housing would be brought to Council in winter 2022/23, followed by implementation in spring 2023.



for E.W. Kozak, General Manager
PLANNING AND DEVELOPMENT

SC:sa

Copied to: Chief Administrative Officer
Deputy Chief Administrative Officer and Chief Financial Officer
General Manager Corporate Services
General Manager Engineering
City Clerk
City Solicitor
Chief Building Inspector