

Re: Housing Conversion Study - Progress Report

Following is a progress report from the Director of Planning regarding the Housing Conversion Study.

This is for the information of Council.

Planning Department,
September 20, 1974,
Our File #12.130

TO: MUNICIPAL MANAGER
FROM: DIRECTOR OF PLANNING
RE: HOUSING CONVERSION STUDY - PROGRESS REPORT.

As a result of the Council directive of April 1, 1974 that the Director of Planning submit to Council

"a simple and reasonable plan to allow, by specific application, temporary permission for duplexing of existing single-family homes and fourplexing of duplex units...."

the Director of Planning reported to Council April 8, 1974 that the

"seemingly modest instruction is in fact proposing a major policy change in the residential density structure of the Municipality, and is in conflict with plans and policies which exist for handling increased densities..."

At that time the Director of Planning outlined the following six step study: (the first four steps were approved by Council April 8, 1974)

- (1) Geographically define low density residential neighbourhoods, (i. e. excluding areas designated for multiple family development.)
- (2) Describe the dominant characteristics of the neighbourhoods (lot size, dwelling type and size, demographic characteristics, existing zoning, etc.).
- (3) Assess the suitability of each neighbourhood to accommodate increased densities, the ramifications of such an increase, and the likely increase in accommodation that would result.
- (4) As a result of the preceding three items, select appropriate neighbourhoods (if any) and recommend to Council alternative ways of increasing residential density in the selected neighbourhoods.

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- (5) Place the proposals before the public at neighbourhood meetings located in the areas affected and obtain the views of the residents.
- (6) Assess the residents views; defeat, adopt or amend the recommendations accordingly, and (unless all proposals are defeated) forward zoning by-law amendments to a public hearing, with normal by-law procedures to follow.

Since the approval of the study procedure considerable work has been undertaken with staff presently focusing on a review of existing density regulations and the articulation of quality standards for diverse residential environments. Completion of this work will provide a policy basis for the possible designation of conversion areas.

Following are brief notes on each step of the conversion study.

Step 1. completed

Step 2. Describing the dominant characteristics of the neighbourhoods

- i) lot frontage and area - print-out has been requested from data processing
- ii) dwelling type
 - criteria on the flexibility of structures have been outlined and a print-out has been requested from data processing
- iii) demographic data
 - has been assembled by census tract and neighbourhood study area
- iv) local services
 - data on school capacities, park areas and other community services has been assembled
 - water and sewer services are being included

Step 3. The question of density is being reviewed on a municipal wide basis in relation to residential environment objectives.

Step 4. Dependent on Steps 1 - 3 above.

Steps 5 & 6 When adopting the study procedure, Council suggested steps 5 and 6 dealing with public views be delayed until after preliminary designation of conversion areas by planning staff. The intent was to avoid premature resident interest and action.

Other actions

1. Planning staff has obtained a list of enquiries received by the Department of Housing from Burnaby concerning conversions. As of August 16, 1974, 85 enquiries had been received.
2. a discussion was held with the Vancouver City Manager's office concerning conversions. Vancouver is in the process of drafting a conversion policy. New Westminster was also contacted, though no recent conversion action has been undertaken.

As a result of the far reaching implications and policy questions posed by housing conversions, the planning department has undertaken an in-depth housing study focusing on density, diversity and quality of Burnaby's residential environments. Any conversion policy should be dependent on the Municipality-wide policies which will be set out by the in-depth study. The comprehensiveness and complexity of the study requires substantial research and considerable time. It will be possible, however, to provide interim conversion guidelines. The interim guidelines require

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considerable computerized information on lot size and dwelling type to insure a reasonable accuracy and a consistent relationship with the in-depth study. In essence, the interim report will set out a conversion policy and the in-depth report will substantiate and refine it. The interim report will be completed by mid-November.

This report is for Council's information.



A. L. Parr,
DIRECTOR OF PLANNING.

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