

**TO:** CITY MANAGER

2004 March 15

**FROM:** DIRECTOR PLANNING AND BUILDING

**SUBJECT: REZONING REFERENCE #01-10**  
**Proposed Supportive Recovery Home for Women**

**ADDRESS:** 6845 Kitchener Street

**LEGAL:** Lot 186, D.L. 132, Group 1, NWD Plan 27970

**FROM:** R4 Residential District

**TO:** CD Comprehensive Development District (based on R4 Residential District and P7 Special Institutional District and in accordance with the development plan entitled "Charlford House Society for Women" prepared by Pat McNamara and Cal Walker of the Society)

**APPLICANT:** Charlford House Society of Women  
6845 Kitchener Street  
Burnaby, B.C. V5B 2J8  
(Attention: Mr. Pat McNamara)

**PURPOSE:** To seek Council authorization to forward this application to a Public Hearing on 2004 April 27.

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**RECOMMENDATIONS:**

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2004 April 05 and to a Public Hearing on 2004 April 27 at 7:30 P.M.
2. **THAT** the following be established as prerequisites to the completion of the rezoning:
  - a. The submission of a suitable plan of development.
  - b. The submission of a management plan which provides information on the use, clientele, and operating procedures of the home.
  - c. Retention of an interim Community Care Facility (CCF) License for the home, with the understanding that the full CCF License will be obtained over the next year.

- d. Provision of a Section 219 Covenant which limits occupancy of the home to a maximum of 15 women and ensures the provision of trained staff on site on a 24 hour per day, 7 day per week basis for as long as the Charlford House Society occupies the building.

## R E P O R T

### 1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to bring the Charlford House supportive recovery home into compliance with the City's Zoning Bylaw and to facilitate its expansion from a 10-bed to 15-bed facility licensed under the Community Care Facility Act.

### 2.0 BACKGROUND

- 2.1 Charlford House is a non-profit supportive recovery home for women overcoming alcohol or drug dependency that has been operating in north Burnaby since 1972. The program operates out of one side of a rented duplex at 6845 Kitchener Street (see Sketch 1, *attached*). It is targeted at women overcoming alcoholism and/or drug addiction. It provides a home in which women learn about their addiction and acquire life skills which help them to successfully reintegrate into society. Charlford House currently accommodates up to 10 clients, in five bedrooms, with a maximum of three staff on site at any given time. It receives operating funding from the Fraser Health Authority (FHA).
- 2.2 The Charlford House operation does not comply with the R4 (Residential) District zoning of its Kitchener Street property. In 2001, representatives of Charlford House submitted a rezoning application to bring the property into compliance with the Zoning Bylaw and to permit the operation to expand into the other half of the building in which it was situated. On 2001 June 04, Council received the report of the Planning and Building Department concerning the subject rezoning. Council authorized the Department to work with the applicant in preparation of a suitable plan of development, with the understanding that a further and more detailed report would be submitted at a later date.
- 2.3 The chief reason for the roughly three-year delay in advancing the plan of development for Charlford House relates to uncertainty regarding Community Care Facility (CCF) Licensing. When the rezoning application was submitted in 2001, Charlford House had been complying with a request from the FHA to pursue a CCF License. Shortly after, due to a change in Health Ministry policy, the FHA informed

Charlford House that it would no longer be eligible for a CCF License. Charlford House requested that its rezoning application be placed on hold while it explored other options (e.g. the possibility of using the US-based CARF accreditation system to address quality assurance concerns at the home). Recently, the FHA and Ministry changed their position and are again requiring that Charlford House obtain a CCF License. As had been the case three years ago, Charlford House is thus pursuing CCF Licensing and rezoning concurrently.

### 3.0 GENERAL DISCUSSION

- 3.1 The applicant has applied to rezone the property to CD Comprehensive Development District (based on P7 Special Institutional District and R4 Residential District guidelines). The proposed zoning designation would permit Charlford House to expand its operation to 15 beds, using both sides of the building. It would also enable the building to revert to residential use if Charlford House reduced or ceased operations at some point in the future.

Further, Comprehensive Development zoning is required because the site's area (802.9 m<sup>2</sup>) and width (21.9 m) fall below the P7 District requirements (i.e., under the P7 District Schedule, a facility wishing to accommodate 15 clients would need a lot area of 1,541 m<sup>2</sup> and a lot width of 24.5m).

- 3.2 Potential issues related to this rezoning involve neighbourhood impacts, the scale of development, and adherence to CCF Licensing requirements. With respect to neighbourhood impacts, staff are not aware of any complaints being registered against the house in its 32 years of operation. Also, potential concerns of neighbours should be mitigated by the fact that the home has three staff present during business hours and a supervisor on site at night. With respect to scale of development, it is believed that five additional residents should not pose an undue problem for the neighbourhood, particularly if the facility will be subject to CCF Licensing requirements and no physical expansion would be involved. With respect to CCF Licensing, FHA staff indicate that they do not foresee problems with the application and are working closely with Charlford House to achieve compliance. They note that the home should be able to obtain an interim CCF License in the next month or so, receiving a full license within a year.
- 3.3 In terms of community benefits, Charlford House appears to be providing a valuable community service, having a solid record of success (e.g., a recent survey conducted by the home determined that, after three years of leaving the program, 57% of the residents had not returned to drugs or alcohol). A letter in support from the FHA's Addictions Services states: "over the many years . . . we have appreciated the quality

of services and the professional and ethical characteristics exemplified by their staff as they deal with such a highly complex and vulnerable population.” Further, there are several indications that the home has been a “good neighbour,” with residents and staff making a concerted effort to contribute to community life (e.g., engaging in door-to-door Christmas caroling, helping with activities at the nearby Lochdale Community School).

