



Staff Report to Council

Planning and Development

FILE: 08-3060-20/24-03

REPORT DATE: January 06, 2025 **MEETING DATE:** January 14, 2024

TO: Mayor and Council

FROM: Colin O’Byrne, Manager of Planning

SUBJECT: Development Permit Application for 19516 Hammond Road

CHIEF ADMINISTRATIVE OFFICER REVIEW/APPROVAL:

RECOMMENDATION(S):

THAT Council:

- A. Direct the applicant for Development Permit No. 2024-003, proposing a four-unit townhouse building with one basement suite at 19516 Hammond Road, to amend the plans to include a single driveway access and sufficient on-site vehicle maneuvering for further consideration; OR
- B. Other.

PURPOSE

Consideration of development permit issuance for the property at 19516 Hammond Rd (PID: 010-486-950) to develop four townhouses with one basement suite.

Information Report Decision Report Direction Report

DISCUSSION

Background:

The property at 19516 Hammond Road was rezoned on September 20, 2022 from R-1 (Medium Lot Residential) to R-2 (Small Lot Residential) to allow for the subdivision of the property into two single-family lots. As part of this process, a Development Variance Permit (DVP) was approved to vary the minimum lot width requirement from 11 meters to 10.919 meters to accommodate the proposed subdivision. The DVP was registered at the Land Titles Office on

November 22, 2022. Subsequently, a subdivision application was submitted on July 14, 2023, and a Preliminary Layout Approval (PLA) was issued. However, the applicant decided to pause the single-family development process to explore the feasibility of a multi-unit development instead following the City’s adoption of the Provincially-required small-scale multi-unit housing zoning. The applicant currently retains the option to proceed with the single-family development proposal but has chosen to pursue a Development Permit (DP) for a multi-unit development on this property.

A development permit application has now been received for a proposed five-unit development at 19516 Hammond Rd. The proposal aligns with the current small-scale multi-unit housing zoning and a development permit is required before a building permit can be issued.

Civic Address: 19516 Hammond Rd.

Property Size: 1,011.80 m² (10,891 ft²)

OCP Designations: Residential-Low

Zoning: R-6 (Urban Residential 6)

DPA: No. 9 Ground-Oriented Residential

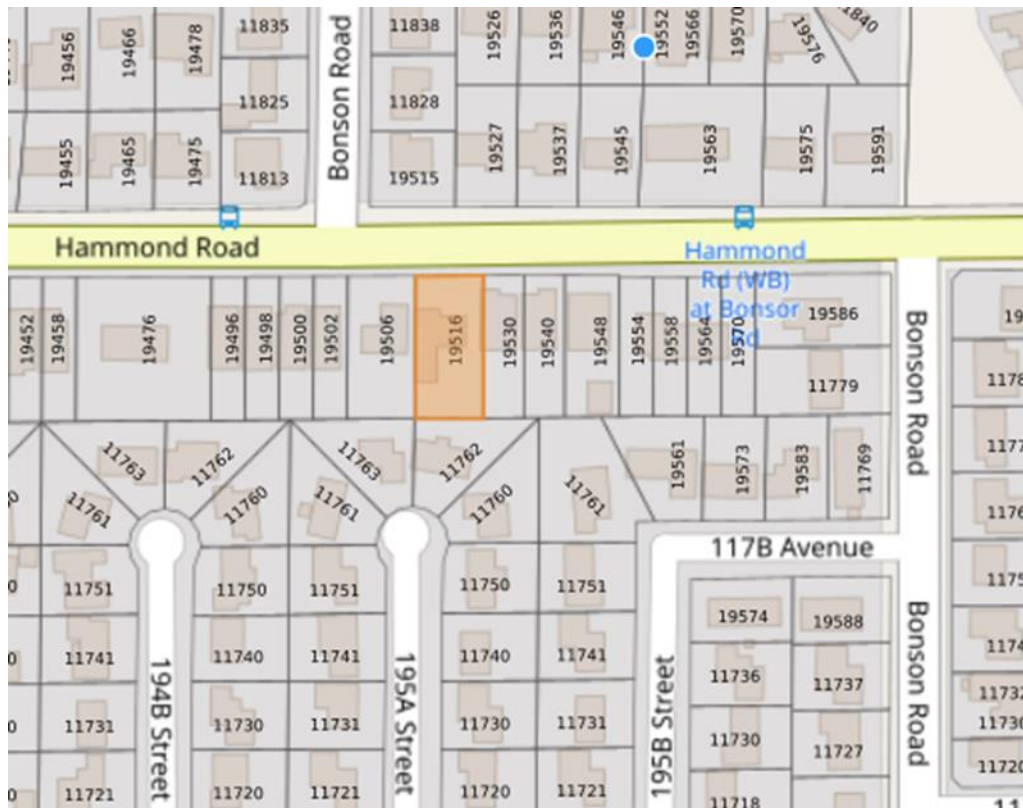


Figure 1: Location of Site

Relevant Policy, Bylaw or Legislation:

Development Permit Area No. 9 applies to the subject property and surrounding area. This area is designated to ensure high-quality, ground-oriented residential development that aligns with the City's design guidelines for livability, neighborhood integration, and aesthetic appeal.

