

Staff Report to Advisory Design Panel

Planning and Development

FILE: 6480-20-2024

REPORT DATE: September 13, 2024 **MEETING DATE:** October 09, 2024

TO: Advisory Design Panel

FROM: Dana Parr, Planner II

SUBJECT: New Development Permit Area Guidelines for Small-Scale Multi-Unit Housing

RECOMMENDATION(S):

THAT the City of Pitt Meadows Advisory Design Panel:

- A. Provide City Staff with feedback regarding the design guidelines for Development Permit Area No. 9; OR
- B. Other.

PURPOSE

To update the Advisory Design Panel in regards to provincial legislation Homes for People Action Plan and to request feedback regarding the newly adopted Development Permit Area guidelines for Small Scale Multi-Unit Housing (SSMUH).

Information Report Decision Report Direction Report

DISCUSSION

Background:

In November 2023, the Province passed legislation to increase the supply, diversity, attainability, and affordability of housing in all BC municipalities as part of the Homes for People Action Plan.

The new legislation requires BC municipalities to allow for more housing density and different housing types, particularly in single-family neighbourhoods, near transit hubs, and along transit to increase density on single-family and duplex lots within the urban containment boundary. These housing types include:

- Secondary suites
- Single-family dwellings
- Detached accessory dwelling units (ADUs), like garden suites and laneway homes
- Triplexes
- Townhomes
- House-plexes
- Apartments with up to 6 dwelling units

This new legislation will allow up to three or four small-scale units per single-family or duplex lot, depending on lot size, in most Pitt Meadows urban neighbourhoods. Properties within 400 metres of a frequent transit stop are allowed up to six units per lot (please see Attachment B for map showing the new residential zones in the City's urban area).

The province required that municipalities adopt these changes to the Zoning Bylaw allowing for these uses by June 30, 2024. Council adopted the changes to the Zoning Bylaw at their meeting on June 25th.

As a companion to the legislated changes to the Zoning Bylaw, the City also adopted development permit area guidelines for the new housing forms now permitted in single-family neighbourhoods. These were also adopted by Council on June 25th.

Unfortunately, given the tight timelines, there was no opportunity to consult with the Advisory Design Panel regarding these new design guidelines in advance of their adoption by Council. However, since provincial legislation also requires that municipalities update their official community plans by the end of 2025 to reflect the mandated changes to their zoning bylaws, there is an opportunity also to refine the development permit area guidelines, taking into account recommendations from the ADP.

Relevant Policy, Bylaw or Legislation:

City Bylaws: Official Community Plan Bylaw No. 2864, 2020 contains development permit area guidelines for intensive residential development in single-family neighbourhoods.

Legislation: Section 475 of The *Local Government Act* (LGA) addresses community consultation during the OCP amendment process, and requires that Council give consideration to providing opportunities for early and ongoing consultation. Development Permits are regulated through the LGA Division 7.

Legislation: Section 457.1 of the *Local Government Act* (LGA) allows local governments to continue to use development permits for SSMUH providing they do not unreasonably restrict the ability to use the land at the use and density prescribed in the SSMUH legislation.

The Province's Bill 44 amended the LGA to mandate that municipalities amend their zoning bylaws to permit various housing types in single-family and duplex-zoned areas, including single-family, secondary suites, garden suites, duplexes, multiplexes, apartments and townhouses.

Analysis:

In conjunction with the SSMUH-related amendments to the Zoning Bylaw required by the Province (refer to the “Zoning Amendment Bylaw to Implement Provincial Small-Scale, Multi-Unit Housing and Transit-Oriented Areas Parking Requirements” report in the May 14, 2024 Council Meeting Agenda¹), updates to the Development Permit Area #9 Ground-oriented Residential guidelines were adopted by Council on June 25, 2024. The updates are intended to ensure that the Development Permit Area guidelines are appropriate for the SSMUH housing forms. The purpose of the development permit area guidelines for SSMUH developments is to foster high-quality and well-designed buildings that incorporate thoughtful landscaping and contribute to a pleasant streetscape in Pitt Meadows. A local government may issue a development permit if satisfied that the guidelines have been met; however, a development permit cannot be denied based on concerns with the proposed use or density of the development.

The following summarizes updates to Development Permit Area #9 Ground-oriented Residential in the OCP:

Expanding requirements and exemptions:

- Adding new housing forms that are now permitted in single-family neighbourhoods. These unit types include apartment buildings (up to six units), townhouses, duplexes, courtyard housing, and multi-plexes. Adding these housing types clarifies the expectation that higher-density housing forms in single-family neighbourhoods will be required to obtain a development permit before building permit issuance.
- Exempting garden suites from the DP guidelines and development permit process. Exempting garden suites from the development permit requirement places the City in closer alignment with the provincial guidelines, which encourages municipalities to simplify the application process for these units. This approach also encourages these more modest forms of infill development that minimally disturb the character of single-family home neighbourhoods.
- Exempting construction of an addition up to 90 m² that results in additional units, where the addition is not visible from the public realm. This exemption is intended to encourage the retention of existing structures.

Proposed changes to guidelines and to provide additional clarity:

- Reorganizing the guidelines according to subject headings, rather than housing forms, such as “Landscaping,” “Building Construction,” and “Driveways and Parking” will eliminate repetition and increase ease of use since applicants will need only to refer to one set of guidelines, regardless of the housing form.
- Updating the guidelines to help minimize the visual impact that driveways, parking areas

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¹ <https://pub-pittmeadows.escribemeetings.com/FileStream.ashx?DocumentId=16067>

and garage doors will have, particularly from the street.

- Adding landscaping guidelines to aid in the visual transition between the fronts of buildings and the street.
- Adding new guidelines for garbage and recycling facilities.
- Including new guidelines for mechanical equipment such as heat pumps and air conditioning units.

Advisory Design Panel Application Review

The Development Permit Delegation Bylaw No. 2962, 2023 currently permits the Director of Planning and Development to approve development permits in Development Permit Area #9, Ground-Oriented Residential for duplexes, garden suites and up to four single-family homes on contiguous lots. All other development permit applications will need Council’s approval before a building permit may be issued. Applications that require Council approval will be forwarded to the Advisory Design Panel for review prior to Council consideration.

KATZIE FIRST NATION CONSIDERATIONS

Referral Yes No

No impact to Katzie First Nation has been identified.

SIGN-OFFS

Written by:

Reviewed by:

Dana K. Parr, Planner II

Colin O’Byrne, Manager of Planning

ATTACHMENT(S):

- A. Development Permit Area 9: Ground-Oriented Residential Guidelines
- B. Map – Residential Zoning in Pitt Meadows Urban Area as a Result of Provincial Legislation