On balance, the benefits of the Charlford House rezoning application appear to outweigh any potential concerns. The Planning Department thus supports the application.

- 3.4 While internal building upgrading for Building Code compliance is required, the proposal does not include any increase in the size of the dwelling.
- 3.5 As indicated, the FHA is requiring that Charlford House obtain a CCF License and Health Authority staff are providing assistance to representatives of the house in addressing the licensing requirements. Retention of an interim CCF License is also proposed to be a condition of rezoning approval.
- 3.6 In terms of the intensity of use, the proposed expansion to 15 residents is considered supportable given the home’s pursuit of a CCF License, the strong community need for quality supportive recovery services, the long time and complaint-free existence of the 10-bed facility.
- 3.7 A Section 219 Covenant is to be provided to limit occupancy of the home to a maximum of 15 women and ensure the provision of trained staff on site on a 24 hour per day, 7 day per week basis for as long as the Charlford House Society occupies the building.
- 3.8 As the application relates to an existing building and no exterior changes are proposed, no development cost charges are applicable.

**4.0 DEVELOPMENT PROPOSAL**

- 4.1 Net Site Area: - 802.9 m<sup>2</sup> (8,642.9 sq.ft.)
- 4.2 Floor Area: - 403.71 m<sup>2</sup> (4,345.64 sq.ft.)  
(existing building; both sides of two-family dwelling)

- 4.3 Building Height: - Two Storeys
- 4.4 Unit Mix: - Ten bedrooms (five on each side of two-family dwelling)
- 4.5 Parking: - 6 spaces (note: residents of Charlford House generally do not own cars)

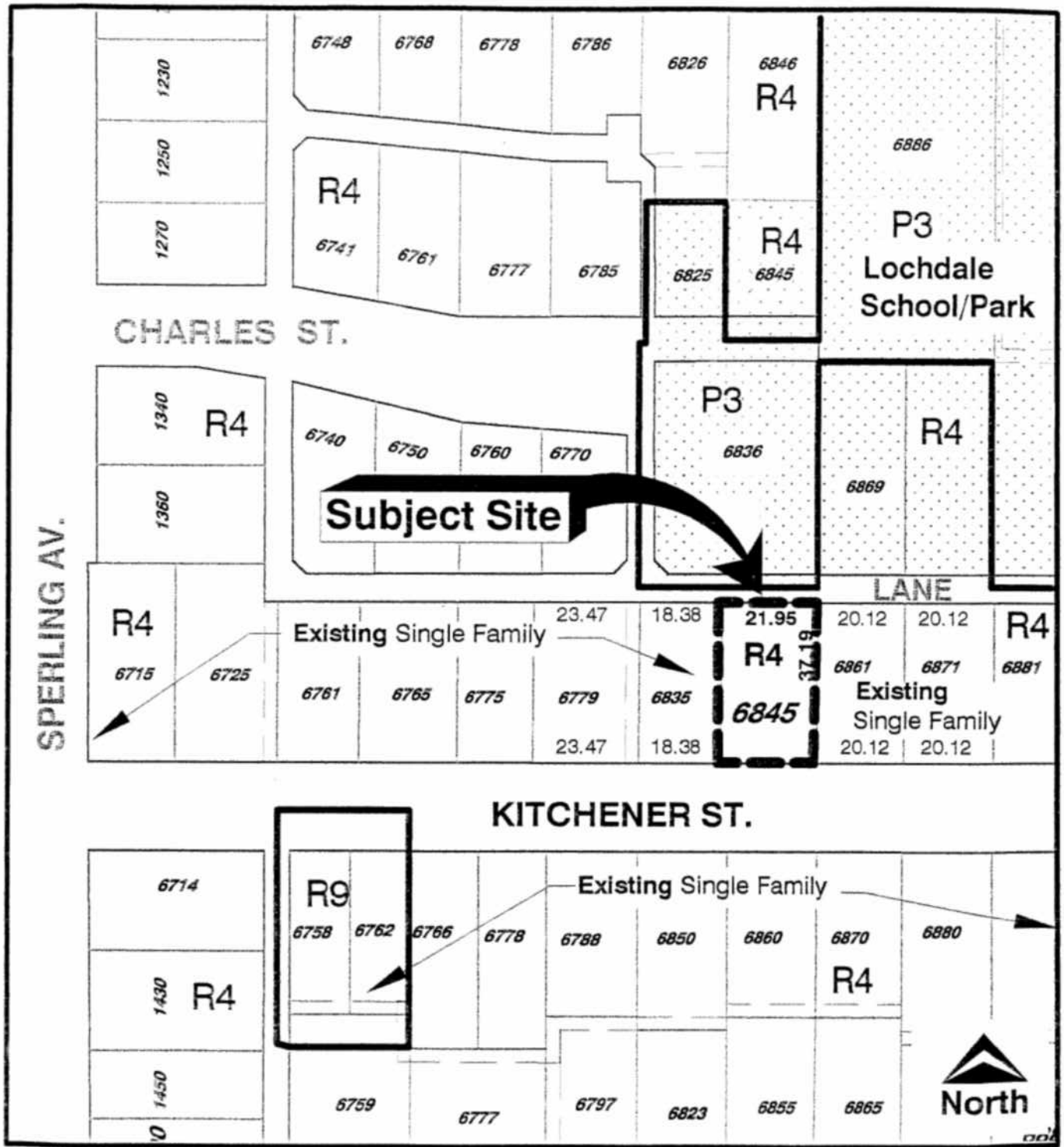


J.S. Belhouse, Director  
PLANNING AND BUILDING

JF/BR:jc  
Attachment

cc: City Clerk  
City Solicitor

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Planning And Building Department

Scale: 1 : 1250

Drawn By: J.P.C.

Date: May 2001

REZONING REFERENCE 01 -- 10

Sketch # 1