Zoning Bylaw No. 2505, 2011 R-6 (Urban Residential 6) Zone also applies. This zoning allows for increased residential density, accommodating up to six units per lot. Within the requirements established by the Province, this zone was prepared to support compact urban development while maintaining compatibility with surrounding neighborhoods.

Analysis:

The subject property is situated on the south side of Hammond Road and is surrounded by single-family residential properties. Hammond Road has undergone increased densification over the past decade with rezoning and subdivision into small-lot single-family homes. However, provincial housing legislation introduced at the end of 2023 required that municipalities permit up to six-units per lot, depending on lot size and location. This application represents the first proposed multi-unit development under the new R-6 zoning and updated development permit area guidelines. As such, this development permit is likely to serve as an example for future applications under the R-6 zoning.



Figure 2: Subject Property



Figure 3: Properties East of the Site



Figure 4: Properties West of the Site

This development proposal features four townhouses facing Hammond Road and one basement suite accessed from the rear of the building (Figure 5). Each townhouse unit includes three bedrooms plus a den, offering 2,095 ft² of living space on the main and upper floors, with an additional 691 ft² in the basement. Only unit one contains a basement suite (labelled unit 5 in the plans; see Attachment D). Unit one includes 200 ft² of private outdoor deck space, units two and three have 256 ft² each, and unit four has 220 ft². Each townhouse also has a single-car garage and a parking space in the front driveway. Access to the site is proposed via two shared driveways from Hammond Road.

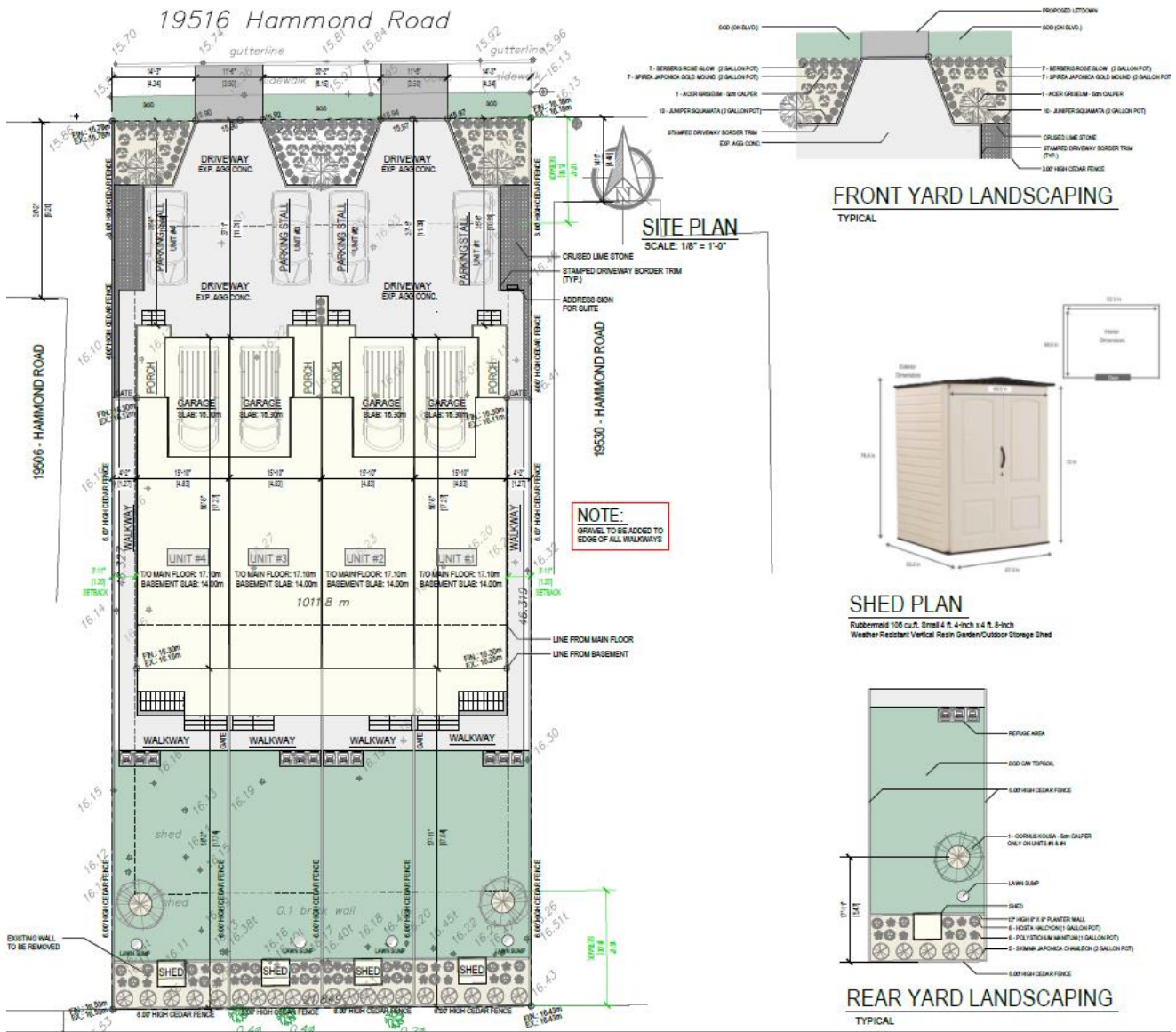


Figure 5: Site Plan

The exterior cladding includes asphalt shingles, Hardie shakes, and Hardie board that are consistent with surrounding developments (see figure 6 below).

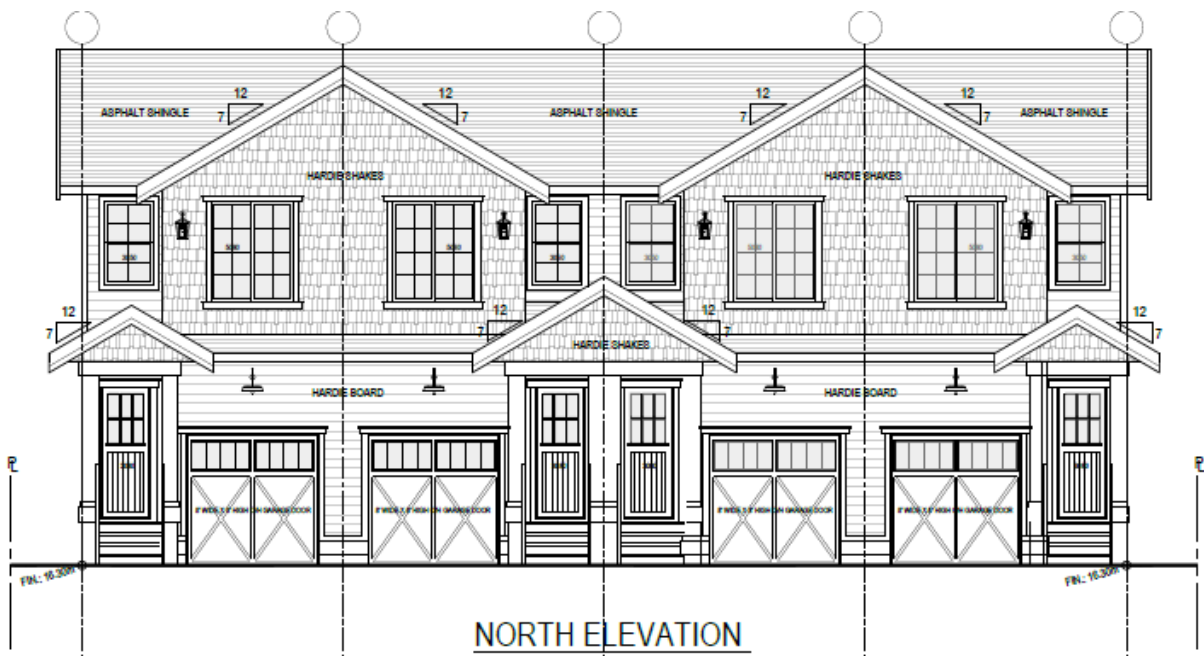


Figure 6: Exterior Materials

MATERIALS/COLOURS

ITEM	COLOUR
ASPHALT SHINGLE ROOF	SLATESTONE GREY
TRIM	SHERWIN WILLIAMS TRICORN BLACK SW6258
GUTTERS /DOWNPIPES	SOLID BLACK
HARDIE SHAKES	KHAKI BROWN
HARDIE BOARD	LIGHT MIST
FRONT DOOR	SHERWIN WILLIAMS TRICORN BLACK SW6258
GARAGE DOOR	SHERWIN WILLIAMS TRICORN BLACK SW6258
METAL FLASHING	SOLID BLACK
GUARDS/RAILING	SOLID BLACK

Table 1: Materials and colours



Figure 7: Colour Palette

The front and rear yard feature a combination of trees, plants, and shrubs that contribute to the landscape's aesthetic appeal and greenery (see Figures 8 & 9 for details). Each yard will have a 4'4"x 4'8" shed for storage and will be separated by 6 foot tall cedar panel fences.

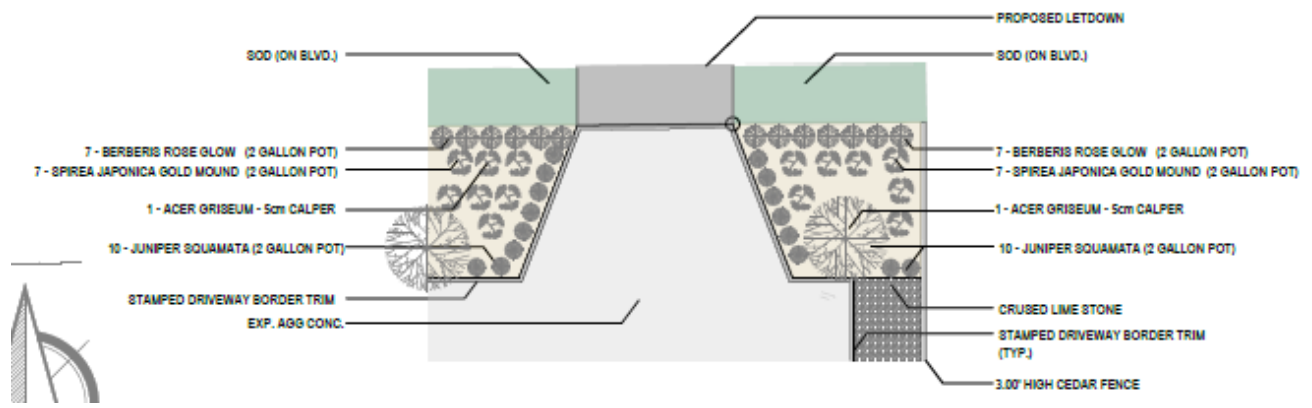


Figure 8: Front Yard Landscaping

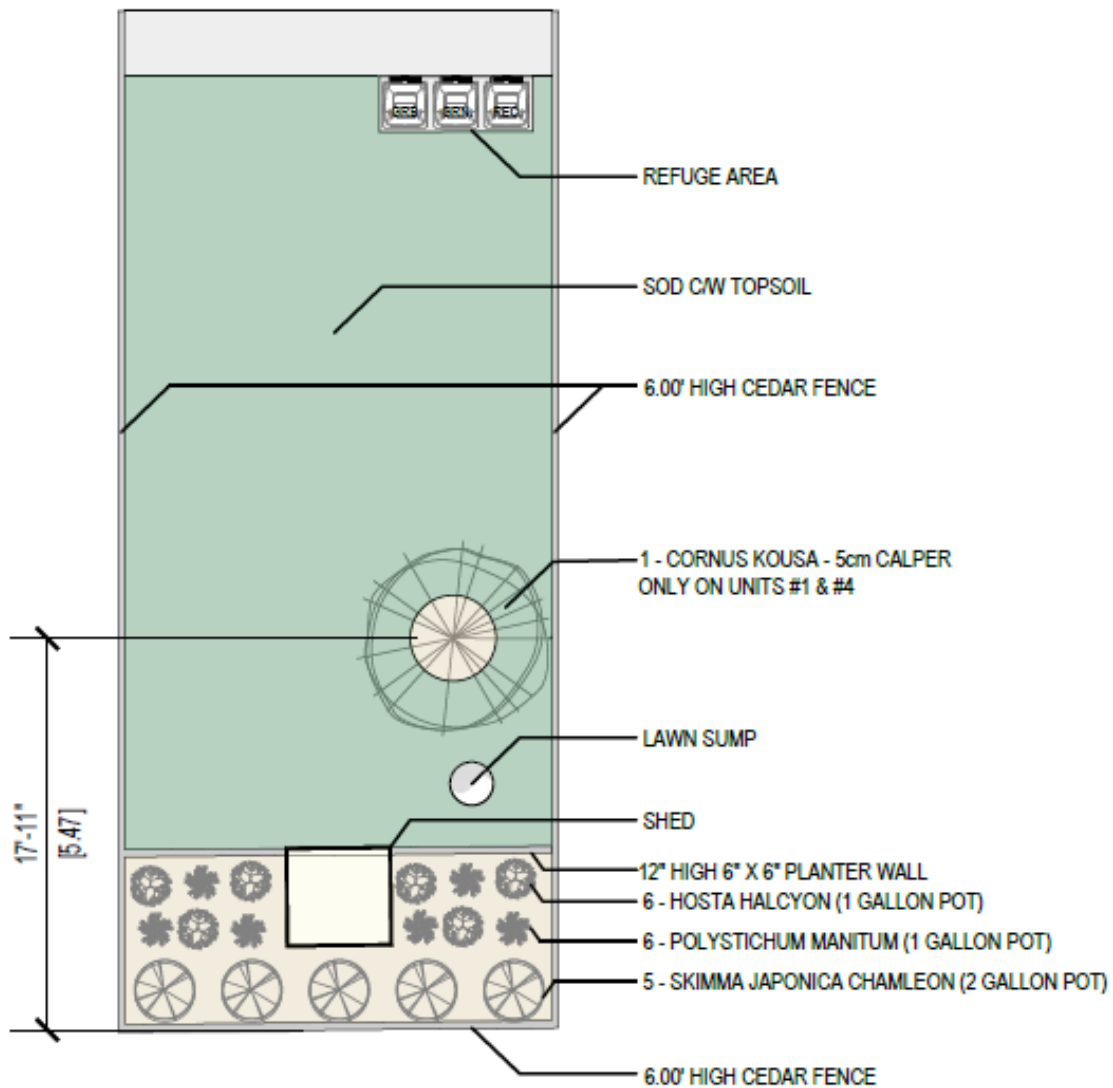


Figure 9: Rear Yard Landscaping

Development Permit Area No. 9 Ground-Oriented Residential

The objectives of the development permit area (DPA) are:

- Provide a diversity of housing types through sensitive residential infill development;
- Increase land use efficiency, enabling a compact and complete community;
- Ensure compatibility of housing forms with the “small-town” character of existing neighbourhoods;
- Promote high-quality design in ground-oriented residential areas; and
- Respect the existing scale of development within the community.

This application represents the first development under the new provincially-mandated zoning in this neighbourhood with increased density and a multi-family housing form. Careful consideration of building scale, visual impact, architectural style and landscape character ensures a smooth transition from the surrounding single family residential dwellings and compatibility with the overall neighbourhood. Additionally, this application will establish an example for future design proposals.

The developer is proposing on-site parking, even though the City is not permitted to require that parking be provided under the new provincial legislation. Staff anticipates that these types of developments will incorporate some on-site parking so that they are more marketable. Including on-site parking in a development of this type will alleviate the pressure on street parking availability; however, parking spaces, driveways and garages for multi-unit developments also need to support safe and visually appealing streetscapes. Generally, the development aligns with the DPA design guidelines with two exceptions (i.e., driveway access and address signage) that are discussed below.

Advisory Design Panel

The application was presented to the City’s Advisory Design Panel (ADP) on two occasions, initially on October 9, 2024, and, at the request of the ADP, subsequently on November 13, 2024, when the applicant presented revised plans addressing the ADP’s earlier feedback. While quorum was not met at the November 13th meeting and no formal motion was passed, staff documented the feedback provided by the ADP members who were present.

The key changes to the proposal in response to feedback from the first meeting in October were:

1. Tree Canopy Enhancements:
 - The applicant added dogwood trees to each backyard, centrally positioned, to complement the existing three maple trees in the front yard.
2. Street Addressing and Visibility for the Basement Suite:
 - An address sign for the basement suite was added; however, the applicant chose not to include the recommended addition of a roof overhang over the side path leading to the suite entrance.

3. Driveway and Landscaping Revisions:

- Redesigned to include two driveways with additional landscaping elements, including a stamped border trim, for aesthetic enhancement and to reduce blind spots and facilitate vehicles backing out from the end units.

4. Storage and Waste Management:

- Dedicated backyard areas for garbage, recycling, and compost bins were added, along with garden sheds for extra storage.

5. Single vs. Dual Driveway Design:

- Redesigned the driveway layout to have two driveways to resolve vehicle maneuvering difficulties with the proposed single driveway configuration.

Comments from the second ADP meeting held in November included the following:

1. Dual driveway proposal

Staff provided additional information on relevant policies and bylaws that recommend minimizing the number of driveways for improved safety and sidewalk accessibility. ADP members had varied perspectives on the dual driveway proposal:

- Safety concerns about vehicles backing out onto Hammond Road across the sidewalk and bike lane.
- The front yard and parking areas appear cramped; a previous single-driveway design appears to offer more on-site maneuvering space for vehicles.
- Suggestion to push the building back to improve parking and on-site vehicle maneuvering.
- The two-driveway option allows easier straight-line backing out and accommodates an additional tree at the front.
- Sightlines restricted by 3.5m-wide driveways; consider slightly widening the driveways.

2. Trees

- The central backyard dogwood trees may limit recreational use and the roots could affect lawn areas. Suggested moving these to yard corners.
- Having the additional trees aligns with the City's urban canopy goals.
- The paperbark maple trees in the front are a suitable species for that area but should be shifted south to improve sightlines for departing vehicles and canopy clearance from the sidewalk.

3. Landscape

- Use gravel or similar material between the side yard paths and fences to prevent maintenance issues.
- Address the gap between middle front porches with plantings or enclosures to avoid a maintenance issue.

4. Street Addressing for the Basement Suite

- The proposed location for the basement suite address is not easily visible from the street.

Revisions Following the November ADP meeting

The revised plans submitted by the applicant (Attachment D) address most of the remaining concerns identified above; however, two issues remain unresolved. The first is the proposed dual driveway design, and the second is the placement of the suite address sign, which was not relocated as recommended.

Driveways and On-site Maneuvering

In alignment with the City’s Highway Access Bylaw, the development permit guidelines, and the Province’s Active Transportation Design Guide that recommend minimizing the number of driveways, staff recommend the applicant amend the proposal to use a single shared driveway access and accommodate on-site vehicle maneuvering. Minimizing the number of driveways improves safety for pedestrians and people riding bikes or using mobility aids. This is consistent with past practice for other small multi-family and townhouse developments in Pitt Meadows, such as the approved 4-unit townhouse development at the corner of Blakely and Hammond Roads.

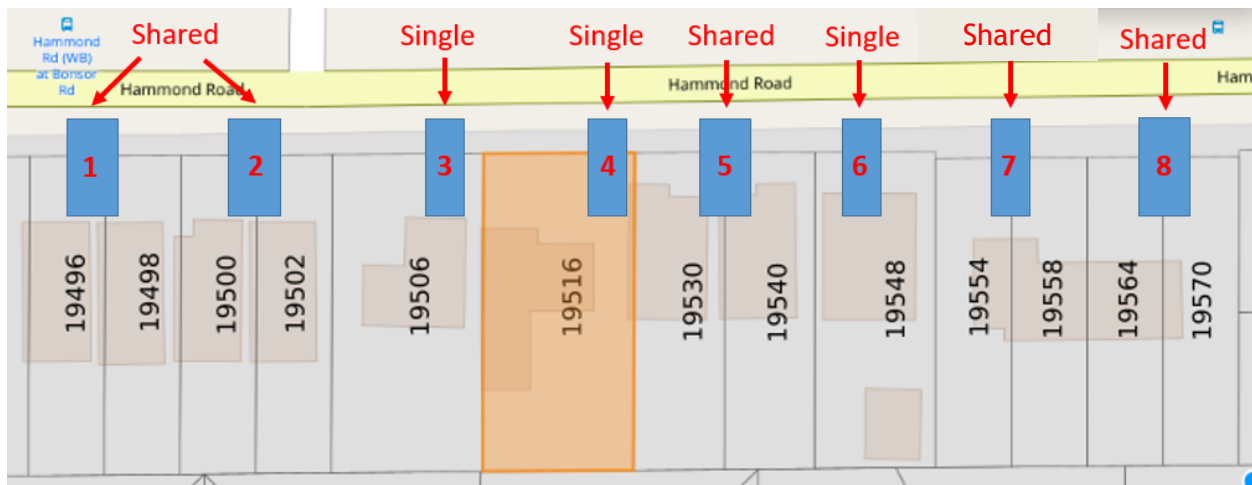


Figure 10: Current number of driveways on Hammond Rd in blue

Figure 10 above illustrates the existing driveway distribution along Hammond Road, where 13 lots (including the subject property, highlighted in orange) collectively have eight driveways. Some of these are shared or single driveways, but notably, no lot currently has two separate driveways. The shared driveways were required by the City as part of the infill subdivision applications to limit the number of driveways accessing Hammond Road. Where adjacent shared driveways (e.g., between driveways #1 and #2 in figure 10) are approximately 12m apart, which accommodates one parking space and room on either side of the parked vehicle

for turning vehicles and sightlines. 19516 Hammond Road is double the width of the lots with shared driveways and, therefore, would have double the number of driveways. Allowing a proportional number of driveways for future redevelopment, where narrower lots can have one driveway and wider lots can have two, would result in a notable increase, as shown below in figure 11.

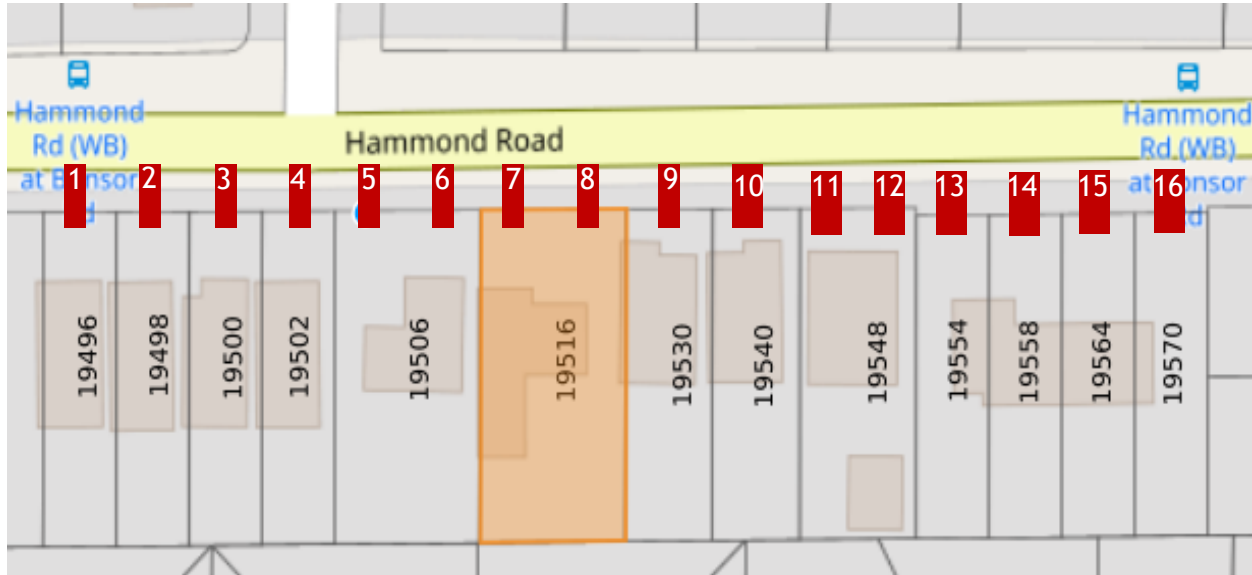


Figure 11: Potential Driveways Along Hammond Rd.

Hammond Road is designated as an arterial road and bike route in the City's plans, and is a frequent transit route. Increasing driveway access points along a busy roadway elevates the risk of conflicts between vehicles and people using the sidewalk or bicycle lane, compromising safety and active transportation objectives. Additionally, frequent driveway letdowns create an uneven sidewalk that affects the accessibility, safety, and comfort for people that use mobility aids (e.g., wheelchairs, mobility scooters, walkers) by increasing the risk of trips and falls. Allowing multiple driveways on small lots would also limit opportunities for landscaping, street trees, and on-street parking.

On-site maneuvering is another aspect to consider to avoid vehicles needing to reverse onto a busy street, across the sidewalk and bike lane. A shared on-site parking area with a shared driveway is more likely to allow vehicles to turn around on-site and exit forward onto Hammond Road.

By requiring each lot to utilize a single shared driveway and have sufficient on-site maneuvering space, the City can minimize unnecessary access points and maintain the safety and functionality of Hammond Road for all users. As more four- to six-unit developments are anticipated, it is important, in staff's opinion, to establish best practices that prioritize safety, active transportation, and efficient land use.

Suite Address Sign

While not addressed in the revised development permit plans, the City's Fire Protection and Life Safety Bylaw does outline requirements for displaying addresses for all units on the property. This matter can be resolved as the applicant proceeds through the building permit process.

Summary

Overall, the proposal does comply with the intent of the relevant design guidelines, except for the number of driveway access points and visibility of the basement suite address. The recommendation is to direct the applicant to revise the site design to employ a single driveway access. If this recommendation is adopted, the revised design would then come back to Council for further review.

Alternatively, a copy of the draft development permit including plans is included as Attachment D, should Council be satisfied with the proposal as presented. Once the development permit application is approved, a landscape bond will be collected at the time of building permit and a final inspection will occur to ensure that landscaping is completed in accordance with the plans.

COUNCIL STRATEGIC PLAN ALIGNMENT

- Principled Governance Balanced Economic Prosperity Infrastructure
 Community Spirit & Wellbeing Corporate Pride Public Safety

Housing Diversity. Encourage diversity in housing types to foster an inclusive, affordable, and multi-generational community.

WORKPLAN IMPLICATIONS

- Already accounted for in department workplan / no adjustments required
 Emergent issue / will require deferral of other priority(ies)
 Other

FINANCIAL IMPLICATIONS

- None Budget Previously Approved Referral to Business Planning
 Other

There are no financial implications associated with this report.

PUBLIC PARTICIPATION

Inform Consult Involve Collaborate Empower

This application was reviewed by the City’s Advisory Design Panel.

KATZIE FIRST NATION CONSIDERATIONS

Referral Yes No Other

SIGN-OFFS

Written by:

Jaimie Jagpal,
Development Services Technician

Reviewed by:

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Manager of Planning

Patrick Ward,
Director of Planning & Development

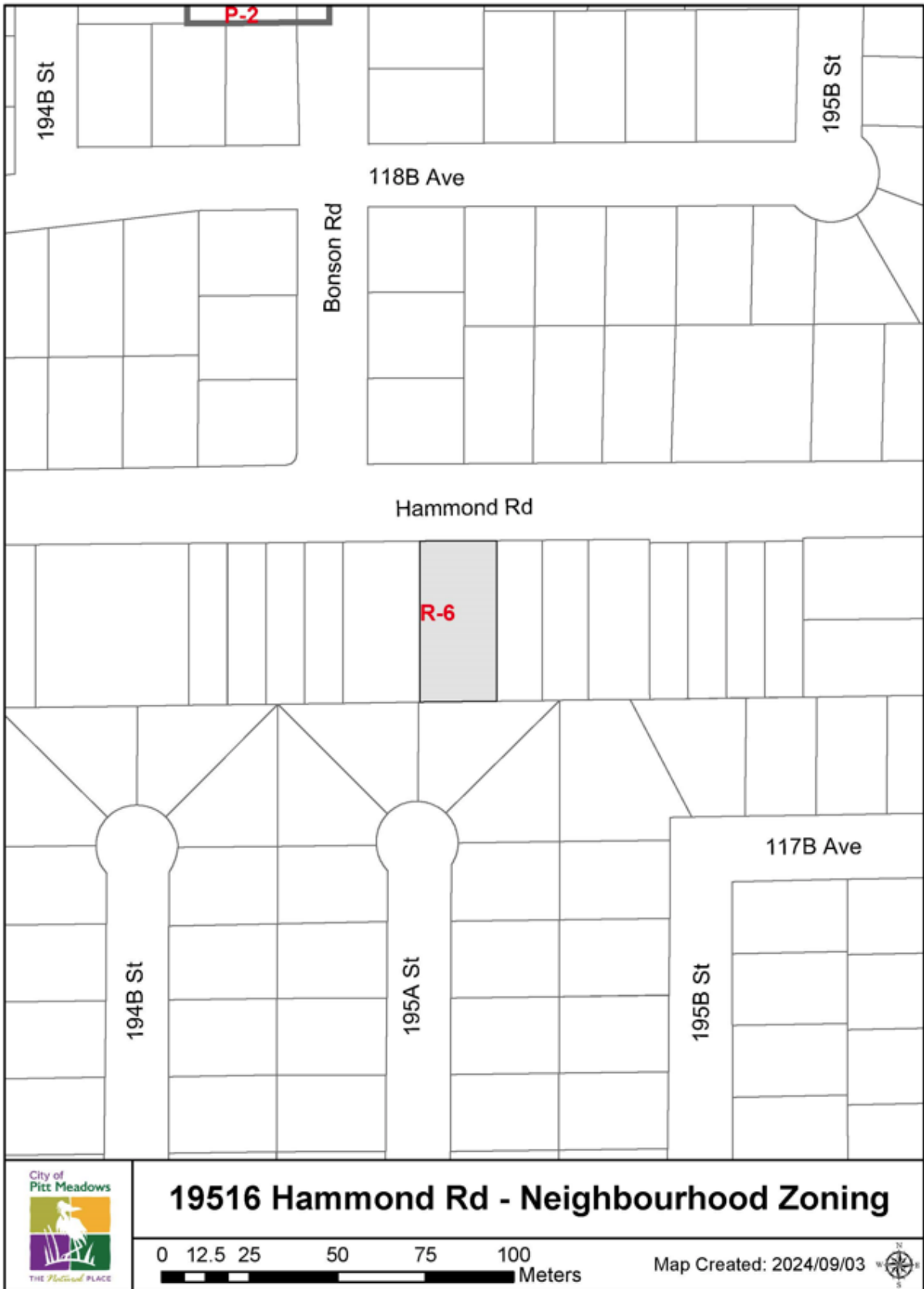
ATTACHMENT(S):

- A. Aerial Imagery Map
- B. Neighbourhood Zoning Map
- C. Neighbourhood OCP Map
- D. Draft Development Permit No. 2024-003

Attachment A



Attachment B



Attachment C

